



West Town SSA #29-2014  
Commission Meeting Minutes  
November 30, 2023 at 11:00am  
West Town Chamber of Commerce, 1819 W. Chicago Ave.

In Attendance: Evan Muellner, Steven Tobiason, Nora McCarthy, Taylor Olds, Nadia Coronado, Eva Baldinger, Sara Dulkan

WTCC: Gaby Gerken, Susan Aldous, Kaylen Ralph, Ashlee Kingery

1. Welcome and Call to Order  
EM called the meeting to order at 11:14AM.
2. Public Comment:  
No Public Comment
3. Approval of Meeting Minutes from October 19, 2023 **Review & Motion**  
TO Motion, NC Second
4. Administration and Finance
  - a. Financial reports
    - i. Program balances to date
  - b. 2024 Commissioner Schedule  
First meeting of 2024 set for February 13 at 11AM.  
TO Motion, NM Second
  - c. 2023 Audit Contract
    - i. **Review & Motion**  
NM Motion, ST Second
  - d. Street Banner Fabrication and Installation Contract
    - i. **Review & Motion**  
TO Motion, NC Second
  - e. Tree Bed Mulching Contract
    - i. **Review & Motion**  
EM Motion, ST Second
  - f. Sidewalk Weeding Contract
    - i. **Review & Motion**  
EM Motion, ST Second
  - g. Street Maintenance Contract
    - i. **Review & Motion**  
NM Motion, TO Second
  - h. Urban Forest Maintenance Contract

i. **Review & Motion**

Table until February 13 meeting.

5. Programs Report

a. Public Way Maintenance:

- i. **Review & Motion** for approval of new banners, to be installed Winter 2024.  
NM Motion, ST Second

b. Pop Up Project:

- i. We were awarded the Storefront Activation Grant, to activate two new spaces on Chicago and Grand Avenue.
- ii. Applications for 2024 have been posted.
1. Wander from the Known: tenant January 15 - April 12.
  2. Phillip Keefe Woodworking: tenant July 15 - October 12.

c. Public Art Program:

- i. Bloomberg Asphalt Art Grant: Did not receive a grant. Will apply again in 2024.
- ii. 1461 W. Chicago Ave. - Oggi Trattoria - In Proposal, RFP published and proposals due 12/15.
- iii. 745 N. Damen - Sprout Home - In Proposal, RFP published and proposals due 12/15.
- iv. People of West Town - Photos are being reshot. Completion date TBD.
- v. 1923 W Chicago Ave. - Anthony Garcia Sr. - Installation of mural was approved 9/2023 for a total project cost of \$14,909. Final cost was \$14,977.54 (difference due to additional paint and increased lift cost). **Review & Motion for approval of reimbursement payment of \$6,477.54 (artist + support payment of \$8,500 already paid).**  
ST Motion, NM Second

d. Security Rebate:

- i. 937 N Ashland Ave. - SUGOi Sweets. Installation of security cameras at a total project cost of \$2527.91 from preferred BID. **Review & Motion for approval at 75% reimbursement payment of \$1895.94.**  
NM Motion, NC Second

e. Facade Rebate:

- i. 746 N Damen Ave. - Nikki Salon. Replacement of main entrance door at a total project cost of \$7895.33 from preferred BID. **Review & Motion for approval at 50% reimbursement payment of \$3947.67.**  
Conditional approval after receipt of Property Owner Permission Form.  
NM Motion, NC Second
- ii. 1105 N Ashland Ave. - Petals & Jackets. Signage for new business was approved 9/2023 for a total project cost of \$617.40 from preferred BID. Final cost was

\$767.40 (difference due to the inclusion of vinyl window signage to match blade sign). Review & Motion for approval at 50% reimbursement payment of \$383.70.  
NC Motion, ST Second

- iii. 1953 W Chicago Ave. - Netarre. Facade Rebate was approved 3/2023 for a total project cost of \$37,944.89 from preferred BID. Review & Motion for approval at 50% reimbursement payment (\$18,972.45) of \$15,000.  
TO Motion, NM Second. ST Recused

6. Old Business

7. Open Comment, Discussion

8. Adjournment

EM motion to adjourn at 12:15PM. TO Second.