

**West Town Chicago Chamber of Commerce**  
West Town Special Service Area (SSA) Commissioner Meeting  
Wednesday, February 6, 2019 at 11:00 a.m.  
1819 W Chicago Ave., Chicago, IL 60622

**Minutes**

**Present:** Commissioners: Michael VanDam (Chair), Chris Hunt (Vice-Chair), Steven Tobiason (Secretary), Amy Laria (Treasurer), Jenny Rossignuolo, Sara Dulkan, Nora McCarthy, Candice Cusic

**SSA Program Director** – Kace Wakem

**Membership Director** – Sara Bemer

**Public Forum / Guests:** Jose Rivera, 2<sup>nd</sup> Ward Alderman Hopkins Chief of Staff

**Not Present:** Adam Williams

- **Call to Order:** Michael VanDam called the meeting to order at 12:08 p.m.
- **Minutes from SSA Commission Meeting on December 6, 2018.**
  - \*Steven Tobiason motioned to approve 12/06/18 minutes. Chris Hunt seconded this motion and it was approved unanimously.
- **Edit to Minutes from 12/7/17, 5/3/18, 7/7/18, 10/17/18, 11/1/18:** Kace made updated to past minutes where particular Commissioners recused themselves from voting on applications they were a part of, but the recusals were not noted in the minutes. All minutes have been updated.
  - \*Amy Laria motioned to approve Minutes from 12/7/17, 5/3/18, 7/7/18, 10/17/18, and 11/1/18. Steven Tobiason seconded this motion and it was approved unanimously.
- **Financial Report & Budget:**
  - 2018 P&L Statement, Balance Sheet and YTD Budget distributed and reviewed. Kace explained to new SSA Commissioners the difference between all of the handouts and how the data is updated.
    - \*Chris Hunt motioned to approve 2018 Financial Statements. Amy Laria seconded this motion and it was approved unanimously.
- **Reports:**
  - Review& Approve 2018 Q2 and Q3 Reports
    - \*Steven Tobiason motioned to approve 2018 Q2 and Q3 Reports. Amy Laria seconded this motion and it was approved unanimously.
  - Review 2015 – 2018 Public Art Project Report
- **Contracts:** SSA Commission wants to go with hand-weeding option for district weeding. Approval of hand weeding proposal and mulching proposal.
  - \*Sara Dulkan motioned to approve Christy Webber Landscapes contracts for hand weeding and mulching the SSA District. Steven Tobiason seconded this motion and it was approved unanimously.

- **Rebate / Grant Updates:**

- **Façade Rebate Applications:** Kace made pending changes to the application limiting the maximum payout a business can get within 5 years. The Commission made suggested edits which were approved. Application will be updated and uploaded to website from this point on.

**\*Jenny Rossignuolo motioned to approve the edits to the Façade Rebate Application. Amy Laria seconded this motion and it was approved unanimously.**

- *1726 W. Chicago Ave, Eye Want* – In Process. Project rolled into 2019. Must be finished in 2019 or they will need to re-apply.
- *1431 W. Chicago Ave, Candice Cusic Photography* – Finished & Paid.
- *1656 W. Chicago Ave, Ciao Chicago* – In Process. Client still waiting on signage company to install. Project rolled into 2019.
- *1102 N. Ashland Ave, Boneyard Chicago* – Finished & Paid.
- *1463 W. Chicago Ave, ARC Gallery* – Finished & Paid.
- *2130 W. Chicago Ave, Cornelia McNamara Flowers* – in process. Project rolled into 2019.
- *965 W. Chicago Ave, MHub* – will respond after approved updates are made to Façade Rebate App.
- *957 N. Ashland Ave, Nika Vaughn Bridal Artists* – Project for decal signage on windows and door. Total project \$725, Rebate of \$362.50.

**\*Chris Hunt motioned to approve Façade Rebate Project at 957 N. Ashland Ave. Jenny Rossignuolo seconded this motion and it was approved unanimously.**

- *1637 W. Chicago Ave, CDT Realty Corp* – Full gut renovation of entire building, apartments to be built on top of building but set back, historic façade being repaired and maintained. Requesting \$15,000 rebate for façade restoration and storefront renovation. Commissioners discussed project, and due to lack of drawings or pictures of what the front of the building should look like, they requested those be sent and reviewed before the project was voted on. Tabled until March meeting.
- *1523 W. Chicago Ave, CDT Realty Corp* – Full gut renovation of entire building. Commercial to be retained on first floor, and apartments renovated above, historic façade being repaired and maintained. Requesting \$15,000 rebate for façade restoration and window replacement. Commissioners discussed project, and due to lack of drawings or pictures of what the front of the building should look like after its finished, as well as a better breakdown of what costs are exactly associated with the façade portion of the project, they requested those be sent and reviewed before the project was voted on. Tabled until March meeting.

- **Public Art Grant Applications:**

- *701 N. Damen Ave, Artist: Antonio Beniquez* – Finished & Paid.

➤ **Security Rebate Applications:** Kace discussed changes to Security app per DPD's recommendations. Jose from 2<sup>nd</sup> ward made some Security Program suggestions to be researched and discussed at a later time. Updated the language on the security rebate app to read "75% up to \$1,500" regardless of if it is a new system or an update to the system.

**\*Sara Dulkan motioned to approve the edits to the Security Rebate Application. Amy Laria seconded this motion and it was approved unanimously.**

- *1102 N. Ashland Ave, Boneyard Chicago – Finished & Paid.*
- *2052 W. Chicago Ave, Gallery 2052 – Finished & Paid.*
- *1923 W. Chicago Ave, State Farm Agent Aaron Pinkus – Finished & Paid.*

• **Marketing / Beautification / Safety / Other:**

- **Snowplowing:** Snowplowing totals so far this season are 16 inches.
- **Street Cleaning:** Looks like the encampments have stopped as of right now.
- **Banners & Holiday Decorations:** Holiday decorations have been taken down and banners have been put back. Reviewed holiday decoration prices vs re-garlanding prices. The Commission wants to re-garland the holiday decorations.
- **Landscaping:** Christy Webber Contracts renewals to start in the Spring.
- **Discover West Town Mobile App:** Tabled until WTCC website overhaul is decided.
- **Master Plan:** Next step is to present Master Plan to Alderman, present to neighborhood group member meetings, CDOT communicating with Alderman currently about potential updates to Chicago Avenue. Will work with CDOT for community outreach in Spring if internal approvals happen. Interactive GIS Map public version almost finished. Will be uploaded to website before next SSA Commission meeting.
- **People Spot:** Tabled to coordinate with CDOT streetscape schedule.
- **Bike Racks:** Tabled
- **Bike Friendly Business District:** Tabled
- **Neighborhood Updates:**
  - 2/20/19 – Member Mixer and Bingo Night at Cleos
  - 2/28/19 – 12<sup>th</sup> District Business Safety Meeting at Fifty/50

- **Old Business:**
- **New Business:**
- **Public Forum:**
- **Adjournment**

**\*Sara Dulkan moved to adjourn meeting at 12:25 pm. Jenny Rossignuolo seconded this motion at it was approved unanimously.**

\*\*\*Next SSA Commission Meeting Date: Thursday, March 7th, 2019\*\*\*