

**West Town Chicago Chamber of Commerce**  
West Town Special Service Area (SSA) Commissioner Meeting  
Thursday, June 1, 2017 at 12:00 p.m.  
1819 W Chicago Ave., Chicago, IL 60622

**Minutes**

**Present:** Commissioners: Michael VanDam (Chair), Peter Gariepy (Treasurer), Steven Tobiason (Secretary), Adam Williams, Sara Dulkan, Scott Floersheimer, Amy Laria

**SSA Program Director** – Kace Wakem

**WTCC Communications & Outreach Director** – Kate McKenna

**Public Forum / Guests:** None

**Not Present:** Chris Hunt (Vice-Chair), Chad Tepley

- **Call to Order:** Michael VanDam called the meeting to order at 12:13 p.m.
- **Minutes from SSA Commission Meeting on May 4, 2017.**
  - \***Sara Dulkan motioned to approve 5/4/17 minutes. Steven Tobiason seconded this motion and it was approved unanimously.**
- **Financial Report:**
  - 2018 Budget discussed. Budget increased by 5.67%, will trigger a public meeting to announce.
  - \* **Amy Laria motioned to approve the 2018 Budget. Peter Gariepy seconded this motion and it was approved unanimously.**
    - 2017 P&L Statement, Balance Sheet and YTD Budget distributed and reviewed
  - \***Amy Laria motioned to approve the 2017 P&L, Balance Sheet and YTD Budget. Peter Gariepy seconded this motion and it was approved unanimously.**
- **Rebate / Grant Updates:**
  - a. **Façade Rebate Applications:**
    - 1726 W. Chicago Ave – In Process.
    - 1746 W. Chicago Ave – In Process.
    - 1604 W. Chicago Ave – In Process, end of June anticipated ETA.
    - 835 N. Ashland Ave – Finished, waiting for photos and receipts.
  - b. **Security Rebate Applications:**
    - 1809 W. Chicago Ave – Finished, waiting for photos and receipts.
    - 835 W. Chicago Ave – Finished, check cut.
    - 1414 W. Chicago Ave – Finished, check cut.
  - c. **Public Art Grant Applications:**
    - Artist: Persue - 1601 W. Chicago Ave –In Process, painting this week.
    - Artist: Jim Bachor – 1 pot hole finished. Looking for 3 more spots. Discussed potholes at Oakley & Chicago and also in front of Chicago Truborn.
    - Artist: Sick Fisher mural – Library – Finished yesterday. Waiting for final photos and invoice.

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

- **Holiday Decorations:** Discussed spray painting option with CEG, will be testing on 1 holiday decoration.
- **Landscaping:** Next mulch will happen in August. Weeding schedule requested by Commission.
- **People Spot:** \$5,000 ask for additional funding for people spot. Need to have bonded & insured company build, or WTCC won't insure spot.

**\* Steven Tobiason motioned to approve the additional \$5,000 funding if company is bonded & insured for job. Amy Laria seconded this motion and it was approved unanimously.**

- **Safety:** No current updates on programming.
- **Discover West Town Mobile App:** Web app to go live soon. Making final changes this week before going live. Review additional work and quote of \$1,500.

**\* Amy Laria motioned to approve the \$1,500 BID from Comrade Web Agency. Peter Gariepy seconded this motion and it was approved unanimously.**

- **Master Plan:** Need final approval of the design. Editing happening now, release pushed back to date of party: June 9<sup>th</sup>. 225 people have RSVP'd for the party. Catering for only 100 people ordered.

**\* Peter Gariepy motioned to approve the Master Plan and give WTCC staff final creative control. Amy Laria seconded this motion and it was approved unanimously.**

- **Master Plan Execution Internship:** Jeff will stay on a bit longer to present plan and help bring Benito up to speed with implementation of plan.
- **Bike Friendly Business District:** Waiting for EcoCounter to be installed. Kate and Vanessa attend Chicago Bike Week rally downtown. New BFBD event Cycles & Suds sold out.

- **Old Business:**

- **New Business:** Need to re-schedule July meeting date. Proposed to meet July 13<sup>th</sup> instead of July 6<sup>th</sup> to approve final 2018 budget. Date change is required by DPD.

**\* Adam Williams motioned to approve the meeting re-schedule to July 13th. Sara Dulkan seconded this motion and it was approved unanimously.**

- **Public Forum:** None
- **Adjournment**

**\*Amy Laria moved to adjourn meeting at 1:14pm. Sara Dulkan seconded this motion and it was approved unanimously.**

\*\*\*Next SSA Commission Meeting Date: Thursday, July 13th, 2017\*\*\*