

WPB (SSA #33) Commission Meeting Minutes  
Wednesday July 18<sup>th</sup>, 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)  
Pamela Maass, Executive Director, WPBCC  
Samantha Choudhury, SSA Program Manager  
Alice Howe, SSA Program Specialist

## **Minutes**

### **AGENDA**

1. Call to Order at **7.03pm** by Brent Norsman, Chair.
2. Review of June 19, 2018 Meeting Minutes

*Motion to approve the minutes made by: WJ. Seconded by: MH*

*No Discussion.*

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

3. Financial Reports, June 2018

*Motion to approve the June financial reports made by: BN. Seconded by: WJ*

*No Discussion.*

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

4. Chamber of Commerce Report delivered by Pamela Maass.  
Note: PM to send the commissioners a copy of the job posting for the SSA Program Manager.
5. Program Manager Report delivered by Samantha Choudhury.  
A report was provided on Jordan Miller, Arts and Social Media Admin to continue his role with the SSA part time. His position was renewed indefinitely.

## PASS CHAIR TO RD

### 6. Reports of Committees

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

Motion 1: To approve spending not to exceed \$1,500.00 from line item 1.09 (PR/Media Relations) for the festival committee to hire a videographer to document art and performances at Wicker Park Fest.

*Motion to approve made by: DG. Seconded by: WJ*

*Discussion: DG amended motion from line item 1.02 to 1.09 as the photography should be funded out of marketing/PR rather than special events line item.*

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

Motion 2: To approve spending not to exceed \$1,750.00 to BrightView from line item 2.02 (Landscaping) for the landscaping of Lynn Basa's Worker Cottage Parklet Sculpture.

*Motion to approve made by: DG. Seconded by: WJ*

*Discussion?*

*JH: Did we discuss this item at the last committee meeting?*

*DG: Yes but we didn't have a quote so we could not vote at the last committee meeting.*

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

Motion 3: To approve funding not to exceed \$2,600.00 for the WPBCC Sidewalk Sale from line item 1.10 (Community Grants).

*Motion to approve made by: BN. Seconded by: RD*

*Discussion?*

*MH: What does the funding go towards at the Sidewalk Sale?*

*PM: The funding is spent on the fashion shows, stilt walkers, marketing and collateral for the event. It is the largest sidewalk sale in Chicago, with almost 14 miles of sidewalk that is utilized by businesses. The Chamber applies for permits and letters of support from all 3 aldermen for this annual event.*

*JH: Is it restricted to only Milwaukee Avenue or all parts of the SSA?*

*PM: All corridors that have boutiques and businesses including Division, Milwaukee, Damen and Western Ave participate.*

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

Motion 4: To approve funding not to exceed \$10,000.00 for the Wicker Park Festival Marketing and Children's Area from line item 1.10 (Community Grants).

*Motion to approve made by: BN Seconded by: DG*

*Discussion?*

*JH: How much have we funded for Wicker Park Festival in the past?*

*PM: We allocated \$10K to children's area, \$10K to arts area and \$1500 for a videographer to document the event.*

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

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|-----------------------------|------------|
| <b>a. Promote</b>           | <b>n/a</b> |
| <b>b. Clean &amp; Green</b> | <b>n/a</b> |
| <b>c. Transportation</b>    |            |

Motion 5: To approve funding not to exceed \$60,000.00 from Line Item 2.04 Wayfinding for Phase 3: Construction and installation of the Kiosks and sign flags.

*Motion to approve made by: JH*

*Seconded by: WJ*

*Discussion?*

*MH: Could we look at asking the city to pay for one fee for the permits for the wayfinding?*

*SC: Yes, we will definitely explore this with BACP.*

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

Motion 6: To approve funding not to exceed \$10,000 from Line Item 2.05 Streetscape Elements for additional benches to be fabricated and installed.

*Motion to approve made by: JH*

*Seconded by: WJ*

*Discussion?*

*BN: Could we add Caffe Streets as a location for a bench?*

*AH: Noted.*

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

#### **d. Guide Development**

Motion 7: To approve not to exceed \$22,500 from Line Item 2.03 (façade rebates), for the “Window Works” program for one year. This will include the payment for 15 applicants to participate in the “Window Works” program to promote local artists and designers works to activate vacant storefronts in WPB.

*Motion to approve made by: MH  
Seconded by: WJ*

*Discussion?*

*JH: Who gets paid?*

*DF: The artists get paid*

*MH: Will it be curated or will it be a lighter/cheaper install?*

*DF: It will be at \$1500 per artist fee for whatever the artist can create and come up with. The arts committee will select the submissions and Guide development will match artists with available properties.*

*BN: The program should be open to conceptual artists, designers, graphic artists too.*

*RD: How long will the installations be there for?*

*DF: We don't know, it could be 1 week or 3 months, it depends on the property owner and management's timing for leasing the space.*

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

#### **e. Arts**

Motion 8: To approve spending not to exceed \$15,000 from line item 2.06 (public art) to fund mural installations on approved sites.

*Motion to approve made by: BN, Seconded by: DG*

*Discussion?*

*BN: Hebru Brantley, Chicago based street artist had a large mural on the corner of Wood/Wolcott opposite where the Worker Cottage sculpture is going in. We could offer a stipend of up to \$15,000.00 for him to come back and do the mural again? Get Jordan Miller to reach out to him to see if this would be something he would be interested in doing.*

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

#### **2. Questions & Announcements (5 minutes)**

SC: WPB Ambassador Program soft launch is scheduled for next week, 23<sup>rd</sup> July and we will onboard ambassadors to start their walking routes in the SSA.

#### **3. Adjournment Motion**

Adjournment at 8.30pm by BN.

*Motion to approve made by: BN*

*Seconded by: RD*

*Passes unanimously.*