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:
  o The meeting of the West Town SSA #29-2014 Commission is called to order.
  o 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)
  ● 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
  ● Approved Facade Projects still in progress
    ○ Façade – 1721 W. Chicago Ave – Ice Cream Shoppe – In process.
  ● Approved Security Projects still in progress

● 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)
  ○ 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/tZEqdOGqqTItGdGcv32xyQUEzif0ngNFC6ELa
  - 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:
    - 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/1Gi2eN34p6ZvWZNGG7Jwe46Kzewq3mA3BkFn6DSJk w1A/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***