

WPB SSA #33 Commission Meeting Agenda
Wednesday, April 15th, 2020 – 7:02 – 8:27 PM
Virtual Meeting via Zoom

Attendance:

David Ginople (DG)
Wayne Janik (WJ)
Joe Hall (JH)
Marcy Huttas (MH)
Chad Jashelski (CJ)
Rebecca Dohe (RD)

Guest – Joy Coombes (Eilts & Associates, Inc. - Auditor), Teddy Varndell (Resident)

Staff – Alice Howe (SSA Program Specialist), Garrett Karp (SSA Program Manager), Pamela Maass (WPBCC – Executive Director)

1. Call to Order at 7:02 PM
2. 2019 SSA Audit
 - a. JC of Eilts & Associates, Inc. presented commissioners with draft of 2019 audit report for SSA #33
 - b. SSA stayed within 2019 budget total but exceeded one subcategory (6.00 SSA Management)
 - c. JC mentioned that this could have been corrected in a budget modification but Commissioners noted that SSA has exceeded single budget categories before
 - d. GK noted that overage in 6.00 was due in part to underbudgeting in 6.00 and 7.00 in the past that were never rectified, but are already corrected in 2020 budget and going forward
 - e. JH asked for clarification on terminology that had changed over various years of SSA audits and budgets
Motion to approve made by WJ; Seconded by JH.

*All in favor, no opposed, no abstentions. **Motion passes.***
3. Executive Director Report; delivered by PM
 - a. Updates on Chamber of Commerce programming, events, and support programs during COVID
4. Program Manager Report; delivered by GK
 - a. Updates on SSA initiatives, contractors, and current projects in lieu of regular meeting schedule.
 - b. Cleanslate, Brightview, Christy Webber and Bartlett all still performing services

- c. 36 new bike racks installed by CDOT
 - d. Annual Report revisions and comments submitted to Teska, Final Draft soon
 - e. 2021 Budget Process beginning
5. Public comment/discussion: *TV would like to receive a draft of the audit. GK will consult Illinois Open Meetings Act and inquire with DPD to see if this is necessary or required, as the audit process is not complete until submitted and SSA #33 financial reports are already posted online on a monthly basis.*
6. Adjournment motion at 8:27 PM

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

DRAFT