



West Town SSA #29-2014
Commission Meeting Agenda
February 16, 2022 at 11:00am

West Town Chamber of Commerce, 1819 W. Chicago Ave.

In Attendance:

WTCC: Susan Aldous-Hutchins, Kate Ziyad, Gaby Gerken

1. Welcome and Call to Order
2. Public Comment
3. Approval of Meeting Minutes from December 1, 2022 **Review & Motion**
4. Administration and Finance
 - a. Financial reports – **Review**
 - b. 2023 Commissioner applications currently available
 - i. All returning Commissioners must complete the application but are not required to complete the Board of Ethics, Statement of Financial Interests
 - c. Schedule for 2023
 - i. 3rd Thursdays at 11:00a.m. No meeting in May, August, and September
5. Programs Report, Director of Programs, Kate Ziyad
 - a. Security Rebate:
 - i. 1058 W. Chicago Ave. - Paulo Gelato, \$2036.81 Total Project Cost \$1527.61 Max 75% Rebate Requested – **Review**
 - b. Facade Rebate:
 - i. 1407 W. Chicago Ave - Creative Coworking, Approved 3/3/2022 \$775 Max 50% - **Motion to pay**
 - c. Public Art Program:
 - i. 1814 W. Chicago Ave. Bar Cocina - Joseph Renda Jr. Allocation & selection process in Sept & Oct '22 \$14,000 Max, Project to begin in March - **Review & Motion**
 - ii. 936 N. Ashland, Kane One & RE:ALIZE - In proposal
 - iii. 1625 W. Chicago [Photo series "People of West Town"](#) - JP Calubaquib (\$10,500 approx. requested) - In Process

6. Old Business
 - a. Trash Can Purchase, pending color selection in March, early Summer installation
 - b. Pedestrian Lighting in SSA, First Ward Meeting

7. Next West Town SSA Commission Meeting
 - a. March 16 2023, 11:00am, 1819 W. Chicago Ave. West Town Chamber Offices

8. Adjournment



West Town SSA #29-2014
Commission Meeting Agenda ([Minutes](#))
February 16, 2022 at 11:00am

West Town Chamber of Commerce, 1819 W. Chicago Ave.

In Attendance: Evan Muellner, Nora McCarthy, Sasha Shver, Tayler Olds, Nadia Coronado

WTCC: Susan Aldous-Hutchins, Kate Ziyad, Gaby Gerken, Lindsey Wurz - Guest

1. Welcome and Call to Order
[EM called the meeting to order at 11:12AM.](#)
2. Public Comment
[No public comment.](#)
3. Approval of Meeting Minutes from December 1, 2022 **Review & Motion**
[No edits. TO 1st, NM 2nd. All in favor. Approved.](#)
4. Administration and Finance
 - a. Financial reports – **Review**
[No questions or comments.](#)
 - b. 2023 Commissioner applications currently available
 - i. All returning Commissioners must complete the application but are not required to complete the Board of Ethics, Statement of Financial Interests
[Edit: "All returning Commissions must complete the application and are required to complete the Board of Ethics, Statement of al Interests"](#)
 - c. Schedule for 2023
 - i. 3rd Thursdays at 11:00a.m. No meeting in May, August, and September
5. Programs Report, Director of Programs, Kate Ziyad
 - a. Security Rebate:
 - i. 1058 W. Chicago Ave. - Paulo Gelato, \$2036.81 Total Project Cost \$1527.61 Max 75% Rebate Requested – **Review & Motion**
[Edit: Review and Motion to Pay](#)
[1st NM, 2nd EM. All in favor. Approved.](#)
 - b. Facade Rebate:
 - i. 1407 W. Chicago Ave - Creative Coworking, Approved 3/3/2022 \$775 Max 50% - **Motion to pay**
[1st EM, 2nd NM. All in favor. Approved.](#)
 - c. Public Art Program:

- i. 1814 W. Chicago Ave. Bar Cocina - Joseph Renda Jr.
Allocation & selection process in Sept & Oct '22
\$14,000 Max, Project to begin in March - **Review & Motion**
1st NM, 2nd NC. All in favor. Approved.
- ii. 936 N. Ashland, Kane One & RE:ALIZE - In proposal
Discussion: Cost of potential project and review of requirements.
- iii. 1625 W. Chicago [Photo series "People of West Town"](#) - JP Calubaquib
(\$10,500 approx. requested) - In Process

6. Old Business

- a. Trash Can Purchase, pending color selection in March, early Summer installation
- b. Pedestrian Lighting in SSA, First Ward Meeting

7. Next West Town SSA Commission Meeting

- a. March 16 2023, 11:00am, 1819 W. Chicago Ave. West Town Chamber Offices

8. Adjournment

[EM motion to adjourn at 11:51AM.](#)



West Town SSA #29-2014
Commission Meeting Agenda
March 16, 2022 at 11:00am

West Town Chamber of Commerce, 1819 W. Chicago Ave.

In Attendance:

WTCC: Susan Aldous-Hutchins, Kate Ziyad, Gaby Gerken

1. Welcome and Call to Order
2. Public Comment
3. Approval of Meeting Minutes from February 16, 2023 **Review & Motion**
4. Administration and Finance
 - a. Financial reports – **Review**
 - i. Q2, Q3, Q4, 2022 Reports - **Review & Motion**
 - ii. 2024 Budget adjustment \$11,116 from section 7.01 (Personnel Executive Director) to 6.13 (Monitoring & Compliance) - **Review & Motion**
 - iii. Audit contract, **Review & Motion to Retain**
 - b. Logo & Brand Refresh for West Town Chicago Chamber of Commerce presentation
 - i. Reformatted applications, digitally accessible for ease of access
 - c. 2024 Commissioner recommendations
 - i. Amy Laria; Flo Cafe & Bar
5. Programs Report, Director of Programs, Kate Ziyad
 - a. Public Way Maintenance: **Review & Motion to approve and pay**
 - i. Trash Can Purchase, color selection
 - b. Security Rebate: **Review & Motion to approve and pay**
 - i. 1703 W. Chicago Ave. - Empanada Mama - \$1894.15 Total project cost, 75% award amount, \$1420.61
ADT preferred bidder.
 - c. Facade Rebate: **Review & Motion to approve and pay**
 - i. 1703 W. Chicago Ave - Empanada Mama - \$9440.00 Total project cost, 50% award amount, \$4,720
 - ii. 1953 W. Chicago Ave - Bar Nettare - \$37,944.89 Total project cost, 50% award amount, \$18,972.45 - max \$15,000 requested

- d. Public Art Program:
 - i. 745 N. Damen - Sprout Home - In Proposal
 - ii. 1814 W. Chicago Ave. Bar Cocina - Joseph Renda Jr.
Allocation & selection process in Sept & Oct '22
Project to begin in March
 - iii. 936 N. Ashland, Kane One & RE:ALIZE - In proposal
 - iv. 1625 W. Chicago [Photo series "People of West Town"](#) - JP Calubaquib,
update

- 6. Old Business
 - a. Schedule for 2023
 - i. Start time adjustment from 11:00a.m. to 10:00a.m. requested **Motion**
 - ii. 3rd Thursdays at _____ No meeting in May, August, and September

- 7. Next West Town SSA Commission Meeting
 - a. April 20, 2023, _____, 1819 W. Chicago Ave. West Town Chamber Offices

- 8. Adjournment



West Town SSA #29-2014
Commission Meeting Minutes
March 16, 2022 at 11:00am

West Town Chamber of Commerce, 1819 W. Chicago Ave.

In Attendance: Evan Muellner, Steven Tobiason, Nora McCarthy, Sasha Shver, Taylor Olds, Nadia Coronado

WTCC: Susan Aldous-Hutchins, Kate Ziyad, Gaby Gerken, Kaylen Ralph

1. Welcome and Call to Order
EM called meeting to order at 11:05AM.
2. Public Comment
No public comments
3. Approval of Meeting Minutes from February 16, 2023 **Review & Motion** Evan motioned, Taylor 2nd, all
No edits.
TO 1st, ST 2nd, all in favor, approved
4. Administration and Finance
 - a. Financial reports – **Review**
 - i. Q2, Q3, Q4, 2022 Reports - **Review & Motion**
ST 1st, NM 2nd, all in favor, approved
 - ii. 2024 Budget adjustment \$11,116 from section 7.01 (Personnel Executive Director) to 6.13 (Monitoring & Compliance) - **Review & Motion**
NM 1st, TO 2nd, all in favor, approved
 - iii. Audit contract, **Review & Motion to Retain**
NM 1st, ST 2nd, all in favor, approved
 - b. Logo & Brand Refresh for West Town Chicago Chamber of Commerce presentation
 - i. Reformatted applications, digitally accessible for ease of access
 - c. 2024 Commissioner recommendations
 - i. Amy Laria; Flo Cafe & Bar
5. Programs Report, Director of Programs, Kate Ziyad
 - a. Public Way Maintenance: **Review & Motion to approve and pay**
 - i. Trash Can Purchase, color selection
SS 1st, NM 2nd, six in favor, one abstained, approved

- b. Security Rebate: **Review & Motion to approve and pay**
 - i. 1703 W. Chicago Ave. - Empanada Mama - \$1894.15 Total project cost, 75% award amount, \$1420.61
ADT preferred bidder.
ST 1st, NM 2nd, all in favor, approved
 - c. Facade Rebate: **Review & Motion to approve and pay**
 - i. 1703 W. Chicago Ave - Empanada Mama - \$9440.00 Total project cost, 50% award amount, \$4,720
EM 1st, NM 2nd, all in favor, approved
 - ii. 1953 W. Chicago Ave - Bar Nettare - \$37,944.89 Total project cost, 50% award amount, \$18,972.45 - max \$15,000 requested
Tuckpointing and Roofing costs removed
NM 1st, TO 2nd, one recused, six in favor, approved
 - d. Public Art Program:
 - i. 745 N. Damen - Sprout Home - In Proposal
 - ii. 1814 W. Chicago Ave. Bar Cocina - Joseph Renda Jr.
Allocation & selection process in Sept & Oct '22
Project to begin in March
 - iii. 936 N. Ashland, Kane One & RE:ALIZE - In proposal
 - iv. 1625 W. Chicago Photo series "People of West Town" - JP Calubaquib, update
6. Old Business
- a. Schedule for 2023
 - i. Start time adjustment from 11:00a.m. to 10:00a.m. requested **Motion**
SS 1st, ST 2nd, all in favor, approved
 - ii. 3rd Thursdays at _____ No meeting in May, August, and September
7. Next West Town SSA Commission Meeting
- a. April 20, 2023, _____, 1819 W. Chicago Ave. West Town Chamber Offices
8. Adjournment
- Meeting adjourned at 12:17PM
- ST 1st, EM 2nd



West Town SSA #29-2014
Commission Meeting Agenda
April 20, 2022 at 10:00am

West Town Chamber of Commerce, 1819 W. Chicago Ave.

In Attendance:

WTCC: Susan Aldous-Hutchins, Kate Ziyad, Gaby Gerken

1. Welcome and Call to Order
2. Public Comment
3. Approval of Meeting Minutes from March 16, 2023 **Review & Motion**
4. Administration and Finance
 - a. Financial reports – **Review**
 - i. 2022 Audit Meeting, virtual, date & time selection - **Review & Motion**
 - b. 2024 1st Draft Budget Review - **Review & Motion**
 - c. Christy Webber, Summer 2023 Weeding Contract Retention - **Review & Motion**
 - i. 2023 Weeding
 - ii. 2023 Mulching
 - d. Commissioner Ethics Statements
 - i. Cook County Due May 1, emailed directly
 - ii. City of Chicago - Submissions confirmed
5. Programs Report, Director of Programs, Kate Ziyad
 - a. Community Events Sponsorships: **Review & Motion**
 - i. West Fest Chicago: \$30,000
 - ii. West Town Art Walk: \$10,000
 - iii. West Town First Fridays: \$5,000
 - iv. It's a Wonderful West Town Holiday Event: \$15,000
 - b. Public Way Maintenance:
 - i. Christy Webber, Summer 2023 Weeding & Mulching - **Review & Motion**
 - ii. Bartlett Trees, Summer 2023 Trimming - **Review & Motion**
 - iii. Banner Program, Repair vs. Redesign - **Review & Motion**
 - iv. Trash Can Purchase update - in process
 - c. Public Art Program:

- i. 1634 W. Chicago Ave. - Carbon /CZR PRZ - **Review & Motion**
\$10,000 project cost, \$2,600-\$3,500 rental estimate, \$13,500 total
- ii. 1703 W. Chicago Ave. - Oggi Trattoria - In Artist Selection
- iii. 1625 W. Chicago [Photo series "People of West Town"](#) - JP Calubaquib,
press release draft, photo appointments in July, to be unveiled during Art
Walk, September 29-30,
- iv. 745 N. Damen - Sprout Home - In Proposal
- v. 1814 W. Chicago Ave. - Bar Cocina - Joseph Renda Jr. - Completed and
paid as of 04/14/2023

6. Old Business

a. Schedule for 2023

- i. Start time adjustment from 11:00a.m. to 10:00a.m. reminder, no meeting
in May, May, August, and September

7. Next West Town SSA Commission Meeting

- a. _____, 2023, 10:00 a.m. 1819 W. Chicago Ave. West Town Chamber Offices

8. Adjournment



West Town SSA #29-2014
Commission Meeting Minutes
April 20, 2022 at 10:00am

West Town Chamber of Commerce, 1819 W. Chicago Ave.

In Attendance: Steven Tobiason, Sasha Shver, Taylor Olds, Nadia Coronado
WTCC: Susan Aldous-Hutchins, Kate Ziyad, Gaby Gerken

1. Welcome and Call to Order
ST called the meeting to order at 10:05AM.
2. Public Comment
No public comments
3. Approval of Meeting Minutes from March 16, 2023 **Review & Motion**
No edits.
ST 1st, SS 2nd, all in favor, approved
4. Administration and Finance
 - a. Financial reports – **Review**
 - i. 2022 Audit Meeting, virtual, date & time selection - **Review & Motion**
TO 1st, NC 2nd, all in favor, approved
 - b. 2024 1st Draft Budget Review - **Review & Motion**
NC 1st, ST 2nd, all in favor, approved
 - c. Christy Webber, Summer 2023 Weeding Contract Retention - **Review & Motion**
 - i. 2023 Weeding
 - ii. 2023 Mulching
Delete item - duplicate
 - d. Commissioner Ethics Statements
 - i. Cook County Due May 1, emailed directly
 - ii. City of Chicago - Submissions confirmed
5. Programs Report, Director of Programs, Kate Ziyad
 - a. Community Events Sponsorships: **Review & Motion**
 - i. West Fest Chicago: \$30,000
 - ii. West Town Art Walk: \$10,000
 - iii. West Town First Fridays: \$5,000
 - iv. It's a Wonderful West Town Holiday Event: \$15,000
SS 1st, TO 2nd, all in favor, approved

- b. Public Way Maintenance:
 - i. Christy Webber, Summer 2023 Weeding & Mulching - **Review & Motion**
SS 1st, ST 2nd, all in favor, approved
 - ii. Bartlett Trees, Summer 2023 Trimming - **Review & Motion**
NC 1st, TO 2nd, all in favor, approved
 - iii. Banner Program, Repair vs. Redesign - **Review & Motion**
TO 1st, SS 2nd, all in favor, approved
 - iv. Trash Can Purchase update - in process
 - c. Public Art Program:
 - i. 1634 W. Chicago Ave. - Carbon /CZR PRZ - **Review & Motion**
\$10,000 project cost, \$2,600-\$3,500 rental estimate, \$13,500 total
NC 1st, TO 2nd, all in favor, approved
 - ii. 1703 W. Chicago Ave. - Oggi Trattoria - In Artist Selection
 - iii. 1625 W. Chicago [Photo series "People of West Town"](#) - JP Calubaquib,
press release draft, photo appointments in July, to be unveiled during Art
Walk, September 29-30,
 - iv. 745 N. Damen - Sprout Home - In Proposal
 - v. 1814 W. Chicago Ave. - Bar Cocina - Joseph Renda Jr. - Completed and
paid as of 04/14/2023
6. Old Business
- a. Schedule for 2023
 - i. Start time adjustment from 11:00a.m. to 10:00a.m. reminder, no meeting
in May, May, August, and September
7. Next West Town SSA Commission Meeting
- a. June 15, 2023, 10:00 a.m. 1819 W. Chicago Ave. West Town Chamber Offices
8. Adjournment, 10:55AM
ST 1st, TO 2nd



West Town SSA #29-2014
Commission Meeting Agenda
June 15, 2022 at 10:00am

West Town Chamber of Commerce, 1819 W. Chicago Ave.

In Attendance:

WTCC: Kate Ziyad, Gaby Gerken

Open Meetings Act Announcement

1. Welcome and Call to Order
2. Public Comment
3. Approval of Meeting Minutes from April 20, 2023 **Review & Motion**
4. Administration and Finance
 - a. Financial reports
 - b. 2024 1st Draft Budget was submitted June 2nd
 - c. New Commissioner Application(s)
 - i. Sara Dulkan; Chicago Truborn
 - ii. Leah Ziegles; Petals & Jackets
5. Programs Report
 - a. Public Way Maintenance:
 - i. Trash cans have been ordered, 4-8 weeks for fabrication & installation
 - ii. Banner replacements
 - b. Security Rebate:
 - i. 1703 W. Chicago Ave. - Empanada Mama - Neon Art invoice & copy of check for \$3,250.00 & \$3,100.00 at 75% is 4762.00, approved at max in April. **Review & Motion for payment of \$3,000.00 max**
 - c. Facade Rebate:
 - i. 1703 W. Chicago Ave. - Empanada Mama - Centre Construction invoice & copy of check for \$37,300.00 at 50% is \$18,650.00, approved at max in March 2023. **Review & Motion for payment of \$15,000.00 max**
 - ii. Incomplete Application, quotes pending:
 1. 1102 N. Ashland Ave. - Boneyard Chicago - Removal of temporary board up, installation of rolldown gate
 - d. Graffiti Abement Rebate:

- i. Incomplete Application, quotes pending:
 - 1. 1105 N. Ashland Ave. - Petals and Jackets - graffiti resistant film, preventative measure. (need quotes)
 - e. Public Art Program:
 - i. 1634 W. Chicago Ave. - Carbon /CZR PRZ - completed & paid as approved April 2023.as approved in March 2023 \$14,000
 - ii. 1703 W. Chicago Ave. - Oggi Trattoria - In Proposal
 - iii. 1625 W. Chicago [Photo series “People of West Town”](#) - JP Calubaquib, press release draft, photo appointments in August, to be unveiled during Art Walk, September 29-30
 - iv. 745 N. Damen - Sprout Home - In Proposal
- 6. Old Business
 - a. Schedule for 2023
 - i. Start time adjustment from 11:00a.m. to 10:00a.m. reminder, no meeting in August, and September
- 7. Open Comment, Discussion
- 8. Next West Town SSA Commission Meeting
 - a. July 20, 2023, 10:00 a.m. 1819 W. Chicago Ave. West Town Chamber Offices
- 9. Adjournment



West Town SSA #29-2014
Commission Meeting [Minutes](#)
June 15, 2023 at 10:00am

West Town Chamber of Commerce, 1819 W. Chicago Ave.

In Attendance: [Evan Muellner](#), [Taylor Olds](#), [Nora McCarty](#), [Nadia Cornado](#),
[Lindsey Wurz](#) WTCC: [Kate Ziyad](#), [Gaby Gerken](#)

Absent: [Steven Tobiason \(excused\)](#) [Sasha Shver \(excused\)](#)

Open Meetings Act Announcement

1. Welcome and Call to Order [by Evan Muellner at 10:05a.m.](#)
2. Public Comment
3. Approval of Meeting Minutes from April 20, 2023
[Review & Motion](#) [TO Motion, NC 2nd, all in favor, passed](#)
4. Administration and Finance
 - a. Financial reports [KZ gave financial report update, more rebate applications submitted to date than 2022 total.](#)
 - b. 2024 1st Draft Budget was submitted June 2nd
 - c. New Commissioner Application(s)
 - i. Sara Dulkan; Chicago Truborn
 - ii. Leah Ziegler; Petals & Jackets
5. Programs Report
 - a. Public Way Maintenance:
 - i. Trash cans have been ordered, 4-8 weeks for fabrication & installation
 - ii. Banner replacements [RFP for both printing/installation and design to be prepared.](#)
 - b. Security Rebate:
 - i. 1703 W. Chicago Ave. - Empanada Mama - Neon Art invoice & copy of check for \$3,250.00 & \$3,100.00 at 75% is 4762.00, approved at max in April. [Review & Motion for payment of \\$3,000.00 max](#) [EM Motion, NC 2nd, all in favor, approved](#)
 - c. Facade Rebate:
 - i. 1703 W. Chicago Ave. - Empanada Mama - Centre Construction invoice & copy of check for \$37,300.00 at 50% is \$18,650.00, approved at max in

March 2023. **Review & Motion for payment of \$15,000.00 max** NM Motion, TO 2nd, all in favor, approved.

- ii. Incomplete Application, quotes pending:
 - 1. 1102 N. Ashland Ave. - Boneyard Chicago - Removal of temporary board up, installation of rolldown gate

d. Graffiti Abement Rebate:

- i. Incomplete Application, quotes pending:
 - 1. 1105 N. Ashland Ave. - Petals and Jackets - graffiti resistant film, preventative measure. (need quotes)

e. Public Art Program:

- i. 1634 W. Chicago Ave. - Carbon /CZR PRZ - completed & paid as approved April 2023.as approved in March 2023 \$14,000
- ii. 1703 W. Chicago Ave. - Oggi Trattoria - In Proposal
- iii. 1625 W. Chicago [Photo series “People of West Town”](#) - JP Calubaquib, press release draft, photo appointments in August, to be unveiled during Art Walk, September 29-30
- iv. 745 N. Damen - Sprout Home - In Proposal

6. Old Business

a. Schedule for 2023

- i. Start time adjustment from 11:00a.m. to 10:00a.m. reminder, no meeting in August

7. Open Comment, Discussion

8. Next West Town SSA Commission Meeting

- a. July 20, 2023, 10:00 a.m. 1819 W. Chicago Ave. West Town Chamber Offices

9. Adjournment [EM Motion to adjourn at 10:55a.m. TO 2nd, all in favor, adjourned.](#)



West Town SSA #29-2014
Commission Meeting Agenda
July 20, 2023 at 10:00am
West Town Chamber of Commerce, 1819 W. Chicago Ave.

In Attendance:
WTCC: Kate Ziyad, Susan Aldous Hutchins

Open Meetings Act Announcement

1. Welcome and Call to Order
2. Public Comment
3. Approval of Meeting Minutes from June 15, 2023 **Review & Motion**
4. Administration and Finance
 - a. Financial reports
 - i. Program balances to date
 - b. New Commissioner Application(s)
 - i. Sara Dulkan; Chicago Truborn - Submitted, Welcome back Sara!
 - ii. Leah Ziegles; Petals & Jackets
 - c. 2024 Budget – **Review & Motion**
 - i. 2024 Budget
 - ii. 2024 Workplan
 - iii. 2024 Service Provider, WTCC
5. Programs Report
 - a. Public Way Maintenance:
 - i. Trash cans have been ordered, 4-8 weeks for fabrication & installation
 - ii. Banner replacements, Design RFP to be published in August 2023
 - b. Security Rebate:
 - i. **1058 W. Chicago Ave. - Paulo Gelato - Now complete, photos & paid invoices received. Approved on 02/16/2023 for 75% max equalling \$1527.61 **Review & Motion for payment of \$1527.61 max****
 - c. Facade Rebate:
 - i. **2044 W. Chicago Ave. - Kizmah CBD - Signage for new business. Blade sign to be purchased from Athena design Group, total project cost \$2,700 **Review & Motion for approval at 50%, future payment of \$1350.00****
 - ii. **1102 N. Ashland Ave. - Boneyard Chicago - Removal of temporary board up, installation of rolldown gate. Total project cost quoted at \$15,600, **Review & Motion for approval at 50% future payment up to \$7800.00****

- d. Graffiti Abement Rebate:
 - i. **2246 W. Chicago Ave.** - George M Bozio PC Tax Preparation Office - Acid etched window repair, Guardian Glass, \$325.00 total cost.
Review & Motion for approval at 50% reimbursement payment \$162.50
 - ii. Incomplete Application, quotes pending:
 - 1. **1105 N. Ashland Ave.** - Petals and Jackets - graffiti resistant film, preventative measure. (need quotes)
 - e. Public Art Program:
 - i. **1703 W. Chicago Ave.** - Oggi Trattoria - In Proposal, to be published 08/2023
 - ii. **1625 W. Chicago** Photo series “People of West Town” - JP Calubaquib, press release draft to be included with call for Art Walk Artists. Photo appointments in August, to be unveiled during Art Walk, September 29-30.
 - iii. **745 N. Damen** - Sprout Home - In Proposal, to be published 08/2023
6. Old Business
- a. Schedule for 2023
 - i. Start time adjustment from 11:00a.m. to 10:00a.m. reminder, no meeting in August, and September
7. Open Comment, Discussion
8. Next West Town SSA Commission Meeting
- a. September 21, 2023, 10:00 a.m. 1819 W. Chicago Ave. West Town Chamber Offices
9. Adjournment



West Town SSA #29-2014
Commission Meeting Minutes
July 20, 2023 at 10:00am
West Town Chamber of Commerce, 1819 W. Chicago Ave.

In Attendance: [Evan Muellner](#), [Nora McCarty](#), [Steven Tobiason](#), [Lindsey Wurz](#), [Sara Dulkan](#) Absent: [Taylor Olds](#) (excused) [Sasha Shver](#) (excused) [Nadia Cornado](#) (excused) WTCC: [Kate Ziyad](#), [Susan Aldous-Hutchins](#)

1. Welcome and Call to Order [EM called the meeting to order at 10:07a.m.](#)
2. Public Comment [No Public Comment](#)
3. Approval of Meeting Minutes from June 15, 2023 [Review & Motion](#) [EM Motion, NM 2nd, Approved](#)
[Year of meeting changed from 2022 to 2023, Sasha Shver added to attendance as excused absent](#)
4. Administration and Finance
 - a. Financial reports
 - i. Program balances to date. [Facade Rebates: \\$15,775.00 - Public Art: \\$28,000- Security Rebates: \\$3,000](#)
 - b. New Commissioner Application(s)
 - i. [Sara Dulkan; Chicago Truborn - Submitted, Welcome back Sara!](#)
 - ii. [Leah Ziegler; Petals & Jackets](#)
 - c. 2024 Budget – [Review & Motion](#)
 - i. 2024 Budget [EM Motion, ST 2nd, all in favor](#)
 - ii. 2024 Workplan [EM Motion, ST 2nd, all in favor](#)
 - iii. 2024 Service Provider, WTCC [EM Motion, ST 2nd, all in favor](#)
5. Programs Report
 - a. Public Way Maintenance:
 - i. [Trash cans have been ordered, 4-8 weeks for fabrication & installation](#)
 - ii. [Banner replacements, Design RFP to be published in August 2023. Any potential designers interested should be referred to \[info@westtownchamber.org\]\(mailto:info@westtownchamber.org\)](#)
 - b. Security Rebate:
 - i. [1058 W. Chicago Ave. - Paulo Gelato - Now complete, photos & paid invoices received. Approved on 02/16/2023 for 75% max equalling \\$1527.61 \[Review & Motion for payment of \\\$1527.61 max\]\(#\) \[NM Motion, EM 2nd, all in favor, approved\]\(#\)](#)
 - c. Facade Rebate:
 - i. [2044 W. Chicago Ave. - Kizmah CBD - Signage for new business. Blade sign to be purchased from Athena design Group, total project cost \\$2,700 \[Review & Motion for approval at 50%, future payment of \\\$1350.00\]\(#\) \[EM Motion, ST 2nd, all in favor, approved\]\(#\)](#)

- ii. **1102 N. Ashland Ave.** - Boneyard Chicago - Removal of temporary board up, installation of rolldown gate. Total project cost quoted at \$15,600, **Review & Motion for approval at 50% future payment up to \$7800.00** NM Motion, ST 2nd, all in favor, approved

 - d. Graffiti Abement Rebate: **ST Motion to amend program to cover 100% of costs up to \$500, NM 2nd, all in favor, approved**
 - i. **2246 W. Chicago Ave.** - George M Bozio PC Tax Preparation Office - Acid etched window repair, Guardian Glass, \$325.00 total cost. **Review & Motion for approval at 50% reimbursement payment \$162.50** NM motion to conditionally approve pending updated application for 100% up to \$500, EM 2nd, all in favor, approved.

 - ii. Incomplete Application, quotes pending:
 - 1. **1105 N. Ashland Ave.** - Petals and Jackets - graffiti resistant film, preventative measure. (need quotes)

 - e. Public Art Program:
 - i. **1703 W. Chicago Ave.** - Oggi Trattoria - In Proposal, to be published 08/2023
 - ii. **1625 W. Chicago** Photo series “People of West Town” - JP Calubaquib, press release draft to be included with call for Art Walk Artists. Photo appointments in August, to be unveiled during Art Walk, September 29-30.
 - iii. **745 N. Damen** - Sprout Home - In Proposal, to be published 08/2023
6. Old Business
- a. Schedule for 2023
 - i. Start time adjustment from 11:00a.m. to 10:00a.m. reminder, no meeting in August
7. Open Comment, Discussion
8. Next West Town SSA Commission Meeting
- a. September 21, 2023, 10:00 a.m. 1819 W. Chicago Ave. West Town Chamber Offices
9. Adjournment **EM Motion to adjourn at 10:36a.m.**



West Town SSA #29-2014
Commission Meeting Agenda
September 21, 2023 at 10:00am
West Town Chamber of Commerce, 1819 W. Chicago Ave.

In Attendance:
WTCC: Gaby Gerken, Susan Aldous Hutchins

Open Meetings Act Announcement

1. Welcome and Call to Order
2. Public Comment
3. Approval of Meeting Minutes from July 20, 2023 **Review & Motion**
4. Administration and Finance
 - a. Financial reports
 - i. Program balances to date
 - b. New Commissioner Application(s)
 - i. Leah Ziegler; Petals & Jackets - Welcome Leah!
 - ii. Aaron Gang, pending
 - iii. Ruby (Kizmah), pending
 - c. Snow Removal Contract
 - i. **Review & Motion**
 - d. 2024 RFP's
 - i. Audit, Banner Replacement, Street Maintenance, Mulching, Weeding, Urban Forest Maintenance
 - ii. **Review & Motion**
5. Programs Report
 - a. Public Way Maintenance:
 - i. Trash cans have been delivered and placed. Permits are needed and we are in contact with Ward 1 for updates on the proposed changes to the process.
 - ii. New banners will go up after the Holidays. Kate Morrison will have a first draft for review at our October 19th meeting.
 - b. Facade Rebate:
 - i. 2044 W. Chicago Ave. - Kizmah CBD - Signage for new business was approved at a total project cost of \$2,700. Final cost was \$3850 (increase due to installation cost). **Review & Motion for approval at 50% reimbursement payment of \$1925.**

- ii. 1102 N. Ashland Ave. - Boneyard Chicago - Removal of temporary board up and installation of rolldown gate was approved at a total project cost of \$15,600. Final project cost quoted at \$18,400 (increase due to removal of existing board up). **Review & Motion for approval at 50% reimbursement payment of \$9,200.**
 - iii. 1105 N Ashland Ave. - Petals & Jackets - Signage for new business at a total project cost of \$617.40 from preferred BID. **Review & Motion for approval at 50% reimbursement payment of \$308.70.**
- c. Graffiti Abatement Rebate:
- i. 1831 W. Chicago Ave. - Four Seasons Cleaners - Removal of acid etching graffiti and window film replacement. **Review & Motion for approval at 100% reimbursement payment of \$375.**
 - ii. 1923 W Chicago Ave. - Aaron Pinkus State Farm - Removal of etched graffiti from windows. **Review & Motion for approval at 100% reimbursement payment of \$275.**
- d. Public Art Program:
- i. 815 N Milwaukee Ave. - Anthony Garcia Sr. - Mural has a total Project Cost of \$14,909. **Review & Motion for approval of \$14,909.**
 - ii. 1625 W. Chicago [Photo series "People of West Town"](#) - In progress. Includes the Alcala family and Lao Peng You brothers.
 - iii. 1703 W. Chicago Ave. - Oggi Trattoria - In Proposal, RFP to be published 12/2023
 - iv. 745 N. Damen - Sprout Home - In Proposal, RFP to be published 12/2023

6. Old Business

7. Open Comment, Discussion

8. Next West Town SSA Commission Meeting

- a. October 19, 2023, 10:00 a.m. 1819 W. Chicago Ave. West Town Chamber Offices

9. Adjournment



West Town SSA #29-2014
Commission Meeting Agenda (Minutes)
September 21, 2023 at 10:00am
West Town Chamber of Commerce, 1819 W. Chicago Ave.

In Attendance: Evan Muellner, Steven Tobiason, Sara Dulkan, Taylor Olds,
Sasha Shver. Absent: Nadia Cornado (excused), Nora McCarthy

(excused)

WTCC: Gaby Gerken, Susan Aldous Hutchins, Kaylen Ralph

1. Welcome and Call to Order
EM called the meeting to order at 10:14AM.
2. Public Comment:
No public comment.
3. Approval of Meeting Minutes from July 20, 2023 **Review & Motion**
ST Motion, EM Second
4. Administration and Finance
 - a. Financial reports
 - i. Program balances to date
 - b. New Commissioner Application(s)
 - i. Leah Ziegler; Petals & Jackets - Welcome Leah!
 - ii. Aaron Gang, pending
 - iii. Ruby (Kizmah), pending
 - c. Snow Removal Contract
 - i. **Review & Motion**
TO Motion, SS Second, all in favor, approved
 - d. 2024 RFP's
 - i. Audit, Banner Replacement, Street Maintenance, Mulching, Weeding, Urban Forest Maintenance
 - ii. **Review & Motion**
TO Motion, ST Second, all in favor, approved
5. Programs Report
 - a. Public Way Maintenance:
 - i. Trash cans have been delivered and placed. Permits are needed and we are in contact with Ward 1 for updates on the proposed changes to the process.
 - ii. New banners will go up after the Holidays. Kate Morrison will have a first draft for review at our October 19th meeting.

b. Facade Rebate:

- i. 2044 W. Chicago Ave. - Kizmah CBD - Signage for new business was approved at a total project cost of \$2,700. Final cost was \$3850 (increase due to installation cost). **Review & Motion for approval at 50% reimbursement payment of \$1925.**
SS Motion, TO Second, all in favor, approved
- ii. 1102 N. Ashland Ave. - Boneyard Chicago - Removal of temporary board up and installation of rolldown gate was approved at a total project cost of \$15,600. Final project cost quoted at \$18,400 (increase due to removal of existing board up). **Review & Motion for approval at 50% reimbursement payment of \$9,200.**
ST Motion, SS Second, all in favor, approved
- iii. 1105 N Ashland Ave. - Petals & Jackets - Signage for new business at a total project cost of \$617.40 from preferred BID. **Review & Motion for approval at 50% reimbursement payment of \$308.70.**
TO Motion, SS Second, all in favor, approved

c. Graffiti Abatement Rebate:

- i. 1831 W. Chicago Ave. - Four Seasons Cleaners - Removal of acid etching graffiti and window film replacement. **Review & Motion for approval at 100% reimbursement payment of \$375.**
TO Motion, SS Second, all in favor, approved
- ii. 1923 W Chicago Ave. - Aaron Pinkus State Farm - Removal of etched graffiti from windows. **Review & Motion for approval at 100% reimbursement payment of \$275.**
ST Motion, TO Second, all in favor, approved

d. Public Art Program:

- i. 815 N Milwaukee Ave. - Anthony Garcia Sr. - Mural has a total Project Cost of \$14,909. **Review & Motion for approval of \$14,909.**
TO Motion, SS Second, all in favor, approved
- ii. 1625 W. Chicago Photo series "People of West Town" - In progress. Includes the Alcalá family and Lao Peng You brothers.
- iii. 1703 W. Chicago Ave. - Oggi Trattoria - In Proposal, RFP to be published 12/2023
- iv. 745 N. Damen - Sprout Home - In Proposal, RFP to be published 12/2023

6. Old Business

7. Open Comment, Discussion

8. Next West Town SSA Commission Meeting

- a. October 19, 2023, 10:00 a.m. 1819 W. Chicago Ave. West Town Chamber Offices

9. Adjournment **EM motion to adjourn at 10:48PM**



West Town SSA #29-2014
Commission Meeting Agenda
October 19, 2023 at 10:00am
West Town Chamber of Commerce, 1819 W. Chicago Ave.

In Attendance:

WTCC:

1. Welcome and Call to Order
2. Public Comment:
3. Approval of Meeting Minutes from September 21, 2023 **Review & Motion**
4. Administration and Finance
 - a. Financial reports
 - i. Program balances to date
 - b. Holiday Decor Contract
 - i. **Review & Motion**
5. Programs Report
 - a. Public Way Maintenance:
 - i. New banners will go up after the Holidays. Kate Morrison has designed a first draft for review.
 - b. Pop Up Project:
 - i. Aged & Infused leasing the shop from November 1 through January 12.
 - ii. Applications for 2024 have been posted.
 - iii. WTCC applied for the City's Storefront Activation Program for two additional pop up locations. We will hear back in early November.
 - c. Public Art Program:
 - i. Anthony Garcia Sr. scheduled to paint approved mural at 815 N Milwaukee Ave. October 17 to 24.
 - ii. 1625 W. Chicago [Photo series "People of West Town"](#) - In progress. Kate & JP are working together to refocus on the objective of editorial quality photos serving as a medium for telling the stories of the People of West Town. Existing photos to be re-shot, with additional subjects to be photographed. WTCC internal review / quality check before moving into the production & printing phase. To be published in Q1 of 2024.
 - iii. 1703 W. Chicago Ave. - [Oggi Trattoria](#) - In Proposal, RFP to be published 12/2023

iv. 745 N. Damen - Sprout Home - In Proposal, RFP to be published 12/2023

d. Facade Rebate:

- i. 1541 W Chicago Ave - Povos Chicago. Signage and storefront improvements were approved 12/2022 for a total project cost of \$9071.42. Final cost was \$8524.14 (difference due to not including electric flag sign and inclusion of electric strike for door). **Review & Motion for approval at 50% reimbursement payment of \$4262.07.**

6. Old Business

7. Open Comment, Discussion

8. Next West Town SSA Commission Meeting

- a. November 16, 2023, 10:00 a.m. 1819 W. Chicago Ave. West Town Chamber Offices

9. Adjournment



West Town SSA #29-2014
Commission Meeting Minutes
October 19, 2023 at 10:00am
West Town Chamber of Commerce, 1819 W. Chicago Ave.

In Attendance: Evan Muellner, Nora McCarthy, Sasha Shver, Taylor Olds,
Nadia Coronado, Ruby Mirza, Sara Dulkan

WTCC: Gaby Gerken, Kaylen Ralph, Susan Aldous

1. Welcome and Call to Order
[EM called the meeting to order at 10:08AM.](#)
2. Public Comment:
[No Public Comment.](#)
3. Approval of Meeting Minutes from September 21, 2023 **Review & Motion**
[TO Motion, NC Second](#)
4. Administration and Finance
 - a. Financial reports
 - i. Program balances to date
 - b. Holiday Decor Contract
 - i. **Review & Motion**
[NC Motion, NM Second](#)
5. Programs Report
 - a. Public Way Maintenance:
 - i. New banners will go up after the Holidays. Kate Morrison has designed a first draft for review.
 - b. Pop Up Project:
 - i. Aged & Infused leasing the shop from November 1 through January 12.
 - ii. Applications for 2024 have been posted.
 - iii. WTCC applied for the City's Storefront Activation Program for two additional pop up locations. We will hear back in early November.
 - c. Public Art Program:
 - i. Anthony Garcia Sr. scheduled to paint approved mural at 815 N Milwaukee Ave. October 17 to 24.
 - ii. 1625 W. Chicago [Photo series "People of West Town"](#) - In progress. Kate & JP are working together to refocus on the objective of editorial quality photos serving as

a medium for telling the stories of the People of West Town. Existing photos to be re-shot, with additional subjects to be photographed. WTCC internal review / quality check before moving into the production & printing phase. To be published in Q1 of 2024.

- iii. 1703 W. Chicago Ave. - Oggi Trattoria - In Proposal, RFP to be published 12/2023
- iv. 745 N. Damen - Sprout Home - In Proposal, RFP to be published 12/2023

d. Facade Rebate:

- i. 1541 W Chicago Ave - Povos Chicago. Signage and storefront improvements were approved 12/2022 for a total project cost of \$9071.42. Final cost was \$8524.14 (difference due to not including electric flag sign and inclusion of electric strike for door). **Review & Motion for approval at 50% reimbursement payment of \$4262.07.**
[TO Motion, EM Second](#)

6. Old Business

7. Open Comment, Discussion

8. Next West Town SSA Commission Meeting

- a. November 16, 2023, 10:00 a.m. 1819 W. Chicago Ave. West Town Chamber Offices

9. Adjournment

[EM motion to adjourn at 10:58AM. TO Second.](#)



West Town SSA #29-2014
Commission Meeting Agenda
November 30, 2023 at 11:00am
West Town Chamber of Commerce, 1819 W. Chicago Ave.

In Attendance:

WTCC:

1. Welcome and Call to Order
2. Public Comment:
3. Approval of Meeting Minutes from October 19, 2023 **Review & Motion**
4. Administration and Finance
 - a. Financial reports
 - i. Program balances to date
 - b. 2024 Commissioner Schedule
 - c. 2023 Audit Contract
 - i. **Review & Motion**
 - d. Street Banner Fabrication and Installation Contract
 - i. **Review & Motion**
 - e. Tree Bed Mulching Contract
 - i. **Review & Motion**
 - f. Sidewalk Weeding Contract
 - i. **Review & Motion**
 - g. Street Maintenance Contract
 - i. **Review & Motion**
 - h. Urban Forest Maintenance Contract
 - i. **Review & Motion**
5. Programs Report
 - a. Public Way Maintenance:
 - i. **Review & Motion** for approval of new banners, to be installed Winter 2024.
 - b. Pop Up Project:
 - i. We were awarded the Storefront Activation Grant, to activate two new spaces on Chicago and Grand Avenue.
 - ii. Applications for 2024 have been posted.
 1. Wander from the Known: tenant January 15 - April 12.
 2. Phillip Keefe Woodworking: tenant July 15 - October 12.

c. Public Art Program:

- i. Bloomberg Asphalt Art Grant: Did not receive a grant. Will apply again in 2024.
- ii. 1703 W. Chicago Ave. - Oggi Trattoria - In Proposal, RFP published and proposals due 12/15.
- iii. 745 N. Damen - Sprout Home - In Proposal, RFP published and proposals due 12/15.
- iv. People of West Town - Photos are being reshot. Completion date TBD.
- v. 1923 W Chicago Ave. - Anthony Garcia Sr. - Installation of mural was approved 9/2023 for a total project cost of \$14,909. Final cost was \$14,977.54 (difference due to additional paint and increased lift cost). **Review & Motion for approval of \$6,477.54 (artist + support payment of \$8,500 already paid).**

d. Security Rebate:

- i. 937 N Ashland Ave. - SUGOi Sweets. Installation of security cameras at a total project cost of \$2527.91 from preferred BID. **Review & Motion for approval at 50% reimbursement payment of \$1263.96.**

e. Facade Rebate:

- i. 746 N Damen Ave. - Nikki Salon. Replacement of main entrance door at a total project cost of \$7895.33 from preferred BID. **Review & Motion for approval at 50% reimbursement payment of \$3947.67.**
- ii. 1105 N Ashland Ave. - Petals & Jackets. Signage for new business was approved 9/2023 for a total project cost of \$617.40 from preferred BID. Final cost was \$767.40 (difference due to the inclusion of vinyl window signage to match blade sign). **Review & Motion for approval at 50% reimbursement payment of \$383.70.**
- iii. 1953 W Chicago Ave. - Netarre. Facade Rebate was approved 3/2023 for a total project cost of \$37,944.89 from preferred BID. **Review & Motion for approval at 50% reimbursement payment (\$18,972.45) of \$15,000.**

6. Old Business

7. Open Comment, Discussion

8. Adjournment



West Town SSA #29-2014
Commission Meeting Minutes
November 30, 2023 at 11:00am
West Town Chamber of Commerce, 1819 W. Chicago Ave.

In Attendance: Evan Muellner, Steven Tobiason, Nora McCarthy, Taylor Olds, Nadia Coronado, Eva Baldinger, Sara Dulkan

WTCC: Gaby Gerken, Susan Aldous, Kaylen Ralph, Ashlee Kingery

1. Welcome and Call to Order
EM called the meeting to order at 11:14AM.
2. Public Comment:
No Public Comment
3. Approval of Meeting Minutes from October 19, 2023 **Review & Motion**
TO Motion, NC Second
4. Administration and Finance
 - a. Financial reports
 - i. Program balances to date
 - b. 2024 Commissioner Schedule
First meeting of 2024 set for February 13 at 11AM.
TO Motion, NM Second
 - c. 2023 Audit Contract
 - i. **Review & Motion**
NM Motion, ST Second
 - d. Street Banner Fabrication and Installation Contract
 - i. **Review & Motion**
TO Motion, NC Second
 - e. Tree Bed Mulching Contract
 - i. **Review & Motion**
EM Motion, ST Second
 - f. Sidewalk Weeding Contract
 - i. **Review & Motion**
EM Motion, ST Second
 - g. Street Maintenance Contract
 - i. **Review & Motion**
NM Motion, TO Second
 - h. Urban Forest Maintenance Contract

i. **Review & Motion**

Table until February 13 meeting.

5. Programs Report

a. Public Way Maintenance:

- i. **Review & Motion** for approval of new banners, to be installed Winter 2024.
NM Motion, ST Second

b. Pop Up Project:

- i. We were awarded the Storefront Activation Grant, to activate two new spaces on Chicago and Grand Avenue.
- ii. Applications for 2024 have been posted.
1. Wander from the Known: tenant January 15 - April 12.
 2. Phillip Keefe Woodworking: tenant July 15 - October 12.

c. Public Art Program:

- i. Bloomberg Asphalt Art Grant: Did not receive a grant. Will apply again in 2024.
- ii. 1461 W. Chicago Ave. - Oggi Trattoria - In Proposal, RFP published and proposals due 12/15.
- iii. 745 N. Damen - Sprout Home - In Proposal, RFP published and proposals due 12/15.
- iv. People of West Town - Photos are being reshot. Completion date TBD.
- v. 1923 W Chicago Ave. - Anthony Garcia Sr. - Installation of mural was approved 9/2023 for a total project cost of \$14,909. Final cost was \$14,977.54 (difference due to additional paint and increased lift cost). **Review & Motion for approval of reimbursement payment of \$6,477.54 (artist + support payment of \$8,500 already paid).**
ST Motion, NM Second

d. Security Rebate:

- i. 937 N Ashland Ave. - SUGOi Sweets. Installation of security cameras at a total project cost of \$2527.91 from preferred BID. **Review & Motion for approval at 75% reimbursement payment of \$1895.94.**
NM Motion, NC Second

e. Facade Rebate:

- i. 746 N Damen Ave. - Nikki Salon. Replacement of main entrance door at a total project cost of \$7895.33 from preferred BID. **Review & Motion for approval at 50% reimbursement payment of \$3947.67.**
Conditional approval after receipt of Property Owner Permission Form.
NM Motion, NC Second
- ii. 1105 N Ashland Ave. - Petals & Jackets. Signage for new business was approved 9/2023 for a total project cost of \$617.40 from preferred BID. Final cost was

\$767.40 (difference due to the inclusion of vinyl window signage to match blade sign). Review & Motion for approval at 50% reimbursement payment of \$383.70.
NC Motion, ST Second

- iii. 1953 W Chicago Ave. - Netarre. Facade Rebate was approved 3/2023 for a total project cost of \$37,944.89 from preferred BID. Review & Motion for approval at 50% reimbursement payment (\$18,972.45) of \$15,000.
TO Motion, NM Second. ST Recused

6. Old Business

7. Open Comment, Discussion

8. Adjournment

EM motion to adjourn at 12:15PM. TO Second.