

West Town Chicago Chamber of Commerce
West Town Special Service Area (SSA) Commissioner Meeting
Thursday, August 5, 2020 at 11:00 a.m.
Remote Meeting via Zoom
1819 W Chicago Ave., Chicago, IL 60622

Minutes

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

➤ **Call to Order:** Michael VanDam called the meeting to order at 11:03 a.m.

➤ **Minutes from SSA Commission Meeting on July 9, 2020.**

***Jenny Rossignuolo motioned to approve 7/9/20 Meeting Minutes. Adam Williams seconded this motion and it was approved unanimously.**

➤ **Financial Report & Budget:**

- 2021 Final Budget & West Town Chicago Chamber of Commerce as the Sole Service Provider for the West Town Special Service Area #29-2014.
 - Tax rate is 0.3481%
 - Levy is \$693,524
 - Total Budget is \$994,512

***Jenny Rossignuolo motioned to approve the 2021 budget and the West Town Chicago Chamber of Commerce as the Sole Service Provider for SSA #29-2014. Chris Hunt seconded this motion and it was approved unanimously.**

- 2020 P&L, Balance Sheet & Year to Date Budget Statements distributed and reviewed.

***Adam Williams motioned to approve the August 2020 monthly financials. Chris Hunt 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) - 13 of the 20 gift certificates have been distributed.
- Virtual Festivals:
 - Do-Division, West Fest Chicago, Dancing in the Streets and West Town Art Walk updates were discussed.
- Save Local Businesses, photos by Candice Cusic - Photo series featured in video form featured during Virtual Festivals between music acts.

➤ **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.

- Will process payment distributions in August
- Review Jen Lau Art Application
 - i. Paid member of the Co-op art gallery
 - ii. All members have the opportunity to sell their pieces in the gallery gift shop
 - iii. Updated her personal website, not the gallery's website.
 - iv. Application was reviewed, discussed, and the SSA Commission decided that because it wasn't an application to support the business as a whole (ie, updating the gallery's website or online marketplace for the gift shop) that the application would be denied.

***Chris Hunt motioned to deny the Website & Online Marketplace Upgrade Grant Application for Jen Lau Art. Nora McCarthy seconded this motion and it was approved unanimously.**

- **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.

- Will process payment distributions in August

➤ **Facade Rebate Applications:**

- 1112 N. Ashland Ave, Property Owner, Zygmunt Dyrkacz - In Process.
- 1948 W. Chicago Ave, Tarnish - Finished, review after photos.
- 1431 W. Chicago Ave, Residence / Candice Cusic Photography Location – Finished & Paid
- 1721 W. Chicago Ave, Ice Cream Shoppe – In Process.
- 687-689 N. Milwaukee Ave, Condo Association – Finished & Paid. Review after photos.
- 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 & Paid.

➤ **Security Rebate Applications:**

- 1721 W. Chicago Ave, Ice Cream Shoppe – In process.
- 1949 W. Chicago Ave, 3 Story Mixed Use Building – Finished & Paid
- 2135 W. Chicago Ave, Property Owner, Ben & Emily Johnson - **VOTE**

***Adam Williams motioned to approve the rebate amount of \$1,794.75. Chris Hunt seconded this motion and it was approved unanimously.**

➤ **Public Art Grant Applications:**

- Public Art Map Project: **Tabled.**
- City Mural Registry Program: Will install Decals on murals **TBD**

- Clear Coating Quote for Anthony Lewellen & Ouizi Mural - Reviewed and SSA Commission decided it was not something to invest in for 2020.
- 1821 W. Chicago Ave. *Artist:* Mara Baker – In Process, 1st payment made. 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:** Meeting with sub-committee to work on lease rider next week. Lease was reviewed and created. Will finalize the application and FAQ soon. After docs are completed by committee, Website will be created.
- **Landscaping:**
 - Hand weeding is continuing every month
 - Bartlett Tree Service - met with Alderman LaSpata's office with Erik Grossnickle, our arborist, to discuss tree inventory and management plan. Shared our requested removals, and we are looking to use those removals as planting opportunities with 1st Ward partnership and potential funding for new trees.
- **Street Cleaning:** no updates.
- **Banners & Holiday Decorations:** Golder College Prep requesting allowance to put up banners along 1 block of Chicago Avenue. Review & Vote.
 - SSA Commission wanting consistency with banners when all banners are renewed. Suggested Golder sponsor SSA banners and we handle everything for them. Use sponsorship moving forward for all banner pole requests.

***Jenny Rossignuolo motioned to approve any and all banner requests to go for sponsorship only. Adam Williams seconded this motion and it was approved unanimously.**

- **Discover West Town Mobile App:** Currently only active at m.westtownchicago.com.
 - SSA Commission discussed the web application, and decided to shut it down as it doesn't fit in with the new website and would need to be updated anyway. Time to get rid of it.

***Adam Williams motioned to shut down m.westtownchicago.com. Nora McCarthy seconded this motion and it was approved unanimously.**

- **Master Plan:** Reached out to CDOT about the Road Diet Plan to see if they were still on board. Waiting to hear back from them.
- **Neighborhood Updates:**
 - 8/4/20 - Ask Me Anything: West Town Art Walk - 11am via Zoom
 - CANCELLED - 8/12/20 Member Mixer w/ WPB hamber via Zoom - 6pm - 8pm
 - 8/5/20 - 8/12/20 - Dancing in the Streets - Live music stream on Friday, August 7th at 6pm.

- **Old Business:**
- **New Business:**
- **Public Forum:**
- **Adjournment:**

Jenny Rossignuolo motioned to adjourn the meeting at 12:23 pm. Adam Williams seconded this motion and it was approved unanimously.

*****Next SSA Commission Meeting Date: Thursday, September 3, 2020 at 11am via zoom.*****