

**The WPB (SSA #33) Commission Meeting  
June 8, 2010  
St. Mary's of Nazareth Hospital, Conference Room CD  
1127 N. Oakley Ave.  
DRAFT Minutes**

Present:

Commissioners: Payton Chung, David Ginople, Larry Griffin, Joe Hall, Wayne Janik, Sheila Kailus, Brent Norsman, Claudia Skylar.

WPB Program Manager Jamie Simone and WPB Program Assistant Eleanor Mayer.

WPB Chamber of Commerce President Robert Gomez, WPBCC Interim Executive Director Kimberly Bares, and two members of the general public also attended all or part of the meeting.

**Ms. Kailus called the meeting to order at 7:08 p.m.**

Ms. Kailus found that there was a quorum of active commissioners present.

Mr. Janik moved to approve the March 2010 draft minutes. Mr. Ginople seconded. The motion passed unanimously.

The Chair recognized Kimberly Bares from the WPBCC. Ms. Bares explained her role as part-time acting director to "keep the ship moving" and help coordinate the executive search. She discussed her recent activities, including engaging the services of a bookkeeper, cleaning up the membership rolls, working with Ms. Simone and Ms. Mayer to revise job descriptions, coordinating the search committee for a permanent director, development of a personnel manual, initial meetings with aldermen, etc.

Ms. Bares also discussed upcoming WPBCC activities including Wicker Park Fest (being coordinated by the festival committee, Debbie Sharpe, and contractors Big Creek and Criterion). Food vendor slots are fully booked and 60 applications have been submitted for 80+ retail spots. She requested that commission members pledge to volunteer at the festival.

**Financial report by Mr. Hall.**

Mr. Hall presented the financial statements, financial position, and P&L budget v. actual for WPB as of May 31, 2010. WPB had total income of \$9,698.97 and total

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expenses of \$96,646.79. WPB had approximately \$159,612.36 in current assets at the end of the month.

Discussion was had regarding the cash flow situation and diminishing current assets. Mr. Hall noted several large expenses in the month, including Time Out advertorial map, mural, Flatiron artists holdback, the first quarterly SMARTshow, and prepayment for Wicker Park Fest. Landscaping bills and holiday expenses are among major expenses going forward.

#### **Program Manager report by Ms. Simone.**

Ms. Simone reported on the status of the office, the WPB committees, budget reallocations that will be forthcoming, and the 2011 budget. Discussion was had about the reflection of no carryover in the 2011 budget and the mechanics of WPB SSA funding under relevant ordinances and laws.

Ms. Simone also discussed the progress of the Make Believe project. The jury deliberated for several hours to narrow the group of finalist and alternates. Ten storefronts will be developed as part of the project. The contractors will organize a press event. Commissioners mentioned that Mautene Court could be incorporated into the project. The scheduled run for the project is through October.

Ms. Simone reported on the possibility of allowing chamber members to apply for a commission seat. Discussion was had by commissioners regarding desire to maintain a healthy balance of residential and commercial stakeholders on the commission.

Mr. Berlin, the city's ethics attorney, will attend and present at the next meeting.

Ms. Simone reported that she has discussed the possibility of renaming Mautene Court in honor of Jan Metzger with John Paige and others and that there is support for the suggestion.

Ms. Kailus yielded the chair to Mr. Janik.

#### **Executive committee report by Ms. Kailus.**

Ms. Kailus moved to approve an amount not to exceed \$1,500 from Line 10.02 for bookkeeping expenses related to SSA activities for June through December 2010. Mr. Hall seconded. Discussion was had regarding the independence of the bookkeeper; she is a past chamber member and past secretary of the chamber board. Her hourly rate is \$20. Mr. Hall will liaise with the bookkeeper in her role as treasurer. The motion carried unanimously.

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Ms. Kailus discussed the potential engagement of attorney Kurt Kauffman of the Law Offices of Stuart P. Krauskopf, P.C. to assist WPB staff in contract and other small matters.

**Promote: WPB Committee report by Ms. Kailus.**

Ms. Kailus reported that the committee did not meet the previous month. She mentioned that the committee would like to recruit one or more members with a marketing background.

Discussion was again had regarding the need to promote Mautene Court more and generate more activity in the space.

Mr. Ginople yielded the chair to Ms. Kailus.

**Clean, Green & Safe Committee report by Mr. Ginople.**

Mr. Ginople reported on Futurity's latest work; Ms. Mayer is testing the delivered software.

The committee is requesting estimates on emptying trash from select trash cans in the district that are not emptied regularly.

Mr. Ginople moved to approve an amount not to exceed \$1000 from Line Item 3.03, to allow the SSA to purchase \$500 in paint for graffiti removal purposes for use in the 1st and 32nd Ward graffiti removal efforts. Mr. Griffin seconded. The funding is based on the request by Alderman Moreno's office. Ms. Skylar voiced concerns about the proposal. Mr. Gomez and Ms. Bares commented on the issue of combating graffiti and other initiatives. After brief discussion, the motion carried unanimously.

Discussion was had regarding the Chicago Tree Initiative's activities within the SSA and revisiting a commercial recycling pilot on city streets. Mr. Gomez suggested the Milwaukee North and Damen (intersection) businesses near the El tracks may be amenable to such a program.

Ms. Peterson yields the chair to Ms. Kailus.

**Promote: The Arts report by Ms. Skylar.**

Ms. Skylar moved to approve an amount not to exceed \$6000 from line item 3.08 to pay for advertising for the Make Believe Project. Mr. Janik seconded. After brief discussion the motion carried unanimously.

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Ms. Skylar moved to move \$5000 from line item 3.05 to 3.08 and spend an amount not to exceed \$5000 to fund a mural for the side of Walgreens on Milwaukee Avenue. Mr. Ginople seconded. Mr. Griffin and Mr. Hall voiced concerns about the appropriateness of the project given limited funding and the nature of the tenant (Walgreens). Ms. Simone provided further background and indicated the store's manager approached WPB and was trying to obtain corporate support. The motion carried, with Mr. Hall and Mr. Griffin voting nay.  
Transportation: Pedestrians & Passengers Committee.

No report. Ms. Simone reported on recent developments regarding the project of the year (Milwaukee/Wood/Division). She reported that the aldermen and CDOT are planning to move forward next year. They may request additional funding from WPB, with WPB to have a role and the aldermen/CDOT to consider Master Plan recommendations in the process.

**Guide Development Committee report by Mr. Griffin.**

No report/motions; please see committee report.

**Transportation: Bikes Committee report by Mr. Hall.**

Mr. Griffin requested further discussion of the proposed retention of an attorney to provide legal services to WPB staff.

Mr. Griffin explained how the candidate attorney was identified and the proposed rate. Ms. Simone and Ms. Kailus commented on the necessity of an attorney.

Mr. Janik moved to approve an amount not to exceed \$700 to engage an attorney to review contracts. Ms. Skylar seconded. The motion carried unanimously, with Mr. Ginople abstaining.

Public comment.

Ms. Janik moved to adjourn. Ms. Skylar seconded. The meeting was adjourned at 8:40 p.m.