

**WEST TOWN SSA #29-2014 Commission Meeting
MINUTES**

Meeting held on Zoom
Thursday, November 4, 2021 10:00 AM

In attendance: Michael Van Dam (Resident, SSA Chair), Nora McCarthy (Gallery 2052), Jenny Rossignuolo (Property Owner), Sara Dulkan (Chicago Truborn), Steven Tobiason (Epic Spices, Secretary), Erin Ludwig (WTSSA), Susan Aldous (WTCC), Kate Ziyad (WTCC). Taylor Olds (Urban Source)

Call to Order:

- The meeting of the West Town SSA #29-2014 Commission is called to order. 10:04 a.m.
- *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.*

Public Forum:

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Admin and Finances

Review & Motion: Minutes from Meeting: October 7, 2021

Fix typo, remove second "Nora" from attendance list, correct Nora's name on 1710 W Chicago Ave funding approval vote
Approved, all in favor (Jenny 1st, Nora 2nd)

Review: Financial Reports: Review Reports

Review & Motion: Q3 Report

Explained 50,000 Q3 festival attendance target and COVID impacts on actual numbers
Approved, all in favor (Jenny 1st, Steven 2nd)

RFP update: Erin

Special Event Sponsorships

- **Review & Motion: Sponsorship for West Town Art Walk - \$10,000**
- **Review & Motion: Sponsorship for West Town Winter Promo - \$250**
- **Review & Motion: Shop Local Social Media Promotion - \$2500**
- Sponsorships approved in bundle, all in favor (Steven 1st, Nora 2nd)

Pop Up Project

- ThisCityMaps (proposed May/June 2022) no longer leasing
 - Months available: May, June, July, August

- **Discussion:** West Fest Pop Up premium?
 - *Discussion concluded that a premium will be handled on a case by case basis depending on the applicant*
- **Review & Motion: Tenant Application - Swap & Strut**
 - Requested April 1 - April 28, 2022, application in Google Drive
 - <https://swapandstrut.com/>
 - Approved, all in favor (Jenny 1st, Michael 2nd)

Rebate / Grant Programs

- **Applications for Review**
 - **Review and Motion: Security Rebate:** Mu Gallery, 1541 W Chicago Avenue
 - Total request of \$1469.63
 - Approved, all in favor (Steven 1st, Jenny 2nd)
 - **Review and Motion: Security Rebate:** Urban Market - 1001 W Chicago Ave
 - Requesting full rebate amount, \$3,000
 - Approved, all in favor (Jenny 1st, Sara 2nd)
- **Finished Projects**
 - **Review and Motion: Facade:** 1001 W Chicago Ave - Urban Market - \$15,000
 - Approved, all in favor (Steven 1st, Nora 2nd)
- **Approved Facade Projects still in progress**
 - Façade – 1721 W. Chicago Ave – Ice Cream Shoppe – In process.
 - Update: Construction almost completed, waiting on roll down door
 - 2135 W Chicago Avenue - The Stoop - waiting on signage approval from alderman
 - Facade - 1062 W Chicago Ave - Windy City Cafe
 - 50% payment given to selected contractor, working on acquiring permits
- **Approved Security Projects still in progress**
 - Security – 1721 W. Chicago Ave – Ice Cream Shoppe – In process.
 - Security materials are ready, waiting to submit them until the facade is completed.
- **Approved Public Art Projects still in progress**

Programs Report

- West Town holiday bundle update - Kate
- Joint Member Mixer with WPBCC
 - Wednesday, October 13, 2021 6-8pm at Chicago Printworks
- Women's Networking Event
 - Wednesday, October 20, 2021 at Dynamic Salon
- Annual Board Elections/Member Mixer
 - Wednesday, November 10, 2021 5-6pm at Split-Rail

New Commissioner Recruitment / Term Limits

- SSA Commissioners stepping down: Michael, Jenny, Chris, Sara, Steven

- Julia, Evan, Adam, and Nora will step down in 2023

Old Business

- Street maintenance RFP posted
- Nominated five new commissioners
 - The Plantier 858 N Ashland– owner - An Chin;
 - Resident - Nadia Coronado; 1423 W Chicago
 - Taylor Olds, Urban Source
 - Sasha Shver, The Stoop
 - Post nomination applications should have been sent to the Chamber - we can send them to the city, and the city will have all of November and December to approve their application/work out any debt clearance/send the nominated candidates their official appointment to the Commission.

Next regular SSA Commission Meeting Date: **Thursday, December 2, 2021 at 10am**