

WPB (SSA #33) Commission Meeting Minutes  
Wednesday December 19, 2018 7:05 PM – 8:30 PM  
Wicker Park Field House  
1425 N. Damen

In Attendance:

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

Absent:

Wayne Janik (WJ)

Guests- Alice Howe (SSA Program Specialist), Garrett Karp (SSA Program Manager) Pamela Maass (WPBCC Executive Director), Chris T. (Resident)

1. Call to Order at 7:05 PM  
Introductions – Chair
2. Review of November 28, 2018 Meeting Minutes  
Motion to approve the minutes by BN; Seconded by: RD
3. Financial Reports for November
  - a. The committee will approve the minutes in January due to Wayne Janik's absence at the meeting.
4. Chamber of Commerce ED Report; delivered by PM
  - a. PM discussed the latest events happening within the Chamber. Within the past month, there have been two networking events between the women's monthly networking at Wicker Park Inn and the holiday party/mixer at Chop Shop. The Indoor farmers market is also taking place all season long at Chop Shop on Saturdays through April 20<sup>th</sup>. PM also described the new sponsorship levels for chamber members in 2019 with different level options for greater marketing throughout the city. The chamber has been working with SSA staff to complete all necessary requests for the SSA compliance/audit review.
5. Program Manager report; delivered by GK
  - a. GK discussed the positive feedback the SSA has received from the "Get off in WPB" campaign. The first Window Works project has begun and will hopefully be installed early February. The new bicycle lights are up and running at the 606 and Damen Ave. overpass. SSA staff met with Bird Scooters to discuss their interest in becoming involved in the community. Wayfinding is still on schedule to roll out in March 2019. Staff will

begin to email monthly check-ins and schedule updates to all commissioners and committee members moving forward.

6. 2019 Commission Meeting Schedule

**Motion 1:** The Commission moves to approve the 2019 schedule for the following dates: 1/16, 2/20, 3/20, 4/17, 5/15, 6/19, 7/10, 9/18, 10/16, 11/20, 12/18.

Motion to approve by BN; seconded by RD

All in favor, no opposed, no abstentions

7. 2019 SSA Retreat

- a. The commissioners discussed the option of meeting at the Robey Café during the first week of February. SSA staff will confirm with everyone on the final date.

8. Reports of Committees

- a. **Executive; delivered by DG**

**Motion 2:** On behalf of the Clean and Green Committee, the Executive Committee moves to approve spending not to exceed \$204, 662.54 from line item 2.08 (**Sidewalk Maintenance**) for Cleanslate's 2019 litter abatement contract extension from the 2019 budget. This is a \$18,605.69 increase from last year's contract, from \$186,056.85, due to wage increases. (18-1206-M)

*Discussion: JH would like to know what exactly the increase is for and is curious if we receive a detailed report of how many hours/workers are on-site throughout a typical week.*

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

*BN and MH approve, JH abstains*

**Motion 3:** On behalf of the Clean and Green Committee, the Executive Committee moves to approve spending not to exceed \$43, 145 from line item 2.02 (**Landscaping**) for Bartlett Tree Experts to perform tree maintenance and extend their contract through 2019 from the 2019 budget. This is a \$9,655 decrease from last year's contract. (18-1205-M)

*Motion to approve made by DG; seconded by: BN*

*All in favor, no opposed, no abstentions*

**Motion 4:** On behalf of the Promote Committee, the Executive Committee moves to approve spending not to exceed \$10,480 from line item 6.01 (**SSA Annual Report**) for Teska Associates, Inc. to produce the 2018 Annual Report from the 2019 budget. (18-1204)

*Motion to approve made by DG; seconded by: BN*

*All in favor, no opposed, no abstentions*

**b. Promote; delivered by RD**

**Motion 5:** The committee moves to approve funding not to exceed \$5,000 from line item 1.10 (**community grants**) for Collaboraction Theatre's 2019 programming to take place at 1579 N. Milwaukee Ave. from budget year 2019. (18-1114)

*Motion to approve made by RD; seconded by: JH*

*All in favor, no opposed, no abstentions*

**Motion 6:** The committee moves to approve funding not to exceed \$22,000 from line item 1.07 (**print materials**) for the production of the 2019 neighborhood guide from budget year 2019. (18-1202)

*Motion to approve made by RD; seconded by: JH*

*All in favor, no opposed, no abstentions*

**c. Transportation; delivered by JH**

**Motion 7:** The committee moves to approve spending not to exceed \$2,500 from line item 5.04 (**bicycle safety programs**) for SSA #33 branded reflective leg bands to distribute throughout the community from budget year 2018. (18-1203)

*Discussion: Staff will look into distributors without a minimum order amount.*

*Motion to approve made by BN; seconded by: RD*

*All in favor, no opposed, no abstentions*

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

**Motion 8:** The committee moves to approve spending not to exceed \$575.00 from line item 5.05 (general safety and security programs) for anti-graffiti film at Elevated minds at 2036 W North Ave from budget year 2018. (18-1011)

*Motion to approve made by MH; seconded by: RD*

*All in favor, no opposed, no abstentions*

**Motion 9:** The committee moves to approve spending not to exceed \$1,000 from line item 5.05 (general safety and security programs) to install security cameras for 1258 Milwaukee Condo Association at 1258 N. Milwaukee Ave from budget year 2018. (18-1201)

*Discussion: JH is curious if footage of the security cameras funded through the SSA is partly SSA property? MH states that is not something the program has been interested in. RD is curious if there is a quality of camera necessary for the rebate – MH does not believe there is one.*

*Motion to approve made by MH; seconded by: RD*

*All in favor, no opposed, no abstentions*

**Motion 10:** The committee moves to approve spending not to exceed \$612.50 from line item 5.05 (general safety and security programs) for anti-graffiti film for Jackson Junge Gallery at 1389 N. Milwaukee Ave from budget year 2018. (18-1113)

*Motion to approve made by MH; seconded by: RD*

*All in favor, no opposed, no abstentions*

9. Adjournment Motion

Adjournment at 8:30 PM

Motion to approve made by BN; seconded by: JH

Passes unanimously