



West Town SSA #29-2014
Commission Meeting Agenda
March 3, 2022 at 10am, Zoom

1. Welcome and Call to Order
 - a. 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. This meeting will be recorded.
2. Public Comment¹
3. Approval of Meeting Minutes from December 2, 2021 - **MOTION**
4. Administration and Finance
 - a. Financial reports – **REVIEW**
 - b. Quarterly Report and YTD Report – **MOTION**
 - c. 2022 Christy Webber Weeding Contract – \$5,760 – **MOTION**
 - d. 2022 Christy Webber Mulching Contract – \$3,350 – **MOTION**
5. Presentation – Alderman Daniel La Spata, 1st Ward – SSA mental health outreach team
6. Update – Erin Ludwig, Director of Economic Development – Pop Up Project
7. Façade Rebate Program
 - a. New Application – 1407 W Chicago Avenue, Creative Coworking – **MOTION**
 - b. Finished – 2135 W Chicago Avenue, The Stoop – **MOTION**
8. Security Rebate Program
 - a. Finished – 1541 W Chicago Avenue, Mu Gallery – **MOTION**
9. Next West Town SSA Commission Meeting
 - a. April 7th, 2022 at 10am
10. Adjournment

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West Town SSA #29-2014 Commission Meeting Minutes March 3, 2022 at 10am on Zoom

Commissioners in attendance: Evan Muellner (Owner, Pie-Eyed Pizzeria), Stephen Tobiason (Owner, Epic Spices), Nora McCarthy (Owner, Gallery 2052)

WTCC staff in attendance: Erin Ludwig (Director of Economic Development), Susan Aldous (Interim Executive Director), Kate Ziyad (Director of Programs & Partnerships)

Others in attendance: Lee Mosser (Mu Gallery, SSA Commission Applicant) Taylor Olds (Urban Source, SSA Commission Applicant) Betty Romo (Greater Southwest Development Corporation) Danny Castañeda (Director of Community Development, 1st Ward Alderperson La Spata), Alderperson Daniel La Spata (1st Ward Alderperson), Paul Poy (SSA Commissioner) Alice Howe (SSA#33 Program Manager)

1. Welcome and Call to Order at (10:11a.m. by Stephen T.)
2. Public Comment¹
 - a. Betty Andrews-Romo, local restaurant owner, located in Chicago & Damen, business closed in 2021 due to COVID-19 after 12+ years in business. Victims of robbery, forced entry, stolen ATM & computers, POS systems, door broken in process. Remodel (custom made door, frame replaced, glass replaced.) Grant application submitted and approved. Co-owner, unavailable due to personal challenges (over time.) requesting re-opening application for grant funding.
 - b. No further public comment
3. Approval of Meeting Minutes from December 2, 2021
 - a. Approved, all in favor (Stephen 1st, Nora 2nd)
4. Administration and Finance
 - a. Financial reports – REVIEW
 - i. No discussion required
 - b. Quarterly Report and YTD Report
 - i. Approved, all in favor (Evan 1st, Stephen 2nd)
 - c. 2022 Christy Webber Weeding Contract – \$5,760
 - i. Approved, all in favor (Stephen 1st, Nora 2nd)
 - d. 2022 Christy Webber Mulching Contract – \$3,350
 - i. Approved, all in favor, (Nora 1st, Stephen 2nd)

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5. Presentation – Alderman Daniel La Spata, 1st Ward – SSA mental health outreach team
 - a. Alderperson La Spata: Introduction of crisis response committee, citing citywide social and mental health crisis. In 2021, 1098 mental health disturbance calls, 300 additional calls for suicide. Alternative crisis response necessary to ensure work is spread out across police and other responders. Mental health clinicians, relevant and effective care, beyond officer response. Introduced proposal of partnering with SSA budget to bring mental health crisis relief services to SSA corridor. SSA #1 currently contracts in partnership.
 - b. Question: What are some relevant examples and analytics / metrics of success? *1st ward: referencing NYC, Denver, San Fran, Eugene Oregon. 1% of crisis calls require police back up. Healing of health & human relations committee on pilot programs in Chicago.*
 - c. Question: Is this an independent RFP process that the SSA will initiate, and commissioners choose best option? *Yes.*
 - d. Question: Has DPD weighed in on this proposal and what line item it would be in the SSA budget? *DPD has not been contacted and 1st Ward unaware of the line item in the SSA budget.*
 - e. Question: What overall budget already allocated toward these kinds of services? How are services guaranteed to be performed in the service area? *\$250K grant, \$85 million DPH allocation, \$35-\$50 million covid relief allocation, federal funds. Not sure what would be put in place to keep the services in the service area, but they would partner with an existing organization that ensures a 90 minute or less response time.*
6. Update – Erin Ludwig, Director of Economic Development – Pop Up Project
 - a. Lease cancellation for August tenant, soliciting applications for new tenant.
7. Façade Rebate Program
 - a. New Application – 1407 W Chicago Avenue, Creative Coworking - \$775 rebate with preferred bidder
 - i. Approved, all in favor, (Nora 1st, Stephen 2nd)
 - b. Finished – 2135 W Chicago Avenue, The Stoop
 - i. Approved, all in favor, (Evan 1st, Stephen 2nd)
8. Security Rebate Program
 - a. Finished – 1541 W Chicago Avenue, Mu Gallery
 - i. Approved, all in favor, (Stephen 1st, Nora 2nd)
9. Next West Town SSA Commission Meeting
 - a. April 7th, 2022 at 10am

New Business: Appointment of SSA#29 2022 Chair Evan Muellner, (Nora 1st, Stephen 2nd)

10. Adjournment at (10:57a.m.)
 - a. Approved, all in favor. Stephen 1st, Evan 2nd



West Town SSA #29-2014
Commission Meeting Agenda
April 7, 2022 on Zoom

1. Welcome and Call to Order
 - a. 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. This meeting will be recorded.
2. Public Comment¹
3. Approval of Meeting Minutes from March 3, 2022 – **MOTION**
4. Administration and Finance
 - a. Financial reports – **REVIEW**
 - b. 2021 budget
 - i. 2021 Budget Adjustment– **MOTION**
\$221 to 7.04 Communications Director from 1.07 Print Materials
\$15 to 6.01 SSA Annual Report from 1.07 Print Materials
\$10,000 to 4.08 Master Plan from 1.11 Online Market Place Grants
\$1,000 to 4.08 Master Plan from 1.07 Print Material
 - ii. 2021 4.12 PopUp Project Sponsorship \$12,000– **MOTION**
 - iii. Audit presentation meeting date selection
 - c. Annual ethics filings
5. Update – Erin Ludwig, Director of Economic Development – Pop Up Project
 - a. Antosh Abstract Art – Lease signing scheduled
6. Discussion – Erin Ludwig, Director of Economic Development – Trash Can Project
 - a. Attached documentation: Trash Can RFP, Cleanslate correspondence
7. Façade Rebate Program
 - a. Finished – Ice Cream Shoppe – Rebate of \$15,000.00 – **MOTION**
8. Security Rebate Program
 - a. Finished – Ice Cream Shoppe – Rebate of \$2,572.49 – **MOTION**
 - b. Finished – Urban Market – Rebate of \$3,000.00 – **MOTION**
9. Next West Town SSA Commission Meeting
 - a. May 5th, 2022 at 10am
10. Adjournment

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West Town SSA #29-2014
Commission Meeting Minutes
April 7, 2022 on Zoom

Commissioners in attendance: Nora McCarthy, Gallery 2052; Steven Tobiason, Epic Spices; Evan Muellner, Pie-Eyed Pizzeria joined later

WTCC staff in attendance: Erin Ludwig, Director of Economic Development; Susan Aldous, Interim Executive Director

Others in attendance: Sasha Shver, The Stoop, SSA Commission Applicant; Nadia Coronado, Property Owner, SSA Commission Applicant

1. Welcome and Call to Order at 10:14
2. Public Comment¹
 - a. No public comment was brought forth to the SSA Commission.
3. Approval of Meeting Minutes from March 3, 2022
 - a. Approved, all in favor (Steven 1st, Nora 2nd)
4. Administration and Finance
 - a. Financial reports
 - b. 2021 budget
 - i. 2021 Budget Adjustment
 - ii. Approved, all in favor (Nora 1st Steven 2nd)

- | | | |
|----------|---------------------------------|--------------------------------------|
| \$221 | to 7.04 Communications Director | from 1.07 Print Materials |
| \$15 | to 6.01 SSA Annual Report | from 1.07 Print Materials |
| \$10,000 | to 4.08 Master Plan | from 1.11 Online Market Place Grants |
| \$1,000 | to 4.08 Master Plan | from 1.07 Print Material |
- iii. 2021 4.12 Pop Up Project Sponsorship \$12,000
 1. Approved, all in favor (Steven 1st Nora 2nd)
 - iv. Audit presentation meeting date selection
 1. Discussion of dates for audit meeting, set for April 26th at 10am – 11am
5. Update – Erin Ludwig, Director of Economic Development – Pop Up Project
 - a. Pop up is fully leased for 2022.
 6. Discussion – Erin Ludwig, Director of Economic Development – Trash Can Project
 - a. Opening discussion and questions this meeting.
 7. Façade Rebate Program

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- a. Finished – Ice Cream Shoppe – Rebate of \$15,000.00
 - i. Approved, Nora 1st Evan 2nd
 - ii. Steven recused
- 8. Security Rebate Program
 - a. Finished – Ice Cream Shoppe – Rebate of \$2,572.49
 - i. Approved, Nora 1st Evan 2nd
 - ii. Steven recused
 - b. Finished – Urban Market – Rebate of \$3,000.00
 - i. Approved, all in favor (Evan 1st Nora 2nd)
- 9. Next West Town SSA Commission Meeting
 - a. May 5th, 2022 at 10am
- 10. Adjournment at 10:38 (Nora 1st Evan 2nd)



West Town SSA #29-2014
Commission Meeting Agenda
May 5, 2022 at 10am, Zoom

1. Welcome and Call to Order
 - a. Congratulations to our newly appointed SSA Commissioners!
2. Public Comment¹
3. Approval of Meeting Minutes from April 7, 2022
4. Administration and Finance
 - a. Financial reports – **REVIEW**
 - b. Q1 Report – **MOTION**
 - c. 2021 SSA Audit – **MOTION**
5. Discussion – Erin Ludwig, Director of Economic Development – Trash Can Project
 - a. Attached documentation: Trash Can RFP, Cleanslate correspondence
6. Update – Erin Ludwig, Director of Economic Development – Chamber Staffing
7. Next West Town SSA Commission Meeting
 - a. June 2, 2022 at 10am
8. Adjournment

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West Town SSA #29-2014 Commission Meeting Agenda June 2, 2022 at 10am, Zoom

1. Welcome and Call to Order
2. Public Comment¹
3. Approval of Meeting Minutes from May 5, 2022
4. Administration and Finance
 - a. Financial reports – REVIEW
 - b. 2023 Budget – MOTION
5. Discussion – Programs, Director of Programs, Kate Ziyad
 - a. Facade Rebate: REVIEW & MOTION
 - i. [1814 W. Chicago Ave.](#) - Bar Cocina
 - b. Public Art Program REVIEW & MOTION
 - i. [815 N. Milwaukee](#) – Patrick Kane McGregor & Anthony Garcia Sr. (\$17,535 requested)
 - ii. JP Crumbs, [750 N. Noble photo series “People of West Town”](#) (\$10,000+ requested, installation costs TBD)
6. Old Business:
 - a. Personnel change, Kate to oversee programs, Susan to oversee financials
 - b. New Director of Communications; Kaylen Ralph
7. Next West Town SSA Commission Meeting
 - a. July 7, 2022 at 10am
8. Adjournment

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West Town SSA #29-2014 Commission Meeting Agenda July 7, 2022 at 10am, Zoom

1. Welcome and Call to Order
2. Public Comment¹
3. Approval of Meeting Minutes from May 5, 2022
4. Administration and Finance
 - a. Financial reports – REVIEW
 - b. 2023 Budget – MOTION
5. Discussion – Programs, Director of Programs, Kate Ziyad
 - a. Facade Rebate: REVIEW & MOTION
 - i. [1814 W. Chicago Ave.](#) - Bar Cocina
(\$15,000 requested, \$54,242 approx. project cost)
 - ii. [1461 W. Chicago Ave.](#) - Oggi Trattoria
(\$12,500 requested, \$25,000 approx. project cost)
 - b. Public Art Program REVIEW & MOTION
 - i. [815 N. Milwaukee](#) – Patrick Kane McGregor & Anthony Garcia Sr.
(\$17,535 requested)
 - ii. JP Crumbs, [750 N. Noble photo series “People of West Town”](#)
(\$10,000+ requested, installation costs TBD)
6. Old Business:
 - a. Personnel change, Kate to oversee programs, Susan to oversee financials
 - b. New Director of Communications; Kaylen Ralph
7. Next West Town SSA Commission Meeting
 - a. August 4, 2022 at 10am
 - b.
8. Adjournment

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West Town SSA #29-2014 Commission Meeting Agenda July 7, 2022 at 10am, Zoom

1. Welcome and Call to Order
 - a. Commissioners in attendance: Evan Muellner, Pie-Eyed Pizzeria; Taylor Olds, Urban Source; Steven Tobiason, Epic Spices; Nora McCarthy, Gallery 2052; Lee Mosser, Mu Gallery; Julia Skuibida, American Family Insurance
 - b. WTCC Staff in attendance: Susan Aldous, Director of Operations; Kate Ziyad, Director of Programs and Partnerships; Kaylen Ralph, Director of Communications

2. Public Comment¹: No public comment brought forth to the Commission.

3. Approval of Meeting Minutes from May 5, 2022
 - a. No vote needed—reviewed and approved.

4. Administration and Finance
 - a. Financial reports – **REVIEW**
 - i. No vote needed—reviewed and approved.
 - b. 2023 Budget Requirements – **MOTION**
 - i. 2023 Budget - Approved, all in favor (Evan 1st, Lee 2nd)
 - ii. 2023 Work Plan - Approved, all in favor (Evan 1st, Lee 2nd)
 - iii. 2023 Service Provider Agency, WTCC - Approved, all in favor (Evan 1st, Lee 2nd)

5. Discussion – Programs, Director of Programs, Kate Ziyad
 - a. Facade Rebate: **REVIEW & MOTION**
 - i. [1814 W. Chicago Ave.](#) - Bar Cocina
(\$15,000 requested, \$54,242 approx. project cost)
 - Commission requesting more specificity w/r/t placement of garage doors before approving application.
 - Application updates pending, application is Approved, all in favor (Nora 1st, Lee 2nd)
 - ii. [1461 W. Chicago Ave.](#) - Oggi Trattoria

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(\$12,500 requested, \$25,000 approx. project cost)

- Tabled for August

b. Public Art Program **REVIEW & MOTION**

- [815 N. Milwaukee](#) – Patrick Kane McGregor & Anthony Garcia Sr.
(\$17,535 requested)
 - Motion for revision and tabling
- JP Crumbs, [750 N. Noble photo series “People of West Town”](#)
(\$10,000+ requested, installation costs TBD)
 - Motion to request revised application

6. Old Business:

- Personnel change, Kate to oversee programs, Susan to oversee financials
- New Director of Communications; Kaylen Ralph

7. Next West Town SSA Commission Meeting

- August 4, 2022 at 10am

8. Adjournment @ 11:06 by Evan



West Town SSA #29-2014
Commission Meeting Agenda
September 1, 2022 at 10am, Zoom

1. Welcome and Call to Order
2. Public Comment¹
3. Approval of Meeting Minutes from July 7, 2022 **REVIEW & MOTION**
4. Administration and Finance
 - a. Financial reports – **REVIEW**
5. Programs, Director of Programs, Kate Ziyad
 - a. Facade Rebate: **REVIEW & MOTION**
 - i. [1461 W. Chicago Ave.](#) - Oggi Trattoria - Updated complete scope of work per request & final photos with paid invoice, approve for payment (\$12,500 requested, \$25,000 total project cost)
 - ii. [1062 W. Chicago Ave.](#) - Windy City Cafe - Final photos & paid invoice, approve for payment (\$15,000 requested, \$39,050 total project cost)
 - iii. [1814 W. Chicago Ave.](#) - Bar Cocina - Updated rendering per request (\$15,000 requested, \$54,242 approx. project cost)
 - b. Public Art Program: **REVIEW**
 - i. [815 N. Milwaukee](#) – Patrick Kane McGregor & Anthony Garcia Sr. (\$17,535 requested) – PKM dog-specific piece
Need updated selection process & renderings as requested
 - ii. Photo series “People of West Town” - JP Crumbs (\$10,000+ requested, installation costs TBD) - need location, and updated selection process
 - iii. 1814 W. Chicago Ave. Bar Cocina - Location interest form

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- c. Pop-Up Project
 - i. 2023 Application to open October 1, 2022

- d. 2023 Service Contracts
 - i. PR & Media: RFP in draft process
 - ii. Landscaping & Snow Removal: RFP in draft process
 - iii. Streetscape Elements: Trashcan RFP in draft process

- 6. Old Business
 - a. Vacant Commissioner Position - Recommendation of Kevin Grish; Cleo's
 - b. Annual Report, 2022 in process to be distributed January 2023

- 7. Next West Town SSA Commission Meeting
 - a. October 6, 2022 at 10am in person at West Town Chamber of Commerce Offices

- 8. Adjournment



West Town SSA #29-2014
Commission Meeting Minutes
September 1, 2022 at 10am, Zoom

1. Welcome and Call to Order Evan Muellner, Pie-Eyed Pizzeria;
Commissioners in Attendance: Sasha Shver, The Stoop; Taylor Olds, Urban Source; Nadia Coronado, Property Owner; Nora McCarthy, Gallery 2052; Lee Mosser, Mu Gallery

WTCC Staff in attendance: Susan Aldous, Director of Operations; Kaylen Ralph Director of Communications; Kate Ziyad, Director of Programs and Partnerships
2. Public Comment¹
No Public Comment
3. Approval of Meeting Minutes from July 7, 2022
Approved, all in favor (Nora 1st, Taylor 2nd)
4. Administration and Finance
 - a. Financial reports – reviewed
5. Programs, Director of Programs, Kate Ziyad
 - a. Facade Rebate:
 - i. [1461 W. Chicago Ave.](#) - Oggi Trattoria - Updated complete scope of work per request & final photos with paid invoice, **motioned to approve for payment Nora, Lee, all**
(\$12,500 requested, \$25,000 total project cost)
Approved, all in favor (Nora 1st, Nadia 2nd)
 - ii. [1062 W. Chicago Ave.](#) - Windy City Cafe - Final photos & paid invoice, **motioned to approve for payment Nora, Taylor, all**
(\$15,000 requested, \$39,050 total project cost)
Approved, all in favor (Taylor 1st, Lee 2nd)
 - iii. [1814 W. Chicago Ave.](#) - Bar Cocina - Updated rendering per request (\$15,000 requested, \$54,242 approx. project cost)

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Open discussion: community excitement and potential delay due to supply chain, inspection process

- b. Public Art Program: reviewed
 - i. [815 N. Milwaukee](#) – Patrick Kane McGregor & Anthony Garcia Sr. (\$17,535 requested) – PKM [dog-specific peice](#)
Need updated selection process & renderings as requested
Open Discussion: WTCC to provide a timeline for revisions moving forward, project review to be tabled until revisions are submitted without personal or professional brands
 - ii. [Photo series “People of West Town”](#) - JP Crumbs (\$10,000+ requested, installation costs TBD) - need location, and updated selection process
Open Discussion: Project review to be tabled until revisions are submitted showing location which will determine outstanding items needed
 - iii. 1814 W. Chicago Ave. Bar Cocina - Location interest form
RFP to be issued to the “Interested Artist Roster” timeline depends on the construction schedule.
- c. Pop-Up Project
 - i. 2023 Application to open October 1, 2022
Open Discussion: No comment
- d. 2023 Service Contracts
 - i. PR & Media: RFP in draft process
 - ii. Landscaping & Snow Removal: RFP in draft process
 - iii. Streetscape Elements: Trashcan RFP in draft process
Open Discussion: Aiming to see RFP’s in October, November for contracting before year end. Resubmit to previous parties, and new potential contractors
- 6. Old Business
 - a. Vacant Commissioner Position - Recommendation of Kevin Grish; Cleo’s
 - b. Annual Report, 2022 in process to be distributed January 2023
Open Discussion: No comments
- 7. Next West Town SSA Commission Meeting
 - a. October 6, 2022 at 10am in person at West Town Chamber of Commerce Offices
- 8. Adjournment: 10:58a.m.

Approved, all in favor (Evan 1st, Nora 2nd)



West Town SSA #29-2014
Commission Meeting Agenda
October 4, 2022 at 10am
West Town Chamber of Commerce, 1819 W. Chicago Ave.

1. Welcome and Call to Order
2. Public Comment¹
3. Approval of Meeting Minutes from September 1, 2022 **REVIEW & MOTION**
4. Administration and Finance
 - a. Financial reports – **REVIEW**
 - b. 2023 Commissioner applications currently available
5. Programs, Director of Programs, Kate Ziyad
 - a. Security Rebate:
 - i. 1058 W. Chicago Ave. - Paulo Gelato - incomplete application, need additional bid, 1 outstanding
 - b. Facade Rebate: **REVIEW & MOTION**
 - i. [809 N. Racine Ave.](#) - Commercial Property (\$7,162.50 requested, \$14,325 total project cost)
 - ii. [1814 W. Chicago Ave.](#) - Bar Cocina - Provided updated rendering, review receipt and after photos. (\$15,000 requested, \$54,242 approx. project cost)
 - iii. 1058 W. Chicago Ave. - Paulo Gelato - incomplete application, need additional bids, 2 outstanding
 - iv. Completed Projects
 1. [1461 W. Chicago Ave.](#) - Oggi Trattoria - (\$12,500 requested, \$25,000 total project cost) Paid 09/13/2022
 2. [1062 W. Chicago Ave.](#) - Windy City Cafe - (\$15,000 requested, \$39,050 total project cost) Paid 09/13/2022
 - v. Facade outreach:
 1. Cleo's - 1935 W. Chicago Ave.
 2. High Dive - 1938 W. Chicago Ave.
 3. El Taco Veloz - 1745 W. Chicago Ave.
 4. Medical office - 1823 W. Chicago Ave.
 5. Former Whisk Space - 2018 W. Chicago Ave.
 6. Former El Valle - 806 N. Winchester

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- c. Public Art Program: **REVIEW &/or MOTION**
 - i. [Photo series “People of West Town”](#) - JP Calubaquib (\$10,500 approx. requested) - New Location: Chicago Public Library, West Town Branch 1625 W. Chicago Ave. Update outreach and selection process.
 - ii. 1814 W. Chicago Ave. Bar Cocina - RFQ live until 10/16/22, RFP from Artist selection by 10/21/22 (\$12,000-\$14,000 approx.)
 - iii. [815 N. Milwaulkee](#) – Patrick Kane McGregor & Anthony Garcia Sr. (\$17,535 requested) – PKM [dog-specific](#) piece
Need updated selection process & renderings as requested
 - iv. Program Process Review
 - d. Pop-Up Project **REVIEW& MOTION**
 - i. Approval of \$12,000 pop-up sponsorship to WTCC
 - ii. 2023 Application “Open enrollment” began October 1, 2022
 - 1. Repeat applicants
 - 2. Review process
 - 3. Potential expansion, 1638 W. Chicago Ave. gallery specific space \$1,200 / month 600sq.ft.
 - e. 2022 Services and Contracts **REVIEW & MOTION**
 - i. Tree Maintenance
 - 1. Review Bartlet Trees
 - ii. Special Event Sponsorships (1.02)
 - 1. West Fest: \$30,000
 - 2. Art Walk & West Town First Fridays: \$15,000
 - 3. West Town Winterfest: \$15,000
 - f. 2023 Services and Contracts **REVIEW & MOTION**
 - i. PR & Media: RFP review to publish
 - ii. Streetscape Elements: Trashcan RFP review to publish
 - iii. Snow Removal
 - 1. Review Christy Webber Proposal
6. Old Business
- a. Vacant Commissioner Position - Recommendation of Kevin Grish; Cleo’s
 - b. Annual Report, 2022 in process to be distributed January 2023
7. Next West Town SSA Commission Meeting
- a. November 3, 2022 at 10am in person at West Town Chamber of Commerce
8. Adjournment



West Town SSA #29-2014
Commission Meeting Minutes
October 4, 2022 at 10am
West Town Chamber of Commerce, 1819 W. Chicago Ave.

In attendance: Evan Muellner, Taylor Olds, Steven Tobiason, Nora McCarthy, Lee Mosser, Nora Coronado, Kate Ziyad, Susan Aldous, Kaylen Ralph

1. Welcome and Call to Order
2. Public Comment¹
3. Approval of Meeting Minutes from September 1, 2022
REVIEW & MOTION Steven 1st, Taylor 2nd, approved
4. Administration and Finance
 - a. Financial reports – **REVIEW**
Discussion on PR, Banner Program, Sidewalk Maintenance YTD
 - b. 2023 Commissioner applications currently available
5. Programs, Director of Programs, Kate Ziyad
 - a. Security Rebate:
 - i. 1058 W. Chicago Ave. - Paulo Gelato - incomplete application, need additional bid, 1 outstanding
Discussion on total program budget, on track to use the majority of funds
 - b. Facade Rebate: **REVIEW & MOTION**
 - i. [809 N. Racine Ave.](#) - Commercial Property (\$7,162.50 requested, \$14,325 total project cost) Nora 1st, Lee 2nd, approved
 - ii. [1814 W. Chicago Ave.](#) - Bar Cocina - Provided updated rendering, review receipt and after photos. (\$15,000 requested, \$54,242 approx. project cost) Taylor 1st, Nora 2nd, approved
 - iii. 1058 W. Chicago Ave. - Paulo Gelato - incomplete application, need additional bids, 2 outstanding
 - iv. Completed Projects
 1. [1461 W. Chicago Ave.](#) - Oggi Trattoria - (\$12,500 requested, \$25,000 total project cost) Paid 09/13/2022
 2. [1062 W. Chicago Ave.](#) - Windy City Cafe - (\$15,000 requested, \$39,050 total project cost) Paid 09/13/2022
 - v. Facade outreach:

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1. Cleo's - 1935 W. Chicago Ave.
2. High Dive - 1938 W. Chicago Ave.
3. El Taco Veloz - 1745 W. Chicago Ave.
4. Medical office - 1823 W. Chicago Ave.
5. Former Whisk Space - 2018 W. Chicago Ave.
6. Former El Valle - 806 N. Winchester

c. Public Art Program: **REVIEW &/or MOTION**

- i. [Photo series "People of West Town"](#) - JP Calubaquib
(\$10,500 approx. requested) - New Location: Chicago Public Library,
West Town Branch 1625 W. Chicago Ave. Update outreach and selection
process. Nora recused their vote due to a future professional contract,
Steven requested due diligence on materials selected as a contingency,
Taylor 1st, Nadia 2nd, approved
- ii. 1814 W. Chicago Ave. Bar Cocina - RFQ live until 10/16/22, RFP from
Artist selection by 10/21/22 (\$12,000-\$14,000 approx.)
- iii. [815 N. Milwaukee](#) – Patrick Kane McGregor & Anthony Garcia Sr.
(\$17,535 requested) – PKM [dog-specific](#) piece
Need updated selection process & renderings as requested
Canceled application due to no response, Nora 1st, Stephan 2nd, approved
- iv. Program Process Review
Official verbiage regarding a 30-day response time contingency on an
application being canceled

d. Pop-Up Project **REVIEW & MOTION**

- i. Approval of \$12,000 pop-up sponsorship to WTCC
Taylor 1st, Stephen 2nd, Approved
- ii. 2023 Application "Open enrollment" began October 1, 2022
 1. Repeat applicants
 2. Review process
 3. Potential expansion, 1638 W. Chicago Ave. gallery specific space
\$1,200 / month 600sq.ft.

e. 2022 Services and Contracts **REVIEW & MOTION**

- i. Tree Maintenance & Snow Removal
 1. Review Bartlet Trees
 - Request to re-share all reports digitally for the commission
to review as needed.Taylor 1st, Nora 2nd, Approved
- ii. Snow Removal
 1. Christy Webber 2nd year of contract proposal

iii. Special Event Sponsorships (1.02)

1. West Fest: \$30,000
2. Art Walk & West Town First Fridays: \$15,000
3. West Town Winterfest: \$15,000

Evan 1st, Lee 2nd, Approved

f. 2023 Services and Contracts **REVIEW & MOTION**

- i. PR & Media: RFP review to publish
- ii. Streetscape Elements: Trashcan RFP review to publish
- iii. Snow Removal
 1. Review Christy Webber Proposal

Move to 2.ii.1

6. Old Business

- a. Vacant Commissioner Position - Recommendation of Kevin Grish; Cleo's
- b. Annual Report, 2022 in process to be distributed January 2023

7. Next West Town SSA Commission Meeting

- a. November 3, 2022 at 10am in person at West Town Chamber of Commerce

8. Adjournment

Adjourned by Chair; Evan Mullner at 11:26a.m.



West Town SSA #29-2014
Commission Meeting Agenda
November 3, 2022 at 10am
West Town Chamber of Commerce, 1819 W. Chicago Ave.

In Attendance:

1. Welcome and Call to Order
2. Public Comment¹
3. Approval of Meeting Minutes from September 1, 2022 **REVIEW & MOTION**
4. Administration and Finance
 - a. Financial reports – **REVIEW**
 - b. 2023 Commissioner applications currently available
 - c. New Commissioners
 - d. Schedule for 2023 Discussion
5. 2023 Services and Contracts **REVIEW & MOTION**
 - a. PR & Media: RFP & Bid Presentation; Kaylen Ralph, Director of Comm.
 - b. Streetscape Elements: Trashcan Bids
6. Programs, Director of Programs, Kate Ziyad
 - a. Security Rebate: **REVIEW**
 - i. 1058 W. Chicago Ave. - Paulo Gelato -
 - b. Facade Rebate:
 - i. 1058 W. Chicago Ave. - Paulo Gelato - (\$4097.25 requested, \$8,194.50 total project cost) **REVIEW & MOTION**
 - ii. [809 N. Racine Ave.](#) - **IN PROCESS** Commercial Property (\$7,162.50 requested, \$14,325 total project cost)
 - iii. Completed Projects
 1. [1814 W. Chicago Ave.](#) - Bar Cocina - (\$15,000 requested, \$54,242 approx. project cost) Paid 10/04/2022
 2. [1461 W. Chicago Ave.](#) - Oggi Trattoria - (\$12,500 requested, \$25,000 total project cost) Paid 09/13/2022

¹ Public comment ensures all voices are heard on issues pertaining to the West Town SSA. Commissioners are not required to provide immediate feedback to concerns presented. Public comment will occur during the first 15 minutes of each meeting, with each speaker granted no longer than 3 minutes to speak. Full public comment guidelines can be found on our website.

3. [1062 W. Chicago Ave.](#) - Windy City Cafe - (\$15,000 requested, \$39,050 total project cost) Paid 09/13/2022

c. Public Art Program: **REVIEW**

- i. [Photo series "People of West Town"](#) - JP Calubaquib
(\$10,500 approx. requested) - New Location: Chicago Public Library,
West Town Branch 1625 W. Chicago Ave.
- ii. 1814 W. Chicago Ave. Bar Cocina - RFP sent to 6 Artists, will have
rendering by December commission meeting

d. Pop-Up Project: **REVIEW**

- i. 2023 Application "Open enrollment" began October 1, 2022
 1. Discovery calls with applicants
9 applicants for 12 months

7. Old Business

8. Next West Town SSA Commission Meeting

- a. December 1, 2022 at 10am in person at West Town Chamber of Commerce

9. Adjournment



West Town SSA #29-2014
Commission Meeting Minutes
November 3, 2022 at 10am
West Town Chamber of Commerce, 1819 W. Chicago Ave.

In Attendance: Sahsa Shvr, Taylor Olds, Nadia Coronado, Stephen Tobiason WTCC:
Susan Aldous-Hutchins, Kate Ziyad, Kaylen Ralph

Absent: Nora McCarty, Evan Mullner,

Welcome and Call to Order

[KZ called the meeting to order at 10:11 am](#)

1. Public Comment¹
[No public comment](#)

2. Approval of Meeting Minutes from October 4, 2022
[Edit date, add attendance.](#)
[TO 1st, NC 2nd, all in favor, approved.](#)

3. Administration and Finance
 - a. Financial reports
[No questions, or comments, in good standing](#)
 - b. 2023 Commissioner applications currently available
[New Commissioners, need the application & ethics statements, returning Commissioners need application only.](#)
 - c. New Commissioners
[Slated to apply: Kevin Grish; Cleo's, and Lindsey Wurz; Intuit Art Center](#)
 - d. Schedule for 2023 Discussion
[Kate to email Google Form](#)

4. 2023 Services and Contracts
 - a. PR & Media: RFP & Bid Presentation; Kaylen Ralph, Director of Comm.
[Request to approve new PR Agency: 3 final bids reviewed](#)
[SIX4 Creative selected - SS 1st, TO 2nd, all in favor, approved](#)
 - b. Streetscape Elements: Trashcan Bids
[Tabled until December, waiting on renderings, longevity is the priority, and black color is preferred over customized color](#)

¹ Public comment ensures all voices are heard on issues pertaining to the West Town SSA. Commissioners are not required to provide immediate feedback to concerns presented. Public comment will occur during the first 15 minutes of each meeting, with each speaker granted no longer than 3 minutes to speak. Full public comment guidelines can be found on our website.

5. Programs, Director of Programs, Kate Ziyad
 - a. Security Rebate:
 - i. 1058 W. Chicago Ave. - Paulo Gelato - [Pending, need additional bid.](#)
 - b. Facade Rebate:
 - i. 1058 W. Chicago Ave. - Paulo Gelato - (\$4097.25 requested, \$8,194.50 total project cost)
[Reviewed, TO 1st, NC 2nd, all in favor, approved](#)
 - ii. [809 N. Racine Ave.](#) - **IN PROCESS** Commercial Property (\$7,162.50 requested, \$14,325 total project cost)
 - iii. Completed Projects
 1. [1814 W. Chicago Ave.](#) - Bar Cocina - (\$15,000 requested, \$54,242 approx. project cost) Paid 10/04/2022
 2. [1461 W. Chicago Ave.](#) - Oggi Trattoria - (\$12,500 requested, \$25,000 total project cost) Paid 09/13/2022
 3. [1062 W. Chicago Ave.](#) - Windy City Cafe - (\$15,000 requested, \$39,050 total project cost) Paid 09/13/2022
 - c. Public Art Program:
 - i. [Photo series "People of West Town"](#) - JP Calubaquib (\$10,500 approx. requested) - New Location: Chicago Public Library, West Town Branch 1625 W. Chicago Ave.
 - ii. 1814 W. Chicago Ave. Bar Cocina - RFP sent to 6 Artists, will have rendering by December commission meeting
 - d. Pop-Up Project:
 - i. 2023 Application "Open enrollment" began October 1, 2022
 1. Discovery calls with applicants
9 applicants for 12 months
6. Old Business
[No Old Business](#)
7. Next West Town SSA Commission Meeting
 - a. December 1, 2022, at 10 am in person at West Town Chamber of Commerce
8. Adjournment
[TO Motion, SS 2nd, all in favor, the meeting adjourned at 11:02a.m.](#)



West Town SSA #29-2014
Commission Meeting Agenda
December 1, 2022 at 10am
West Town Chamber of Commerce, 1819 W. Chicago Ave.

In Attendance:

WTCC: Susan Aldous-Hutchins, Kate Ziyad, Kaylen Ralph

1. Welcome and Call to Order
2. Public Comment
3. Approval of Meeting Minutes from November 3, 2022 **REVIEW & MOTION**
4. Administration and Finance
 - a. Financial reports – **REVIEW**
 - b. 2023 Commissioner applications currently available
 - i. All returning Commissioners must complete the application but are not required to complete the Board of Ethics, Statement of Financial Interests
 - ii. Need 2023 commitment, Julia Skudiba
 - c. New Commissioners
 - i. Lee Mosser, Mu Gallery Closed, ineligible to serve in 2023
 - ii. Stephan Tobiason, last meeting as active Commissioner
 - iii. Lindsey Wurz; Intuit Art Center, and Kevin Grish; Cleo's to apply
 - d. Schedule for 2023 Discussion
 - i. Need responses: Nora, Even, Julia, Kevin, and Lindsey by 12/02 EOD
5. 2023 Services and Contracts **REVIEW & MOTION**
 - a. Streetscape Elements: Trashcan Bids
6. Programs, Director of Programs, Kate Ziyad
 - a. Security Rebate:
 - i. 1058 W. Chicago Ave. - Paulo Gelato - Pending, needs additional quote
 - b. Facade Rebate:
 - i. 1058 W. Chicago Ave. - Paulo Gelato - (\$4097.25 requested, \$8,194.50 total project cost) **MOTION to PAY**
 - ii. 1541 W. Chicago Ave. - Povos Gallery - (\$4535.76 requested, 9071.52 total project cost) **MOTION to APPROVE**

- iii. [809 N. Racine Ave.](#) - **IN PROCESS** Commercial Property (\$7,162.50 requested, \$14,325 total project cost)

 - c. Public Art Program: **IN PROCESS**
 - i. [Photo series “People of West Town”](#) - JP Calubaquib (\$10,500 approx. requested) - New Location: Chicago Public Library, West Town Branch 1625 W. Chicago Ave.
 - ii. 1814 W. Chicago Ave. Bar Cocina - RFP sent to 6 Artists, will have rendering by December commission meeting

 - d. Pop-Up Project: **IN PROCESS**
 - i. 2023 Application “Open enrollment” began October 1, 2022
 - 1. Discovery calls with applicants
9 applicants for 12 months
7. Old Business
8. Next West Town SSA Commission Meeting
- a. January 2022, date to be in alignment with majority, published before 12/24/2022
9. Adjournment



West Town SSA #29-2014
Commission Meeting Minutes
December 1, 2022 at 10am
West Town Chamber of Commerce, 1819 W. Chicago Ave.

In Attendance: Evan Muellner, Taylor Olds, Steven Tobiason, Sasha Shvr, Nadia Coronado, Nora McCarthy
WTCC: Susan Aldous-Hutchins, Kate Ziyad

1. Welcome and Call to Order
EM called meeting to order at 10:09a.m.
2. Public Comment
No public comment
3. Approval of Meeting Minutes from November 3, 2022 **REVIEW & MOTION**
No Edits
ST 1st, TO 2nd, all in favor, approved
4. Administration and Finance
 - a. Financial reports – **REVIEW**
No questions, or comments, in good standing
 - b. 2023 Commissioner applications currently available
 - i. All returning Commissioners must complete the application but are not required to complete the City Ethics Statement
Requirements listed on application, set up appt. with KZ to complete application in person if needs be, no questions
 - ii. Need 2023 commitment, Julia Skudiba
 - c. New Commissioners
 - i. Lee Mosser, Mu Gallery Closed, ineligible to serve in 2023
 - ii. Stephan Tobiason, last meeting as active Commissioner
ST requested to serve additional term, will resubmit application
 - iii. Lindsey Wurz; Intuit Art Center, and Kevin Grish; Cleo's to apply
 - d. Schedule for 2023 Discussion
 - i. Need responses: Nora, Even, Julia, Kevin, and Lindsey by 12/02 EOD
2023 Recurring date and time discussion
SELECTION: Third Thursdays at 11am, changing cadence from monthly. No meetings in January, May, August, December of 2023.

5. 2023 Services and Contracts **REVIEW & MOTION**
 - a. Streetscape Elements: Trashcan Bids
Review matrix, 3 bids: Barco Products, Citibin, Victor Stanley.
Discussion: Cost & quantity per provider. Lifespan of can is priority (within budget.)
ST motion to select Victor Stanley as contractor for new trash cans in 2023, EM second, all in favor, approved.
6. Programs, Director of Programs, Kate Ziyad
 - a. Security Rebate:
 - i. 1058 W. Chicago Ave. - Paulo Gelato - Pending, needs additional quote
 - b. Facade Rebate:
 - i. 1058 W. Chicago Ave. - Paulo Gelato - (\$4097.25 requested, \$8,194.50 total project cost) **MOTION to PAY**
NC motion to approve payment of \$4097.25, TO second, all in favor, approved.
 - ii. 1541 W. Chicago Ave. - Povos Gallery - (\$4535.76 requested, 9071.52 total project cost) **MOTION to APPROVE**
ST motion to approve without 3rd bid, due diligence shown in providing correspondence with contractors unwilling to provide “bids for quotes.”
EM seconded, all in favor, approved.
 - iii. 809 N. Racine Ave. - **IN PROCESS** Commercial Property (\$7,162.50 requested, \$14,325 total project cost)
 - c. Public Art Program: **IN PROCESS**
 - i. Photo series “People of West Town” - JP Calubaquib (\$10,500 approx. requested) - New Location: Chicago Public Library, West Town Branch 1625 W. Chicago Ave.
 - ii. 1814 W. Chicago Ave. Bar Cocina - RFP sent to 6 Artists, will have rendering by December commission meeting
Delayed due to property owner input and selection delay.
 - d. Pop-Up Project: **IN PROCESS**
 - i. 2023 Application “Open enrollment” began October 1, 2022
 1. Discovery calls with applicants
9 applicants for 12 months confirmed
7. Old Business
No old business.

8. Next West Town SSA Commission Meeting

- a. January 2022, date to be in alignment with majority, published before 12/24/2022
3rd Thursday at 11:00am, no meeting in January, May, August or December of 2023.

2023 Calendar Dates:

February 16th

March 16th

April 20th

June 15th

July 20th

September 21st

October 19th

November 16th

9. Adjournment

EM motion to adjourn at 10:55a.m. SS 2nd, all in favor, adjourned.