

SSA Commission Meeting
Edgewater Chamber of Commerce Zoom
6-10-2020

Commissioners in Attendance: Kate Merrill, Margaret Hagerty, Rae Ann Ceclre, Jenny Yang

Not Present: Jill Metz, Helen Cameron

Guests: Mark Roschen

Chamber Staff: Christina Pfitzinger

1. **Call to Order:** Hagerty called the meeting to order at 3:11 p.m.
2. **Adoption of the Agenda:** Merrill motioned to adopt the agenda. Yang seconded the motion and the motion passed.
3. **Approval of April 2020 Minutes:** Hagerty motioned to adopt the April 2020 meeting minutes. Merrill seconded the motion and the motion passed.
4. **Presentation of Financials:** Pfitzinger presented financials year to date through May. 2020 revenue is tracking in line with 2019. We still may see collections slip by 20% based on collection. Expense lines that were lower included special events, later summer planting and snow payment.
5. **Rebate Program:** Pfitzinger presented the Health and Sanitation Rebate Program that included a \$500 rebate for businesses for items that are used to support delivery and carryout operations or to clean and sanitize work spaces and equipment.

Motion: To approve the Health & Sanitation Rebate Program as presented. Merrill motioned, Yang seconded motion. Motion passes.

6. **Budget Modifications:** Pfitzinger discussed the funding options for the Health and Sanitation Program. The need for bike racks, special events climate, new public art rebate program and the current staffing models were also presented.

Motion: Move \$30,000 from 1.02 Special Events to 2.13 new line for Public Health and Safety. Merrill motioned, Yang seconded motion. Motion passes.

Motion: Pursue contracts for bike rack installation. Yang motioned, Merrill seconded motion. Motion passes.

Motion: Approve temporary contract staff in marketing from 7.02 Personnel in the amount of \$6,967 to 1.10 Temporary Marketing. Merrill motioned, Yang seconded motion. Motion passes.

7. **Budget 2021:** Pfitzinger presented the 2021 budget draft. The Commission reviewed each line item. The Commission discussed the 25% changed items in further detail including the new website, increased public relations, next phase of the wayfinding project and staff shifts.
8. **Public Input:** N/A
9. **Announcements:** N/A
10. **Adjournment:** Hagerty made a motion to adjourn. Merrill seconded the motion and the motion passed. Meeting adjourned at 4:07 p.m.