

West Town Chicago Chamber of Commerce
West Town Special Service Area (SSA) Commissioner Meeting
Thursday, September 7, 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), Steven Tobiason (Secretary), Chad Tepley

SSA Program Director – Kace Wakem

WTCC Communications & Outreach Director – Kate McKenna

Public Forum / Guests: None

Not Present:), Scott Floersheimer, Adam Williams, Sara Dulkan, Amy Laria

- **Call to Order:** Michael VanDam called the meeting to order at 12:18 p.m.

- **Minutes from SSA Commission Meeting on August 3, 2017.**

***Chris Hunt motioned to approve 8/3/17 minutes. Steven seconded this motion and it was approved unanimously.**

- **Financial Report:**

- 2017 P&L Statement, Balance Sheet and YTD Budget distributed and reviewed. Over in Special Events and Landscaping. No movements (as of yet).

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

- Q2 Report. Asked to send report and all attachments via email.

***Peter Gariepy motioned to approve the Q2 Report. Chad Tepley seconded this motion and it was approved unanimously.**

- Sponsorships for 2017: \$20k for West Fest, \$15k for West Town Art Walk, \$15k for Winterfest and \$14,878 for West Town Food Truck Social. Commissioners understand Scott Floersheimer helps out with West Fest, asked not to re-up Commissioner status after expiration.

***Peter Gariepy motioned to approve the 2017 P&L, Balance Sheet and YTD Budget. Peter Gariepy seconded this motion and it was approved unanimously.**

- Money movement for Security Rebate proposal. Move \$1,000 from 1.08 to 5.02.

***Peter Gariepy 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:

- 2332 W. Chicago Ave – New application for stand alone signage on sidewalk. Not approved, not in spirit of program.

***Chris Hunt motioned to deny the Façade Rebate application for 2332 W. Chicago Avenue as it's not in the spirit of the program. Peter Gariepy seconded this motion and it was approved unanimously.**

- 701 N. Damen Ave – Approval dependent on ok from DPD, as owner is a City of Chicago employee (Fireman). If DPD approves, funds will come from 2018 budget.

***Chris Hunt motioned to approve the project at 701 N. Damen for a refund of \$12,671.90 from the 2018 budget as long as we get the “OK” from the Department of Planning and Development as the majority owner is a City of Chicago employee (Fireman). Chad Tepley seconded this motion and it was approved unanimously.**

- 1726 W. Chicago Ave – In Process. Permitting issues with sculpture / signage.
- 1746 W. Chicago Ave – In Process. Banners have been installed. Waiting for after photos and receipts.
- 1604 W. Chicago Ave – Reviewed finished project which differed from original approved project. Reviewed and discussed final plan specs, permits, receipts and after photos. Commission approved of updates to building, as it fell in line with the spirit of the Façade Rebate Program.

***Peter Gariepy motioned to approve the \$15,000 rebate to 1604 W. Chicago Ave. Chad Tepley seconded this motion, Steven Tobiason recused himself from the vote. Motion was approved.**

b. Security Rebate Applications:

- 701 N. Damen Ave – Approval dependent on OK from DPD, as owner is a City of Chicago employee (Fireman).

***Steven Tobiason motioned to approve the \$1,500 Security Grant. Chris Hunt seconded this motion and it was approved unanimously. Money movement made for needed funds, see Financial Report section on first page of minutes.**

c. Public Art Grant Applications:

- Artist: Lauren Asta – 1913 W. Chicago Ave. School of Rock picked Lauren Asta to paint their façade. \$3,205 approved.

***Steven Tobiason motioned to approve \$3,205 for the Lauren Asta mural at 1913 W. Chicago Ave. Chris Hunt seconded this motion and it was approved unanimously.**

- Additional expenditures from Sara Dulkan and Adam Williams for the Persue Mural. Total of \$397.98 for paint materials, purchased last minute.

***Peter Gariepy motioned to approve the \$397.98 additional expenditures for the Persue mural. Steven Tobiason seconded this motion and it was approved unanimously.**

- Artist: Jim Bachor – 2 pot holes finished. Looking for 2 more spots.

- **Contracts:**

- **Snowplowing:** BID from Christy Webber Landscapes for \$39,625. Same scope and price as 2016 contract.

***Steven Tobiason motioned to approve the 2017/18 contract with Christy Webber Landscapes for \$39,625. Chad Tepley seconded this motion and it was approved unanimously.**

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

- **Banners:** New banners being installed throughout district.
- **Landscaping:** Last mulching in September.
- **People Spot:** Tabled – pushed to next meeting.

- **Safety**: No current updates
 - **Discover West Town Mobile App**: Fixing a final bug between businesses and events being linked.
 - **Master Plan**: Reviewed printing quote from inoprints. Seems expensive, research cheaper options. No need for so many official books.
 - **Bike Friendly Business District**: Tabeled – pushed to next meeting.
 - **Bike Racks**: Tabeled – pushed to next meeting.
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- **Old Business**: None
 - **New Business**: None
 - **Public Forum**: None
 - **Adjournment**

***Peter Gariepy moved to adjourn meeting at 1:35pm. Chad Tepley seconded this motion at it was approved unanimously.**

Next SSA Commission Meeting Date: Thursday, October 5th, 2017