

West Town Chicago Chamber of Commerce
West Town Special Service Area (SSA) Commissioner Meeting
Thursday, February 6, 2020 at 11:00 a.m.
Chicago Truborn - 1741 W Chicago Ave., Chicago, IL 60622

Minutes

Present: Commissioners: Michael VanDam (Chair), Chris Hunt (Vice-Chair), Steven Tobiason (Secretary), Nora McCarthy, Sara Dulkan, Adam Williams, Jenny Rossignuolo, Candice Cusic
SSA Program Director – Kace Wakem
Membership Director – Sara Bemer
Public Forum / Guests: None
Not Present: Amy Laria (Treasurer)

- **Call to Order:** Michael VanDam called the meeting to order at 11:11 a.m.
- **Minutes from SSA Commission Meeting on December 5, 2019**

***Adam Williams motioned to approve 12/5/19 Meeting Minutes. Jenny Rossignuolo seconded this motion and it was approved unanimously.**
- **Financial Report & Budget:**
 - 2019 P&L Statement, Balance Sheet and YTD statement distributed and reviewed.
***Chris Hunt motioned to approve 2019 Financial Statements. Sara Dulkan seconded this motion and it was approved unanimously.**
 - Q1, Q2 & Q3 Reports were reviewed and approved.
***Jenny Rossignuolo motioned to approve the Q1, Q2 and Q3 2019 reports. Steven Tobiason seconded this motion and it was approved unanimously.**
- **Contracts:**
 - Eilts & Associates – Audit contract renewal reviewed and approved.
***Steven Tobiason motioned to approve the 2019 Audit contract with Eilts & Associates. Chris Hunt seconded this motion and it was approved unanimously.**
 - Bartlett Tree Service – urban forest maintenance contract renewal reviewed and approved.
***Chris Hunt motioned to approve the 2019 Urban Forest contract with Bartlett Tree Service. Candice Cusic seconded this motion and it was approved unanimously.**
 - Chicago Event Graphics – Banners need to be re-done. Discuss vinyl vs metal, discuss project timeline and budget, and review replacement quotes from CEG for both vinyl vs metal. Tabled until March meeting. Steven suggested getting the metal banners near the major intersections then continue to use vinyl elsewhere.

- Sabre Dev – Discover West Town Asset Map yearly maintenance and update fees contract. Discussed possible additional public art asset map and cost. Yearly maintenance and update fees contract reviewed and approved.

***Candice Cusic motioned to approve the 2019 Asset Map maintenance contract with Sabre Dev. Nora McCarthy seconded this motion and it was approved unanimously.**

- **Rebate / Grant Updates:**

- **Façade Rebate Applications:**

- *1431 W. Chicago Ave, Residence / Candice Cusic Photography Location* – Updates to façade with tuckpointing and window reconstruction. Kace connected with owner and confirmed it was only façade work, and they would be taking care of all façade tuckpointing issues including the storefront. – In Process.
- *1721 W. Chicago Ave, Ice Cream Shoppe* – In Process.
- *689 N. Milwaukee Ave, Condo Association* – In Process.
- *2135 W. Chicago Ave, Residence / Building owner* – Two story mixed use building being renovated by new owners, will have storefront on first floor and apartment upstairs. New owners are repairing storefront windows and façade masonry.

***Adam Williams motioned to approve the application for 2135 W. Chicago Avenue for \$15,000 rebate. Chris Hunt seconded this motion and it was approved unanimously.**

- *1819 - 1821 W. Chicago Ave, West Town Chamber of Commerce* – WTCC wants to update signage, possibly fix or clean and improve white brick on façade. Commission is ok with conception of project. Not enough quotes for the job, tabled until March meeting to hopefully present with full quotes needed.
- *745 N. Damen Ave, Sprout Home* – Planting of four trees in tree pits along public way in front of business along Damen Ave.

***Nora McCarthy motioned to approve the application for 745 N. Damen Ave for \$4,430.87 rebate. Chris Hunt seconded this motion and it was approved unanimously.**

- **Security Rebate Applications:** Review 2020 application with updates. Discussion on how program rebate amounts and qualifications are affecting the applicants, and discuss constituent feedback. Suggestion to increase the rebate to \$3,000, continue the 75% rebate, it can go towards subscription contracts, business owners can not reapply after the first year for the same or another subscription contract, and the contract must state that video is saved to the cloud for 30 days.

- *1721 W. Chicago Ave, Ice Cream Shoppe* – In Process.
- *1949 W. Chicago Ave, 3 Story Mixed Use Building* – Building was broken into last month. Security camera packages priced out, including installation, and getting the broken front door lock fixed.

***Jenny Rossignuolo motioned to approve the application for 1949 W. Chicago Ave for \$1,363.05 rebate. Nora McCarthy seconded this motion. Michael VanDam recused himself. Motion approved.**

- **Public Art Grant Applications:** Sponsored murals sent to the City Mural Registry Program, and DCASE will add to the map very soon. Decals will be sent. Murals need to be covered in anti-graffiti coating to protect artwork from tags and the elements. Will work on getting pieces painted this year, and will present quote for work in the spring. Reviewed

physical public art map draft that we are creating for collateral. Project tabled to be reviewed in March. Viaduct murals need to be cleaned. Bid to be presented at next Commission meeting. Kace and Sara Dulkan working on expanding the mural project at Chicago & Lessing, working directly with Union Pacific Railroads on updated contract.

- *Artist:* Mara Baker – In Process. Removed from 1637 W. Chicago Ave, will potentially be installed at 689 N. Milwaukee after the new year. Currently waiting to hear back from the storefront owner with a construction update. Reviewed press release for project being installed in other Chicago neighborhoods.
- 2135 W. Chicago Ave. *Artist:* JB Snyder – Application for mural on side of building, viewable from public way. Chicago Truborn is curator on project. Requesting \$14,205 for total project.

***Adam Williams motioned to approve the application for 2135 W. Chicago Ave for \$14,205 grant. Steven Tobiason seconded this motion. Sara Dulkan recused herself. Motion approved.**

- **Marketing / Beautification / Safety / Other:**

- **1821 Pop-Up:** Under construction. Application and prices being charted out now. Will schedule committee meeting for late February / early March.
- **Landscaping:** Tree Trimming scheduled for February. Waiting for pear tree removal on Damen to be scheduled.
- **Street Cleaning:** 4 or the 5 metal cans were used. Kace thinks it would be a good idea to order metal cans from now on.
- **Banners & Holiday Decorations:** Banners need to be completely re-done. Review vinyl banner vs metal banner quotes. Discuss options and timeline. Budget needs to be reviewed after Audit to see if project is possible in 2019.
- **Discover West Town Mobile App:** Tabled.
- **Master Plan:** no updates.
- **People Spot:** Tabled
- **Bike Racks:** Tabled
- **Bike Friendly Business District:** Tabled
- **Neighborhood Updates:**
 - 2/9/20 – Ribbon Cutting, Oxygen Spa Studio – 4pm
 - 2/15/20 – Ribbon Cutting / Grand Re-Opening, Adventure Stage Chicago – Event: 2:45pm – 5:30pm. Ribbon cutting at 3:45pm.
 - 2/17/20 – WTCC office closed, President’s Day
 - 2/18/20 – Member Mixer, Midwest Coast Brewing Co – 6-8pm
 - 3/5/20 – Ribbon Cutting, Case Integrative Health – 5pm

- **Old Business:**

- **New Business:**

- **Public Forum:**

- **Adjournment:**

***Nora McCarthy moved to adjourn meeting at 12:50pm. Jenny Rossignuolo seconded this motion at it was approved unanimously.**

Next SSA Commission Meeting Date: Thursday, March 5th, 2020 at 11am