

**West Town Chicago Chamber of Commerce**  
West Town Special Service Area (SSA) Commissioner Meeting  
Thursday, May 4, 2017 at 12:00 p.m.  
1819 W Chicago Ave., Chicago, IL 60622

**Minutes**

**Present:** Commissioners: Michael VanDam (Chair), Steven Tobiason (Secretary), Adam Williams, Sara Dulkan, Scott Floersheimer

**SSA Program Director** – Kace Wakem

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

**Public Forum / Guests:** Jeffrey Ryan, Master Plan Consultant

**Not Present:** Chris Hunt (Vice-Chair), Peter Gariepy (Treasurer), Chad Tepley, Amy Laria

- **Call to Order:** Michael VanDam called the meeting to order at 12:10 p.m.

- **Minutes from SSA Commission Meeting on April 6, 2017.**

**\*Steven Tobiason motioned to approve 4/6/17 minutes. Scott Floersheimer seconded this motion and it was approved unanimously.**

- **Financial Report:**

- 2017 P&L Statement, Balance Sheet and YTD Budget distributed and reviewed

**\* Scott Floersheimer motioned to approve the 2017 P&L, Balance Sheet and YTD Budget. Steven Tobiason seconded this motion and it was approved unanimously.**

- 2017 Revised Budget and Carry-over suggestions were reviewed and discussed. Revised budget consists of \$152,053 in 1.00, \$324,396 in 2.00, \$983 in 3.00, \$24,747 in 4.00, \$7,000 in 5.00, \$37,600 in 6.00, and \$141,645 in 7.00. Total budget amounts to \$688,424.

**\* Adam Williams motioned to approve the 2017 Revised Budget. Scott Floersheimer seconded this motion and it was approved unanimously.**

- Quarter 1 Metrics Report was reviewed and distributed. Emailed zipped file attachment report to SSA Commission.

**\* Adam Williams motioned to approve the 2017 Quarter 1 Metrics Report. Steven Tobiason 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 construction finalization.
- 835 N. Ashland Ave – In Process.

**b. Security Rebate Applications:**

- 1809 W. Chicago Ave – In Process.
- 1726 W. Chicago Ave – Job finished, cutting check.
- 835 W. Chicago Ave – Finished. Waiting for paid receipt for outside camera before cutting check.

- 1414 W. Chicago Ave – System was installed before application submission, without a forward facing camera. Discussed option of approving application if forward facing camera is installed.

**\* Sara Dulkan motioned to approve the security rebate application at 1414 W. Chicago Ave for \$1,500.00 . Peter Adam Williams seconded this motion and it was approved unanimously.**

- c. **Public Art Grant Applications:** Discussed payment change for temporary board up art and murals at Chicago & Lessing under the viaduct. Anything larger than 10ft x 30ft, increase from \$200 payout to \$400 payout.

**\* Scott Floresheimer motioned to approve the adjusted grant amount of \$200 to \$400 for any project over 10ft x 30ft . Adam Williams seconded this motion and it was approved unanimously.**

- Artist: Persue - 1601 W. Chicago Ave –In Process. Will start in May.
- Artist: Key Detail and Yu Baba – 1745 W. Chicago Ave – Finished, cutting check.
- Artist: Jim Bachor - meeting this month to find pot holes.
- Artist: Sick Fisher mural – Library – In Process. Will start in May.
- Artist: EELCO - 1741 W. Chicago Ave (Façade Mural) - Finished and paid.
- Artist: Cera – Chicago & Lessing Viaduct – Finished & Paid \$200.

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

- **Holiday Decorations:** Discussed cost for re-garlanding our holiday decorations from a silver color which is starting to look dirty, to a bright white color. Quote from CEG is \$52,000. No for 2018 budget. Request to spray paint and see if that works instead.
- **Landscaping:** Tree pits mulched. Weed removal in May. Next mulch will happen in August.
- **People Spot:** In Process.
- **Safety:** No current updates.
- **Discover West Town Mobile App:** Final fixes being done, app will go live soon. Next step will be resolve outstanding app issues, figure out how to shut them down.
- **Master Plan:** Need final approval before release date of June 1<sup>st</sup>, and Release party on June 9<sup>th</sup>. Jewell Catering estimate review. Discussion of give aways at party, and possibly during festival for promotion of plan.

**\* Sara Dulkan motioned to approve the Master Plan and \$5,000 Release Party Budget. Scott Floersheimer seconded this motion and it was approved unanimously.**

- **Master Plan Execution Internship:** Benito has started. Manny’s last in house day is today, will be working remotely in Brussels. Jeff will stay on for transition and release of Master Plan.
- **Bike Friendly Business District:** Waiting for EcoCounter to be installed. Kate and Vanessa to re-work bike district plan. In progress.

- **Old Business:**
- **New Business:**
- **Public Forum:** None
- **Adjournment**

**\*Scott Floersheimer moved to adjourn meeting at 1:17pm. Sara Dulkan seconded this motion at it was approved unanimously.**

\*\*\*Next SSA Commission Meeting Date: Thursday, June 1st, 2017\*\*\*