

**Special Meeting - Tuesday, November 9<sup>th</sup> 2021 9:00am – 10:30am**

**Zoom Meeting:** <https://us06web.zoom.us/j/88279475691?pwd=cHFkcXFwaE1KTDBBZXIwcEdiWFhWQT09>

**Meeting ID:** 882 7947 5691 | **Password:** 015860

Commissioners Present: David Israel, Joe Lombardo, Stan Razny  
Others in Attendance: Gina Caruso (Oak St Council/The Lord Companies, L.L.C.);  
Rick Tannenbaum, SSA Commissioner Candidate; David Broz, Luigi Franceschina, and Andre Brumfield, Gensler;  
Nick Kalogeresis and Kevin Clark, Lakota Group

Minutes

**1. Welcome and Call to Order**

- a. Razny called meeting to order at 9:02am.

**2. Public Input**

*No public present.*

**3. Approval of Minutes**

- a. On acceptance of minutes for the following meeting:  
*Motion to accept October 12, 2021 minutes.*  
**Motion:** Lombardo      **Second:** Israel  
**VOTE:** Approve – ALL      **Motion Passes.**

**4. Financial Report**

- a. Caruso opened discussion on the proposed 2021 and 2022 SSA budget amendments, which reflect actual and more refined cost estimates based on program priorities.  
On acceptance of the amended 2021 and 2022 SSA budgets:  
**Motion:** Lombardo      **Second:** Israel  
**VOTE:** Approve – ALL      **Motion Passes.**
- b. Caruso opened discussion on the proposed 2021 SSA Audit Request for Proposal. The SSA Commission is fine with the RFP as written and Caruso will release the RFP.
- c. Big Buzz Idea Group received permissions to access the SSA bank accounts the week of the SSA Commission meeting and anticipate having reports for the December meeting.

**5. SSA Commissioner Candidates**

- a. Caruso welcomed new SSA Commissioner candidates Rick Tannenbaum, an Oak St SSA property owner who introduced himself.  
On acceptance of Rick Tannenbaum as an Oak St SSA Commissioner  
**Motion:** Israel  
**Second:** Lombardo  
**VOTE:** Approve – ALL      **Motion Passes.**

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Oak Street Council

- b. Caruso reported that Duke Miglin, also an Oak St SSA property owner, is applying to be an Oak St SSA Commissioner.

6. **Website Update**

- a. Caruso reported that Webappclouds, the selected website vendor, will begin work on the new website when payment is made.

7. **Landscaping, Holiday Decorations and Snow Removal Updates**

- a. Caruso reported that Illuminight, the selected holiday decorations vendor, has ordered lights and is targeting installation starting November 20 and will be programming the light show. They ordered a sample music speaker to test the sound prior to a full installation. Programming of the music will be coordinated with the light show.
- b. Caruso reported that Christy Webber Landscapes, the selected vendor for 2021 snow removal, is ready to start service on the contract start date of 11/15/21 pending any snow incidents. Oak Street Council is forming a phone tree to report any issues to Caruso who in turn will communicate with the vendor.
- c. IGS Plantscaping is installing the winter holiday landscaping before Thanksgiving.

8. **Security Strategies Update**

- a. The teams from Gensler and Lakota Group presented their proposals to the SSA Commission regarding street closer/activation strategies that also provide safety for the street. The SSA Commission has a better idea of scope/timing/pricing for design and Caruso will prepare a Request for Proposals.

9. **Annual Report & Annual Meeting**

- a. The SSA Commission will host their annual meeting prior to the regular meeting December 8 virtually at 8:30am.
- b. The SSA Commission would like the Annual Report to be designed by a graphic designer and Caruso will get bids.

10. **New Business**

- a. None.

11. **Future Oak St SSA Commission Meetings**

- a. Annual Meeting: Wednesday, December 8<sup>th</sup>, 2021 8:30am via Zoom.
- b. Next Regular Meeting: Wednesday, December 8<sup>th</sup>, 2021 9:00am via Zoom.

12. **Adjournment**

*Motion to adjourn at 10:30am*

**Motion:** Lombardo    **Second:** Israel

**VOTE:** Approve – All    **Motion:** Passes

**Minutes Submitted By:** Gina Caruso, SSA Program Manager