

**Clark Street Special Service Area #23  
Commission Meeting  
Virtual, on Zoom  
Agenda for February 2, 2022 3:30-5 p.m.**

<b>Topic</b>	<b>Presenter</b>	<b>Report</b>	<b>Action</b>	<b>Time</b>
<b>Call to Order</b>	Quick	None	None	3:30 p.m.
<b>Approval of Minutes</b>	Quick	None	Motion	3:31 p.m.
<b>Public Forum</b>				3:32 p.m.
Financial Report	Wobbekind	Verbal	None	3:37 p.m.
<b>New Business</b>				
Officer Elections	Wobbekind	Verbal	Motion	3:40 p.m.
4 <sup>th</sup> Quarter Report Approval	Wobbekind	Verbal	Motion	3:45 p.m.
2022 Workplan and Timeline	Wobbekind	Verbal	Motion	3:50 p.m.
2022 Landscape Vendor Approval	Wobbekind	Verbal	Motion	4:05 p.m.
<b>Reports</b>				
Program Manager's Report	Wobbekind	Verbal	None	4:15 p.m.
Events and Marketing Report	Biello	Verbal	None	4:30 p.m.
<b>Meeting Adjournment</b>	Quick	None	Motion	4:45 p.m.

**Proposed Motions**

- To approve November 17, 2021 meeting minutes.
- To approve Steve Quick as Chair and Treasurer and Holly Lodarek as Vice Chair and Secretary.
- To approve the 4<sup>th</sup> Quarter Report.
- To approve TBD as the 2022 landscaping vendor.
- To approve the funding of promotional tourism program in an amount not to exceed \$10,000 from line item 1.08 (public relations).
- To approve the funding to produce updated business attraction materials in an amount not to exceed \$7,000 from line item 4.01 (Site Marketing)

**Next Meeting: Wednesday, April 20 at 3:30 p.m.**

**Mission:** To maintain and strengthen Clark Street as a vibrant commercial and residential district. To ensure that SSA District #23 is a clean and attractive environment for the community while fostering a collaborative partnership among all stakeholders.

**Guidelines for the public forum:**

- The goal of the public forum is to ensure that all voices of the community are heard on matters pertaining to the work of the Clark Street SSA #23. The commission is not required to provide immediate response to questions nor concerns presented.
- The opportunity to speak at the public forum will be available for all those in attendance; however, speaking time may be limited depending on the number of attendees wishing to speak. The Commission will aim to limit this portion of the meeting to no more than 15 minutes.
- All those wishing to speak during the public forum portion of the meeting must complete an information form including name, address, phone number, stake in the SSA and topic to be addressed and present the completed form to the secretary prior to the start of the meeting.
- The public forum portion of SSA #23 commission meetings, as with all portions of the meeting, will proceed according to Robert's Rules of Order, most importantly:
  - No attendee may speak twice until everyone else wishing to speak has spoken once.
  - All remarks must be directed to the Chair. Remarks must be courteous in language and deportment avoiding all personal remarks and never alluding to others by name or to motives.
  - One person may speak at a time. If not, the presiding officer can call them out of order.