

WEST TOWN SSA
MEETING OF SSA COMMISSION
Thursday, December 3, 2020 11:00 AM
Meeting held via Zoom
West Town Chamber of Commerce
1819 W. Chicago Ave., Chicago, IL 60622

AGENDA

➤ **Call to Order:**

- The meeting of the West Town SSA #29-2014 Commission is called to order.
- Pursuant to the applicable law and my determination that attendance by remote means is necessary because an in-person meeting is not practical or prudent due to the declared public health disaster caused by COVID-19, this meeting is conducted by videoconference.

➤ **Review & Approve Minutes from Meeting: November 5, 2020**

➤ **Financial Report:**

- 2020 P&L Statement, Balance Sheet & Year to Date Budget distributed (in December Meeting Shared File)
 - 2021 SSA Budget (Approved Oct. 7) is being prepared by DPD for City Council Approval at November Council meeting. Board/Commission Indebtedness check is clear. 1st, 2nd & 27th Ward Aldermen expressed support for the budget to DPD.
- Budget Modification
 - **New Revisions:**
 - \$20,000 from 1.06 (Holiday Decorations) to 1.05 (Decorative Banners)
 - \$6,000 from 2.06 (Public Art) to 2.11 (Sidewalk Snowplowing)
 - \$9,882 from 7.03 (SSA Program Director) to 7.01 (Executive Director)
 - \$10,004 from 7.03 (SSA Program Director) to 7.02 (Operations Director)
 - Director)
 - \$1,185 from 7.04 (Bookkeeper) to 7.02 (Operations Director)
- WorkPlan Modifications
 - New Revisions
 - Executive Director to 40% as of September 1, 2020
 - Operations Director to 50% as of September 1, 2020
 - Membership and Communications Director to 50% as of September 1, 2020

➤ **Rebate / Grant Programs:**

- **Approved Security Project for Review & Vote**
 - Security – 1801 W. Chicago Ave – 800 N Wood Condo Association – complete.
- **Approved Facade Projects still in progress**
 - Façade – 1721 W. Chicago Ave – Ice Cream Shoppe – In process.
- **Approved Security Projects still in progress**
 - Security – 1721 W. Chicago Ave – Ice Cream Shoppe – In process.
- **Public Art Updates**
 - 2135 W. Chicago Ave – JB Snyder – Finished & Payment Mailed (*Check lost in Mail – voiding initial check and initiating a wire transfer to resolve = \$20 fee)
 - 1749 W. Chicago Ave – Cody Hudson, curation by Andrew Rafacz Gallery – In Process.
 - Additional publicity strategies to be discussed with Zapwater

➤ **Marketing / Beautification / Safety / Other:**

- Holiday Decorations Installed:
 - CEG was contracted to install holiday decorations
- West Town Banner re-printed Review & Vote
 - Discuss 2020 carryover budget money for project
 - Possibly Install new banners when holiday decorations come down

- West Town Pop Up Project:
 - 30 Day Lease to NICZKA Nov 23-Dec 23– clothing designer, retail apparel
<https://www.niczka.com/>
 - Retaining Mara Baker art light installation
- Landscaping:
 - Hand weeding is finished for the season
 - Bartlett Tree service - Services ongoing - investigating where we are on tree removal so that we can continue service
- Master Plan: Still have not received a meeting invite from CDOT to discuss possible Road Diet Plan.

➤ **Events and Neighborhood Updates:**

- Past
 - 11/10/20 Webinar: PR & Social Media Marketing Tips for West Town Businesses
 - 12/2/20 Webinar: WTCC Annual Members Meeting & Board Elections
- Upcoming
 - 12/9/20 @ Noon, Webinar: Families First Coronavirus Response Act (FFCRA) Presentation for West Town Chamber and 1st Ward with U.S. Department of Labor
 - Register at:
<https://us02web.zoom.us/meeting/register/tZEqdOGqqTItGdCv32xyQEzif0ngNFcGFELa>
- Winterfest as an event is cancelled. Promoting Shopping Local all winter.
 - Instead, WTCC will promote the existing business directory with messaging “Spend Local to Save Local”.
 - Block Club Article:
<https://blockclubchicago.org/2020/11/25/shop-local-2020-a-wicker-park-bucktown-and-west-town-holiday-gift-guide/>
 - Winterfest webpage has holiday shopping promo/map/directory:
<https://www.westtownchamber.org/winterfest>
- Survey - Membership Needs & Events Ideas 2021:
<https://docs.google.com/forms/d/1Gi2eN34p6ZvWZNGG7Jwe46Kzevq3mA3BkFn6DSJkw1A/edit?usp=sharing>

➤ **New Commissioners & New 2021 Meeting Time**

- Julia Skuibida, American Family Insurance 1702 W. Chicago Ave.
- Evan Muellner, Pie Eyed Pizza 1111 W. Chicago Ave.
 - New SSA Commissioner Meeting time one hour earlier in 2021 at 10am instead of 11am still on first Thursday of the month (Chris Hunt will be able to attend)
 - **VOTE TO APPROVE NEW 2021 MEETING TIME**
 - No Meeting in January – will allow for new Commissioner apps to be processed

➤ **Old Business:**

➤ **Public Forum:**

Next SSA Commission Meeting Date: Thursday, February 4th 2021 at 10am via Zoom