

Six Corners Association
 SSA 28 Commissioners Meeting Minutes
 April 23, 2020
 Portage Arts Lofts, 4041 N. Milwaukee Ave., #302

Item	Information	Action
Introductions	<p>Commissioners present: Marci Berner, Gale Fabisch</p> <p>Commissioners Absent: None</p> <p>SSP Staff: Jessica Vazquez, Amie Zander</p> <p>Guest: Joy Coombes: Eite and Associates, Mark Roshen: DPD, Jessica</p>	<p>GF called the meeting to order at 1:31 pm.</p>
Minutes	<p>Minutes from 1-23-20 SSA meetings reviewed.</p>	<p>Motion to accept minutes as presented by GF; MB seconds. Minutes approved.</p>

<p>2019 Audit</p>	<p>SSA 28-2014 Audit: JC reviewed the 2019 SSA 28-2014 audit. New audit pages include a cover page and copy of the final budget for the audited year. Carryover to be \$39,000. JC explained that SSA 28-2014 was allocated in TIF Rebates of 144,813 for 2019 budget and 154,411 for next 8 years. Due to allocation being provided in 2019, the audit requires reporting of the amount. 2018's finds included expenses exceeding budgeted amounts. Response was provided for the 2018 budget. Additional finds in 2018 DPD desk review have been resolved. MR stated that since the 2018 desk review finds had been resolved JC description in 2019 Audit were acceptable. 2019 had no findings.</p>	<p>Motion to acknowledge receipt of the document and no additions or revision for the document by GF; MB seconds. Acknowledgement recorded.</p>
<p>2020 Budget and Workplan</p>	<p>Financials: Balance Sheet, P&L, BvA presented. 51% of levy received for this year. Due to only 2 snow occurrences above 2 inches, sidewalk contract line items are lower than last year's. 1st Quarter spending on track.</p> <p>Q1 Report Highlights: 430 items printed, composed of Annual Report, Survey, Owners toolkit, ssa 28 promotional materials. Broken lights across Milwaukee Ave. removed. LCM provided 2 shovelings and Saltings, SSA survey meeting hosted, SSA paid share of SSA management.</p>	<p>Motion to accept 2020 financial reports as presented by GF; MB seconds. Financial reports approved.</p> <p>Motion to SSA 2020 Q1 report as presented by GF; MB seconds. SSA 2020 Q1 report approved.</p>
<p>2021 Budget and Workplan</p>	<p>2021 Budget and Workplan Update: Per DPD recommendation work plan and numbers from 2020 were entered into 2021 Budget and Workplan. New loss and late collection amount and new TIF Rebate amount. 2 attempts to request to meet with the Alderman's office to discuss the budget have been made. The 3rd attempt will be done tomorrow. Potential additional SSA meeting to be held in May to provide new commissioners opportunity for feedback. SSA businesses would like to see more greenery, sidewalk sale type of events, and new holiday decorations. GF would like activation of Milwaukee Lighting. JV provided insight of needing additional lighting outlets on each light pole to be</p>	<p>Motion to approve Christy Webber as presented by AZ; BB seconds. All in favor, approved.</p>

<p>2020 Work Plan</p>	<p>able to pay for our own electricity bill. Average lighting bill for other SSA about \$60. SP would need to work with CDOT to be able to achieve this. FB and MB did not have additional comments</p> <p>SSA Survey Update: Due to COVID-19, survey postpone. Email and physical event attempts have been made. Physical copies of surveys are still to be provided. Once shelter in place order is lifted, SP staff will drop off surveys. So far SSA Business would like more beautiful plants and planters along the shopping district. Sidewalk power washing is preferred but no window washing. Better holiday decor, more small events, and PR services requested but unsure of how to utilize them.</p> <p>2020 Special Events: Due to COVID-19, all special events and social events are not recommended to host until the end of summer or fall. Chicken and Beer Dance to host in October, conditions allowing. Large events or events over 100 people are not recommended. It is recommended that commission allow for \$3,000 for Shop Local Friday's online raffle. Allocate \$15,000 for a rebate program.</p> <p>Streetscape: AZ has reached out multiple times to Alderman's office regarding permits for streetscape furniture. AZ has provided an interactive map to the Alderman and Staff for revision. Alderman's office said that they would assist with this process but SP staff has not heard back.</p> <p>Klee Walkway: Ald. Gardiner stopped at Six Corners SP staff office to request a maintenance agreement for the Klee walkway project. JV will request plans for the walkway project and cost associated with the project for 2021 budget.</p> <p>Economic Vitality: JV shared SCA's three phase approach to COVID-19. SCA has completed the following: Business one on one consultation, website resource page, shop local webpage, social media workshop, business pivot campaign, Small</p>	<p>Motion to approve \$3,000 sponsorship by GF; MB seconds. Approved.</p>
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Business Friday's, Applying for loan experience video, 2112 partnership, Business planning pivot brainstorming cheat sheet.

Bookkeeping: JV reached out to 5 companies to provide RFP and request a bid. Access Advisors was the only company that responded. Bid would increase the service cost an additional \$25. JV recommends.

Upcoming RFP: Holiday Decorations, potentially \$17,000 budget. SSA's use similar decorations. JV to look at Main Street for inspiration for holiday decorations.

Old Business: Commissioner renewals: Current commissioners are not being renewed per alderman's request, former commissioners also resigned. Only to commissioners, with elapsed expirations, on commission.

New Commissioners: City Council introduced Manuel Romero, Mike Dimeo, Jack Wroblewski. Additional commissioners to yet be introduced are Juana Mora, Joanne Buckwalter, Mary Garcia.

Public commentary: MR shared that DPD is available for guidance, shared satisfaction with SP, and looking to assist with new commissioner transition.

Meeting adjourned at 2:42 PM.

Motion to approve Access Advisors as presented by GF; MB seconds. All in favor, approved.

Adjournment at 2:42 PM.
Motion to adjourn made by MB; GF seconds. Meeting adjourned at 2:42 PM.