



**SSA #5**  
**Board of Directors Special Meeting Minutes**  
**Monday, September 26, 2022**  
**2:00pm**  
Moline City Hall  
Committee of the Whole Conference Room  
619 16th Street  
Moline, IL 61265

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**SSA 5 Members Present**

Diana Haubenstricker, Ruhl Commercial  
John Miller, KONE  
Mike Wennekamp, YMCA

**SSA 5 Members Absent**

Kevin Belk, Stoney Creek

**Staff Present**

Bob Vitas  
Ryan Hvitlök  
Tara Osborne  
Eric Griffith

**Renew Moline Staff Present**

Alex Elias  
Liz Nolte

**AGENDA ITEM #1 – Call to Order**

Meeting called to order at 2:04 pm.

**AGENDA ITEM #2 – Remote Electronic Attendance (if necessary)**

N/A

**AGENDA ITEM #3 – Public Comment**

None

**AGENDA ITEM #4 – Proposed Agreement – Renew/City Moline Centre Management**

Hvitlok spoke about getting SSA 5 together to discuss the structure of the SSA's. With Geoff Manis leaving the City, the question became, where do we go now? Further discussion was had as to the structure and oversight of the SSA's & Main Street Commission. City of Moline Parks & Recreation Department will take over the events of SSA 5. Those events will include the Bass Street Landing Concerts & Lighting on the Commons. Renew Moline will handle the Holiday Hop as it is more business related. Renew will also oversee SSA #6 & Main Street Commission. Renew will hire a position to handle the SSA & Main Street Commission administration. Renew will enter into a 1 year agreement with the City for the administration of SSA's & Main Street Commission. Elias stated the City is their client, along with the SSA Boards & Main Street Commission. Renew's board is very supportive of this partnership. Elias offered to share the division of responsibilities table with the Board members. The City will continue to handle the financial aspect of the SSA's.

Griffith asked, "What does this mean for SSA 5"? He stated the Board's contact would be someone in the Parks & Rec department, starting with him. The events Parks & Rec will be taking over are similar to the activities they currently handle so it should make for a smooth transition.

Miller asked who will be the point of contact for the landscaping maintenance contracts. Griffith stated it would be Parks & Rec.

Wennekamp stated SSA 5 is a smaller Board. Was curious as to what questions SSA 6 had. Osborne stated the SSA 6 Board asked a lot of same questions. Wennekamp stated having the Boards & events centralized with one person (Manis) was a pro. He stated it's good to have all the facts & information ahead of time.

Vitas discussed the history of the SSA's and Main Street Commission, the vacancies within the City over the last several years, the City's relationship with Renew and the rationale behind the restructuring.

Griffith stated he knew about a couple discussion for capital projects prior to Manis' departure. Those being bathrooms and a playground at Bass Street Landing.

The Board members present recommend moving forward the Renew Agreement to City Council.

**AGENDA ITEM #5 – Financial/Budget Review**

Osborne reviewed the draft proposed 2023-2025 budget for SSA 5. The only new line item in the budget is the Renew Moline Support. This line item incorporates the proposed \$125,000 presented by Renew for the administration of the SSA's & Main Street Commission. SSA 5 would cover 30% of the \$125,000. Previously there were three salaries/benefits being paid out of the SSA. There will only be one going forward. The monies from the other two salaries/benefits were moved to the Renew Moline Support line item. Overall, the SSA 5 budget stays static.

Wennekamp stated the Cul de Sac by Stoney Creek needs replaced. Encouraged Griffith to take a look. He asked if the I-74 green space would include a park with playground equipment. If so, will SSA 5 need a playground at Bass Street Landing? He also mentioned the bike path behind KONE and the issue with vandalism and graffiti. He stated some of the memorial trees are missing but their plaque still remains. Griffith asked the Board members to get in touch with him regarding these issues.

Wennekamp made a motion to approve the 2023-2025 budget as presented. Seconded by Miller. All agree. Motion carried.

Osborne discussed the latest year to date financials reconciled through August. There were no questions from the Board.

**AGENDA ITEM #6 – Other Business**

Miller brought up potential repairs/replacement of the canopy at Bass Street Landing. Discussion was had.

Elias asked Osborne to email the division of responsibilities table to the SSA 5 Board members.

**AGENDA ITEM #7 – Adjourn**

With no further discussion, Haubenstricker made a motion to adjourn. Seconded by Miller. All agree. Motion carried.

*Respectfully submitted by Tara Osborne, Community & Economic Development Grant & Project Accountant*