

**WPB SSA #33 Commission Meeting Minutes**  
**Wednesday, September 17th, 2025 – 6:35 PM to 7:50 PM**  
**Hybrid Meeting Hosted at 1414 N Ashland Ave and via Zoom**

**Attendance:**

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

**Staff** – Alice Howe (SSA Program Manager), Pamela Maass (WPBCC Executive Director), Lindsay Siebert (Outreach & Engagement)

**Guests** – Bree Flammini (Screams Everything Studio), Andrew Jarvis (Screams Everything Studio), Mason Hunn (Guest), Amanda Kezios (Mojo Spa), Chris T. (Guest)

- 1) Call to Order at 6:35 PM
- 2) Review of June & July Minutes

*Since the Minutes were not included in the Commission packet, the approval of June & July Minutes will be tabled to October's Commission.*

- 3) Review of June, July, & August Financial Reports

*MH motions to approve June Financial Reports. WJ seconds. All in favor. **Motion passes.***

*MH motions to approve July Financial Reports. WJ seconds. All in favor. **Motion passes.***

*MH motions to approve August Financial Reports. WJ seconds. All in favor. **Motion passes.***

- 4) Executive Director Report, delivered by PM
- 5) Program Manager Report, delivered by AH
- 6) Outreach & Engagement Report, delivered by LS
- 7) Motions for Commission

**Motion 1:** The Arts Committee recommends to approve funding not to exceed **\$10,000** from line item **2.06 (Public Art)** to fund a mural under the 606 overpass on Western Ave. (25-0901)

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

**Motion 2:** The Arts Committee recommends to approve funding not to exceed **\$5,000** from line item **2.06 (Public Art)** to fund artist and musician stipends at the remaining Meet Me on Milwaukee events (\$2,500 each on September 28<sup>th</sup> & October 26<sup>th</sup>). (25-0902)

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

**Motion 3:** The Arts Committee recommends to approve funding not to exceed **\$3,700** from line item **2.06 (Public Art)** to fund a vinyl mural printing and installation at Chopin Theatre (1543 W Division St). (25-0903)

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

**Motion 4:** The Clean, Green & Transportation Committee recommends to approve funding not to exceed **\$22,000** from line item **2.02 (Landscaping)** for the purchase of rat birth control and rat boxes from Senestech to be distributed through the end of 2025. (25-0904).

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

**Motion 5:** The Clean, Green & Transportation Committee recommends to approve funding not to exceed **\$6,000** from line item **2.02 (Landscaping)** to contract Ryan Mirkes as a Rat Birth Control Distribution Contractor to monitor, refill, and replace rat birth control boxes for 10 hours of work/week through the end of 2025. (25-0905).

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

**Motion 6:** The Clean, Green & Transportation Committee recommends to approve funding not to exceed **\$3,000** from line item **5.04 (Bicycle Safety Programs)** to fund the additional purchase of front and rear bike lights and bicycle check-up services from a local bike shop. (25-0906)

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

**Motion 7:** The Clean, Green & Transportation Committee recommends to approve funding not to exceed **\$27,400** from line item **2.07 (Sidewalk Litter Abatement – Supplies)** to fund the previous installation of 20 trash cans along Milwaukee Ave and the purchase and future installation of 20 more trash cans throughout the SSA boundaries. (25-0907).

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

**Motion 8:** The Clean, Green & Transportation Committee recommends to approve funding not to exceed **\$1,000** from line item **1.06 (Holiday Decorations)** to fund the purchase of LED Holiday Lights to be distributed to SSA pin-holders (2 boxes per pin held). (25-0908).

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

**Motion 9:** The Clean, Green & Transportation Committee recommends to approve funding not to exceed **\$6,000** from line item **2.07 (Sidewalk Litter Abatement – Supplies)** to fund the purchase and installation of 20 cigarette disposal bins throughout the SSA boundaries. (25-0909)

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

**Motion 10:** The Marketing & Business Development Committee recommends to approve **Carol Fox & Associates** as the PR firm for a 12-month contract from September 2025-September 2026, to be split evenly with the Wicker Park Bucktown Chamber of Commerce, not to exceed **\$27,000** from line item **1.09 (PR/Media Relations)** (25-0911-M).

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

**Motion 11:** The Marketing & Business Development Committee recommends to approve funding for a year-long contract with Placer.ai to be split evenly with the Wicker Park Bucktown Chamber of Commerce to gather neighborhood analytics for the Market Study & SSA Master Plan, not to exceed **\$11,000** from line item **4.06 (Strategic Planning)** (25-0912).

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

**Motion 12:** The Marketing & Business Development Committee recommends to approve funding not to exceed **\$12,000** from line item **1.06 (Holiday Decorations)** to fund the installation and lighting of the Holiday Tree, and programming during the Holiday Tree Lighting (December 6th) including free hot cocoa, snacks, performances, and children's activities. (25-0913).

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

**Motion 13:** The Marketing & Business Development Committee recommends to approve funding not to exceed **\$500** from line item **1.02 (Special Events)** to fund catering for the Commercial Brokering Event in Q4 (25-0914).

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

**Motion 14:** The Marketing & Business Development Committee moves to approve funding not to exceed **\$1,800** from line item **1.07 (Print Materials)** for the printing of 5,000 additional neighborhood guides from Town Square Publishing for WPBCC's 2026 Wicker Park Bucktown Neighborhood Guide (25-0915).

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

**Motion 15:** The Marketing & Business Development recommends to approve funding not to exceed **\$2,000** from line item **1.02 (Special Events)** for the joint WPBCC/SSA holiday party at Chopin Theatre on December 10th. (25-0916).

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

**Motion 16:** The Marketing & Business Development Committee recommends to approve funding not to exceed **\$30,000** from line item **1.06 (Holiday Decorations)** for the installation and removal of the neighborhood snowflake displays by Illuminight. (25-0917).

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

**Motion 17:** The Marketing & Business Development Committee recommends to approve funding not to exceed **\$5,000** from line item **1.06 (Holiday Decorations)** for the installation and removal of holiday bike lighting by Illuminight on the 606 platform at Damen Ave. (25-0918).

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

**Motion 18:** The Marketing & Business Development Committee recommends to approve funding not to exceed **\$2,000** from line item **1.06 (Holiday Decorations)** for the rotation of the 2025-2026 holiday banners with Chicago Event Graphics. (25-0919).

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

**Motion 19:** The Grants & Rebates Committee recommends to approve funding not to exceed **\$5,000** from line item **1.10 (Community Grants)** to fund marketing, supplies, and artist stipends for Equity Arts' Healing House and On the Map Programming through September 2026. (25-0920).

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

**Motion 20:** The Grants & Rebates Committee recommends to approve funding not to exceed **\$5,000** from line item **1.10 (Community Grants)** to fund supplies for the Wicker Park Advisory Council's BooPaloosa event on October 18th. (25-0921).

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

8) Adjournment Motion at 7:50 PM

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

Next Meeting – October 15th