



**Unapproved Copy - SSA #18 COMMISSION MINUTES – July 10, 2019**  
*Center on Halsted, 3656 N. Halsted Street, Chicago, Illinois*

**1. Call to Order & Roll Call**

Commissioner Jim Ludwig called the meeting to order at 9:08 a.m. and the following Commissioners were in attendance: Jim Ludwig, Dave Gassman, Kearby Kaiser, Tim Klump, Mike Raffety and Cindy Rudman.

Local business owners and interested future commissioner applicants Ryan Basile and Elizabeth Fuld.

Also in attendance Northalsted Executive Director Kevin Richards and Director of Operations Eric Santiago. Public attendance from Jacob Wittrock.

**2. Approval of the Minutes**

Minutes from the April 10, 2019 meeting were distributed and reviewed.

**MOVED by Mike Raffety**

**And SECONDED by Dave Gassman**

**to approve the minutes from April 10<sup>th</sup>**

**MOTION CARRIED.**

**3. 2018 Budget Update**

Eric reviews our spending from January – June 2019 and states that for the most part our spending is on track with our projected spend. In areas where there is a major difference, he provides additional insight. In comparison to past we have received more of our city funding at this point in time with our next large deposits coming in late July.

Total income received from city: \$262,799.48

Net income: \$25,824.64

#### **4. 2020 Budget Presentation**

Eric presents the proposed 2020 SSA Budget. Stating that the Equalized Assessed Value (EAV) provided to us from the city has remained the same at \$92,198,359.00.

The commission wants to learn more about why the EAV has not increased and would like to learn more information about how the new Red Line Tax Increment Financing (TIF) District will impact our SSA budget in the future. Eric states that we did contract Place Consulting to do research for us earlier this year to evaluate our Property Index Numbers (PINs). The commissioners ask to hear a presentation from Place Consulting to better understand this data collection.

**MOVED by Dave Gassman**

**And SECONDED by Kearby Kaiser**

**to have Place Consulting present their findings to the commission and answer questions about PINS and the TIF district.**

**MOTION CARRIED.**

Eric provides a summary of spending for our proposed 2020 budget categories. Proposed changes are intended to better align our proposed spending to our actual spending. Reductions are proposed in all categories except for section 2.0 Public Way Aesthetics which sees an increase of 9%.

Eric proposes that the tax rate to generate the levy amount for 2020 stay the same which is 0.5255%. This will increase our budget by \$68 for the new year.

Summary of 2019 to 2020 budget provided:

	Category	2019 Budget	2020 Budget	Difference
<b>1.00</b>	<b>Customer Attraction</b>			
1.01	Website	\$ 6,000.00	\$ 5,500.00	\$ (500.00)
1.02	Special Events	\$ 65,000.00	\$ 65,000.00	\$ -
1.04	Social Media Outreach	\$ 19,700.00	\$ 18,500.00	\$ (1,200.00)
1.05	Decorative Banners	\$ 25,000.00	\$ 25,000.00	\$ -
1.06	Holiday Decorations	\$ 10,000.00	\$ 10,000.00	\$ -
1.07	Print Materials	\$ 6,000.00	\$ 1,000.00	\$ (5,000.00)
1.08	Public Relations	\$ 6,000.00	\$ 6,000.00	\$ -
<b>2.00</b>	<b>Public Way Aesthetics</b>			
2.02	Landscaping	\$ 80,000.00	\$ 80,000.00	\$ -
2.03	Façade Enhancement Program -Rebate	\$ 12,500.00	\$ 12,500.00	\$ -
2.04	Way Finding/Signage	\$ 10,000.00	\$ 15,250.00	\$ 5,250.00
2.05	Streetscape Elements	\$ 25,000.00	\$ 34,714.00	\$ 9,714.00
2.06	Public Art	\$ 7,000.00	\$ 9,500.00	\$ 2,500.00
2.07	Sidewalk Maintenance - Materials and Supplies	\$ 500.00	\$ 500.00	\$ -
2.08	Sidewalk Maintenance - Service Contract	\$ 55,000.00	\$ 55,000.00	\$ -
2.11	Sidewalk Power Washing	\$ 33,000.00	\$ 36,524.00	\$ 3,524.00
2.12	Snow Removal	\$ 10,000.00	\$ 10,000.00	\$ -
<b>3.00</b>	<b>Sustainability &amp; Public Places</b>			
3.04	Bike Transit Enhancements	\$ 2,500.00	\$ 1,500.00	\$ (1,000.00)
<b>4.00</b>	<b>Economic/Business Development</b>			
4.01	Site Marketing	\$ 6,500.00	\$ 2,000.00	\$ (4,500.00)
4.07	Economic Impact Study, Market Study, Branding S	\$ -	\$ 2,000.00	\$ 2,000.00
<b>5.00</b>	<b>Safety Programs</b>			
5.01	Public Way Surveillance Cameras/Maintenance	\$ 12,000.00	\$ -	\$ (12,000.00)
5.02	Safety Improvement Program - Rebates	\$ 3,000.00	\$ 5,000.00	\$ 2,000.00
<b>6.00</b>	<b>SSA Management</b>			
6.01	SSA Annual Report	\$ 1,000.00	\$ 500.00	\$ (500.00)
6.02	SSA Audit	\$ 3,400.00	\$ 3,400.00	\$ -
6.03	Bookkeeping	\$ 3,000.00	\$ 4,800.00	\$ 1,800.00
6.04	Office Rent	\$ 6,000.00	\$ 6,000.00	\$ -
6.05	Office Utilities	\$ 4,500.00	\$ 4,500.00	\$ -
6.06	Office Supplies	\$ 2,000.00	\$ -	\$ (2,000.00)
6.09	Postage	\$ 300.00	\$ -	\$ (300.00)
6.10	Meeting Expense	\$ 600.00	\$ 600.00	\$ -
6.11	Subscriptions/Dues	\$ 2,500.00	\$ -	\$ (2,500.00)
6.12	Banking Fees	\$ 360.00	\$ 360.00	\$ -
6.16	Storage Fees	\$ 3,120.00	\$ 5,400.00	\$ 2,280.00
6.17	Liability/Property Insurance	\$ 3,500.00	\$ 3,500.00	\$ -
6.18	Staff Development	\$ 3,000.00	\$ 3,000.00	\$ -
6.19	IT Monitoring Services	\$ 1,500.00	\$ 2,000.00	\$ 500.00
<b>7.00</b>	<b>Personnel</b>			
7.00	Personnel	\$ 60,000.00	\$ 60,000.00	\$ -
	<b>TOTAL</b>	<b>\$ 489,480.00</b>	<b>\$ 489,548.00</b>	<b>\$ 68.00</b>

Dave Gassman is no longer in attendance at the meeting.

**MOTION by Tim Klump**

**And SECONDED by Kearby Kaiser**

**To approve the proposed 2020 services and 2020 budget as presented,**

**MOTION CARRIED.**

**MOTION by Tim Klump**

**And SECONDED by Mike Raffety**

**to contract with the Northalsted Business Alliance as the 2020 Service Provider for SSA #18.**

**MOTION CARRIED.**

The commission has questions about joint expenses that are shared costs funded through multiple accounts. Eric states the Northalsted general operating account and special event accounts are used to fund projects. The commission requests to learn more about Northalsted spending in order to get a better understanding of how SSA funds and Northalsted funds work together. Eric states that he will work the Northalsted board to share financial information with the commissioners in the future.

The commission requests to have more time in the future to review proposed annual budgets in advance of commission meetings.

#### **5. Program Management Update**

Eric reports that a bike rack inventory is being completed to look at future bike rack locations. Once this inventory is complete, we will place the custom order, installation is being targeted for late summer/early fall.

#### **7. Public Comment**

No comments.

#### **8. Adjournment**

There being no further business,

**It was MOVED by Mike Raffety**

**and SECONDED by Tim Klump**

**to adjourn the meeting at 10:58 a.m.**

**MOTION CARRIED.**

Next meeting will be held on September 11<sup>th</sup>.