

WPB SSA #33 Commission Meeting Minutes
Wednesday, September 16th, 2026 – 6:37 PM to 7:36 PM
Meeting Hosted at 1414 N Ashland Ave & Via Zoom

Attendance:

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

Staff – Alice Howe (SSA Program Director), Luke Scaletta (Community Engagement Manager), Lindsay Siebert (Outreach & Engagement)

Guests – Bree Flamini (Screams Everything Studio), Andrew Jarvis (Screams Everything Studio)

1) Call to Order at 6:37 PM

2) Approval of the September Agenda

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

3) Review of July Minutes

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

4) Review of July and August Financial Reports

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

5) Program Director Report, delivered by AH

a) *AH updated the Commission on CDOT's evaluation of SSA #33's proposed wayfinding program, awaiting further guidance*

6) Outreach & Engagement Report, delivered by LiSi

7) Motions for Commission

Motion 1: The Commission moves to approve the transfer of \$18,000 from Category 2.00 (Public Way Aesthetics) to Category 4.00 (Economic/Business Development).

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

Motion 2: The Commission moves to approve funding not to exceed **\$5,000** from line item **5.03 (Security Patrol Services)** for Estelle's (2013 W. North Ave. - Bar) to fund security patrol services (26-0802)

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

Motion 3: The Commission moves to approve funding not to exceed **\$5,000** from line item **5.03 (Security Patrol Services)** for Easy Bar (1944 W Division St. - Bar) to fund security patrol services (26-0803)

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

Motion 4: The Commission moves to approve funding not to exceed **\$5,000** from line item **5.03 (Security Patrol Services)** for Remedy (1910 N Milwaukee Ave. - Bar) to fund security patrol services (26-0804)

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

Motion 5: The Commission moves to approve funding not to exceed **\$5,000** from line item **5.03 (Security Patrol Services)** for Subterranean (2011 W North Ave - Bar/Venue) to fund security patrol services (26-0810)

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

Motion 6: The Commission moves to approve funding not to exceed **\$1,050** from line item **1.10 (Community Grants)** to fund supplies and marketing for the Trash People Volunteer Fair, taking place at Royal Palms Shuffleboard (1750 N Milwaukee Ave) on October 18th (26-0904)

Discussion: LS described the program and clarified that organizations present at the event are seeking volunteer contribution.

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

Motion 7: The Commission moves to approve funding not to exceed **\$5,000** from line item **1.10 (Community Grants)** to fund supplies and materials for the Wicker Park Advisory Council's free Fall & Winter Programming in Wicker Park (26-0905)

Discussion: AH clarified that this request includes funding for WPAC's BooPalooza, holiday events, and more.

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

Motion 8: The Commission recommends to approve funding not to exceed **\$431** from line item **1.10 (Community Grants)** to fund marketing and stipends for their event Fueling Therapy II: Dismantling Diet Culture Together on September 18th (26-0916).

Discussion: LS clarified that marketing for this event had already been released with SSA branding, meeting the requirements of the Community Grant application.

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

Motion 9: The Commission recommends to approve funding not to exceed **\$22,000** from line item **2.07 (Sidewalk Litter Abatement - Supplies)** to fund the purchase and installation of 4 CITIBIN 2-module trash receptacles with customizable vinyl wrap decals at major intersections within the WPB SSA #33 boundaries (26-0917)

Discussion: AH had a call with a CITIBIN representative earlier, presenting these prices for 4 bins to be placed throughout SSA #33. Commission was excited about the possibilities of branding and wayfinding on trash cans. Confirmed that cans would be bolted to the sidewalk.

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

1. Motions from Committee

Motion 10: The Arts Committee recommends to approve funding not to exceed **\$4,000** from line item **2.06 (Public Art)** to fund the artist stipends to paint 6 utility boxes located throughout the WPB SSA #33 boundaries (26-0903)

Discussion: LS discussed the Arts Committee's approval of the program to hire artists to paint utility boxes at non-major intersections, including Division/Damen, Damen/Armitage, Wood/Wolcott/Milwaukee, etc.

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

Motion 11: The Marketing & Business Development Committee recommends to approve funding not to exceed **\$19,000** from line item **1.06 (Holiday Decorations)** to fund Illuminight's installation of new white LED lights in the trees located at Polish Triangle (1204 N Milwaukee Ave) (26-0907)

Discussion: AH clarified that lights will stay up all year long, on average are replaced every 5 years, and that Bartlett Tree Experts does an annual evaluation of the lights to guarantee that the lights are not girdling the trees.

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

Motion 12: The Marketing & Business Development Committee recommends to approve funding not to exceed **\$8,000** from line item **2.06 (Public Art)** to fund the 2026 Holiday Window Decoration Rebate for business storefronts located within WPB SSA #33 boundaries (26-0908)

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

Motion 13: The Marketing & Business Development Committee recommends to approve funding not to exceed **\$3,000** from line item **1.02 (Special Events)** to fund stipends for holiday décor and activations, acrobats and musical performers at Meet Me on Milwaukee (Milwaukee Ave, between Ashland Ave and Damen) on September 27th and October 25th (26-0909)

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

Motion 14: The Marketing & Business Development Committee recommends to approve funding not to exceed **\$8,000** from line item **1.06 (Holiday Decorations)** to fund the planting and lighting of a holiday tree in Wicker Park (1425 N Damen Ave) by Christy Webber Landscapes (26-0910)

Discussion: AH clarified that an 11' tree would be planted in Wicker Park for all future Holiday Tree Lightings, in accordance with the Chicago Parks District.

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

Motion 15: 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. (26-0911)

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

Motion 16: The Marketing & Business Development Committee recommends to approve funding not to exceed **\$12,000** from line item **4.06 (Strategic Planning)** for a year-long contract with Placer.ai to be split evenly with the Wicker Park Bucktown Chamber of Commerce to gather neighborhood analytics (26-0912).

Discussion: LiSi clarified that this will be the third year of a three-year contract, and that WPBCC Members are able to receive two Placer.ai reports annually at no cost.

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

Motion 17: The Marketing & Business Development Committee recommends to approve funding not to exceed **\$8,400** from line item **1.09 (PR/Media Relations)** to fund a contract extension for Carol Fox & Associates from 9/30/26-1/31/27, split with the Wicker Park Bucktown Chamber of Commerce, to provide public relations services for Wicker Park Bucktown (26-0913)

Discussion: AH clarified that this extension bridges the gap in our CF&A contract to begin on a more cohesive calendar year basis.

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

Motion 18: The Marketing & Business Development Committee recommends to approve funding not to exceed **\$25,956** from line item **1.09 (PR/Media Relations)** in 2027 to fund PR services from Carol Fox & Associates, to be split with the Wicker Park Bucktown Chamber of Commerce, to provide PR services for Wicker Park Bucktown in 2027. (26-0914)

Discussion: LB requested reports on media relations success from CF&A on behalf of WPBCC and SSA #33.

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

Motion 19: The Clean, Green & Transportation Committee recommends to approve funding not to exceed **\$77,000** from line item **2.02 (Landscaping)** to fund the removal of 25 dead trees and their replacement by Christy Webber Landscapes and Bartlett Tree Experts within the WPB SSA #33 boundaries (26-0915).

Discussion: WJ clarified that only dead trees above 3" in diameter would be removed.

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

8) Adjournment Motion at 7:36 PM

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

Next Meeting – October 21st

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