

West Town Chicago Chamber of Commerce
West Town Special Service Area (SSA) Commissioner Meeting
Thursday, July 13, 2017 at 12:00 p.m.
1819 W Chicago Ave., Chicago, IL 60622

Minutes

Present: Commissioners: Michael VanDam (Chair), Chris Hunt (Vice-Chair), Chad Tepley, Adam Williams, Sara Dulkan

SSA Program Director – Kace Wakem

WTCC Communications & Outreach Director – Kate McKenna

Public Forum / Guests: None

Not Present: Peter Gariepy (Treasurer), Steven Tobiason (Secretary), Scott Floersheimer, Amy Laria

- **Call to Order:** Michael VanDam called the meeting to order at 12:07 p.m.

- **Minutes from SSA Commission Meeting on June 1, 2017.**

***Chad Tepley motioned to approve 6/1/17 minutes. Chris Hunt seconded this motion and it was approved unanimously.**

- **Financial Report:**

- 2018 Budget & Services discussed. Budget increased by 5.67%, must hold a public meeting to announce increase no more than 30 days before City Council where the budget will be approved. Total budget was increased due to calculation mistake in spreadsheet template. Levy will not increase. EAV increase decreased the budget tax percentage. Confirmed the West Town Chicago Chamber of Commerce as the Sole Service Provider.

*** Adam Williams motioned to approve the 2018 Budget, Services, and the West Town Chicago of Commerce as the Sole Service Provider. Sara Dulkan seconded this motion and it was approved unanimously.**

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

***Chris Hunt motioned to approve the 2017 P&L, Balance Sheet and YTD Budget. Sara Dulkan seconded this motion and it was approved unanimously.**

- **Rebate / Grant Updates:**

a. Façade Rebate Applications:

- 1726 W. Chicago Ave – In Process. Permitting issues with sculpture / signage.
- 1746 W. Chicago Ave – In Process. Anticipated install by August.
- 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:

- 1448 W. Chicago Ave – New install for Aeslin Pup Hub Noble Square.

***Sara Dulkan motioned to approve \$1,500 for Security Grant at 1448 W. Chicago. Adam Williams seconded this motion and it was approved unanimously.**

- 1809 W. Chicago Ave – Finished & Paid
- 835 W. Chicago Ave – Finished, check cut.
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c. Public Art Grant Applications:

- Updated Public Art App: if work varies “significantly”. Move sketch approval to happen under “process.”
- Artist: Persue - 1601 W. Chicago Ave – Finished & Paid
- Artist: Jim Bachor – 2 pot holes finished. Looking for 2 more spots.
- Artist: Sick Fisher mural – Library – Finished & Paid
- Artist: Shawn Smith – 1105 W. Chicago Avenue (sidewalk board up with Shwannimals) – Finished & Paid \$200.

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

- **Banners:** New banners being installed throughout district.
- **Landscaping:** Next mulch will happen in August. Commission would prefer September.
- **People Spot:** Discussed status of people spot. An additional \$5,000 is required for a total sponsorship of \$10,000. Approved pending install date in Spring of 2018, with a design approval from the SSA Commission

*** Adam Williams motioned to approve the \$10,000 Sponsorship pending the install date and design. Chris Hunt seconded this motion and it was approved unanimously.**

- **Safety:** Discussed pepper spray bulk buy suggestion from Julie Ghatan. Commission discussed the possibility liability of the SSA and Chamber if involved in a pepper spray distribution. Decided it was outside the spirit of the SSA Security program.
- **Discover West Town Mobile App:** Thought mobile app had gone live but it didn't – need to connect with Comrade Web Agency to check in.
- **Master Plan:** Finally released, uploaded to SSA website. Need to send out for hard copies. Starting online groups soon.
- **Bike Friendly Business District:** Waiting for EcoCounter to be installed. Cycle & Suds event sponsored by SSA funds (\$200).
- **Business Development:** Influx of salons along Chicago Avenue. Alderman Moreno suggested we testify in front of the Zoning Board of Approvals about the number of salons in the district. Commission discussed that we don't want to inhibit any new businesses opening or be anti-business. Just continue to let Alderman know about the abundance of salons.
- **Bike Racks:** Request for bike racks made by business. \$50 one time permit installation fee plus cost of rack (estimated \$200 each). Discussed option to sponsor racks in 2018, discussed branding of racks. Would like to plan for racks to be installed in 2018.

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

***Chad Tepley moved to adjourn meeting at 1:15pm. Adam Williams seconded this motion at it was approved unanimously.**

Next SSA Commission Meeting Date: Thursday, August 3rd, 2017