

**Lincoln Avenue SSA #35  
Commission Meeting at Chicago Property Professionals  
Agenda for September 18, 2008 8:30 – 10:00 a.m.**

<u>Topic</u>	<u>Presenter</u>	<u>Report</u>	<u>Action</u>	<u>Time</u>
Call to Order	Patel	None	None	8:30 a.m.
Approval of Minutes	Patel	None	Motion	8:31 a.m.
Public Forum				8:32 a.m.
<b>Action Items</b>				8:47 a.m.
Annual Letter and Survey	Gallagher	Written	Motion	
Holiday Décor Vendor	Gallagher	Written	Motion	
Snow Removal Vendor	Gallagher	Written	Motion	
<b>Reports</b>				9:20 a.m.
Financial	Sanchez	Written	None	
Program Manager Report	Gallagher	Written	None	
<b>New Business</b>				9:45 a.m.
Meeting Adjournment	Patel	None	Motion	10:00 a.m.

**Proposed Motions**

- To approve the meeting minutes from June 12, 2008.

**Vision**

A clean and vibrant Lincoln Avenue that attracts residents and businesses.

**Mission**

To beautify and enhance Lincoln Avenue through efficient use of funds levied to promote the district as a more desirable place to live and do business.

**Next Meeting: Wednesday, November 19 at 8:30 a.m.**

**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 Lincoln Avenue SSA #35. The commission is not required to provide immediate response to questions or concerns presented.
- The public forum will be available at the start of each Lincoln Avenue SSA #35 meeting.
- 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 #35 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 department 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.