

**West Town Chicago Chamber of Commerce**  
West Town Special Service Area (SSA) Commissioner Meeting  
Thursday, September 3, 2020 at 11:00 a.m.  
Remote Meeting via Zoom  
1819 W Chicago Ave., Chicago, IL 60622

**Minutes**

**Present:** Commissioners: Michael VanDam (Chair), Steven Tobiason (Secretary) , Jenny Rossignuolo (Treasurer), Nora McCarthy, Adam Williams

**SSA Program Director** – Kace Wakem

**Executive Director** - Kara Salgado

**Membership Director** – Sara Bemer

**Public Forum / Guests:** Pauline Dengler, State’s Attorney's Office

**Not Present:** Chris Hunt (Vice-Chair), Sara Dulkan

- **Call to Order:** Michael VanDam called the meeting to order at 11:10 a.m.
  - 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.

- **Minutes from SSA Commission Meeting on August 5, 2020.**

**\*Nora McCarthy motioned to approve 8/5/20 Meeting Minutes. Jenny Rossignuolo seconded this motion and it was approved unanimously.**

- **Financial Report & Budget:**

- 2020 P&L, Balance Sheet & Year to Date Budget Statements distributed and reviewed.

**\*Steven Tobiason motioned to approve the September 2020 monthly financials. Adam Williams seconded this motion and it was approved unanimously.**

- **COVID19 Program Updates:**

- **COVID-19 Related Programming, Grants & Partnerships update:**

- West Town Bingo (\$500 in gift cards from SSA, \$500 from WTCC) - 12 of the 20 gift certificates have been distributed, 8 remaining. Possibly 4 for WTAW & 4 for WTWF.
- Virtual Festivals:
  - Dancing in the Streets update
  - West Town Art Walk update

- **Grants:**

- **Website & Online Marketplace Upgrade Grant** - ie, Website and Online Purchasing Program set up to help with new expenses. Criteria includes 75% of costs, maximum up to \$1,000, business with no more than 25 employees.
  - All approved grants were paid.
  - West Town Chamber offering grant for Chamber Members now.

- **Emergency Board-Up Grant Application** - ie, grant set up to help with the costs of board up after business sustained damage during civil unrest. Criteria includes 100% costs, maximum up to \$1,000, business with no more than 25 employees.
  - All approved grants were paid.

➤ **Facade Rebate Applications:**

- 1112 N. Ashland Ave, Property Owner, Zygmunt Dyrkacz - In Process.
- 1721 W. Chicago Ave, Ice Cream Shoppe – In Process.
- 2135 W. Chicago Ave, Residence / Building owner – In Process.
- 1819 - 1821 W. Chicago Ave, West Town Chamber of Commerce – In Process.

➤ **Security Rebate Applications:**

- 1721 W. Chicago Ave, Ice Cream Shoppe – In process.
- 2135 W. Chicago Ave, Property Owner, Ben & Emily Johnson - In process.

➤ **Public Art Grant Applications:**

- Public Art Map Project: **Tabled.**
- City Mural Registry Program: Install **TBD**
- Chicago & Lessing. *Artist:* Justin Suarez - Finished & Paid.
- TAGGED MURAL UPDATE: Anthony Lewellen, Lie/Lucx, and Fnnch murals were tagged. Lewellen mural was fixed. Lie will fix his mural, and Fnnch mural is being replaced by Lisa Gray.
- 1821 W. Chicago Ave. *Artist:* Mara Baker – In Process, 1st payment made. Installation currently installed in Pop-Up Space.
- 2135 W. Chicago Ave. *Artist:* JB Snyder – In Process.
- 1749 W. Chicago Ave. *Artist:* Cody Hudson –In Process.

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

- **West Town Pop-Up Project:** Lease, Lease Rider, COVID-19 Rider, Application, and FAQ sheet - **Needs Approval**

**\*Jenny Rossignuolo motioned to approve West Town Pop Up Project documents. Nora McCarthy seconded this motion and it was approved unanimously.**

- **Landscaping:**

- Hand weeding is continuing every month

- **Street Cleaning:** no updates.
- **Banners & Holiday Decorations:** Golder College Prep purchased banner sponsorships, and banners will be hung soon.
- **Discover West Town Mobile App:** Mobile site has been shut down permanently.
- **Master Plan:** Reached out to CDOT about the Road Diet Plan to see if they were still on board. Waiting to receive a meeting invite, was told they would schedule and send soon.

- **Neighborhood Updates:**

- No Events

- Prepping for West Town Art Walk
- Release of Marketing Grant for West Town Chamber Members
- Will start West Town Winterfest planning this month

- West Town & Wicker Park Trick or Treat planning meeting beginning now.

➤ **Old Business:**

➤ **New Business:**

➤ **Public Forum:**

➤ **Adjournment:**

**Jenny Rossignuolo motioned to adjourn the meeting at 11:45 am. Adam Williams seconded this motion and it was approved unanimously.**

**\*\*\*Next SSA Commission Meeting Date: Thursday, October 1, 2020 at 11am via zoom.\*\*\***