

**WEST TOWN SSA**  
**MEETING OF SSA COMMISSION**  
Thursday, May 7, 2020 11:00 AM  
Meeting held via Zoom  
West Town Chamber of Commerce  
1819 W. Chicago Ave., Chicago, IL 60622

**AGENDA**

- **Call to Order**
- **Approval of minutes from April 2, 2020**
- **2019 Audit Review:** Joy Coombs from Eilts & Associates to present our 2019 Audit - **VOTE**
- **Financial Report & Budget:**
  - 2020 P&L Statement, Balance Sheet & Year to Date Budget distributed.
    - Will have updated 2019 Carry-over recommendations at June SSA Commission Meeting
  - 2021 Budget – Will present budget draft at next meeting on June 4th to be submitted to DPD on June 5th
- **Contracts:**
  - **Cleanslate** – Cans were power-washed and replaced in district. Mural viaducts were power-washed.
- **Rebate / Grant Programs:**
  - **COVID-19 Related Programming, Grants & Partnerships**– discuss ideas
    - West Town Bingo (\$500 in gift cards from SSA, \$500 from WTCC) (programming)
    - Virtual Festivals tied in with Small Biz Retail & Restaurant promotions
      - West Fest Grant
        - a. Marketing and Influencers
        - b. Online ads and promotions
        - c. Hardware equipment
      - West Town Window Shop (partnership)
    - Save Local Businesses, photos by Candice Cusic (partnership)
    - PPE bulk purchase program
      - Review survey results
    - COVID-19 Possible Grants
      - Rent / operating expenses
      - Marketing expenses grant, ie website and online purchasing program set up expenses
      - PPE grant
    - Other Ideas
- **Façade** – 1948 W. Chicago Ave – Tarnish - **VOTE**
- **Façade** – 1431 W. Chicago Ave – Residence/ Candice Cusic Photography – In process.
- **Façade** – 1721 W. Chicago Ave – Ice Cream Shoppe – In process.
- **Façade** – 689 N. Milwaukee Ave – Condo Association – In process.
- **Façade** – 2135 W. Chicago Ave – Two story mixed use building – In process.
- **Façade** – 1819 - 1821 W. Chicago Ave – Repair of façade and all new signage. Updates on façade project and signage quote. Review updates to project. – In process.
- **Façade** – 745 N. Damen Ave – Sprout Home – In process.
- **Security** – 1721 W. Chicago Ave – Ice Cream Shoppe – In process.

- **Security** – 1949 W. Chicago Ave – 1949 Condo Association – In process.
- **Public Art** – All public art pieces need to be clear coated to preserve the piece and keep the pieces from being tagged. Will be quoting for this job.
- **Public Art** – 1637 W. Chicago Ave – Artist: Mara Baker – In process. Would like to place piece in the West Town Pop Up Space for the next few months. - **VOTE**
- **Public Art** - City Mural Registry Program – Pieces are listed on the DCASE Mural spreadsheet. We have received the decals and will need to install them this summer
- **Public Art** – Map Project – Review map draft. - **TABLED**
- **Public Art** – 2135 W. Chicago Ave – JB Snyder – In Process.
- **Public Art** – 1749 W. Chicago Ave – Cody Hudson, curation by Andrew Rafacz Gallery – In Process.
  
- **Marketing / Beautification / Safety / Other:**
  - West Town Pop Up Project: Grant money was submitted. Getting keypad lock access to 1821 “pop up” storefront. Would like to host Mara’s lighting installation in the space for the next few months, while we get through the pandemic. Still working on the application, lease, and program information documents, and will have website to post all the info to.. Continuing with façade project and signage project, updated above.
  - Landscaping: Waiting for pear tree removal on Damen to be scheduled. Spring mulching will happen soon, and weeding is starting.
  - Street Cleaning: trash cans have all been replaced. No new updates, full service has re-started in the first week of April.
  - Banners & Holiday Decorations: Any banner renewals postponed till 2021.
  - Discover West Town Mobile App / Website Update: Tabled till new website is revealed.
  - Master Plan: Waiting to hear back from CDOT about moving project forward in 2021, although it may be postponed now due to the COVID-19 pandemic.
  
- **Events and Neighborhood Updates:**
  - West Town Neighborhood Guide distribution has been postponed.
  - 5/13/20 – Virtual Member Mixer with Wicker Park Bucktown Chamber – 4:30pm via Zoom
  - 5/14/20 – West Town Chamber Board of Directors Meeting– 10am via Zoom
  - 5/29/20 – 5/31/20 – Virtual Do-Division Street Fest – info TBA
  
- **Old Business:**
- **New Business:**
- **Public Forum:**

\*\*\*Next SSA Commission Meeting Date: June 4, 2020\*\*\*