

West Town Chicago Chamber of Commerce
West Town Special Service Area (SSA) Commissioner Meeting
Thursday, April 6, 2017 at 12:00 p.m.
1819 W Chicago Ave., Chicago, IL 60622

Minutes

Present: Commissioners: Michael VanDam (Chair), Chris Hunt (Vice-Chair), Peter Gariepy (Treasurer), Adam Williams, Sara Dulkan

SSA Program Director – Kace Wakem

WTCC Communications & Outreach Director – Kate McKenna

Public Forum / Guests: Annette Sollers and Arlene Scarlato from Eye Want

Not Present: Steven Tobiason (Secretary), Chad Tepley, Scott Floersheimer, Amy Laria

- **Call to Order:** Michael VanDam called the meeting to order at 12:09 p.m.
- **Minutes from SSA Commission Meeting on March 2, 2017.**
 - ***Sara Dulkan motioned to approve 3/2/17 minutes. Adam Williams seconded this motion and it was approved unanimously.**
- **Financial Report:**
 - 2016 Audit Presentation – presented by Joy Coombs, independent auditor. Clean unqualified opinion. Discussed carry over, levy, uncollectible funds, TIF funds and distribution, etc.
 - * **Sara Dulkan motioned to approve the 2016 Audit. Peter Gariepy seconded this motion and it was approved unanimously.**
 - 2017 P&L Statement, Balance Sheet and YTD Budget distributed and reviewed
 - * **Sara Dulkan motioned to approve the 2017 P&L, Balance Sheet and YTD Budget. Chris Hunt seconded this motion and it was approved unanimously.**
- **Rebate / Grant Updates:**
 - a. **Façade Rebate Applications:**
 - Façade Rebate, Security Grant and Public Art Grant applications reviewed for addition to submission requirements.
 - * **Sara Dulkan motioned to approve the updated Applications. Peter Gariepy seconded this motion and it was approved unanimously.**
 - 1726 W. Chicago Ave – Eye Want requesting funds for signage enhancement in front of business, including eyeball sculpture. 50% comes to \$8,500.
 - * **Adam Williams motioned to approve the Façade Rebate Application for 1726 W. Chicago Ave for \$8,500. Chris Hunt seconded this motion and it was approved unanimously.**
 - 1746 W. Chicago Ave – Forbidden Root wants to install banner signage on building to make it more recognizable on street to drivers. Signage says “Restaurant” and the other says “Brewery.” 50% comes to \$1,765.
 - * **Chris Hunt motioned to approve the Façade Rebate Application for 1746 W. Chicago Ave for \$1,765. Peter Gariepy seconded this motion and it was approved unanimously.**

- 965 W. Chicago Ave – Project finished and to be paid.
- 1604 W. Chicago Ave – End of April anticipated construction finalization.
- 835 N. Ashland Ave – in process. All certifications have been approved. Working on finishing signage now.
- 1532 W. Chicago Ave – Project finished. Waiting for paid invoices and after photos. Will cut check soon.

b. Security Rebate Applications:

- 1809 W. Chicago Ave – Condo association wants to install DVR recording system along with installing an alley camera. CPD requested these updates to their system after they tried to use their recordings to help capture a criminal and since there was no recording of the incident their camera system couldn't help. Qualifies for update to system for max of \$500.

*** Michael VanDam motioned to approve the Security Grant Application for 1809 W. Chicago Ave for \$500. Sara Dulkan seconded this motion and it was approved unanimously.**

- 1726 W. Chicago Ave – Eye Want wants to finish installing security system. Hired contractor and only had partial delivery of equipment and partial installation. System needs to be finished. Qualifies for new system for max of \$1,500.

*** Chris Hunt motioned to approve the Security Grant Application for 1726 W. Chicago Ave for \$1,500. Sara Dulkan seconded this motion and it was approved unanimously.**

- 835 W. Chicago Ave – In process. Waiting for the outside camera to be installed.

c. Public Art Grant Applications:

- Artist: Persue - 1601 W. Chicago Ave –Persue with Amuse and Merlot. Mural located on Reach gym building. Chicago Truborn is the gallery curator. Cost is \$8,920.97

*** Chris Hunt motioned to approve the mural on 1601 W. Chicago Ave for \$8,920.97 . Peter Gariepy seconded this motion and it was approved unanimously.**

- Artist: Key Detail and Yu Baba – 1745 W. Chicago Ave – Artist covering up old Ava Gray mural that has been tagged on the side of Taco Veloz. Chicago Truborn is the gallery curator. Cost is \$1,179.58

*** Chris Hunt motioned to approve the mural on 1745 W. Chicago Ave for \$1,179.58. Peter Gariepy seconded this motion and it was approved unanimously.**

- Artist: Jim Bachor: working with artist to find potholes, will start search after winter season.
- Library Scaffolding: Vanessa Beck finished ribbon project at Library. Still Installed.
- Library: Sick Fisher mural, will work on ladder to get the work accomplished.
- Façade Mural: 1741 W. Chicago Ave entire façade (above storefront) to be painted by artist EELCO. In process. Artist paint from April 12 – 18th.

- **Marketing / Beautification / Safety / Other:**

- Landscaping: BID review. Bids provided by Cleanslate, Christy Webber Landscapes, and Cuebas Landscapes. Hand-pull weeds option was approved for a cost of \$1,225 per job, for a total estimated of 4 times needed. Mulching was

approved for \$1,525 per mulch for a total of 2 mulch applications – once in the spring and once in the fall.

*** Chris Hunt motioned to approve Cuebas Landscapes for the 2017 Landscaping Contracts. Peter Gariepy seconded this motion and it was approved unanimously.**

- People Spot: Insurance quote came back at \$518 a year. Annex changed seating configuration in the updated design. Moving forward on project.

*** Michael VanDam motioned to approve the People Spot insurance cost. Adam Williams seconded this motion and it was approved unanimously.**

- Safety: Reviewed submissions from Julie Ghatan regarding panic mace to alert other SSA businesses of possible robbery or store owner being in distress. Look into options for businesses to connect with each other regarding safety concerns.
- Discover West Town Mobile App: Reached the testing phase of the app.
- Master Plan: Working on finalization of Master Plan. Will schedule meeting for WTCC Board, SSA Commission and Aldermanic approval. Then will work on final release to public.
- Master Plan Execution Internship: Hired Benito Garcia to take over project after Jeff and Manny leave.
- Bike Friendly Business District: Waiting for EcoCounter to be installed, estimated installation date is April 2017. Kate and Vanessa to re-work bike district plan. In progress.

- **Old Business:**
- **New Business:**
- **Public Forum:** Annette and Arlene in attendance from Eye Want. Thanked us for the approval of their applications. Discussed projects in more detail.
- **Adjournment**

***Peter Gariepy moved to adjourn meeting at 1:23pm. Chris Hunt seconded this motion and it was approved unanimously.**

Next SSA Commission Meeting Date: Thursday, May 4th, 2017