

WPB (SSA #33) Commission Meeting
Tuesday, June 9, 2009
St. Paul's Church
minutes

Present: Commissioners Payton Chung, Dan Kuruna, Jessica Peterson, David Ginople, Joe Hall, Wayne Janik, Jan Metzger; WPB Program Manager Jamie Simone; WPB Contracts Coordinator Jason Giarmo; Wicker Park Bucktown Chamber of Commerce Executive Director Paula Barrington; approximately 3 audience members

Ms. Peterson called the meeting to order at 7:05 p.m.

Mr. Janik moved to approve May 2009 draft minutes. Ms. Metzger seconded. Motion carried unanimously.

Financial report by Mr. Sundry:

Mr. Sundry reported revenue of approximately \$ 6,000, expenditures of approximately \$ 69,000 and approximately \$ 629,000 in the WPB's bank accounts. It was noted that \$ 15,000 was spent on landscaping, \$ 22,000 was spent on sidewalk cleaning and that these expenditures were normal in the cycle of spending. Discussion occurred over budgeting vs. actual expenditures – in particular that spending has exceeded office supplies and utilities budget. Other categories in the budget are approaching 100% spent. It was noted that with the office move and adding a new hire some expenditures were necessary – office supplies, new letterhead, business cards. Also, new canvassing materials were acquired. This will also be the first year of paying utilities. Further discussion occurred regarding service provider percentages, salaries and reimbursements for the Chamber of Commerce.

Program Manager report by Ms. Simone and Contracts Coordinator by Mr. Giarmo

Ms. Simone noted that the commission had committed to providing the Long Term Planning Committee a six month progress report, to be presented at the September meeting. Committee chairs are requested look at implementation in respect to their goals matrixes and report on status. Deadline for submission to Ms. Simone is July 14th and the Long Term Planning Committee will meet in August.

There will be no SSA meeting in August.

Ms. Simone reported on the June 5 bike light giveaway. Ms. Peterson and Mr. Hall attended, as did Alderman Waguespack. Bike Ambassadors and police officers distributed approximately 200 lights. Another evening is being considered for August. Hopefully the WPB brand will be on the the lights next time.

Ms. Simone also reported on meeting with ING Cafe about Polish Triangle Bike To Work Week Commuter Station sponsorship as they have a mission to be more involved with the community. WPB is coordinating the event and will be giving out reflective legbands, bike bells, buttons.

Ms. Simone reported meetings with CTA going well.

The website is switching over to new site, which should be completed by end of the month. The calendar will be up and running, but still in development.

Ms. Simone will be meeting with Active Transportation Alliance regarding bike valet service for events in the SSA.

Other meetings include ongoing work with Futurity regarding inventory software, meeting with the Transportation Alliance about the shopper survey. WPB will also work with CTA for the shopper survey.

Mautene Court update: a sign is to be installed to designate the Court as part of the SSA. A sample of sign wording is in the report.

Mr. Giarmo provided a report, including a 'trash inventory' from Clean Slate, the contractor that provides sidewalk and some street cleaning.

Mr. Giarmo also provided a report on Christy Weber landscaping, detailing spring activities. Activities include: reviewing alternative treepit materials, working with Department of Forestry and CWL to address the loss of mulch material.

Contracts for snow removal and street cleaning being negotiated and are pending. Mr. Giarmo noted that in implementing new service contracts that WPB is requesting more service in summer, less in winter for trash removal and landscape maintenance. Also noted trash pickup by Streets and San (for 32nd ward) occurs on Monday, Wednesday and Friday. Mr. Hall inquired about the schedule for Clean Slate's services. Mr. Giarmo noted there is a schedule and that he would make available a color coded map of the schedule.

Canvassing activities: WPB can point to some small capital improvements as opportunities to connect to constituents and show tax dollars working.

The Mautene Court mural project: working on contracts, installation should only be 5 days.

Mautene Court update, part 2: the City and CDOT do not approve of the proposed sign, so they proposed a different sign and will install.

Recycling containers update: a motion will be presented to fund permits and the final cans. Fees will be waived and permits for installing should be issued about a week later.

Report on Bike Valet for Do Division: 542 bikes valeted. WPB and festival sponsors will work to have more valet and more people use it, particularly for Wicker Park Fest. A question arose regarding the location of the lot for bike valet for Wicker Park fest. Mr. Hall also suggested getting event planners to advertise bike valet. Mr. Giarmo concurred, noting the valet lot location should be put on the map and to include that information in an email blast. Mr. Hall suggested making sure the WPB logo was prominent on the valet area itself eg WPB bike valet.

Chamber of Commerce report by Paula Barrington:

First Neighborhood Marketing meeting done. Reviewed profiles submitted for discussion and

noted there was quite a bit of in depth study. The next meeting will be held in July.

Wicker Park Fest will occur July 25th and 26th with sidewalk sales on the 25th and 26th. Summer Sizzle, another sale, will occur August 22 – 23rd.

Executive Committee report:

None.

Guide Development Committee report by Ms. Peterson

Ms. Peterson reported that the committee had discussed how to promote the façade rebate program and that 2 people interested. One owns 3 buildings. Also, contacted two architects to serve on review board. The committee is also working to be on track in accordance with the master plan. Next meeting is June 19.

Pedestrian and Passengers Committee report by Ms. Metzger

Ms. Metzger reported the committee met to fine tune design of decals for Red Post, pending CTA approval. Ms. Metzger noted a need for some help and advocacy in City Hall so the master plan ideas are promoted and acted upon. The committee had a discussion regarding hiring a lobbyist of sorts though it was noted there is no money to fund this. Ms. Weathered raised a question regarding the rush hour parking ban. Discussion occurred regarding raising the issue with IDOT and including the Chamber of Commerce in efforts on the issue.

Bikes Committee

No report.

Clean, Green and Safe Committee report by Mr. Ginople

Mr. Ginople noted the committee had discussed Christmas decorations regarding alternate service providers. Also, will have a motion next time for funding of holiday decorations. Mr. Ginople noted completing personally inventories of lightpoles and trees. Mr. Ginople moves to install 10 recycling cans at a cost of \$3,600 from line item number 3.05.. Mr. Kuruna seconded. Motion passed unanimously.

Mr. Ginople noted that the need to pressure Christy Weber regarding services: maintaining treepits, pruning, etc. Doing this via phone. Gator bags are installed but the committee discussed withholding payment due to lack of filling. The committee is also looking at alternative mulches. WPB also has the ability to replace tree grates. Futurity inventory software was also discussed. Ms. Metzger suggested the gator bags could offer the opportunity to promote WPB services with a sticker or wire tag. On the recycling cans one could attach a laser etch plate. Mr. Ginople noted that for contractors WPB is producing and providing magnetic signs for vehicles and vests for personnel to wear.

Mautene Court comments: A formal thank you to the restaurant Tocco for planting. There are also new trash cans at Mautene Court! Discussion of the programming in regard to Tocco using space for dining.

Mr. Ginople moves to fund a pilot project to paint treepit fences on Division, funding from line item 3.05. Discussion of painting of tree pits. Mr. Hall inquired does WPB approve money or approve

money and then RFQ, furthermore, why are we doing this maintenance. Ms. Simone noted CDOT will not do it for free and very expensive. Ms. Peterson notes that funding for projects is limited by 'cost not to exceed' clause and then request for proposal is posted. Also, the step of requesting bids is avoided if motion doesn't clear committee. Mr. Hall asked if tree pit repair was included. Mr. Janik notes only cleaning up with undercoat and painting is included. Ms. Metzger notes the motion to do a project should be brought first. RFPs should be posted on the website in interest of WPB policy of transparency and public disclosure. Motion withdrawn. Ms. Peterson moves to proceed with an RFP to service and paint tree fences on Division Street. Motion is seconded by Mr. Chung. Motion passes unanimously.

Promote The Arts Committee report by Mr. Kuruna

Mr. Kuruna moved to fund the Face the Street Project, with conditions noted, from line item 3.08 Public Arts. Mr. Chung seconded. Discussion noted funding sources, duplication of FIAA efforts. Ms. Peterson and Mr. Janik noted a conflict of interest in regard to NNWAC and Ms. Weathered's commissioner status. Also noted is NNWAC's failure to complete grant process from previous funding. Motion withdrawn.

Ms. Metzger remarked that the proposal and project is positive thing and that NNWAC is positioned well, though being sole source contract not good. Also cited need to advertise project. Ms. Peterson strongly suggested that the motion go back to committee to develop a plan to go forward and address issues of: grant vs contractor, documentation for completion of previous grant. Ms. Metzger raised a concern regarding First Friday advertising in that nothing in postcards shows WPB sponsorship. Mr. Hall remarked that WPB is mentioned in radio ads. Audience member Roberto Lopez requested that FIAA be more specific about WPB sponsorship. Ms. Metzger inquired as to feasibility study of Blue Line buildings from Chopin Theatre. Ms. Simone confirmed that WPB has data, but will ask for more formatting.

Promote WPB Committee report by Mr. Sundry

Mr. Sundry moved to modify the conditions of a previously passed motion for funding on June 2 motion. Mr. Kuruna seconded. Mr. Hall inquired as to the nature of the buildout and whether it was mobile or moveable. Mr. Sundry approves an amendment to the motion, noting that that library items revert to WPB in the event that Shorty's can no longer sponsor the activities for which the funds are provided. Motion called to a vote, Mr. Ginople abstains with the rest in favor. Motion carried.

Mr. Sundry moves to approve \$16,000 to be used as follows: \$7,500 for the SSA to sponsor Ralph's World kids show, where a sponsor banner (\$1,000) must be displayed naming WPB as the sponsor and \$7,500 towards advertising the Wicker Park Fest. Mr. Janik seconds. Continued use of 'WPB' banner discussed. Motion called to a vote. Ms. Weathered abstains with the rest in favor – motion carried.

Public comment.

Ms. Peterson moved to adjourn. Seconded by Mr. Kuruna. The meeting was adjourned at 8:30 p.m.