

**West Town Chicago Chamber of Commerce**  
West Town Special Service Area (SSA) Commissioner Meeting  
Thursday, February 4, 2016 at 12:00 p.m.  
1819 W Chicago Ave., Chicago, IL 60622

**Minutes**

**Present:** Commissioners: Michael VanDam (Vice-Chair), Walter Tun , Chris Hunt, & Amy Laria, Sara Dulkan & Steven Tobiason

**SSA Program Director** – Kace Wakem

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

**Public Forum / Guests:** None

**Not Present:** Stel Valavanis (Chair), Sarah McGinnis (Treasurer), Scott Floersheimer(Secretary)

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

**II. Minutes from SSA Commission Meeting on January 7, 2016**

**\*Chris Hunt motioned to approve 1/7/16 minutes. Sara Dulkan seconded this motion and it was approved unanimously.**

**III. Financial Report:** 2015 & 2016 P&L Statements were distributed, and reviewed.

- 2015 Budget Metrics Report & Financials Approval

**\* Amy Laria motioned to approve the Metrics reports and 2015 Financials. Walter Tun seconded this motion and it was approved unanimously.**

Money Movements:

- Personnel fringe and salary increase by \$500 – from 2.11 to 7.00
- Personnel fringe (insurance) increase for K.W. by \$1,568.91 – from 2.11 to 7.03
- Reduce 2.03 budgeted levy by \$20,000 (EAV change)
- Reduce 2.07 budgeted levy by \$5,000 (EAV change)
- Reduce 2.10 budgeted levy by \$15,000 (EAV change)
- Move \$2,500 from 2.01 to 4.09
- Move \$2,500 from 2.07 to 4.09
- Move \$502 from 2.11 to 4.09
- Request \$12,808,67 in 2015 Carry-Over be placed in Personnel for insurance increase and the addition of Kate McKenna to our full time staff.

**\* Walter Tun motioned to approve all of the 2015 budget money movements. Chris Hunt seconded this motion and it was approved unanimously.**

**IV. Façade Rebate Projects:**

- 1427 W. Chicago – Cruz-Sojka Funeral Home – waiting for final photos & receipts
- 1604 W. Chicago – Mecca Fashion Building – no word this month
- 1843 W. Chicago Ave – tenant found, stiletto dance studios. Façade work hasn't started yet.
- 1641 W. Chicago Ave –Café Bacci deal fell through. Work finished, approved and check cut & sent to property owner.
- Montessori Magpie – waiting on update
- Cardiac Dr – will potentially re-apply. Will need a clearer “statement of need” and may need to present to the SSA Commission.

**V. Marketing / Beautification / Safety:**

- CoStar – subscription to CoStar was discussed. \$2,820 subscription cost was approved for the year

**\* Amy Laria motioned to approve the subscription to CoStar in 2016. Chris Hunt seconded this motion and it was approved unanimously.**

- Bike Friendly – Sponsoring One Earth Film Festival: Bike vs Car on March 6, 2016 at 3:30 at Frontier. Follow up panel discussion with Bike transportation professionals on March 21<sup>st</sup> at Wolcott School. CDOT, Active Transportation Alliance and UIC have all confirmed to be on the panel.
- Public Arts – updated public arts grant application. All mural projects report from 2015 was reviewed.

**\* Steven Tobiason motioned to approve the Public Arts Grant Application. Sara Dulkan seconded this motion and it was approved unanimously.**

- Safety – tabled. Application to be updated and sent to SSA Commission previous to meeting, to be discussed at March meeting.

**\* Steven Tobiason motioned to approve the all of the 2015 budget money movements. Chris Hunt seconded this motion and it was approved unanimously.**

**VI. Old Business:**

- OMA requirements still due for Steven Tobiason.

**VII. New Business:**

**VIII. Adjournment**

**\*Chris Hunt moved to adjourn meeting at 1:10pm. Amy Laria seconded this motion at it was approved unanimously.**

\*\*\*Next SSA Commission Meeting Date: Thursday, March 3rd, 2016\*\*\*