



To Whom It May Concern:

The Manayunk Special Services District ("MSSD") was established in 1997 under the Commonwealth of Pennsylvania's Municipality Authorities Act of 1945. The MSSD's mission is to create a clean, attractive, safe, and well-managed business district so that Manayunk can successfully compete as an environment to live, work, shop, dine, and visit. Over the last 25 years, Manayunk's identity as a thriving neighborhood for commercial businesses, residents, and visitors is a direct result from the establishment of this Business Improvement District (BID) and the BID's partnership with property owners, community stakeholders, and the Manayunk Development Corporation (MDC).

Enclosed in this packet, you will find MSSD's ten-year plan and budget for 2023 through 2032. The MSSD Board of Directors will ensure that resources are allocated toward a.) capital improvement projects in the district b.) district cleaning of sidewalks and other public spaces and c.) contracting with the MDC to staff and administer these initiatives. The attached plan and budget are components of the MSSD reauthorization process. The MSSD is currently set to expire on December 31st, 2022. This reauthorization would allow the MSSD continue its work in keeping the neighborhood clean and attractive for ten more years (until December 31st, 2032).

The MSSD will be hosting a Public Hearing where property owners and their commercial tenants can learn more about this plan on Tuesday, January 18th, 2022 from 6PM-7:30PM at Venice Island Performing Arts Center (7 Lock Street, Philadelphia, PA 19127). Affected property owners within the boundaries of the MSSD will have forty-five (45) days from the date of the Public Hearing to file objections to and disapprove the final plan for proposed continuance of the MSSD. Objections must be made in writing, signed by the property owner, identify the address of any property for which the objection is being made, and must be filed with both 1.) the Clerk of City Council, Room 402, City Hall, Philadelphia, PA 19107, and 2.) Manayunk Special Services District, 4312 Main Street Philadelphia, PA 19127.

Stakeholders of the Manayunk Special Services District can review the 2020-2021 Annual Report by visiting <http://manayunk.com/about/annual-report.html>

To learn more about Business Improvement Districts in the City of Philadelphia, please visit <https://business.phila.gov/media/Starting-A-BID-in-Philadelphia-FINAL.pdf>

To learn more about the Manayunk Special Services District, please contact the office of the Manayunk Development Corporation by phone at (215) 482-9565 or by email at info@manayunk.org

10 YEAR PLAN FOR THE MANAYUNK SPECIAL SERVICES DISTRICT

INTRODUCTION

The Manayunk Special Services District ("MSSD") was established in 1997 and was most recently renewed for the period of 2012 to 2022. This plan proposes the continuation of services and improvements provided by the MSSD for 10 more years as detailed herein (the "Plan"). The name of the district is and, upon renewal, will continue to be "The Manayunk Special Services District". A map of the district is attached (as Exhibit A-1) and an enlarged copy of the map shall be kept on file at MSSD offices and with the Clerk of City Council of the City of Philadelphia, to be made available for inspection by the public during regular office hours. A board of directors (the "Board") governs MSSD, detailed in Exhibit A-4.

SERVICE AREA

The Service Area for the MSSD shall be the area bounded by the Schuylkill River, The Wissahickon Creek, the SEPTA Norristown Railroad right-of-way, the real properties on the west side of Baker Street and the real properties on the north side of Leverington Avenue extended to the Schuylkill River.

The map attached to this Plan (See Exhibit A-1) further illustrates and outlines the Service Area. The list of properties within the Service Area has been obtained from the records of the City of Philadelphia's Office of Property Assessment and was reviewed and accepted by the Board by their confirmatory resolution prior to the sending of this Plan to impacted property owners and commercial tenants. This list shall be definitive as to whether a property is located within the Service Area. The list of properties within the Service Area is attached as Exhibit A-2.

PROGRAM DESCRIPTION

The Manayunk Special Services District will undertake three sets of activities:

- *Capital Improvements*
 1. The Board will name a Capital Improvement Committee consisting of Board members, property owners not on the Board, and such other individuals as the Board may choose. The Committee shall develop and recommend to the Board a Capital Improvement Plan within one year of its formation. Prior to the adoption of the Capital Improvement Plan, no new Capital expenditures will be made except as the Board may authorize to facilitate the development or recommendations of plans,

cost-estimates and similar information accrual that may be needed to complete a Capital Improvement Plan. This Capital Improvement Plan shall be implemented throughout the life of this ordinance.

2. The Capital Improvement Committee shall consider the following focuses for a capital improvement plan and make its recommendation after considering available funding, feasibility, benefit to property owners and such other considerations as it may deem important. This committee and the Board may recommend and adopt a Capital Improvement Program that includes any of the following activities:
 - a. Improved pedestrian lighting.
 - b. Year-round festive/seasonal lighting.
 - c. Public art, signage, other plantings and beautification.
 - d. Improve parking via improved signage, access, management, and/or the creation of additional spaces.
 - e. Security improvements.
 - f. Capital improvement expenditures necessary to support the sidewalk cleaning program.
3. The Capital Improvements Committee, in coordination with the Board, may seek to expand the scope of the Capital Improvement Plan by seeking and obtaining additional, non-assessment based funding for the planning and implementation of other capital Improvements.
4. The Capital Improvements Committee is charged with identifying opportunities for developing a joint strategy with Manayunk Development Corporation ("MDC") and the City of Philadelphia for maintenance and repair of previously completed capital improvements.

- *District Appearance*

1. Sidewalk Cleaning Program

- a. The Sidewalk Cleaning Program shall focus on continuing and improving upon on-going activity.
- b. The Board shall establish a Cleaning Advisory Committee consisting of Board Members, property owners, and businesses that can monitor the implementation of the activity and recommend improvements and expansion of the program as need, funding, and opportunity arise.

Within the charge of the Cleaning Advisory Committee, the committee shall:

- i. Develop metrics to measure program effectiveness.
- ii. Recommend operational changes to the Board.
- iii. Consider the opportunity to increase services through the MSSD funding, fee for service, or other mechanisms.
- iv. Consider opportunities for using the MSSD's power of collective action to negotiate garbage and recycling contracts with a single hauler. This may save members money, provide new revenue opportunities for the MSSD, and permit the reconfiguring of sites where garbage is collected on at least some blocks contributing to a more attractive area.

2. Graffiti Removal

3. Public Space Appearance

- a. Towpath
- b. Manayunk Bridge
- c. Leverington Park
- d. Canal View Park
- e. Venice Island
- f. Entrances to Pretzel Park at Cresson

• *MSSD Administration*

1. The MSSD Board will establish a Communications Committee consisting of Board Members and property owners not serving on the Board to identify a program of regular communications with property owners so as to:
 - a. Enable the property owners to know of progress that the MSSD is making in fulfilling other programmatic goals.
 - b. Opportunities to advise and otherwise participate in the governance of the MSSD.
2. It is anticipated that the MSSD will continue to contract with the MDC for the purpose of staffing the above described programs and initiatives. The MSSD Administration function and budget include communications activities associated with keeping property owners within the Service Area informed as to the activities being undertaken by the MSSD.

SOURCE OF FUNDS

In accordance with the provisions of the Municipality Authorities Act, 53 Pa.C.S. § 5601 *et seq.* ("Act"), all funds currently identified as part of the plan are

expected to be raised through a special assessment on property owners within the above identified MSSD. Additionally, the MSSD expects to have a strong grant-seeking posture and will consider entrepreneurial relationships that are of benefit to individual members and the organization as a whole as part of its work in implementing the above programs.

The Year One Budget, defined below, and successive budgets proposed as part of this plan are reflective of the long partnership between the MSSD and the MDC in meeting the needs and interests of property owners in the Service Area. The budget, attached as Exhibit A-3, indicates funds that will be raised by the MSSD Special Assessment

Both the MSSD and MDC Boards understand that additional funds to support the District Appearance and MSSD Administration functions will be required in order to fulfill this Plan. This Plan and the recommended budgets contained herein reflect an understanding by the MSSD Board that the funds necessary to fulfill these activities will be provided by the MDC.

Should such funding become unavailable, the MSSD Board reserves the right to seek an ordinance amendment to revise this plan or budget, make a request to the City of Philadelphia government that the MSSD be dissolved or take such other actions as may be necessary and proper.

FISCAL YEAR

In accordance with the Act, the fiscal year of the MSSD shall annually commence on January 1 of each year of the organization's operations.

METHOD OF DETERMINING A PROPERTY'S ASSESSMENT

A property's MSSD annual invoice is calculated by multiplying the total MSSD Annual Budget by the ratio of the property's assessed value to the aggregate valuation of all properties in the district. Following is an example of calculating the 2023 MSSD Assessment for a property having a City-assessed value of \$500,000.

EXAMPLE OF ASSESSMENT CALCULATION

As specified by law, the MSSD assessment is determined by a formula that divides the assessment of a property by the total assessment of all properties in the MSSD to determine that property's share of the district. The annual MSSD

Bill for that property is the product of that property's share multiplied by the annual MSSD Budget¹. This formula is illustrated below:

$$\begin{array}{rcl} \text{Assessment of Owner's property} & & \\ \text{(example: \$500,000)} & & \\ \hline & = & \text{Property's Share of} \\ & & \text{District} \\ & & \text{(example: .002457)} \\ \\ \text{Aggregate Assessment of MSSD Properties} & & \\ \text{(example: \$203,495,300)} & & \\ \\ \text{2023 MSSD Budget} & \rightarrow & \$328,000 \\ \text{X Share of the District} & \rightarrow & \text{X } .002457 \\ \\ \text{2023 MSSD Bill} & \rightarrow & \mathbf{\$805.90} \end{array}$$

METHOD OF DETERMINING FUTURE ASSESSMENTS

Future assessments shall be based on future budgets. However, this plan caps budget growth at 3% annually. In any given year covered by this plan, individual properties may see an increase or decrease in their assessment as the value of their property annually changes relative to the total assessed value in the district. However, the Board shall have the authority to raise funds sufficient to fund all planned activities and all budget increases anticipated by this plan.

1. Changes in individual assessment may rise or fall by more than 3% as a function of changing valuation as established by the City of Philadelphia. Funds raised via fundraising, contracts, grants and other non-assessment sources of income to the MSSD shall not be a part of this calculation.
2. As notice against past practice, the MSSD will not base assessments on tax payment or tax abatements, but rather on the assessed value of the property.
3. In addition to the power to lien property for failure to pay an assessment or any balance due on prior assessments, the MSSD hereby adopts a late fee schedule such that interest on unpaid assessments will be 1.5% per month assessed on the first of each month beginning April 1 of the year in which the assessment is due and continuing until the assessment is paid. In addition to the assessment and any interest penalties, a penalty of \$350 per lien shall be added to principal and interest to cover costs associated

¹ The 2023 Annual MSSD Budget is \$328,000, which is the product of the 2022 Budget, plus 3% and the administrative cost (\$5,460.08) of the ten-year MSSD reauthorization.

with the filing of the lien. All lien satisfactions must be paid with certified funds.

PROPERTIES SUBJECT TO THE ASSESSMENT

All taxable properties within the Service Area shall be subject to the MSSD assessment. Owner-occupied residential properties (including single-family homes and residential condominiums) shall be the only classes of taxable property exempt from the MSSD assessment. City of Philadelphia tax-exempt properties shall also be exempt from the MSSD assessment. Neither vacancy nor non-use of a property qualifies it for an exemption under any circumstance.

Any property within the Service Area that is not subject to the MSSD assessment, but which at a subsequent date converts its use to a use that is subject to MSSD assessment shall immediately become subject to that assessment. Conversely, any property that is currently subject to the MSSD assessment and is converted to an exempt purpose may petition the Board to be designated exempt, with such exemption to commence with the next MSSD fiscal year.

YEAR ONE BUDGET (2023)

ACTIVITY	BUDGET	PERCENTAGE OF BUDGET*
Capital Improvements	\$123,000.00	37.50%
District Appearance	\$178,000.00	54.27%
Administrative Costs	\$27,000.00	8.23%
Total	\$328,000.00	100%

*includes only revenues raised from assessments

POST-YEAR ONE BUDGETS

The Year One Budget is a statement of continuing MSSD priorities and a recognition of the partnership between the MSSD and the MDC. Therefore:

1. It is anticipated that the MSSD budget will increase by 3% annually and that assessment levels will be adjusted up or down to reflect the relationship between this budget growth and the changing total assessed value within the District.
2. To fulfill its partnership agreement with MDC, post-Year One budgets shall include a three percent (3%) annual increase in support of the existing District Appearance programs to reflect rising costs.

3. Capital Improvements, District Appearance, and Administrative Costs shall not deviate by more than five percent (5%) from the relative allocations made in the first budget. This provision shall not apply to funds derived from Section 2 of this Section.
4. This provision will only apply to funds raised via assessments and shall not include any grants, fee for services, or other revenues that MSSD may generate from time-to-time.
5. Each assessment authorized pursuant to the MSSD Ordinance is collectable. Experience gained since 1997 indicates, however, that delinquent payments can adversely affect execution of the Programs and Services set forth above. To assure that the MSSD budget is full funded, the 2023 assessment rate shall incorporate a six and one-quarter percent (0.0625) of the budget as a delinquency offset. Thereafter, based on actual assessment receipts, this delinquency offset may be adjusted downward for each following year to reflect additional collections and ensure that assessment receipts do not exceed the planned budget and its planned growth of 3 percent per year. At no time may the delinquency offset exceed the 2023 amount.

ESTIMATED TIME FOR COMPLETION OF ALL PROPOSED IMPROVEMENTS, PROGRAMS AND SERVICES

Improvements, programs, and services identified in the Plan description will commence during the first year of the Business Improvement District activity. All activities will be ongoing for approximately 10 years, until December 31, 2032.

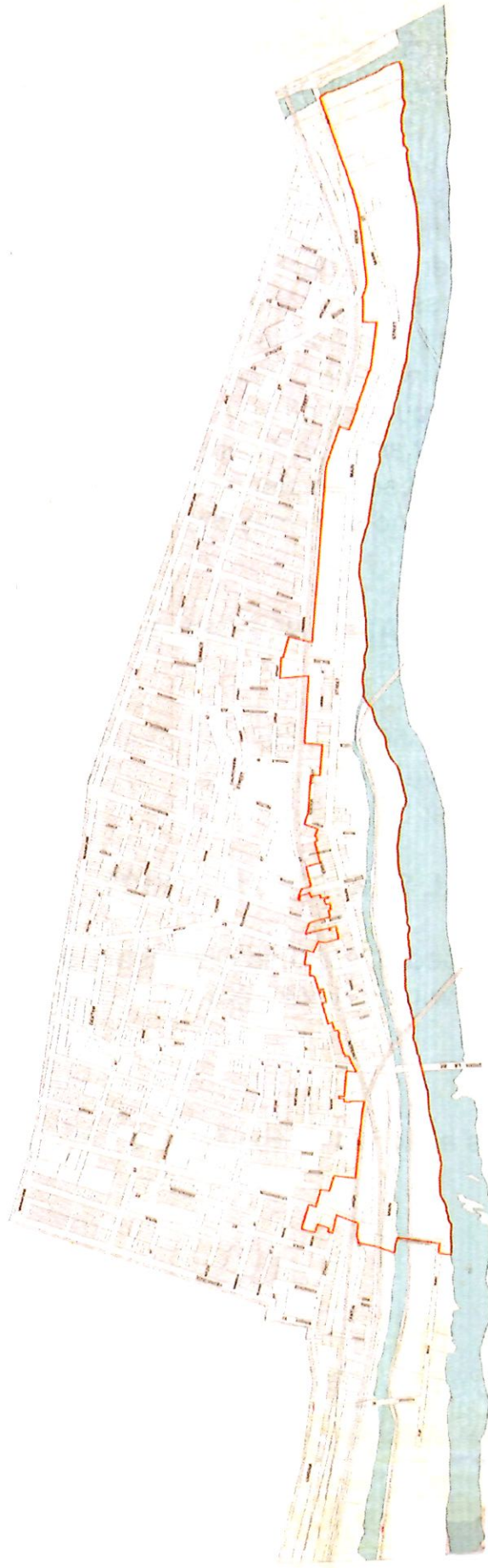
BYLAWS OF THE MANAYUNK SPECIAL SERVICES DISTRICT

Copies of the bylaws of the Manayunk Special Services District are available upon request or at the official website of the district at www.manayunk.com.

BOARD OF DIRECTORS

A list of the current Board of Directors is attached as Exhibit A-4.

EXHIBIT A-1



MANAYUNK SPECIAL SERVICES DISTRICT
BILL NO. 960560



PLANNING COMMISSION Oct 1996

EXHIBIT A-2

Manayunk Special Services District (MSSD)

Properties List

COTTON ST

1 COTTON ST
103 COTTON ST
106 COTTON ST
106 COTTON ST #A
107 COTTON ST
108 COTTON ST
109 COTTON ST
111 COTTON ST
112 COTTON ST
114 COTTON ST

CRESSON ST

4051 CRESSON ST
4101 CRESSON ST
4338 CRESSON ST
4340 CRESSON ST
4341 CRESSON ST
4345 CRESSON ST
4356 CRESSON ST
4361 CRESSON ST
4362 CRESSON ST
4363 CRESSON ST
4364 CRESSON ST
4365 CRESSON ST
4369 CRESSON ST
4371 CRESSON ST
4401 CRESSON ST
4442 CRESSON ST
4444 CRESSON ST

GAY ST

106 GAY ST
113 GAY ST
114 GAY ST

GRAPE ST

105 GRAPE ST
106 GRAPE ST
110 GRAPE ST
116 GRAPE ST
117 GRAPE ST
118 GRAPE ST

GREEN LA

107 GREEN LA
109 GREEN LA

114 GREEN LA
115 GREEN LA
117 GREEN LA
120 GREEN LA

JAMESTOWN AVE

102 JAMESTOWN AVE
106 JAMESTOWN AVE

LEVERING ST

104 LEVERING ST
106 LEVERING ST
107 LEVERING ST
108 LEVERING ST
109 LEVERING ST
114 LEVERING ST
115 LEVERING ST
119 LEVERING ST
121 LEVERING ST

LEVERINGTON AVE

2 LEVERINGTON AVE
#PH20
2 LEVERINGTON AVE
#PH19
2 LEVERINGTON AVE
#PH18
2 LEVERINGTON AVE
#PH17
2 LEVERINGTON AVE
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#PH15
2 LEVERINGTON AVE
#PH14
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2 LEVERINGTON AVE #23
2 LEVERINGTON AVE #22
2 LEVERINGTON AVE #21
2 LEVERINGTON AVE #20
4 LEVERINGTON AVE
59 LEVERINGTON AVE
59R LEVERINGTON AVE
114 LEVERINGTON AVE

Manayunk Special Services District (MSSD)

Properties List

123 LEVERINGTON AVE	3750 MAIN ST #401	4074 MAIN ST
125 LEVERINGTON AVE	3750 MAIN ST #310	4100 MAIN ST
126 LEVERINGTON AVE	3750 MAIN ST #309	4101 MAIN ST
	3750 MAIN ST #308	4103 MAIN ST
<u>MAIN ST</u>	3750 MAIN ST #307	4105 MAIN ST
3705 MAIN ST	3750 MAIN ST #306	4107 MAIN ST
3715 MAIN ST	3750 MAIN ST #305	4109 MAIN ST
3720 MAIN ST #40	3750 MAIN ST #304	4111 MAIN ST
3742 MAIN ST #48	3750 MAIN ST #303	4113 MAIN ST
3750 MAIN ST #710	3750 MAIN ST #302	4120 MAIN ST
3750 MAIN ST #709	3750 MAIN ST #301	4127 MAIN ST
3750 MAIN ST #708	3750 MAIN ST #210	4129 MAIN ST
3750 MAIN ST #707	3750 MAIN ST #209	4137 MAIN ST
3750 MAIN ST #706	3750 MAIN ST #208	4143 MAIN ST
3750 MAIN ST #705	3750 MAIN ST #207	4145 MAIN ST
3750 MAIN ST #704	3750 MAIN ST #206	4147 MAIN ST
3750 MAIN ST #703	3750 MAIN ST #205	4151 MAIN ST
3750 MAIN ST #702	3750 MAIN ST #204	4161 MAIN ST
3750 MAIN ST #701	3750 MAIN ST #203	4162 MAIN ST
3750 MAIN ST #610	3750 MAIN ST #202	4163 MAIN ST
3750 MAIN ST #609	3750 MAIN ST #201	4165 MAIN ST
3750 MAIN ST #608	3759 MAIN ST	4167 MAIN ST
3750 MAIN ST #607	3780 MAIN ST #B	4168 MAIN ST
3750 MAIN ST #606	3780 MAIN ST	4169 MAIN ST
3750 MAIN ST #605	3791R MAIN ST	4201 MAIN ST
3750 MAIN ST #604	3791 MAIN ST	4202 MAIN ST
3750 MAIN ST #603	3800 MAIN ST	4203 MAIN ST
3750 MAIN ST #602	3809 MAIN ST	4205 MAIN ST
3750 MAIN ST #601	3811 MAIN ST	4211 MAIN ST
3750 MAIN ST #510	3900 MAIN ST	4212R MAIN ST
3750 MAIN ST #509	3901 MAIN ST	4212 MAIN ST
3750 MAIN ST #508	3960 MAIN ST	4213 MAIN ST
3750 MAIN ST #507	4000 MAIN ST	4215 MAIN ST
3750 MAIN ST #506	4001 MAIN ST	4217 MAIN ST
3750 MAIN ST #505	4011 MAIN ST	4218 MAIN ST
3750 MAIN ST #504	4015 MAIN ST	4219 MAIN ST
3750 MAIN ST #503	4026 MAIN ST	4221 MAIN ST
3750 MAIN ST #502	4030 MAIN ST	4223 MAIN ST
3750 MAIN ST #501	4032 MAIN ST	4225 MAIN ST
3750 MAIN ST #410	4034 MAIN ST	4226 MAIN ST
3750 MAIN ST #409	4036 MAIN ST	4227 MAIN ST
3750 MAIN ST #408	4040 MAIN ST	4228R MAIN ST
3750 MAIN ST #407	4042 MAIN ST	4228 MAIN ST
3750 MAIN ST #406	4044 MAIN ST	4229 MAIN ST
3750 MAIN ST #405	4045 MAIN ST	4230 MAIN ST
3750 MAIN ST #404	4046 MAIN ST	4231 MAIN ST
3750 MAIN ST #403	4048 MAIN ST	4233 MAIN ST
3750 MAIN ST #402	4050 MAIN ST	4235 MAIN ST

Manayunk Special Services District (MSSD)

Properties List

4236 MAIN ST
4237 MAIN ST
4239 MAIN ST
4241 MAIN ST
4243 MAIN ST
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4247 MAIN ST
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4447 MAIN ST

4450R MAIN ST
4450 MAIN ST
4453 MAIN ST
4457 MAIN ST
4460R MAIN ST
4468 MAIN ST
4468R MAIN ST
4500 MAIN ST
4590 MAIN ST
4595 MAIN ST
4597 MAIN ST

RECTOR ST

2 RECTOR ST
3R RECTOR ST
3 RECTOR ST
100 RECTOR ST
104 RECTOR ST
104R RECTOR ST

RIDGE AVE

5000R RIDGE AVE
5000 RIDGE AVE
5001 RIDGE AVE

RIVERSIDE WAY

4590 RIVERSIDE WAY

SHURS LA

11 SHURS LA
105 SHURS LA
107 SHURS LA
120 SHURS LA

STATION ST

4300 STATION ST

EXHIBIT A-3

MANAYUNK SPECIAL SERVICES DISTRICT 10 YEAR ESTIMATED PROJECTION BUDGET

Category	2023	2024	2025	2026	2027
Capital Improvements	\$123,000.00	\$126,690.00	\$130,490.70	\$134,405.42	\$138,437.58
District Appearance	\$178,000.00	\$183,340.00	\$188,840.20	\$194,505.41	\$200,340.57
Administrative Costs	\$27,000.00	\$27,810.00	\$28,644.30	\$29,503.63	\$30,388.74
Total	\$328,000.00	\$337,840.00	\$347,975.20	\$358,414.46	\$369,166.89

	2028	2029	2030	2031	2032
Capital Improvements	\$142,590.71	\$146,868.43	\$151,274.49	\$155,812.72	\$160,487.10
District Appearance	\$206,350.79	\$212,541.31	\$218,917.55	\$225,485.07	\$232,249.63
Administrative Costs	\$31,300.40	\$32,239.41	\$33,206.59	\$34,202.79	\$35,228.88
Total	\$380,241.90	\$391,649.15	\$403,398.63	\$415,500.59	\$427,965.60

	Total
Capital Improvements	\$1,410,057.16
District Appearance	\$2,040,570.52
Administrative Costs	\$309,524.74
Total	\$3,760,152.41

CURRENT MSSD BOARD MEMBERS

	2021-2022	Business	Mayoral Class
1	Barnes, Chris	Lucky's Last Chance	2026
2	Cooper, Bruce	Jake's & Cooper's Wine Bar	2022
3	Deieso, Brandy	The Little Apple	2026
4	Farrell, James	Property Owner	2026
5	Lamprou, Lisa	LILA Philadelphia	2026
6	Maguire, Chris	Tubby Robot	2026
7	Mann, Norma	Gary Mann	2023
8	Neducsin, Dan	Neducsin Properties	2025
9	Neducsin, Rob	Neducsin Properties	2024
10	Newman, Allen	Neducsin Properties	2023
11	O'Brien, William	Manayunk Law Office	2022
12	Olszewski, Steve	Baker Street Partners	2022
13	Pulli, Martin	Martin Pulli Fine Jewelry & Watches	2023
14	Richards, David	RichardsApex	2024
15	Rose, Mike	Manayunk Brewing Company	2024
16	Swarbrick, Bob	RJS Properties	2025
17	Wieder, Krista	North Light Community Center	2025

