

WPB (SSA #33) Commission Meeting Minutes
Wednesday December 13, 2017
Wicker Park Bucktown Chamber Office
1414 N. Ashland Ave.

In attendance:

Absent:

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

Joe Hall

Minutes

1. Call to Order at 9:21 a.m.
Introductions by Chair

In attendance: Pamela Maass (Executive Director), Hans Kumler (SSA Program Specialist)

Guests—NONE

RD arrives 9:32

2. Review of November 14, 2017 Meeting Minutes

Motion to approve the minutes made by: WJ

Seconded by: DG

All in favor, no opposed, no abstentions

3. Financial Reports, November 2017

Motion to approve the financial reports made by: DG

Seconded by: MH

Discussion – None

All in favor, no opposed, no abstentions

4. Chamber of Commerce Report, delivered by PM

Planning continues for the new Wicker Park Bucktown Wellness Expo & Rejuvenation Crawl (4/8/18). There will be an intern joining the office for help on projects starting in 2018. An early focus for this new hire will be to inventory public art installations in our service area and work with PM and Alderman to

establish “no paint murals” to ensure 311 graffiti calls relating to art/murals are handled with respect to the artist’s work. We will need to vote on a motion (today) to renew contract with our public relations firm, Silverman Group for 2018. New board members for 2018 announced. Chamber Staff participated in Neighborhood Business Development Centers Workplan Meeting 12/12. The Chamber Annual Board Retreat will take place in February and will have a paid facilitator to help outline goals and objectives for 2018.

5. Program Manager Report, delivered by HK

First snow since 11/15 snow removal service occurred on Sat. 12/10, with no complaints of omissions reported. HK meeting with Christy Webber Landscapes 12/14 to discuss 2018 Landscaping Services Proposal. RFP’s for Tree Maintenance, 2018 Neighborhood Guide, and 2017 Annual Report are open until 12/15. HK spoke with Where Magazine Rep. on 12/12 to discuss proposal for 2018 Neighborhood Guide. RFP also open until 12/15 for 2018-19 Wayfinding project, which has received interest from a local agency. 22 permits received for planters along Milwaukee Ave. 70 permits pending as of 12/13/17.

6. Reports of Committees (3-5 min/committee)

a. Executive, delivered by BN

Motion 1: to approve the renewal of 2017 contract for Silverman Group (PR firm) from line item 1.09 (PR/Media Relations) for an amount not to exceed \$15,000 for year 2018.

Motion to approve made by: BN

Seconded by: WJ

All in favor, no opposed, no abstentions

Motion 2: to approve funding not to exceed \$5,000 for façade rebate applicant at 1900 W. North Ave. from line item 2.03 (façade enhancement program).

Motion to approve made by: BN

Seconded by: WJ

All in favor, no opposed, no abstentions

Motion 3: to approve funding not to exceed \$5,000 for façade rebate applicant at 1440 N. Ashland Ave. from line item 2.03 (façade enhancement program).

Motion to approve made by: BN Seconded by: WJ

All in favor, no opposed, no abstentions

b. Promote WPB, delivered by RD. Discussed everything already in the Program Manager report.

c. Transportation: DID NOT MEET IN DECEMBER (next meeting scheduled Thurs. 12/14)

d. Guide Development, delivered by MH. Guide Development committee added a new member, Nicole Plecas. The Guide Development committee met and talked extensively

last week and this week regarding the WPB Ambassador Program, which will be developed further to augment the Security Rebate Program. Discussed everything already in the Program Manager report .

- e. **Clean and Green**, delivered by WJ. Discussed everything already in the Program Manager Report.
 - f. **Arts**, delivered by DG. Discussed everything already in the Program Manager Report.
7. Questions & Announcements (5 minutes)
NONE

MH left 10:40 a.m.

8. Adjournment Motion

Adjournment at 10:51 a.m.

Motion to approve made by: WJ

Seconded by: BN

Passes unanimously