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