

MINUTES
SSA #26 Commission
WED 5/29/2024

Edgewater Chamber of Commerce
1210 W. Rosedale Ave.
3:00 PM

In attendance:

Commissioners: Margaret Haggerty (Chair), Jill Metz, Daryl Sneed, Jenny Yang
Staff: Garrett Karp, Jessica Wobbekind

- 1) Meeting called to order at 3:04 by MH
- 2) Review and Approve April 24, 2024 meeting minutes

Motion to approve April 24, 2024 meeting minutes by JM, DS 2nd, all in favor.

- 3) Review and Approve of Financials through 4/30/24

Motion to approve the Financials through 4/30/2 by JM, DS 2nd, all in favor.

- 4) The Commissioners reviewed the 2025 Budget Draft
 - a. The draft proposes a 15% increase in the levy from 2024 to 2025.
 - i. Staff points out that the 2024 SSA budget included a 1.42 decrease, largely to decreased staff reimbursement.
 - ii. JW mentions that SSA #26 has rarely increased its levy, staying mostly flat and/or decreasing slightly most years
 - iii. Between 2014 and 2024, the levy has increased only \$2,000 but costs for staffing, contractors, materials, etc. has increased steadily by at least 5% a year.
 - iv. GK comments that some other contractors have suggested service contracts go up by as much as 8% to 10% a year, even before the pandemic, and that many SSA budget for an automatic 4.9% increase every year just to keep up with inflation and service rates
 - v. GK also mentions that not increasing the level has an adverse effect on cost sharing for office expenses and staffing between SSA and Chamber.
 - b. The Commission discussed whether the services have been sufficient or if there other programming or services have not been provided because the budget has not increased.
 - i. JM mentions that keeping the tax levy flat has been intentional and that she'd want to actually see new/improved service or a greater rate of follow-through if SSA #26 is requesting a levy increase
 - ii. GK acknowledges that the low rate of follow-through was often due to staff turnover and/or poor staff management of initiates and that current staff will have a higher rate of success and has several plans including new holiday décor, new banners, and more. Also points to the 2024 sidewalk

snow removal contract as an example of where SSA #26 has decreased a level of service to save money.

- iii. JY asks why levy needs to be increased if there is large carryover and TIF rebate
- iv. GK and JW explain that TIF rebate is not guaranteed and carryover is a calculation based on 2023 audit numbers, and we may not have as much carryover after 2024. GK notes that best budget practice is to project small carryover and only use it as padding/contingency. Any essential initiatives should be budgeted for with levy.

- 5) The Commission reviewed the Façade Rebate application from The World Music Foundation, 1066 W Granville seeking a rebate for a new awning that will be branded with their logo and another commercial tenant in the building.

Motion to approve the application for a Façade Rebate from The World Music Foundation for 50% of the cost of the project, not to exceed \$5,000 from line item 2.03 (Façade Enhancement Program) by JM, DS 2nd, all in favor.

- 6) The Commission discussed the removal of garbage cans scheduled for Friday, May 29. The cost of removal is over the \$1,000 threshold discussed at our last meeting to be approved by the Commission.

Motion to approve the removal of the SSA garbage cans for a cost not to exceed \$1,200 from line item 2.08 (sidewalk maintenance) by JM, DS 2nd, all in favor.

- 7) The Commission discussed the Elevate Devon project, GK and JW provided clarification on the proposal as well as how the responsibilities and other funding requests will be divided as requested at the 4/24 meeting.

Motion to approve the proposal by Teska in an amount not to exceed \$6,500 from line item 4.07 (Branding Study) by JM, DS 2nd, all in favor.

- 8) SSA Program Updates delivered by JW
 - a. The rebate program applications have been updated and loaded as fillable Google forms on the website.
 - b. All Commissioners are up for renewal and everyone needs to submit an updated application.
 - c. We have discussed potential projects for the rest of this year or 2024, including a banner update, new bike racks, and new and refreshed holiday decorations.
 - d. We will release the snow removal RFP soon to review proposals in July.
 - e. The spring plantings were removed and the summer plantings were just installed yesterday.
 - i. It is noted that the spring plantings were a little sad this year.

- 9) Motion to adjourn meeting at 4:35 p.m. by MH, JM 2nd, all in favor. Meeting adjourned.