

WPB SSA #33 Commission Meeting Minutes
Wednesday, March 19th, 2025 – 6:37 PM to 7:13 PM
Hybrid Meeting Hosted at 1425 N Damen Ave and via Zoom

Attendance:

Wayne Janik (WJ)
Ginna Ryan (GR)
David Ginople (DG)
Laura Botwinick (LB)
Dominika Hertsberg (DH)
Marcy Huttas (MH)

Guests – Keith Jones (Chicago Park District)

Staff – Alice Howe (SSA Program Manager), Pamela Maass (WPBCC Executive Director), Luke Scaletta (Community Engagement Coordinator)

- 1) Call to Order at 6:36 PM
- 2) Review of February Minutes

*WJ motions. DG seconds. All in favor. **Motion passes***

- 3) WPBCC Executive Director Report – delivered by PM
- 4) Program Manager Report – delivered by AH
- 5) Review of February Financial Report

Discussion: The Commission found a discrepancy between our Treasurer's record of budget spent in 2025 (5.3%) and our Program Manager's record of budget spent (6.37%). AH agreed to look into the discrepancy with the SSA's bookkeeper.

*WJ motions. DH seconds. All in favor. **Motion passes.***

- 6) Motions for Commission

Motion 1: The Clean, Green & Transportation Committee recommends to approve funding not to exceed **\$500** from line item **2.07 (Sidewalk Litter Abatement - Supplies)** to fund food and cleaning supplies for a neighborhood clean-up on Earth Day. (25-0301)

*MH motions, DG seconds. All in favor. **Motion passes.***

Motion 2: The Clean & Green & Transportation Committee recommends to approve funding not to exceed **\$3,000** from line item **5.04 (Bicycle Safety Programs)** to fund programming for

National Bike Month, including a community ride, free bicycle tune-ups, installation of bicycle repair stand, snacks and materials for a community table in Churchill Park throughout the month, and more. (25-0302)

*MH motions. DG seconds. All in favor. **Motion passes.***

Motion 3: The Clean & Green & Transportation Committee recommends to approve funding not to exceed **\$1,500** from line item **2.02 (Landscaping)** to fund fence removal and a boulder from Christy Webber at the Northeast corner of North & Wood. (25-0303)

*MH motions. DG seconds. All in favor. **Motion passes.***

Motion 4: The Executive Committee recommends to approve funding not to exceed **\$21,000** from line item **2.04 (Wayfinding and Signage)** to fund Phase 1 and 2 of wayfinding design from Epstein throughout the SSA footprint. (25-0304)

Discussion: The Commission clarified that the first two phases of the project will include a community forum, regular planning with SSA staff, and full design composition, but will not include fabrication and installation. LB noted that she preferred Lift Collective throughout the selection process and was concerned that the branding from Epstein would be too general, not highlighting what makes SSA #33 unique. The Commission noted the concern and mentioned that representatives from Lift Collective would likely remain involved in the design process in a community stakeholder capacity.

*MH motions. DG seconds. All in favor. **Motion passes.***

Motion 5: The Executive Committee recommends to approve funding not to exceed **\$3,600** from line item **1.07 (Print Materials)** to fund reprinting and hand-folding of the WPB Arts Guide from United GMG. (25-0305)

Discussion: The Commission recalled the need for reprint: upon receiving the first 1,000 copies of the Arts Guide from the vendor, AH and LS determined that the quality of print was not up to the Commission's expectations and halted the printing of the remaining 1,000 copies. AH and GR brought the printing task to another digital printer and will print all 2,000 copies of the Arts Guide through them going forward. Additionally, the Commission will request that the previous vendor remove the reuseable sticker sheets from the 1,000 printed copies to be applied to the new print, and will compensate her with the remaining cost of printing that has already been paid.

*MH motions. DG seconds. All in favor. **Motion passes.***

7) Adjournment Motion at 7:13 PM

*WJ motions. DH seconds. All in favor. **Meeting Adjourned.***

Next Meeting – April 16th