

West Town Chicago Chamber of Commerce
West Town Special Service Area (SSA) Commissioner Meeting
Thursday, July 9, 2020 at 11:00 a.m.
Remote Meeting via Zoom
1819 W Chicago Ave., Chicago, IL 60622

Minutes

Present: Commissioners: Michael VanDam (Chair), Jenny Rossignuolo (Treasurer), Nora McCarthy, Sara Dulkan, Adam Williams

Executive Director – Kara Salgado

SSA Program Director – Kace Wakem

Membership Director – Sara Bemmer

Public Forum / Guests: None

Not Present: Chris Hunt (Vice-Chair), Steven Tobiason (Secretary).

- **Call to Order:** Michael VanDam called the meeting to order at 11:08 a.m.
- **Minutes from SSA Commission Meeting on June 4, 2020 & June 12, 2020**

***Jenny Rossignuolo motioned to approve 6/4/20 & 6/12/20 Meeting Minutes. Sara Dulkan seconded this motion and it was approved unanimously.**

➤ **Financial Report & Budget:**

- 2020 P&L, Balance Sheet & Year to Date Budget Statements distributed and reviewed.
- Budget Amendment Revisions
 - NOTE: Previous carry-over amount was incorrect. Corrected to \$26,511, which was placed in 2.03 - Facade Rebate.
 - NOTE: Public Art has \$2,171 remaining, Facade has \$393 remaining, and Security has \$1,907 remaining
 - NOTE: Website Grant potentially needs \$5,236 max, Board up potentially needs \$3,859.94 max
 - Strike previous amendments from June 4, 2020 budget revisions:
 - i. \$5,689 from facade to board up grant
 - ii. \$8,500 from public art to website grant
 - **New Revisions:**
 - i. \$10,100 from 1.02 (Special Events) to 1.09 (PR)
 - ii. \$4,000 from 2.11 (Snowplowing) to 2.03 (Facade)
 - iii. \$12,000 from 2.11 (Snowplowing) to 4.11 (Pop-Up)
 - iv. \$1,000 from 4.08 (Master Plan) to 1.11 (Website Grant)
 - v. \$5,000 from 1.07 (Print) to 1.11 (Website Grant)
 - vi. \$3,000 from 5.02 (Security) to 5.04 (Board Up Grant)
 - 2021 Budget – EAV went up 12million, new tax rate is 0.3481%. May need to schedule special meeting for approval, if not, we will approve at August 6, 2020 meeting.

***Nora McCarthy motioned to approve the budget movements listed above and 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) - We had 1 bingo winner, we are distributing gift cards for social media winners for events.
- Virtual Festivals: features local small business retail and restaurant promotions
 - Do-Division, West Fest, Dancing in the Streets and West Town Art Walk updates.
- Save Local Businesses, photos by Candice Cusic - Photo series featured in video form featured during Virtual Festivals between music acts.
- Sidewalk Cafes/ Patio Permits with street closure:
 - Roots / West Town Bakery / Homestead on the Roof - Winchester Ave, requesting closure support letter from Chamber
 - Windy City Cafe - May Street, interested in closure, but decided to not go forward.
 - Research: very expensive. Street shut down for 1 weekend is approximately \$15,000.

➤ **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.
 - Pie Eyed Pizzeria
 - Chicago Truborn
 - Reach Fieldhouse
 - Urban Source
 - Western Exhibitions
 - Jen Lau Art
 - i. Kace to follow up and the SSA Commission will review Jen Lau's application at the August meeting.
 - Glamrocks Jewelry

***Nora McCarthy motioned to approve Website & Online Marketplace Upgrade Grant Applications (not including Jen Lau Art Application). Michael VanDam seconded this motion. Sara Dulkan, Jenny Rossignuolo and Adam Williams recused themselves from the vote. Motion was approved.**

- **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.
 - Damen Tavern
 - John's Food Mart
 - West Town Jewelry & Loan
 - The Noble Grape
 - Dovetail

***Jenny Rossignuolo motioned to approve all Emergency Board-Up Grant Applications. Nora McCarthy seconded this motion and it was approved unanimously.**

➤ **Facade Rebate Applications:**

- *1112 N. Ashland Ave*, Property Owner, Zygmunt Dyrkacz - Facade upgrade on building, requesting \$1,850 rebate - In Process.
- *1948 W. Chicago Ave*, Tarnish - In Process
- *1431 W. Chicago Ave*, Residence / Candice Cusic Photography Location – Finished, not paid. Review.
- *1721 W. Chicago Ave*, Ice Cream Shoppe – In Process.
- *687-689 N. Milwaukee Ave*, Condo Association – In Process. Should be finished this month.
- *2135 W. Chicago Ave*, Residence / Building owner – In Process.
- *1819 - 1821 W. Chicago Ave*, West Town Chamber of Commerce – In Process.
- *745 N. Damen Ave*, Sprout Home – Finished. Payment in process.

➤ **Security Rebate Applications:**

- *1721 W. Chicago Ave*, Ice Cream Shoppe – In process.
- *1949 W. Chicago Ave*, 3 Story Mixed Use Building – Finished, receipts submitted, slightly over budget at \$2089.38. Review & Approve.

***Sara Dulkan motioned to approve the new rebate amount of \$1,567.35. Nora McCarthy seconded this motion. Michael VanDam recused himself. Motion was approved.**

➤ **Public Art Grant Applications:**

- 4 story Colin Kapernick mural location needed, no cost to SSA.
- Public Art Map Project: Tabled.
- City Mural Registry Program: Will install Decals on murals TBD
- Clear Coating Quote for Anthony Lewellen & Ouizi Mural - Review - **Tabled**
- *Artist: Mara Baker* – In Process. 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:** Keypad lock was installed. Currently hosting a piece by Mara Baker in the storefront windows. Still working on the application, lease, and program information documents, and will have new website to post all the info to. New Chamber website is live, but tab will be created for the West Town Pop Up Project when all info is ready to be released. Looking for possible September lease start?
- **Landscaping:**
 - Spout Home trees were removed by Bartlett and replaced by Christy Webber Landscapes. Not included in the 2020 Tree Inventory
 - Spring mulching happened, hand weeding is continuing every month
 - Bartlett Tree Service has continued. 2020 3-year Tree Inventory was completed. Scheduling meeting with Alderman LaSpata's office to review inventory. Shared inventory document with everyone.
- **Street Cleaning:** no updates.
- **Banners & Holiday Decorations:** Banner renewals postponed o 2021
- **Discover West Town Mobile App:** Currently only active at m.westtownchicago.com. Review & Discuss.

- **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.
- **Neighborhood Updates:**
 - West Town Neighborhood Guide - Distributed!
 - 7/1/20 - West Town Chamber NETworking Zoom w/ Guest State Rep. Delia Ramirez (IL 4th District)
 - 8/12/20 - Member Mixer w/ WPB Chamber via Zoom - 6pm-8pm
 - 7/15/20 - 7/22/20 - Virtual West Fest Chicago - Virtual Musical Acts on Friday, July 17th and Saturday, July 18th.

➤ **Old Business:**

➤ **New Business:**

➤ **Public Forum:**

➤ **Adjournment:**

Nora McCarthy motioned to adjourn the meeting at 12:37 pm. Sara Dulkan seconded this motion and it was approved unanimously.

Next SSA Commission Meeting Date: Thursday, August 6, 2020 at 11am via zoom.