

WPB (SSA #33) Commission Meeting Minutes  
Wednesday March 21, 2018  
Wicker Park Field House  
1425 N. Damen Ave.

In attendance:

Brent Norsman (BN)  
Joe Hall (JH)  
Rebecca Dohe (RD)  
Wayne Janik (WJ)  
David Ginople (DG)  
Marcy Huttas (MH)

### Minutes

1. Call to Order at 7:05 p.m.
2. Introductions by Chair—BN

In attendance: Pamela Maass (Executive Director), Samantha Choudhury (SSA Program Manager), Hans Kumler (SSA Program Specialist), Annie Coleman (guest), Mrs. Norsman (guest).

3. Review of February 21, 2018 Meeting Minutes

*Motion to approve the minutes made by: BN; Seconded by: WJ*

*All in favor, no opposed, no abstentions.*

4. Financial Reports, January 2018, delivered by WJ

*Motion to approve the financial reports made by: NA; Seconded by: --*

*Motion to approve February financial reports will be tabled to April meeting due to a printer error.*

5. Chamber of Commerce Report, delivered by PM

- PM reported on Feb/March chamber events, notably the Business Beat Meeting held at The Den Theatre on 3/22. This was a special workshop hosted by CPD to inform the public on how to use the online Crime Portal.
- WPBCC April Events:
  - Mixer at The Delta 4/11 AND Women's Networking at Time Gallery 4/19
  - Annual audit with Sassetti underway
- Tour & Interview with CHOOSE China around WPB 3/27
- FOX & WGN TV Segments for WERC 4/6 & 4/8

- APA Conference in NOLA 4/21-4/24
- Donations and memberships for auction with Pritzker, Burr, and Holy Trinity

6. Program Manager Report, delivered by SC

Clean and Green Committee updates:

- RPF for planting, maintenance and install of 30 planters along Milwaukee Ave is out and we will select a vendor soon.
- Our first e-recycling event was held 3/10 at A.N. Pritzker and had 40 attendees.
- Sidewalk Buttler program – HK will explore ordering larger cans and clustering around hot spots to get people to use them and collect more.
- Bartlett Trees are wrapping up the contract for our tree pruning to start soon. Two more tree plantings will be done in locations tba.

Guide Development:

- WPB Ambassador Program to launch soon, with onboarding of interested business to start in 2 weeks, and appointment of WPB ambassadors in mid-late April. The Tribune has assigned a reporter to do an exclusive story on our program. Stay tuned.
- Businesses have continued to apply for façade and safety/security rebates. An application was put in at Lubinski Furniture on Milwaukee Ave.

Arts:

- Jordan Miller has been hired as our new Arts and Social Media administrator and will be assisting with all our arts committee related projects, as well as creating content for our WPB arts and social media page including weekly weekend arts guides and things to do in WPB.
- Top 10 sculptures have been selected by the Arts committee for the Chicago Sculpture Exhibit and we will be notified of the commissions in due course for install in May.

Promote WPB Committee:

- Our 2017 Annual Report and 2018 Where Magazine guide are well underway with final drafts to be delivered for our review by end of the month.

Transportation Committee:

- We had our first workshop with Thirst Communication and Design studio last week which was well attended by our subcommittee members as well. Thirst will provide us with round 1 of concepts in the next month and present at our next Transport committee meeting in April.
- Our 32 planters for Milwaukee Avenue have been selected, they will be 26'D x 30' H and be placed at Ashland/Milwaukee, Damen/North/Milwaukee and Milwaukee/Wabansia to start, then reviewed. After evaluation we will fill in next to the rest of the bump outs and CDOT improvements.
- We are expecting the 28 bike racks to be supplied and arrive in early April for install.

*Discussion?*

*JH asks: do we have an update on the blue SSA bench that was illegally removed in Feb?*

*HK answers: The bench was recovered by Cleanslate (SSA Vendor) but has not been re-installed. SC/HK will meet with Cleanslate on 3/22 and provide them with a list of addresses where benches were installed in 2016. Once identified, Cleanslate will re-install.*

*Annie (guest) asks: Would the SSA consider re-locating orange bike corral located at 1579 N. Milwaukee?*

*BN responds: SSA and Commission will work with Flat Iron Building management to discuss a new location.*

## 7. Reports of Committees

### **a. Executive**, delivered by RD

*Motion 1: On behalf of the Clean and Green Committee, to approve spending not to exceed \$10,400 from line item 2.08 (sidewalk maintenance) to fund 2018 Cleanslate After Dark service. Service will run June – August, 2018 and will consist of a dedicated 4-person team who will walk SSA District between 6p-10p, Friday & Saturday's.*

*Motion to approve made by: RD; Seconded by: DG*

*JH asks—does the service cover the entirety of the SSA district?*

*SC answers—this service contract is an addendum to Cleanslate's Litter abatement contract, meaning that Cleanslate will follow protocol for service areas within the SSA district. This has in the past ensured "hot spots" in the district are covered more thoroughly. HK/SC will require Cleanslate to include language in contract addendum that specifies service area for this program.*

*All in favor, no opposed, no abstentions*

*Motion 2: On behalf of the Promote WPB Committee, to approve spending not to exceed \$2,100 from line item 1.10 (community grants) to fund the Polish Triangle Coalition's Community Grant Application for their Tuesday's at the Triangle 2018 programming.*

*Motion to approve made by: RD; Seconded by: DG*

*All in favor, no opposed, no abstentions*

*Motion 3: On behalf of the Clean and Green Committee, to approve spending not to exceed \$12,000 from line item 2.02 (landscaping) to fund 2018 services provided by BrightView Landscape Services to maintain 32 planter boxes on Milwaukee Ave.*

*Motion to approve made by: RD; Seconded by: WJ*

*Discussion?*

*JH asks: how many plantings per year are included in this contract?*

*HK answers: 3 plantings; summer, spring, fall.*

*BN asks: will the SSA Transportation committee discuss planter box locations at next committee meeting?*

*SC answer: yes, we will add that item to the committee's April meeting agenda.*

*All in favor, no opposed, no abstentions*

**Motion 4:** To approve spending not to exceed \$10,000 from line item 2.03 (Façade Rebate Program) to fund the façade rebate application for Lubinski Furniture (1542 & 1550 N. Milwaukee Ave).

*Motion to approve made by: RD; Seconded by: WJ*

*Discussion?*

*All in favor, no opposed, no abstentions*

**b. Promote WPB, delivered by RD.**

**Motion 5:** To approve spending not to exceed \$5,000 from line item 2.02 (landscaping) to purchase 36" 'Orange Gnome' lawn signs to be installed in conjunction with 2018 Arts Committee projects highlighting the neighborhood's art and architecture.

*Motion to approve made by: RD; Seconded by: WJ*

*Discussion?*

*All in favor, no opposed, no abstentions*

**c. Transportation, delivered by JH.**

JH provides an update to the work being done to improve the safety and lighting under the Kennedy Expwy. at Ashland. No other updates to speak on, that were not mentioned as part of the Program Manager report.

**d. Guide Development, delivered by MH.**

The committee discussed hosting visual merchandising workshops for neighborhood businesses twice per year.

**e. Clean and Green, delivered by WJ.**

The committee would like to amend the 2018 snow removal contract with Christy Webber Landscapes to ensure an adequate amount of walking space is shoveled on the wide sidewalks located along Division, within the SSA boundaries.

f. **Arts**, delivered by DG.

**The committee discussed updates on the Chicago Sculpture Exhibition. SSA has selected 10**

8. Questions & Announcements (5 minutes)

9. Adjournment Motion

Adjournment at 8:22 p.m.

*Motion to approve made by: WJ*

*Seconded by: RD*

*Passes unanimously*