

West Town Chicago Chamber of Commerce
West Town Special Service Area (SSA) Commissioner Meeting
Wednesday, March 7, 2019 at 11:00 a.m.
1819 W Chicago Ave., Chicago, IL 60622

Minutes

Present: Commissioners: Michael VanDam (Chair), Steven Tobiason (Secretary), Sara Dulkan, Nora McCarthy, Candice Cusic, Adam Williams

SSA Program Director – Kace Wakem (Present via phone)

Membership Director – Sara Bemer

Public Forum / Guests: none

Not Present: Chris Hunt (Vice-Chair), Amy Laria (Treasurer), Jenny Rossignuolo

- **Call to Order:** Michael VanDam called the meeting to order at 11:08 a.m.
- **Minutes from SSA Commission Meeting on February 7, 2019.**

***Sara Dulkan motioned to approve 2/07/19 minutes. Steven Tobiason seconded this motion and it was approved unanimously.**

- **Financial Report & Budget:**

- Kace requested we move \$10,000 from 1.06 (Holiday Decorations) to 4.08 (Master Plan) in the 2018 budget to cover internship costs for the 2018 year.

***Sara Dulkan motioned to approve \$10,000 movement from 1.06 to 4.08. Adam Williams seconded this motion and it was approved unanimously.**

- 2018 & 2019 P&L Statement, Balance Sheet and YTD Budget distributed and reviewed.

***Steven Tobiason motioned to approve 2018 & 2019 Financial Statements. Candice Cusic seconded this motion and it was approved unanimously.**

- **Reports:**

- Audit letter reviewed and signed by Michael VanDam.
- Review & Approve 2018 Q4 Reports

***Nora McCarthy motioned to approve 2018 Q4 Reports. Steven Tobiason seconded this motion and it was approved unanimously.**

- **Contracts:** None

- **Rebate / Grant Updates:**

➤ **Facade Rebate Applications:** Kace made pending changes to the application with new language from last month's discussion about limiting property owners to apply more than 5 years a part. Commission was concerned about CDT's applications which wouldn't allow new tenants to receive any future funds. Language edited and discussed again to allow for business owners to apply for funds even if property owner was already approved funds, as well as if the property had a business turnover. Façade Application to be updated with new

pending language: “Same applicant per property”, and add line saying that it is “Per discretion of the SSA Commission.”

***Sara Dulkan motioned to approve the edits to the Façade Rebate Application. Adam Williams seconded this motion and it was approved unanimously.**

- *1726 W. Chicago Ave, Eye Want* – In Process. Spoke to business owner, project should be installed the weekend of March 9th. Project anticipated to be closed out by end of the month.
- *1656 W. Chicago Ave, Ciao Chicago* – Canceled application. Applicant lost money with previous vendor, and is re-thinking the signage at the moment. Not sure of timeline. Told applicant to re-apply once they figure out what they’d like to do and bid out the new project.
- *2130 W. Chicago Ave, Cornelia McNamara Flowers* – in process. Winter season created a shortage of funds so applicant is waiting till spring when business picks up again. Also will be going with a less expensive alternative for the planters. Will be sending us updated quotes shortly.
- *965 W. Chicago Ave, MHub* – Responded with updated app, reported on 5 year rule. Applicant responded and understood conditions.
- *957 N. Ashland Ave, Nika Vaughn Bridal Artists* – In process.
- *1637 W. Chicago Ave, CDT Realty Corp* – Full gut renovation of entire building, apartments to be built on top of building but set back, historic façade being repaired and maintained. Requesting \$15,000 rebate for façade restoration and storefront renovation. Commissioners discussed project, viewed drawings and reviewed detailed quotes listed.

***Sara Dulkan motioned to approve the \$15,000 rebate for 1637 W. Chicago Ave. Candice Cusic seconded this motion and it was approved unanimously.**

- *1523 W. Chicago Ave, CDT Realty Corp* – Full gut renovation of entire building. Commercial to be retained on first floor, and apartments renovated above, historic façade being repaired and maintained. Requesting \$15,000 rebate for façade restoration and window replacement. Commissioners discussed project, viewed drawings and reviewed detailed quotes listed.

***Nora McCarthy motioned to approve the \$15,000 rebate for 1523 W. Chicago Ave. Candice Cusic seconded this motion and it was approved unanimously.**

➤ **Public Art Grant Applications:**

- *1914 W. Chicago Ave, Artist: Ouizi* – 2 applications submitted, one for smaller project, one for larger project – both ideas for same wall. The group would like to have the mockup emailed to them. The artist thinks the partial wall would look better, and once mock-up is complete the SSA Commission would like to leave full or partial wall up to the artist’s discretion. Both application amounts approved.

***Nora McCarthy motioned to approve the mural project for a payout maximum of \$13,480. Adam Williams seconded this motion. Sara Dulkan recused herself from the vote. Motion approved.**

➤ **Security Rebate Applications:** None

- **Marketing / Beautification / Safety / Other:**
 - **Snowplowing:** Snowplowing totals so far are 34 inches. Almost reached cap of 40 inches, will have to pay per push after we reach cap.
 - **Street Cleaning:** Ongoing. Encampments went away and looks like they have come back again. The couple seem to be moving around the neighborhood.
 - **Banners & Holiday Decorations:** Moving forward on re-garlanding. CEG getting new garland quotes and samples for us to choose from. Samples taking longer than expected because companies are dragging their feet as its not x-mas time.
 - **Landscaping:** Christy Webber Contract to start in the Spring.
 - **Discover West Town Mobile App:** Tabled until WTCC website overhaul is decided.
 - **Master Plan:** Next step is to present Master Plan to Alderman, present to neighborhood group member meetings, CDOT communicating with Alderman currently about potential updates to Chicago Avenue. Will work with CDOT for community outreach in Spring if internal approvals happen. Interactive GIS Map public version is posted to SSA and Master Plan website. Check it out and give feedback.
 - **People Spot:** Tabled to coordinate with CDOT streetscape schedule.
 - **Bike Racks:** Tabled
 - **Bike Friendly Business District:** Tabled
 - **Neighborhood Updates:**
 - 3/3/19 – WTCC meeting with 1st Ward Alderman-Elect Daniel LaSpata
 - 3/15/19 – Ribbon Cutting at BLO on Division Street at 11am
 - 3/28/19 – New Member Breakfast at WTCC office at 10am
 - 4/4/19 – Member Mixer & Terrarium Workshop at Christy Webber Farm and Garden from 6-8pm
- **Old Business:**
- **New Business:** Benito's last day will be March 15th. Thank you Benito!
- **Public Forum:**
- **Adjournment**

***Michael VanDam moved to adjourn meeting at 11:52 am. Sara Dulkiin seconded this motion at it was approved unanimously.**

Next SSA Commission Meeting Date: Thursday, April 4, 2019