

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

Minutes

Present: Commissioners: Michael VanDam (Chair), Chris Hunt (Vice-Chair), Sara Dulkan, Adam Williams, Candice Cusic

Executive Director – Kara Salgado

SSA Program Director – Not Present

Membership Director – Sara Bemer

Public Forum / Guests: None

Not Present: Steven Tobiason (Secretary), Nora McCarthy, Jenny Rossignuolo. Kace Wakem (SSA Program Director), Amy Laria – stepped down as SSA Commissioner

- **Call to Order:** Michael VanDam called the meeting to order at 11:09 a.m.
- **Minutes from SSA Commission Meeting on February 6, 2020**

*Chris Hunt motioned to approve 2/6/20 Meeting Minutes. Sara Dulkan seconded this motion and it was approved unanimously.
- **Choose 2020 Chair, Vice Chair, Treasurer & Secretary:**
 - The Commission nominates Michael VanDam as Chair
 - The Commission nominates Chris Hunt as Vice-Chair
 - The Commission nominates Jenny Rossignuolo as Treasurer
 - The Commission nominates Steven Tobiason as Secretary
*Adam Williams motioned to approve the nominations. Candice Cusic seconded this motion and it was approved unanimously.
- **Financial Report & Budget:**
 - 2020 P&L Statement and Balance Sheet distributed and reviewed.
*Adam Williams motioned to approve 2020 Financial Statements. Chris Hunt seconded this motion and it was approved unanimously.
- **Contracts:**
 - Christy Webber Landscapes – Mulching and Hand Weeding contract renewals reviewed and approved.

*Sara Dulkan motioned to approve the mulching and weeding contract renewals with Christy Webber Landscapes. Candice Cusic seconded this motion and it was approved unanimously.
 - Cleanslate – Power-wash mural viaduct contract reviewed and approved.

*Sara Dulkan motioned to approve the mural cleaning contract with Cleanslate. Chris Hunt seconded this motion and it was approved unanimously.
 - Chicago Event Graphics – Banners need to be re-done. Tabled.

- **Rebate / Grant Updates:**

- **West Town Pop-Up Project:**

- Review program and potential grant. Tabled until audit is complete.

- **Facade Rebate Applications:**

- *1431 W. Chicago Ave, Residence / Candice Cusic Photography Location* – In Process.
- *1721 W. Chicago Ave, Ice Cream Shoppe* – Updated General Contractor quote submitted along with a quote for a patio mural that includes branding elements. The Commission wants to see a mock-up of the proposed art and newest façade mock-up, asked to submit at next Commission meeting. Tabled.
- *689 N. Milwaukee Ave, Condo Association* – In Process.
- *2135 W. Chicago Ave, Residence / Building owner* – In Process.

- *1819 - 1821 W. Chicago Ave, West Town Chamber of Commerce* – WTCC is planning on spending no more than \$10,000 on project, which would require a \$10,000 rebate. The Commission is ok with proceeding with only one bidder on the brick work since it is so specialized. Signage contract approved. Kace will keep Commission up to date with project and contractors.

***Chris Hunt motioned to approve the application for 1819-1821 W. Chicago Ave for \$10,000 rebate. Sara Dulkan seconded this motion and it was approved unanimously.**

- *745 N. Damen Ave, Sprout Home* – In Process.

➤ **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. Requires 2 estimates instead of 3.

***Sara Dulkan motioned to approve the updated Security Rebate Application. Chris Dulkan seconded this motion and it was approved unanimously.**

- *1721 W. Chicago Ave, Ice Cream Shoppe* – Updated quote submitted for new preferred contractor.

***Chris Hunt motioned to approve the application for 1721 W. Chicago Ave for \$1,230 rebate. Sara Dulkan seconded this motion and it was approved unanimously.**

- *1949 W. Chicago Ave, 3 Story Mixed Use Building* – In Process

➤ **Public Art Grant Applications:** Received decals from DCASE for murals and will install this summer.

- Public Art Map Project: Review draft. Tabled till Kace returns.

- *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.*
- 2135 W. Chicago Ave. *Artist: JB Snyder – In Process.*
- 1749 W. Chicago Ave. *Artist: Cody Hudson – curation by Andrew Rafacz Gallery. 3 story mural to be painted on East facing side of building, to cover entire side of building.*

***Adam Williams motioned to approve the application for Public Art Project at 1749 W. Chicago Ave with artist Cody Hudson for \$11,458 . Chris Hunt seconded this motion and it was approved unanimously.**

- **Marketing / Beautification / Safety / Other:**
 - **1821 Pop-Up:** Committee meeting was March 4th. Application and program information documents being finalized now. Ribbon cutting goal is mid April, trying to get signage finished first. Tenant goal of May 1st.
 - **Landscaping:** Review Tree Trimming report. 69 trees were trimmed this season. Waiting for pear tree removal on Damen to be scheduled.
 - **Street Cleaning:** no updates.
 - **Banners & Holiday Decorations:** Banners need to be completely re-done. Tabled..
 - **Discover West Town Mobile App:** Tabled.
 - **Master Plan:** no updates.
 - **Neighborhood Updates:**
 - 3/5/20 – Ribbon Cutting, Case Integrative Health – 5pm
 - 3/12/20 – Member Mixer, Bennett Day School – 6-8pm
 - 3/19/20 – New Member Breakfast, WTCC Office – 10:30am
 - 3/26/20 – Speed Networking, West Loop Athletic Club – 3-4:30pm
- **Old Business:**
- **New Business:**
- **Public Forum:**
- **Adjournment:**
Adam Williams moved to adjourn meeting at 11:56am. Candice Cusic seconded this motion at it was approved unanimously.

Next SSA Commission Meeting Date: Thursday, April 2nd, 2020 at 11am