

**West Town Chicago Chamber of Commerce**  
West Town Special Service Area (SSA) Commissioner Meeting  
Thursday, April 7, 2016 at 12:00 p.m.  
1819 W Chicago Ave., Chicago, IL 60622

**Minutes**

**Present:** Commissioners: Stel Valavanis (Chair), Michael VanDam (Vice-Chair), Scott Floersheimer (Secretary), Sarah McGinnis (Treasurer), Walter Tun, Sara Dulkan & Steven Tobiason  
**SSA Program Director** – Kace Wakem  
**WTCC Communications & Outreach Director** – not in attendance  
**Public Forum / Guests:** Joy Coombs, Eilts & Associates, CPA & Auditor  
**Not Present:** Chris Hunt, & Amy Laria

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

**II. Minutes from SSA Commission Meeting on March 3, 2016 & Minutes correction from December 3, 2015.**

**\*Michael VanDam motioned to approve 3/3/16 & 12/3/16 minutes. Sarah McGinnis seconded this motion and it was approved unanimously.**

**III. Financial Report:**

- 2015 SSA 29 Audit presented, reviewed, discussed and approved
- 2015 SSA 29-2014 Audit presented, reviewed, discussed and approved

**\* Walter Tun motioned to approve the 2015 Audits. Michael VanDam seconded this motion and it was approved unanimously.**

- 2016 P&L Statement, Balance Sheet and Budget distributed and reviewed

**\* Sarah McGinnis motioned to approve all the financials. Michael VanDam seconded this motion and it was approved unanimously.**

**IV. ByLaws Update:**

- Updated the word recind to recuse. Approved all other changes that were made from last meeting

**\* Sara Dulkan motioned to approve the updated SSA ByLaws. Scott Floersheimer seconded this motion and it was approved unanimously.**

**V. Façade Rebate Projects:** Updates to Façade Rebate application requested. Email updates to Commission to review and suggest changes by next meeting.

- 1604 W. Chicago – New business owner is Dani Alanzo. No former LLC created yet, but lease is signed. Waiting for permits to be approved and construction will start soon. Will be sending specs & drawings of new storefront over.
- 1843 W. Chicago Ave – tenant found, stiletto dance studios. Spoke to Frank, building owner last month and he is still planning on moving forward. Left another message for another update and waiting for call back.
- 2333 W. Chicago Ave – Miswak Dentistry. Waiting for permits to be issued and then signage will be installed.

- 820 N. Ashland Ave – Resubmission of application with support letter submitted from Alderman Moreno. Updated statement of need.

**\* Steven Tobiason motioned to approve a rebate amount of up to \$15,000 to John Monteverde / Ashland 820 LLC. Scott Floersheimer seconded this motion. The motion was approved with 6 in favor and 1 (Walter Tun) against.**

**VI. Marketing / Beautification / Safety:**

- Discover West Town Mobile App - Tabeled
- Graffiti Action Day Proposal from Alderman Moreno for 2016 sponsorship for \$250

**\* Scott Floersheimer motioned to approve the \$250 sponsorship. Sara Dulkan seconded this motion and it was approved unanimously.**

- 2016 Landscaping Bids – Bids from Cleanslate, Christy Webber Landscapes and Cuebas Landscaping & Snow Removal reviewed.

**\* Sara Dulkan motioned to approve both bids for Christy Webber Landscape. Michael VanDam seconded this motion and it was approved unanimously.**

- 2017 Banner Bid from CEG for renewing banners, approved to include price in 2017 budget. Recommended that sponsorship applications be sent out to community to gather more sponsorships.
- Bike Friendly – no current updates
- Public Arts – update to grant application for eligible and ineligible projects.

**\* Scott Floersheimer motioned to approve the grant application updates. Sara Dulkan seconded this motion and it was approved unanimously.**

- Safety – Security Camera Rebate application final version reviewed and approved.

**VII. \* Michael VanDam motioned to approve the Security Camera Rebate application. Sara Dulkan seconded this motion and it was approved unanimously.**

- Master Plan Internship Search – UIC interview day was done. Came away with three finalists. Two of them will be interviewed on Friday, one got a different internship before the second interview happened. Will have update on who was chosen at next meeting.

**VIII. Old Business:**

**IX. New Business:**

**X. Public Forum:**

**XI. Adjournment**

**\*Steven Tobiason moved to adjourn meeting at 1:57pm. Michael VanDam seconded this motion at it was approved unanimously.**

\*\*\*Next SSA Commission Meeting Date: Thursday, April 7, 2016\*\*\*