



Special Service Area SSA #32

Community Meeting #2 | Date: 6/6/2024



Welcome!

1 What is an SSA & how it works

2 SSA #32 Boundary

3 SSA Establishment Process

4 SSA Services

5 How Much It Costs

6 SSA Timeline

7 Needs Assessment Survey

8 What's Next



WHY CBA?
50+ Years of Small Business
Growth & Development,
Community Outreach and
Workforce Development
Experience



David
MOORE
17th Ward Alderman



A Clean Community is
A Safe Community is
A Working Community

CBA has a history of working in partnership with 17th Ward Alderman David Moore to assist in identifying businesses within the Ward to fill a project's needs to access the urban market, identify labor and small businesses that support a local government's local hiring and diversity objectives for transportation and infrastructure projects.

CBA has successfully created and implemented customized outreach, business growth and workforce development programs designed to spearhead economic development in neighborhood communities.

CBA can develop and delivery a workforce that reflects the constituency of the neighborhood in which a project, like CREATE, is located.

CBA hosted the
INVEST South/West
79th Street Auburn
Gresham Corridor
Business Workshop



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.

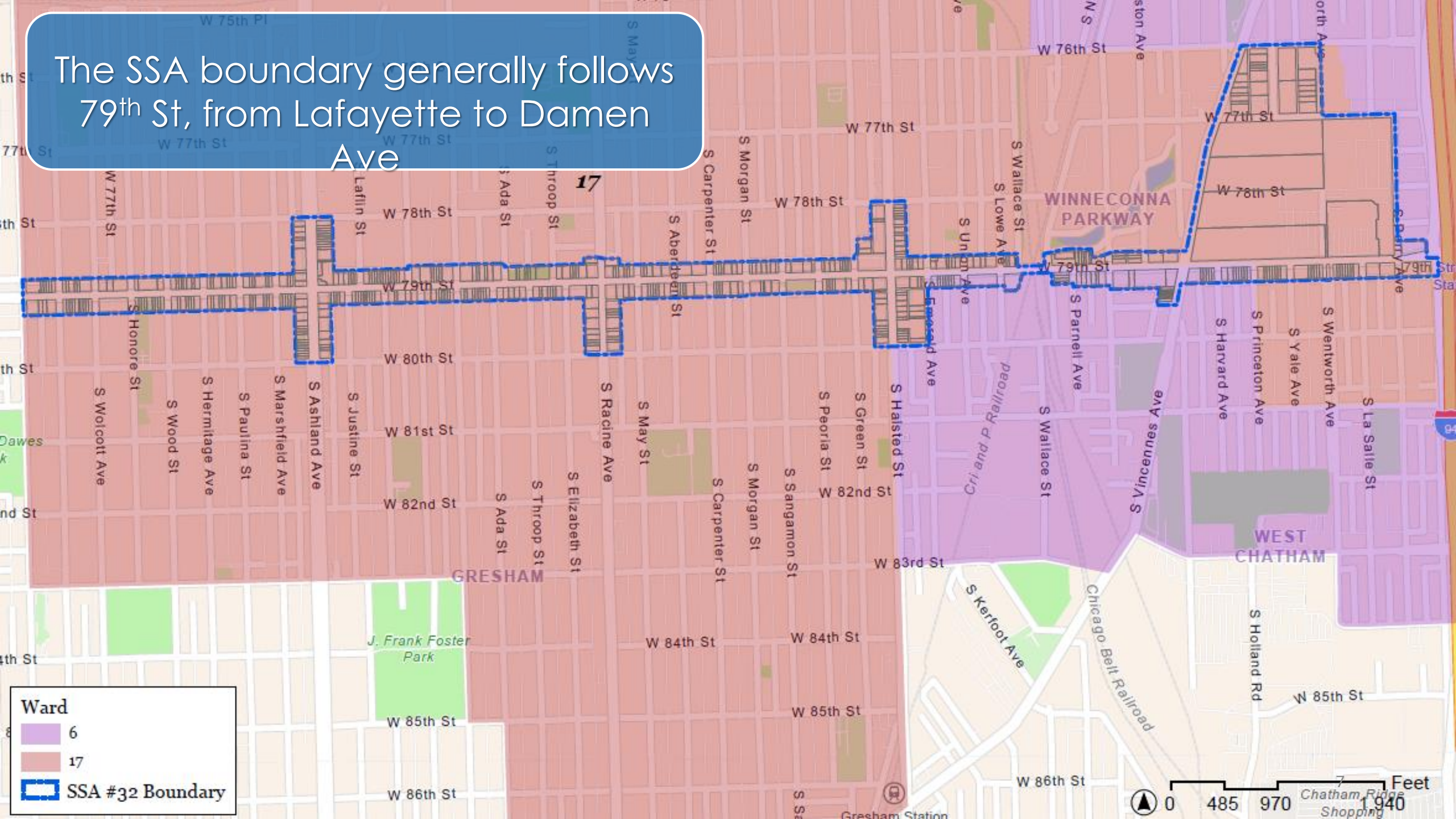
Funds Go Into The District

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



2025 SSA Establishment Process



Clean. Green. Safe.



**Ciere Boatright
Commissioner**

SSA Program Overview

What is a Special Service Area (SSA)?

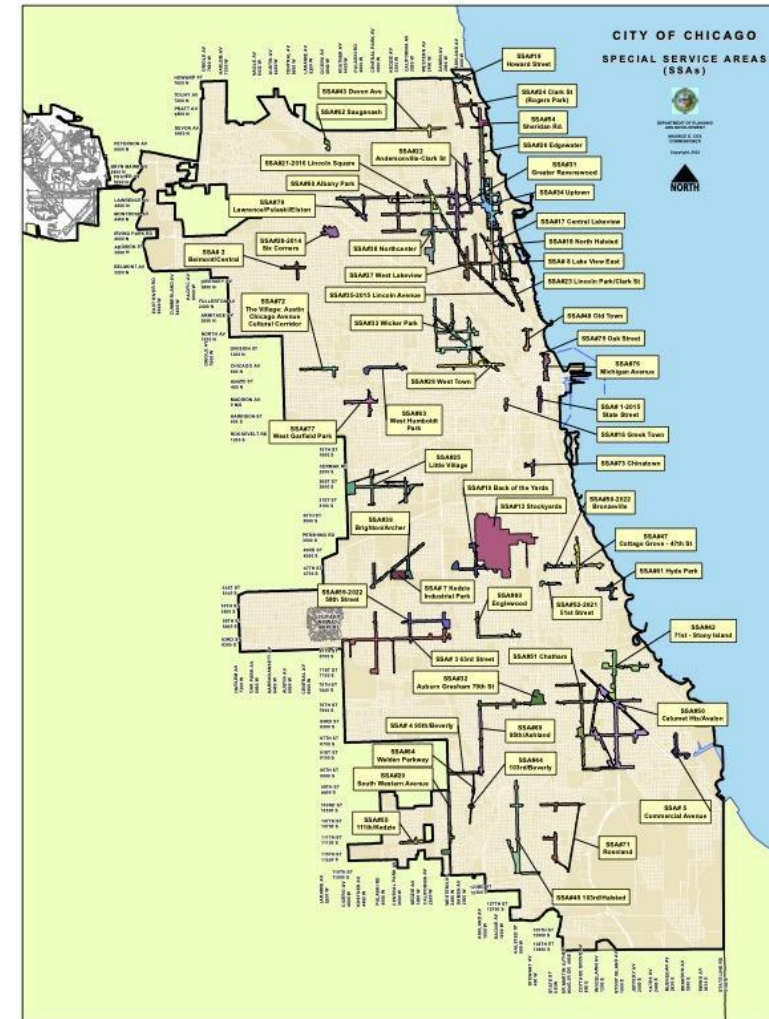
- Locally-initiated, **self-imposed** tax
- A **geographic area**, not an agency
- Funds **additional services** beyond the City's general services, within SSA boundaries
- City grants taxing authority and appoints local **SSA Commissioners**
- City contracts with **service provider agencies** to administer 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.

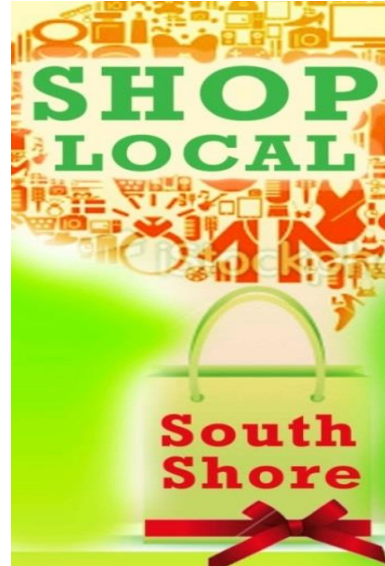
SSA Program Overview

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

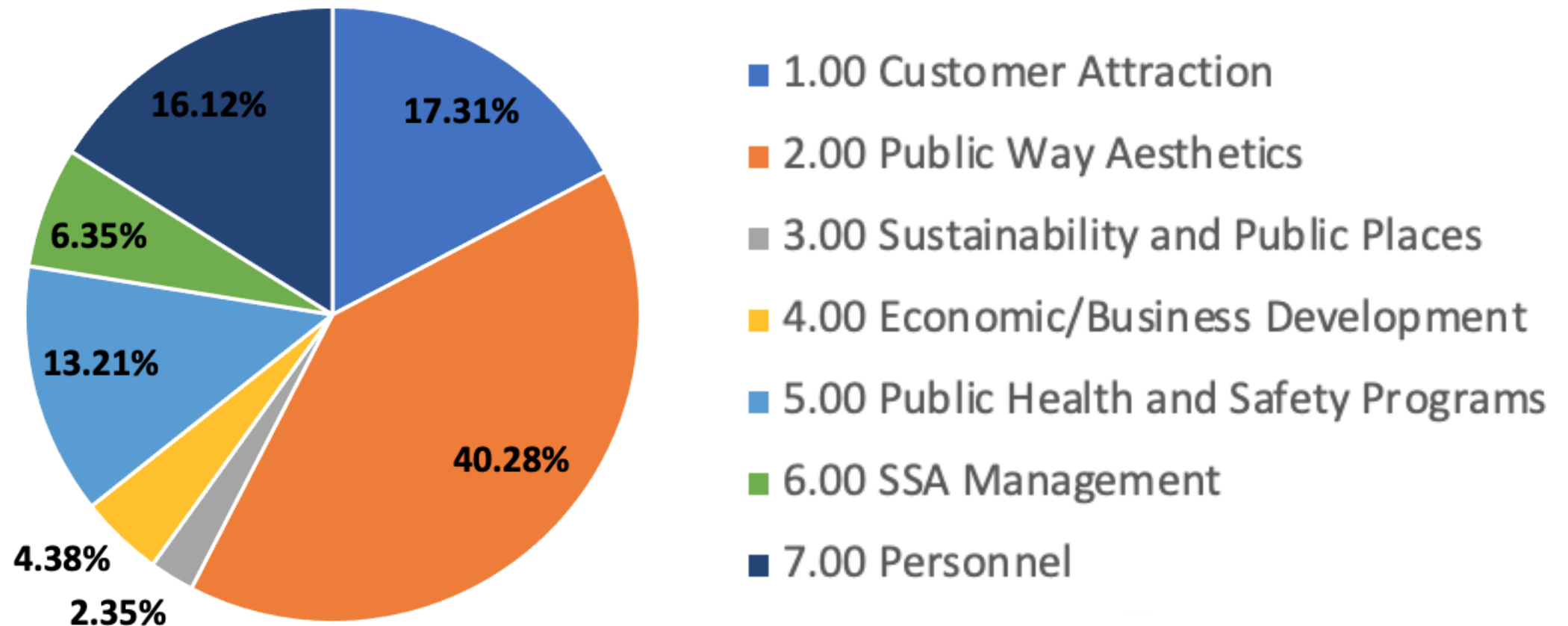
- Personnel – includes SSA provider's share for employee salaries and fringe
- Cost Allocation – Tracks provider's multiple funding sources to prohibit "double-funding" of shared administrative line items

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)



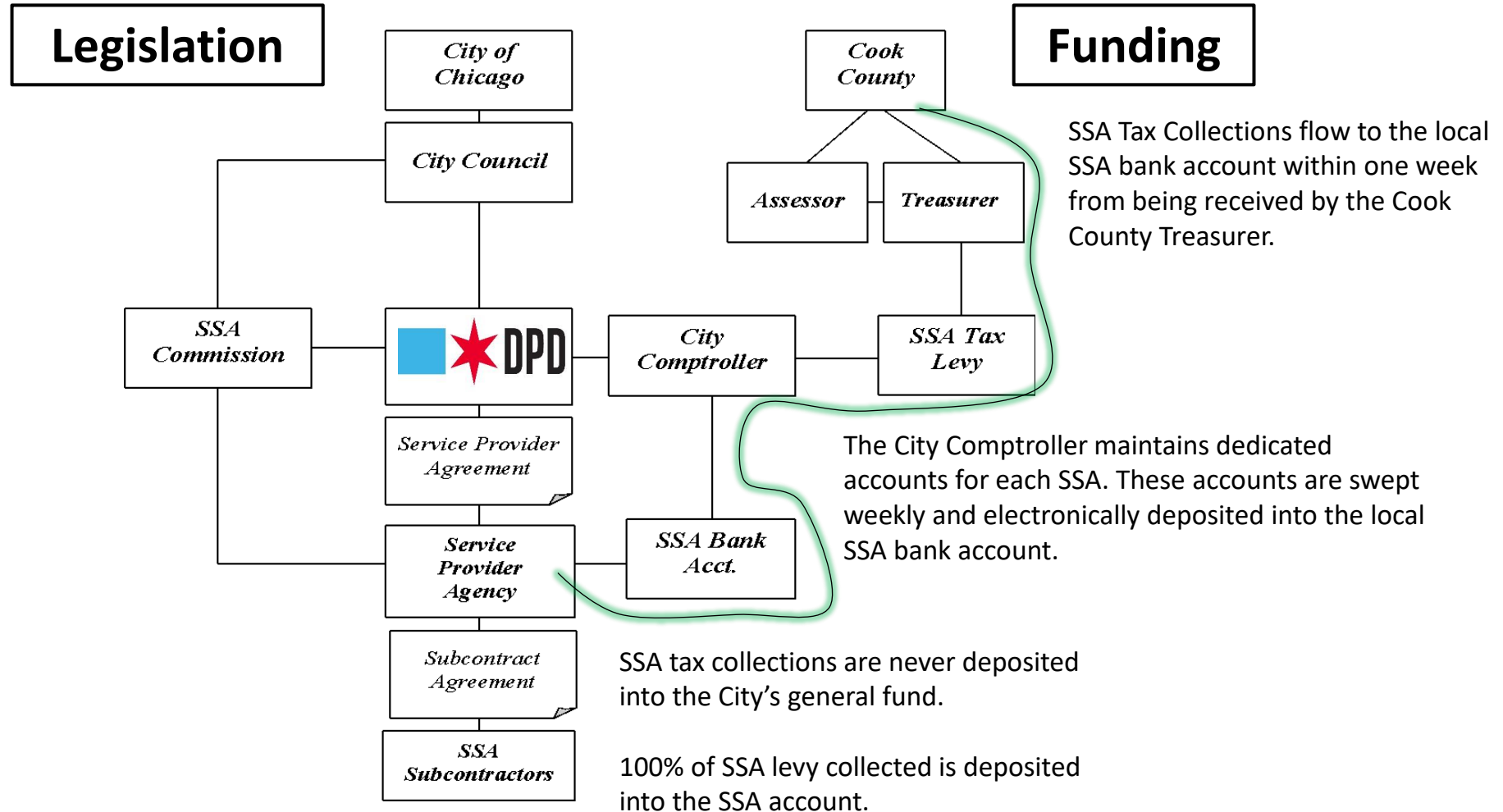
Local Outreach / Support for New & Renewing SSAs

- 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

Research & Consensus Building	Conduct Community Meetings	Submit SSA Application	Conduct Public Hearing & Introduce Ordinance	County Filing & Recording	New SSA Begins	Tax Levy Collected/ Distributed
Jan-Mar 2024	Apr-May 2024	Jun 14 2024	Oct-Dec 2024	Dec 2024	Jan 2025	Mar or Sep 2025

Thank You!

Small Business Development Bureau

Mary O'Connor, Deputy Commissioner

Mark Roschen, Assistant Commissioner 312-744-1083

SSA Project Managers

Allen Doan

312-742-9185

Oneida Pate

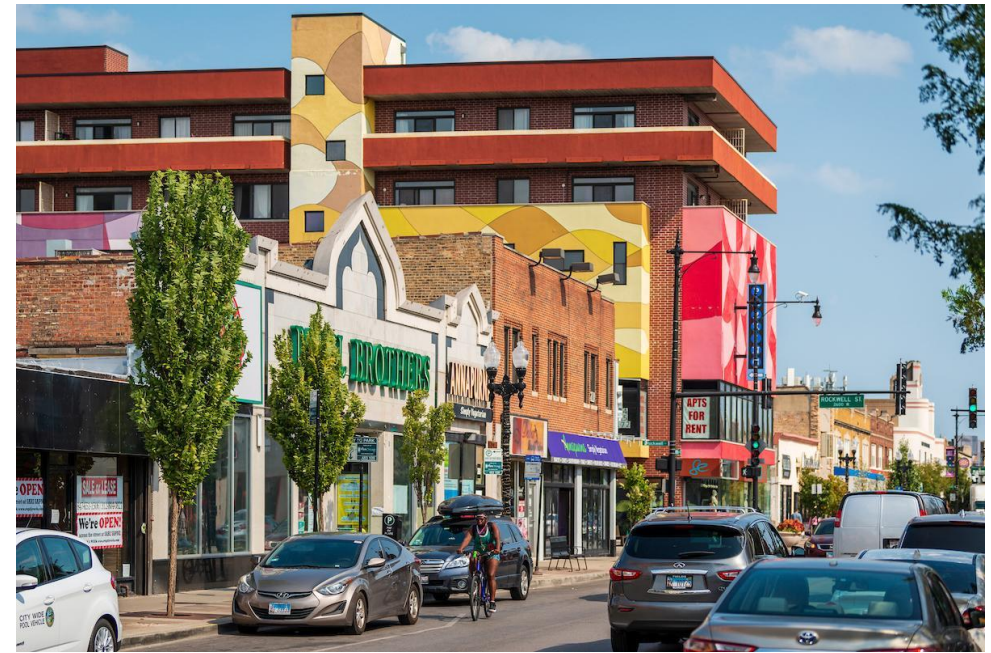
312-744-7471

Eileen Sweeney

312-742-1836

Jennifer Magallanes

312-744-0842 – SSA Commissioner applications/questions



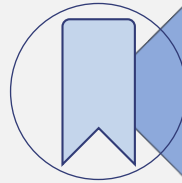
Ciere Boatright Commissioner



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



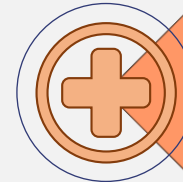
Public Way Aesthetics



Sustainability & Public Places



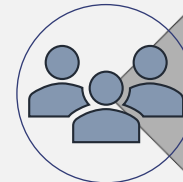
Economic & Business Develop.



Public Health & Safety Programs



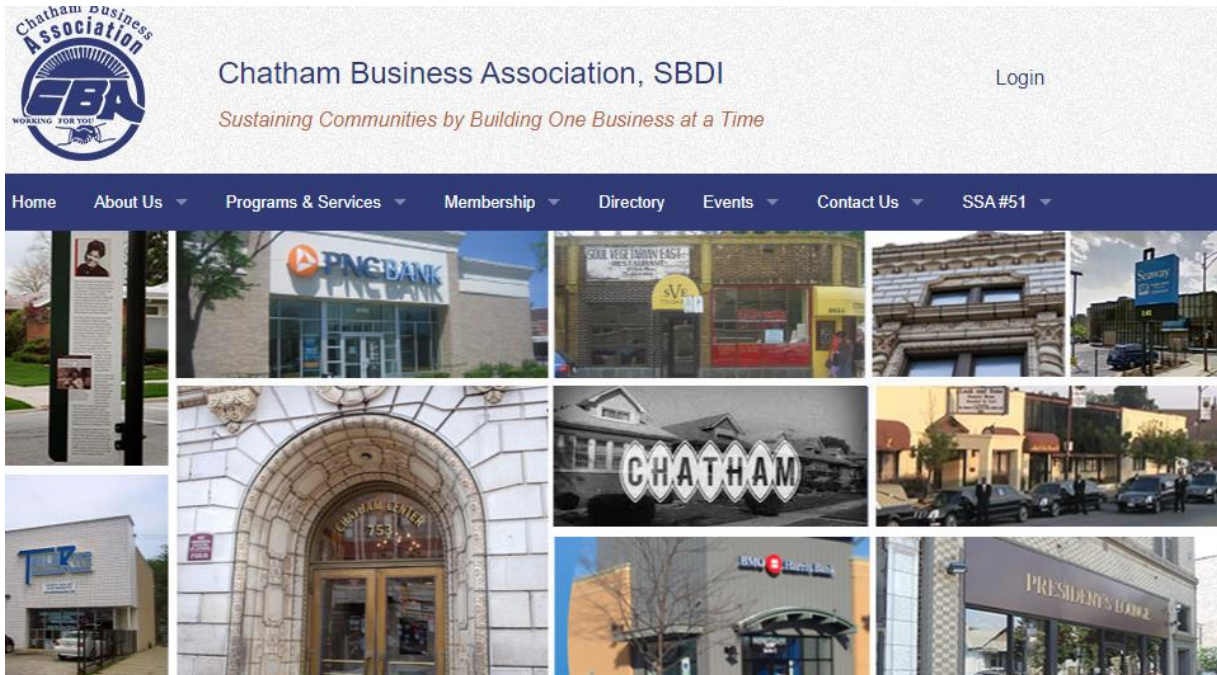
SSA Management



Personnel

Customer Attraction

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



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:

- Karl Raby III, Chase Bank
- Tiffany Taylor, C-3 Fund
- Ashante Boone, PNC Bank
- Leticia Flores-Poole, BMO Harris
- Amanta Ashaw, Alliant for Community Business
- Jocelyn Velazquez, IFF
- Wendell Harris, Chicago Community Loan Fund

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

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/RSVP



Public Health & Safety Programs



Chatham Business Association
February 14 · 🌐

New Member:



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

👍 Like

💬 Comment

➦ Share



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	\$387,000	\$436,630

**EAV = Equalized Assessed Value*

SSA Budget Comparisons

Category	SSA 32 Auburn Gresham	Little Village SSA #25	Cottage Grove SSA #47	Howard St. SSA #19
1. Customer Attraction <i>Marketing, banners, website</i>	\$79,000	\$89,000	\$74,100	\$180,800
2. Public Way Aesthetics <i>Snow and Litter Removal</i>	\$93,000	\$152,000	\$132,516	\$117,800
3. Sustainability & Public Places <i>Litter Bins / Bike Racks</i>	\$12,500	\$4,500	\$12,500	\$3,500
4. Economic Development <i>Start-up and Existing Businesses</i>	\$21,700	\$5,000	\$22,371	\$13,500
5. Public Health & Safety Programs <i>Graffiti / Window Replacement</i>	\$65,000	\$10,000	\$10,000	\$8,000
6. SSA Management <i>Audit, rent, supplies</i>	\$58,000	\$14,000	\$28,110	\$33,800
7. Personnel <i>Staffing</i>	\$58,000	\$63,000	\$70,900	\$55,000
TOTAL	\$387,000	\$338,000	\$350,497	\$412,500

SSA Designation Process

SSA Funding + Visioning

- Levy Options
- Advisory Committee Meetings
#1 May 2
#2 May 9
- Confirm Levy Rates
- Needs Assessment Survey
- Data Collection

April - May

SSA Conditions + Metrics

- Collect Signatures
- Community Meetings
#1 May 30
#2 June 6
- Define metrics
- SSA Boundary Legal Description

May – June

SSA District Plan

- Complete District Plan
- Submit SSA Package to City on June 14th
- 10% of PINs Signatures

June – August

SSA Package & Adoption

- Submit Remaining 10% of PINs Signatures
- Prepare SSA Ordinance
- Notice of Meetings
- Public Hearing/Adoption

**August – December
2024**

Support Signature Form

Help support SSA #32!

The City of Chicago requires support signatures from taxpayers who represent 20% of all non-exempt PINs.

The signature form requires:

- Maximum tax rate to be listed
- Must be authorized signature of taxpayer

391 Total Taxable PINs

- 40 PINs needed for 10% | Deadline: June 14th
- 40 PINs needed for 20% | Deadline August 1st

SSA #32 Auburn Gresham | Signature Support Form



Please fill out this form to support the establishment of a Special Service Area (SSA) to assist businesses with programs and services that improve the corridor along 79th St., generally between Lafayette and Damen Ave.

Multiple PINs, if contiguous, may be listed on one signature form.

Non-contiguous PINs or PINs identified under different Taxpayer of Record names should be listed on separate forms.

PIN	Property Address

Listed Taxpayer of Record: _____

Check here if entity is non-profit and property is tax exempt: ☐

The person signing below acknowledges the following:

1. I am the owner or taxpayer of record of a property located within the proposed SSA, or an agent who is authorized to sign on behalf of the owner or taxpayer of record.
2. I support the establishment of this proposed Special Service Area in which the maximum tax levy rate cannot exceed 1.75% of the Equalized Assessed Valuation.

Please submit this form via one of the following options:

- a) Sign with an electronic verifiable signature, e.g. DocuSign or Adobe Sign. E-mail to Jennifer Adkins at jenniferadkins@cbaworks.org
- b) Print, sign, scan, and e-mail signed form back to Jennifer Adkins at jenniferadkins@cbaworks.org
- c) Print, sign, and mail signed form to Jennifer Adkins | 2800 E. 78th St., Chicago, IL 60619

Signature: _____ Date: _____

Printed Name: _____

Title: _____

☐ Owner ☐ Taxpayer of Record ☐ Agent

If owner is not the taxpayer of record, attach proof of ownership. If taxpayer of record is a corporation, attach documentation showing signer's position with entity. If signer is an agent, attach documentation from corporate entity or owner which authorizes the agent to sign on behalf of the owner or taxpayer of record.

VERIFICATION. Section to be completed by the person who collected the signature on behalf of the sponsor agency. If this form was submitted electronically, check here ☐ and leave blank below.)

☐ I confirm that I spoke to the signer above.

Signature received by: (signed) _____ Date: _____

Printed name of receiver: _____

FOR DPD USE ONLY:

DPD Reviewer: _____ Date: _____

☐ Accepted ☐ Rejected Comment: _____

Needs Assessment Survey

Take the Survey!

What services are needed to improve the 79th St. commercial corridor? More landscape maintenance? Business marketing and promotion?

Tell us by taking a short survey. Scan the QR code with your phone camera.





Next Steps

- Take Needs Assessment Survey – scan the QR code
- Sign on to support the SSA
- Public Hearing in November of 2024

