



Special Service Area

Advisory Committee #1 | Date: 5/02/2024



Welcome!

1 What is an SSA & how it works

2 The Role of an Advisory Committee

3 SSA #32 Boundary

4 Service Types

5 How Much It Costs & How it Works

6 SSA Timeline

7 What's Next



An SSA is...

a designated area where property owners decide to provide additional services to benefit residents, merchants, and visitors funded by a dedicated property tax.

Funds are then directed into the SSA to be spent based on local needs.



An SSA works by

Community Fund

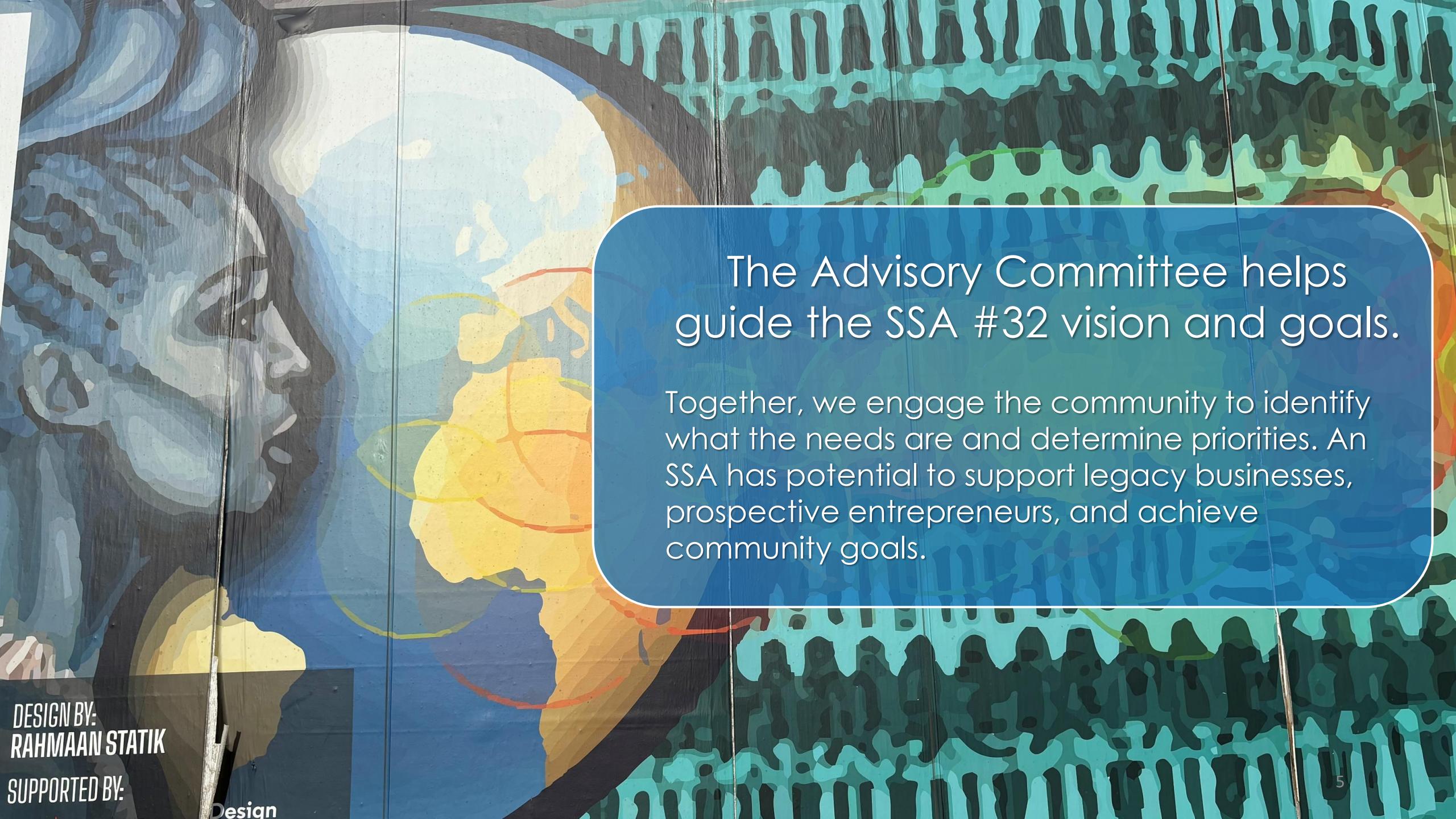
An SSA is funded by a dedicated property tax. **YOU** decide the tax rate.

Funds Go Into The District

Funds collected are used in the community to address needs & improvements.

District Benefits From Funds

79th St businesses & residents decide where to spend funds & benefit from investment.



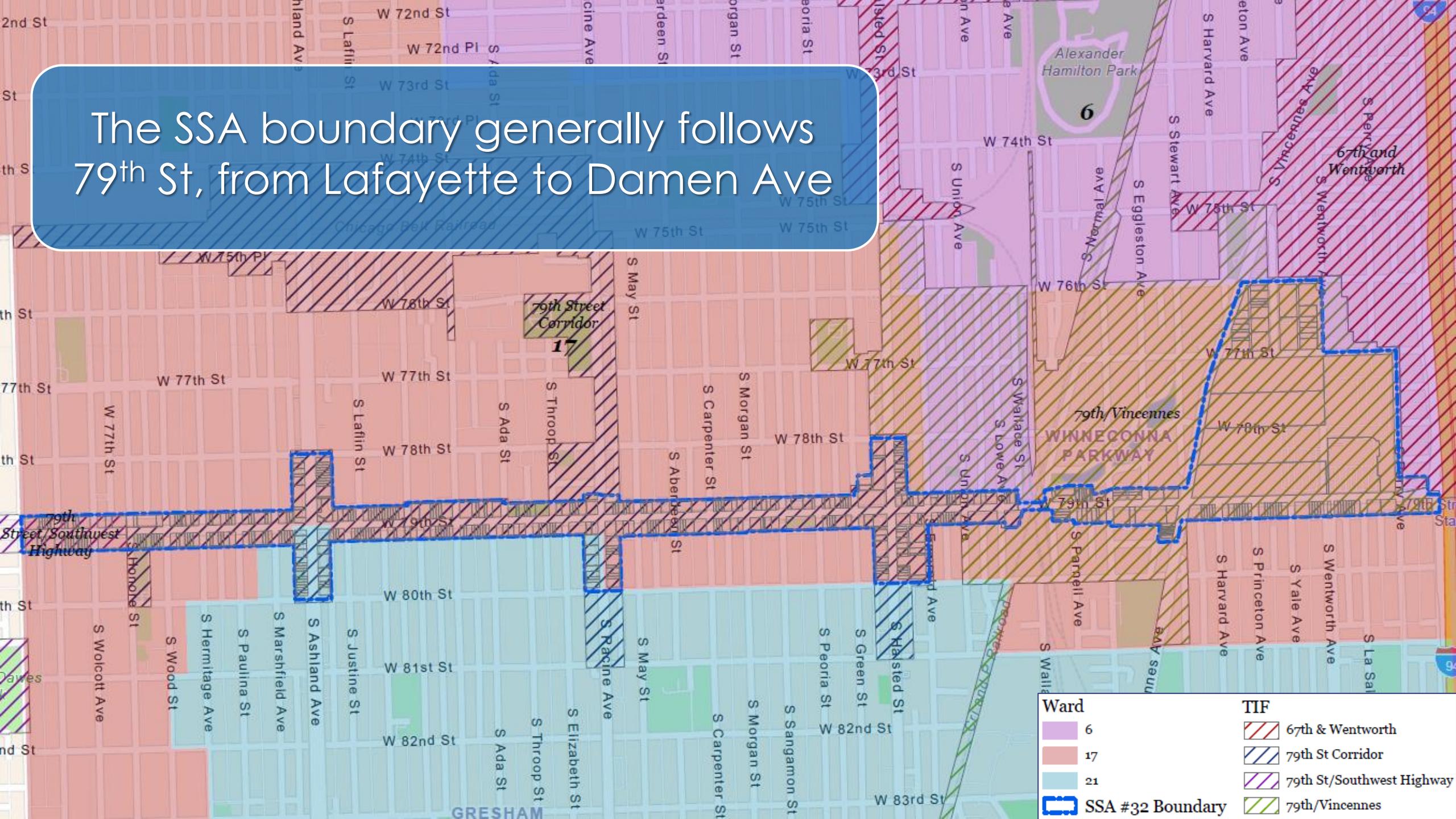
The Advisory Committee helps guide the SSA #32 vision and goals.

Together, we engage the community to identify what the needs are and determine priorities. An SSA has potential to support legacy businesses, prospective entrepreneurs, and achieve community goals.

DESIGN BY:
RAHMAAN STATIK
SUPPORTED BY:

Design

The SSA boundary generally follows 79th St, from Lafayette to Damen Ave





Department of Planning
and Development

2025 SSA Establishment Process



Clean. Green. Safe.



**Ciere Boatright
Commissioner**

SSA Program Overview

What is a Special Service Area (SSA)?

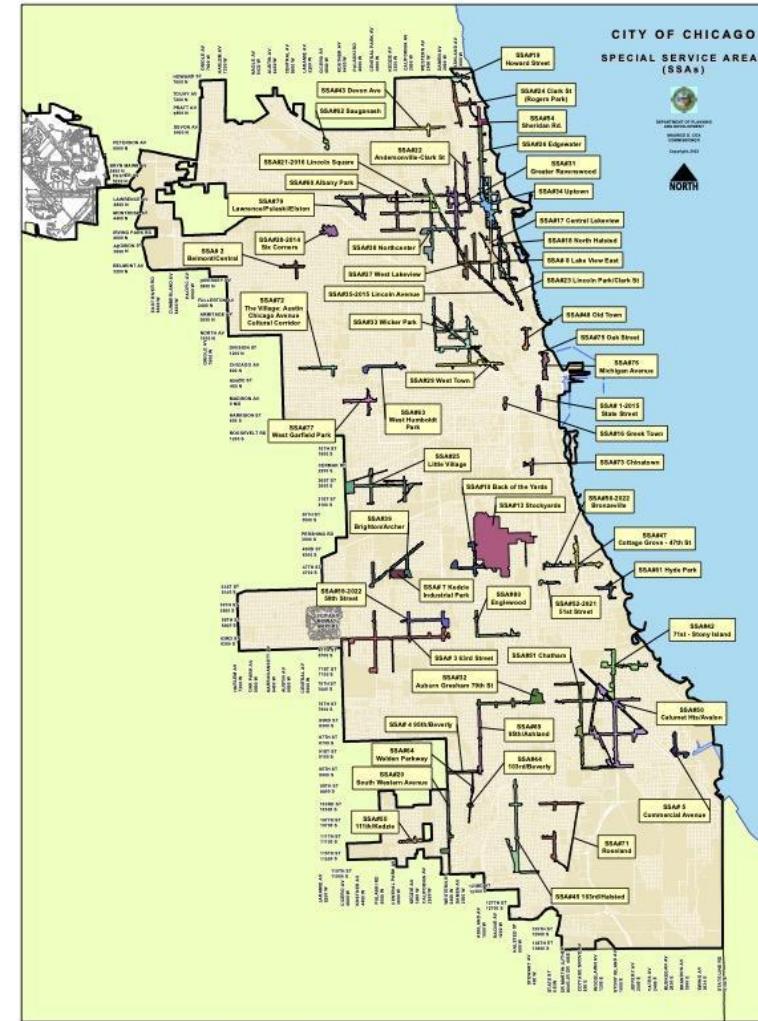
- Locally-initiated, **self-imposed** tax
- A **geographic area**, not an agency
- Funds **additional services** beyond the City's general services, within SSA boundaries
- City grants taxing authority and appoints local **SSA Commissioners**
- City contracts with **service provider agencies** to administer day-to-day SSA activities
- Authorized by **state** statute, **city** ordinance, and **DPD** policies



SSA Program Overview

2023 Stats at a Glance

- First SSA created in 1977
- **57** active SSAs
- **42** Service Provider Agencies
- **465+** Commissioners
- Initial terms of **10** years
- Term extensions of **15** years
- 2023 Budgets = \$33.9 million
 - Smallest \$18,000
 - **Median \$462,000**
 - Largest \$3,638,000



SSA Program Overview

Authorized Service Categories

- 1.00 Customer Attraction**
- 2.00 Public Way Aesthetics**
- 3.00 Sustainability and Public Pla**
- 4.00 Economic/Business Develop**
- 5.00 Public Health and Safety Programs**

- 6.00 SSA Management**
- 7.00 Personnel**

SSA funds can only be spent within SSA boundaries.

These categories cannot exceed **30% of the levy total.**

SSA Services Gallery



Public Gathering Spaces



Public Art

Customized Trash Cans



Unique Identifiers



Special Events



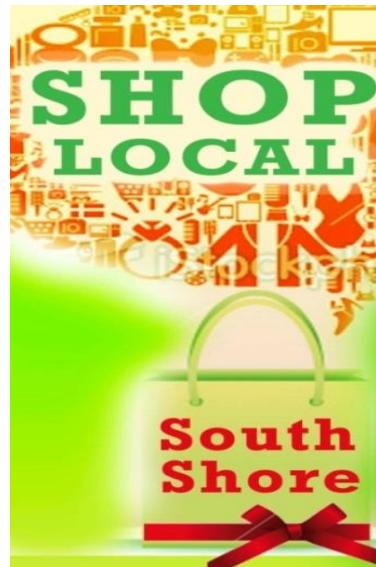
SSA Program Overview

1.00 Customer Attraction

- Website Management
- Special Events / Festivals
- Free WiFi Program
- Social Media Outreach

2.00 Public Way Aesthetics

- Graffiti Removal/Prevention
- Landscaping, Sidewalk Cleaning
- Façade Rebate Program
- Wayfinding Signage



3.00 Sustainability and Public Places

- Garbage/Recycling Materials Program
- Small Business Energy Efficiency Retrofits
- Public Transit Enhancements
- Bicycle Racks

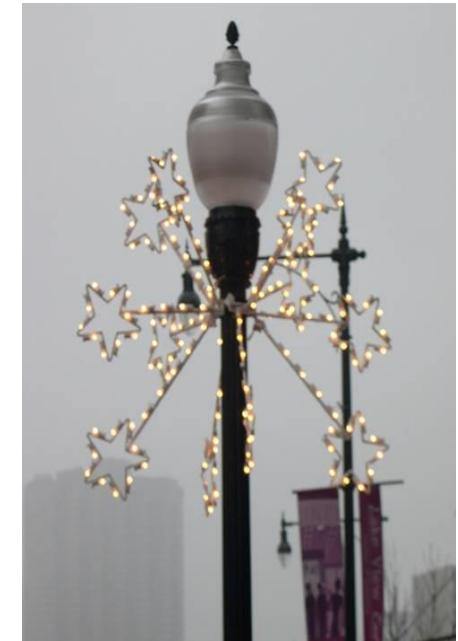
4.00 Economic/Business Development

- Marketing Available Storefronts
- Strategic / Master Planning
- Commission Development and Recruitment

SSA Program Overview

5.00 Public Health and Safety Programs

- Public Way Surveillance Cameras/Maintenance
- Security Patrol Services
- Rebates for Public Health and Safety Upgrades



SSA Program Overview

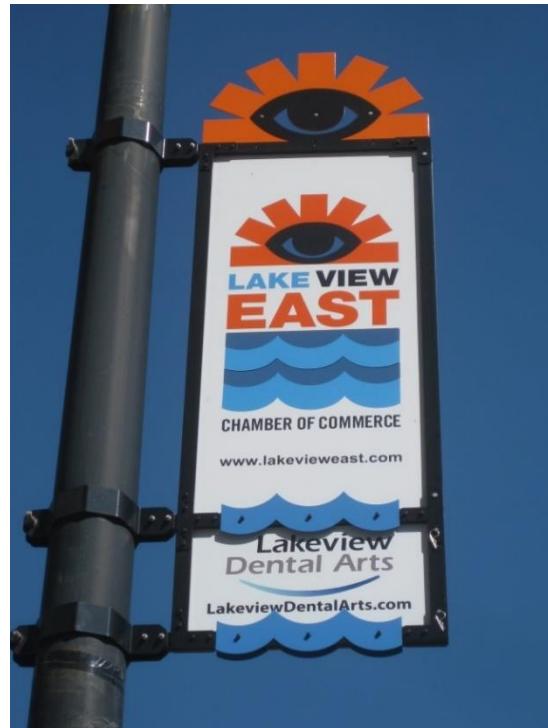
6.00 SSA Management

- Annual audit
- Accounting
- Office Operations
- Monitoring/Compliance



7.00 Personnel

- Personnel – includes SSA provider's share for employee salaries and fringe
- Cost Allocation – Tracks provider's multiple funding sources to prohibit "double-funding" of shared administrative line items

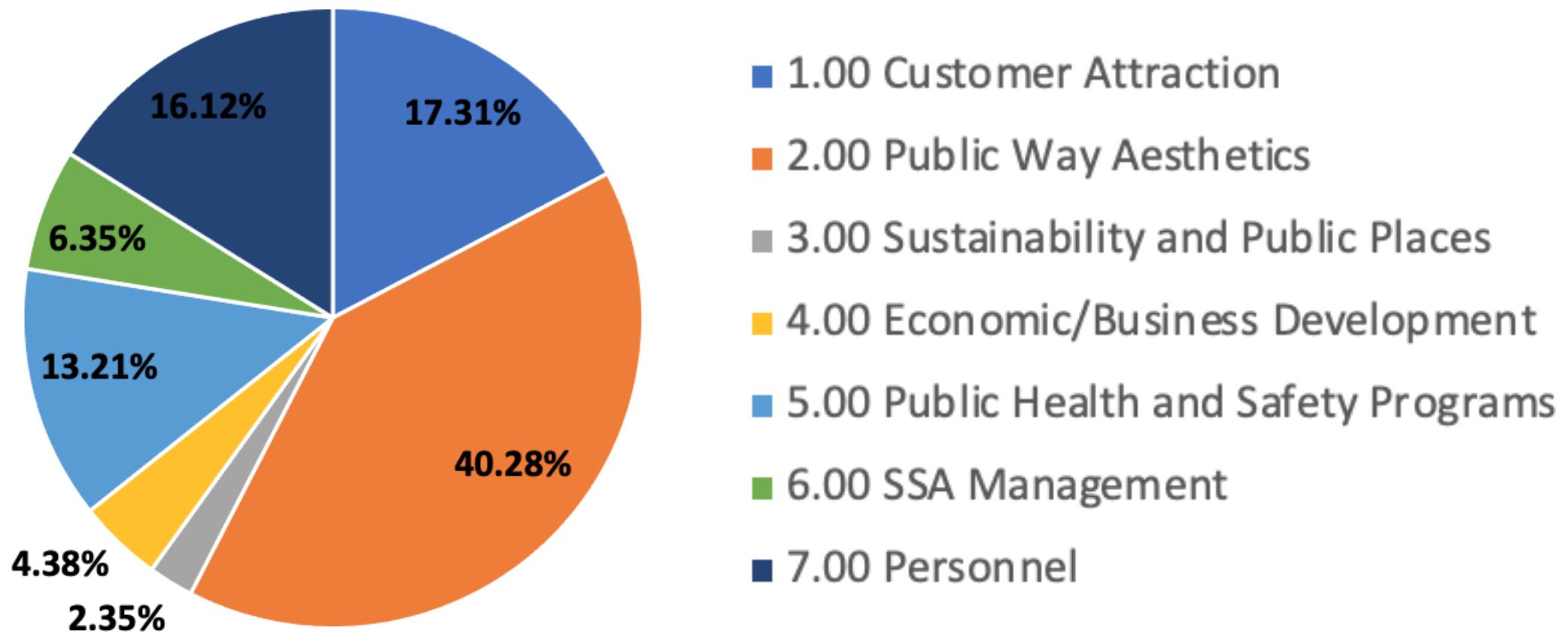


Per State Statute:

Administrative Expenses (Categories 6.00 + 7.00) **cannot exceed 30% of levy amount**

SSA Program Overview

Allocation of Funding by SSA Category for all 57 SSAs in 2023



Roles and Responsibilities

The SSA Commission

- Recommends tax rate, services, budget, and Service Provider yearly
- Authorizes budget line item modifications
- Reviews vendor finalists and approve subcontracts
- Monitors all SSA expense reports provided by Service Provider agency
- Reviews and approves SSA meeting agenda and minutes
- Authorizes payments from SSA account

Roles and Responsibilities

The Service Provider Staff

- Manages daily SSA activities
- Guides vendor selection and RFP process
 - Issues requests for proposals (RFPs)
 - Reviews responses
 - Recommends top respondents to commission
 - Signs contracts with vendors
 - Monitors contracts to ensure services are delivered
- Prepares regular reports to DPD and Commission
- Ensures contract requirements are fulfilled

Key Legislation Governing SSAs

- Illinois State Statute: SSA Tax Law
- City Ordinances
- Open Meetings Act (OMA)
- Freedom of Information Act (FOIA)
- City and County Ethics Ordinances



Legislation

City Ordinances

- **Establishment Ordinance**
 - Must be renewed every 10-15 years
 - Defines SSA Boundaries
 - Sets Tax Rate Cap
 - Sets Expiration Date
 - Defines Commissioner Number, Terms, Qualifications, Appointment Process, Powers



Legislation

City Ordinances

- **Annual Levy Ordinance**
 - Must be approved every year
 - Sets annual levy and associated tax rate for upcoming year
 - Establishes budget for upcoming year
 - Designates a Service Provider to administer the SSA for the upcoming year subject to a Service Provider Agreement (SPA)



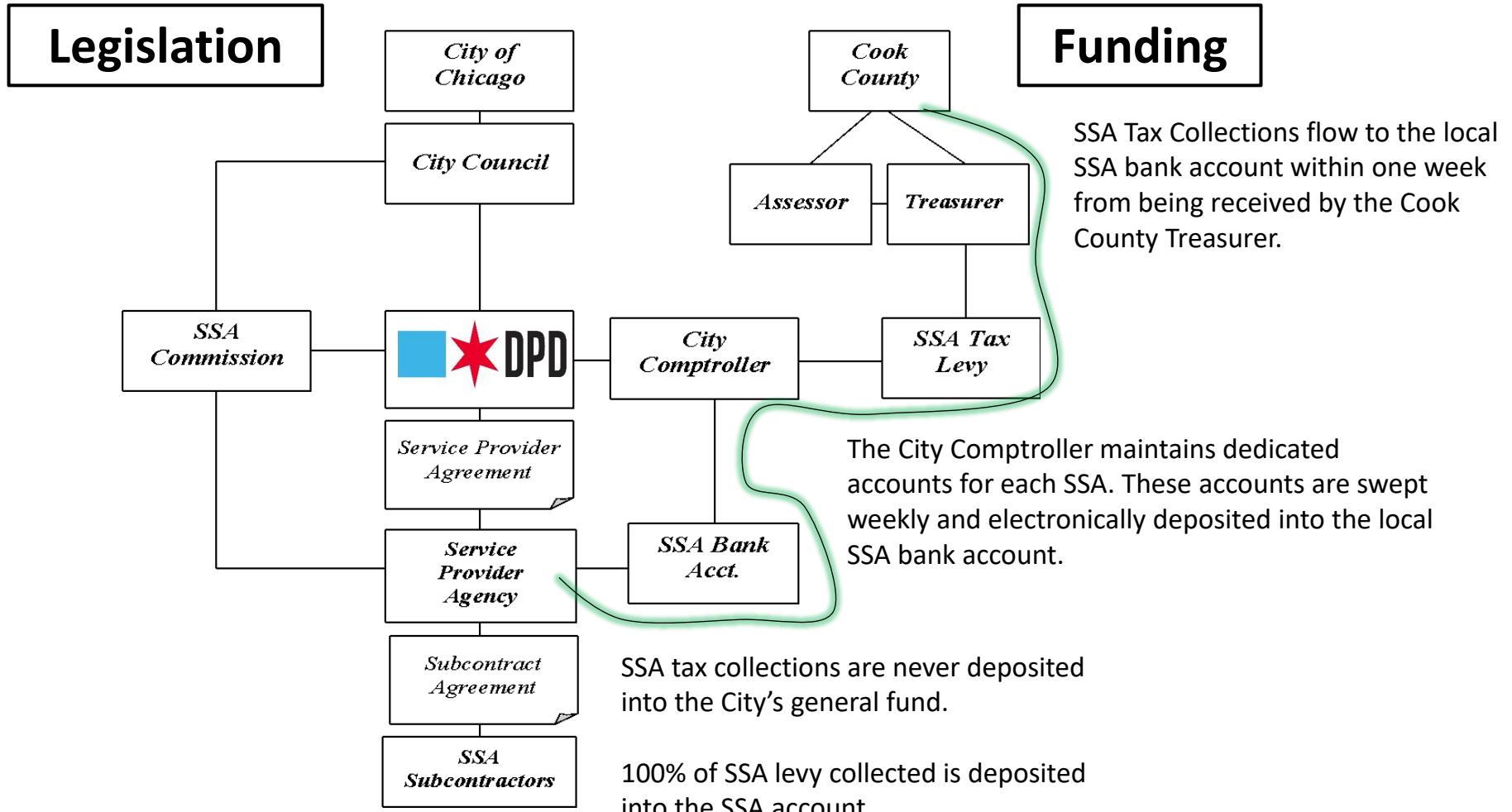
Local Outreach / Support for New & Renewing SSAs

- DPD requires **two community meetings** to inform SSA stakeholders and gather feedback
- Sponsoring agency must brief local aldermen
- **Signatures of support** from at least **20%** of the PINs within the proposed SSA boundaries
 - Minimum of **10%** by June 9th
 - Entire **20%+** by August 1st
- **Formal public hearing** held in the fall at City Hall

Vetting Overview

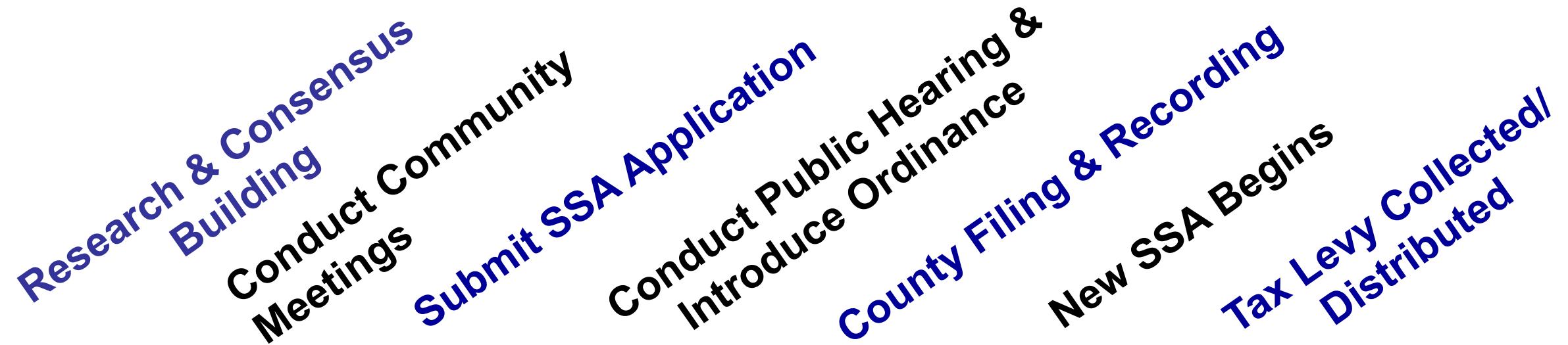
- **SSA Commissioners**
 - Require Mayoral nomination and City Council approval
 - No debts to City or Child Support
 - Annual City and County Ethics Statements
- **Service Provider**
 - No debts to City or Child Support
 - Economic Disclosure Statement with City of Chicago
 - In good standing with State of Illinois
- **City monitors on behalf of taxpayers**
 - Reviews annual audits
 - Limits administrative expenses
 - Review performance metrics of service providers

SSA Management Flow Chart





2025 SSA Creation Timeline



Jan- Mar 2024	Apr- May 2024	Jun 14 2024	Oct-Dec 2024	Dec 2024	Jan 2025	Mar or Sep 2025
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Thank You!

Small Business Development Bureau

Mary O'Connor, Deputy Commissioner

Mark Roschen, Assistant Commissioner 312-744-1083

SSA Project Managers

Allen Doan

Oneida Pate

Eileen Sweeney

Jennifer Magallanes

312-742-9185

312-744-7471

312-742-1836

312-744-0842 – SSA Commissioner applications/questions



Department of Planning
and Development

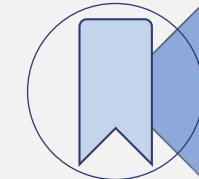
**Ciere Boatright
Commissioner**



SSA Service Categories

An SSA provides additional services than those already provided by the City.

SSA services can allow more attention to be directed to specific areas that improve the economic and well-being of 79th St.



Customer Attraction



Public Way Aesthetics



Sustainability & Public Places



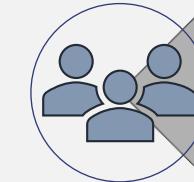
Economic & Business Develop.



Public Health & Safety Programs



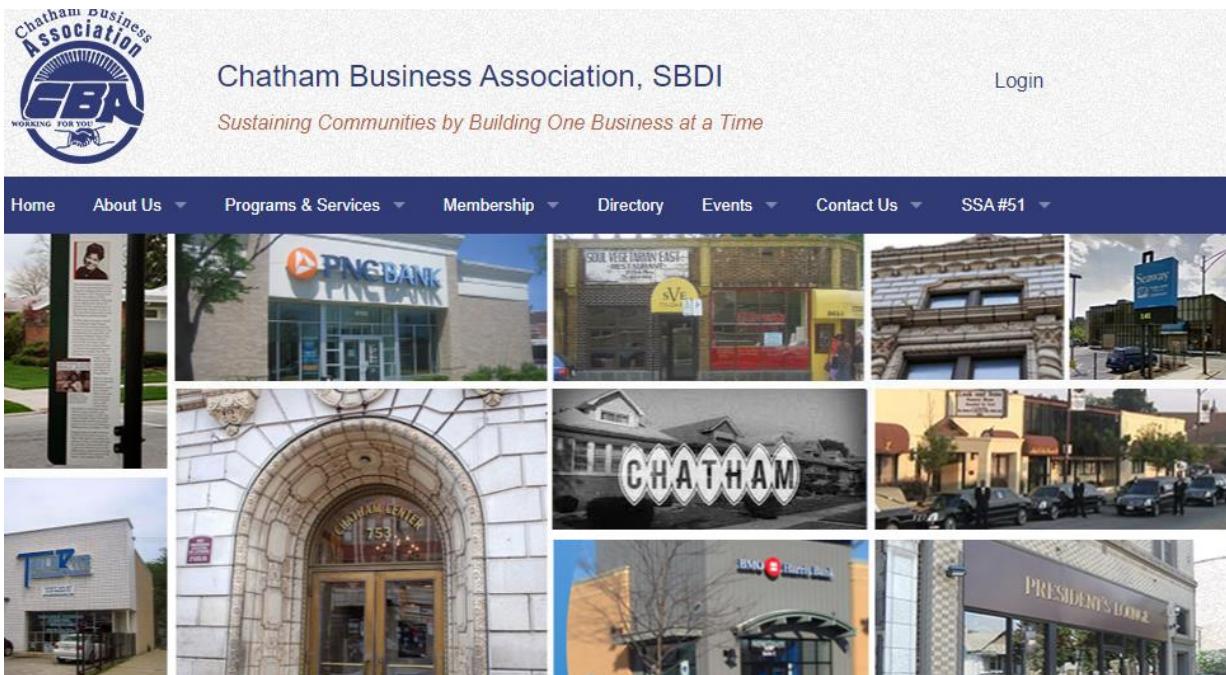
SSA Management



Personnel

Customer Attraction

Website, special events, marketing, decorative banners, promotions, customized print materials, networking, and 79th St. branding



Chatham Business Association
April 16 at 8:18 AM · 

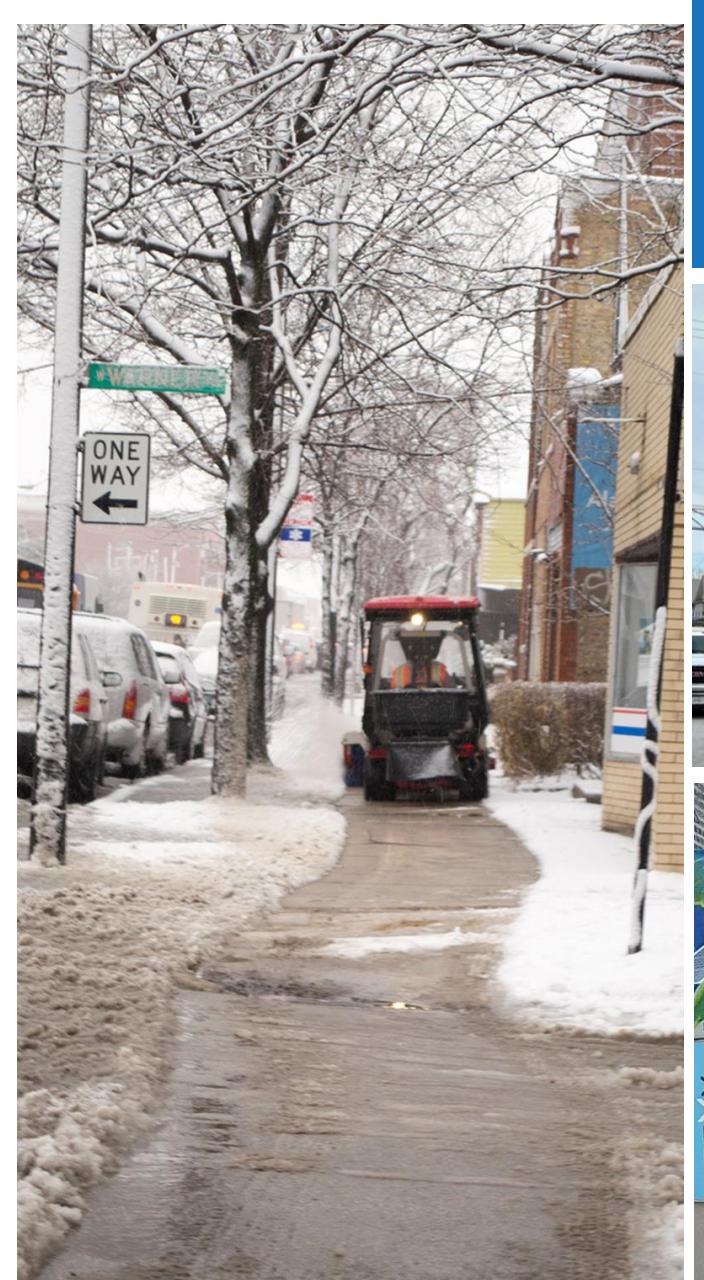
Upcoming Event:



MEMBERS.CBAWORKS.ORG
2024 Spring Mix N Mingle "Taste of Chatham" Networking Event
Small Business Networking



Public Way Aesthetics



Sustainability & Public Places



Congrats to all seven 2022 Neighborhood Enhancement Awardees!
<https://www.secc-chicago.org/seven-beautification.../>



Economic & Business Development



CHATHAM BUSINESS ASSOCIATION
MONTHLY MEMBER MEETING
Small Business Finance Summit

Speakers:
Kareem Raley - Chase Bank
Tiffany Taylor - C-3 Fund
Amanda Boone - PNC Bank
Leticia Flores Poole - BMO Harris
Amanda Atkins - Allies for Community Business
Jocelyn Valenzuela - IFF
Wanda Harris - Chicago Community Loan Fund

March 12, 2024 | 9AM | In-Person | 8560 S Cottage Grove Ave.
Discover Shine Bright Center Chicago, IL 60621

GETTING READY FOR GROWTH

JOIN US FOR OUR 2ND ANNUAL FINANCIAL SUMMIT.
GET UPDATES ON BUSINESS LOANS, LINES OF CREDIT,
REAL ESTATE LOANS, PERSONAL CREDIT
REQUIREMENTS, FUNDING FOR NOT-FOR-PROFITS,
SBA LOANS AND MORE!

Financial Experts: Providing Solutions for the Diverse Finance Needs of Small Businesses

MORE SPEAKERS TO BE ANNOUNCED!
Hot Breakfast Provided- RSVP REQUIRED
WWW.CBAWORKS.ORG/RSPV



Public Health & Safety Programs

Chatham Business Association
February 14 · 6

New Member:

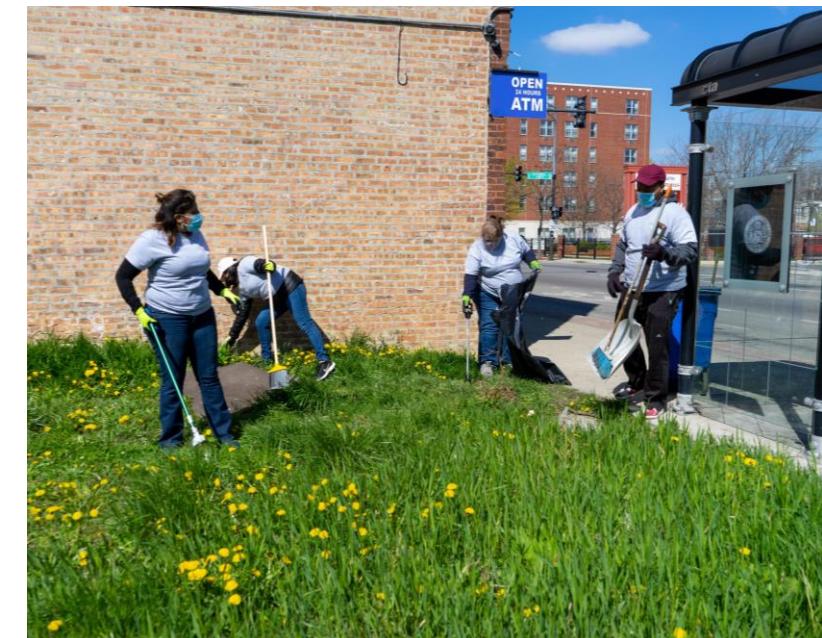


MEMBERS.CBAWORKS.ORG
Mistral Mental Health
Mental health counseling / Certified DBT therapist

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THE MONEY STAYS HERE



PROGRAMMING



BEAUTIFICATION



FESTIVALS



KIDS ACTIVITIES



MAINTENANCE



SAFETY



MURALS



LIGHTING



MARKETING



BIKE RACKS



Holiday decor



SIGNAGE

How much does the SSA cost?

Proposed Maximum Rate

Sets the tax limit for the next ten years – SSA 32 was 2%

Annual Rate

Sets the levy for each year – SSA 32 was 1.74%

	1.75%	2.0%
\$25,000 EAV Property	\$437	\$500
\$50,000 EAV Property	\$875	\$1,000
Total Projected Revenue	\$382,000	\$436,630

**EAV = Equalized Assessed Value*

SSA Designation Process

SSA Funding + Visioning	SSA Conditions + Metrics	SSA District Plan	SSA Package & Adoption
<ul style="list-style-type: none">▪ Levy Options▪ Advisory Committee Meetings #1 May 2 #2 May 9▪ Confirm Levy Rates▪ Needs Assessment Survey▪ Data Collection	<ul style="list-style-type: none">▪ Collect Signatures▪ Community Meetings #1 May 23 #2 May 30▪ Define metrics▪ SSA Boundary Legal Description	<ul style="list-style-type: none">▪ Complete District Plan▪ Submit SSA Package to City on June 14th▪ 10% of PINs Signatures	<ul style="list-style-type: none">▪ Submit Remaining 10% of PINs Signatures▪ Prepare SSA Ordinance▪ Notice of Meetings▪ Public Hearing/Adoption

April - May

May – June

June – August

August – December 2024



Next Steps

- Advisory Committee Meeting #2
 - AC #2 | Date: May 9th | Time: 10:00 am | Location: Online Zoom (meeting details forthcoming)
- Set Maximum Tax Rate, Prioritize Services
- Community Meetings (CM)
 - CM #1 | Date: May 23rd | Time: 10:00 am | Location: TBD
 - CM #2 | Date: May 30th | Time: 1:00pm | Location: Online Zoom meeting