

Executive Committee Report

1) The Executive Committee has requested a mid-year report of the Chamber's 2009 budget and work plan submitted to the city. This report will include actual results through 6/30/2009, and will be helpful in directing the neighborhood marketing campaign and to avoid duplication of services and programs.

2) The Chamber's executive assistant resigned from the position. The SSA is willing to support ~~50%~~^{66%} of the salary for the administrative assistant as long as this person reports directly to the SSA Program Manager.

Motion: To change the support level for the administrative assistance position from 15% to 66% provided the SSA has full hiring and supervisory control of this position. The actual amount will be estimated once a person is hired and salary determined.

3) The Exec Committee authorized the purchase of a new desk for Jamie's office and additional office storage shelves for the Chamber/SSA office. The desk, shelves and supplies will be assets of the SSA. The Chamber is not being asked to contribute funds towards these purchases.

ASST LIST

WPB SSA #33
Guide Development Committee Meeting
June 19, 2009

Present: Jack Eskin, Larry Griffin (Chair), Kirsten Hull, Suzanne Keers, John Paige.

1. Façade improvement program.
 - A. Discussed need to promote program to ensure its success. In addition to using email and Web site, other steps could including attending various neighborhood meetings, distributing postcards or other information to local business owners, visiting select local businesses to drop off info and speak with owners, and providing information/answering questions from business owners about program during WPB or other neighborhood organizations' meetings.
 - B. ACTION ITEM: Identify evaluation committee members as soon as possible.
 - C. ACTION ITEM: Need to take initial steps to promote program, including but not limited to (1) posting more information on the WPB Web site and making that information more easily accessible from the home page; (2) requesting that other neighborhood organizations and aldermen include information about program in email blasts.
2. Discussed status of projects and goals identified in Master Plan Implementation Matrix for WPB. (See attached memo/discussions below.)
3. Discussed Master Plan Recommendations 5.3/5.4/5.8 (develop strategic sites/recruiting retail/marketing small spaces).
 - A. Key first step is developing a practical and cost-effective way to identify key commercial vacancies and make the info accessible to small business owners and other prospective commercial tenants.
 - B. Discussed the potential expense of a commercial solution like CoStar. Working with other local groups to make CoStar financially feasible might be possible.
 - C. Guide Dev discussed other options besides a commercial real estate database; for example, hiring an intern or freelance consultant to survey/research key local vacancies and write up information for Web site.
 - D. ACTION ITEM: Brainstorm and discuss other alternatives at next Guide Dev committee meeting. *Input from other WPB commissioners/committees is welcome.*
4. Discussed Master Plan Recommendations 5.1 and 5.2 (SSA stance on zoning; promote low impact development.)

MUNE to APPROVE JOHN PAIGE & KIRSTEN HULL

TRANSPORTATION: PEDESTRIANS AND PASSENGERS COMMITTEE

Committee met June 18, 2009 at 2125 W. North Avenue

Present: Commissioners Jan Metzger and Sheila Kailus; Ben Helphand, Lisa Phillips, RJ Seidel and Steve Lipe

✓ I. **BUSTRACKER:** RedPost is still waiting for approval from the CTA to use the information from ctabustracker.com. We hope to have this approval shortly. We selected a design for the WPB RIDES decal to be placed on store windows to indicate that a bustracker digital sign is located within a store.

II. **ACTIVE TRANSPORTATION ALLIANCE (ATA) MODE STUDY:** We discussed the ATA Mode Study Proposal and the need to have a comprehensive scope. The Proposal that was previously approved by the Commission was for a reduced scope of work (eliminating Ashland and Western) valued at \$5,000.

✓ *Motion:* To approve the expenditure of an additional \$5,000 (for a total of \$12,000) from line item 8.01 SSA Work Plans to conduct a more thorough analysis of how shoppers arrive at destinations within SSA#33.

150/10 rider

make tie in

III. **MASTER PLAN RECOMMENDATIONS:** We discussed various recommendations in the Master Plan. We expect to start working on the CTA Adopt A Station plan shortly (Recommendations 7.31 and 7.32 of the Master Plan). We will be publishing a call for artists to assemble art installations in all 3 of the CTA stations in SSA #33.

✓ *Motion:* To approve the expenditure of \$6,000 from line item 6.10 Public Transit Enhancements to use for creating conceptual plans for 3 art installations within the CTA stations located within SSA #33.

We also discussed the issue of unsafe sidewalk repair and maintenance (Recommendation 7.6 of the Master Plan). It was agreed that we should prepare an inventory of unsafe sidewalks within SSA #33.

✓ *Motion:* To approve the expenditure of \$1,500 from 3.05 Streetscape Elements to hire interns to walk the sidewalks and prepare an inventory of unsafe sidewalks within SSA #33.

& other inv items
pics, etc

Clean, Green & Safe
July 7, 2009, 2009
9:00 a.m. – 11:00a.m.

Attendees: David Ginople-Commissioner WPB
Wayne Janik-Commissioner WPB
Marjorie Isaacson-Committee Member
~~Judy Byin~~-Committee Attendee JUDY YIN KAUER
Jason Giarmo-WPB Contract Coordinator

Location: Wicker Park Chamber of Commerce, on the first Tuesday of the month.

The Clean, Green and Safe Committee, met on Tuesday, July 7, 2009 at 9 am at the Wicker Park Bucktown Chamber office.

• **Holiday Decorations:**

○ **Motion 1**

- The Clean, Green and Safe Committee request funding to install 361 snowflakes on light poles throughout the district; and a 25' Christmas Tree, 6' Crescent Star, and 6' Menorah in the Polish Triangle with a fence around the decorations at a cost of \$55,000 per year. This would be a three year contract with a division of HAP Industries, for the installation of all decorations in late November and the removal of all decorations in January, cleaning and storage of all decorations. The funding for 2009-2010 will require reallocation of the following to line item 3.02 Holiday Decorations (which has \$10,500 remaining): \$34,500 from line item 3.05 Streetscape Elements, and \$10,000 from line Item 2.02 Gate/Fence Maintenance.
- First Ward Alderman Manny Flores is in full support of the snow flakes and decorations for the Polish Triangle. His office will assist in obtaining all the necessary permits.
- David and Jason completed inventory of which light poles will be used for the decorations and the locations in the Polish Triangle for the other decorations.

\$125/pole
\$2500/tree
\$800/crescent
\$800/menorah

• **Dead Trees and Tree Pit Solution**

- David and Jason meet with Kelly at Christy Weber new office to review the following:
 - Initiated the planning stage of doing a pilot project with 5 different types of tree pit materials and the replacement of 15 trees more suited to urban environment. We are also looking into a third party to monitor the success of the pilot project.
 - 2010 spring tree pruning needs to be done after the trees have leave on them and not before so Christy Weber's field crew can better identify dead or dying tree branches.
 - Gator bags have not been filled during the rainy weeks and Christy Weber will credit us for this.

○ **Motion 2**

- The Clean, Green and Safe Committee request funding to purchase credit card size logo tags to be placed on all gator bags to identify to the public that WPB is providing this service at a cost of \$1,500 from Line item number 3.03. Christy Weber will install the logo tags on all gator bags and will store tags with gator bags for use in the following years.

• **Futurity Update**

- Jamie and Jason met with Futurity in June and got a preview of the user interface.
- Next meeting will be in July.

• **Street Cleaning Contract**

- **Motion 3**