



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 Comment<sup>1</sup>  
[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](#)

---

<sup>1</sup> 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.](#)