



SSA #25 Commission Meeting Minutes

January 17, 2023

Zoom: <https://us02web.zoom.us/j/83585800978?pwd=UDBXRnpFukFtc25FZ2ErOVpvcHFqdz09>

Meeting ID: 835 8580 0978

Passcode: 706399

Dial In # 312- 626- 6799

9:00AM

9:00AM

- Welcome and Call Meeting to Order
 - a. Commissioner Porrez call the meeting to order at 9:17AM.
- SSA #25 Commissioner Roll Call
 - a. SSA #25 Commissioners in attendance: Elena Duran, Claudia Rodriguez, Ric Porrez, Richard Juarez Sr. and Francisco Menchaca.
 - b. SSA #25 Commissioners absent: Mike Moreno Jr., Pascual Villarreal and Jose Hernandez.
 - c. Staff in attendance: Antonio Guillen, LVCC Board President, Blanca Soto and Sarai Guerrero.
- Approval of Agenda
 - a. Commissioner Juarez Sr. motions to approved the meeting agenda with one correction in a misspelled word under NEW BUSINESS, Commissioner Duran seconds; all approve.
- Public Input (review guidelines for public input below)
 - a. No public in attendance
- Approval of SSA #25 November 14, 2022 Meeting Minutes & December 16,2022 No Quorum Notations
 - a. Commissioner Menchaca motions to approve the 11.14.22 meeting minutes & December's no quorum; notation as presented, Commissioner Rodriguez seconds; all approve.
- Approval of SSA #25 November & December 2022 Financial Reports
 - P&L, Balance Sheet
 - Expense Tracking Budget
 - a. As of 12/31/22 \$282,777.08 has been deposited into the SSA #25 bank account
 - b. As of 12/31/22 \$266,518.50 has been expensed out from the SSA #25 bank account
 - c. The second property installment bill was mailed out to property owners with a payment due date of 12/31/22.
 - d. Commissioner Menchaca motions to approve the November/December 2022 financials as presented, Commissioner Duran seconds; all approved.

GUEST 9:30AM

- 25th Ward, Alderman Byron Sigcho – Lopez
 - LV Arch Updates
 - Discount Mall Updates
 - a. Blanca thanks the 25th Ward office for attending todays SSA #25 Commission meeting.
 - b. 25th Ward Alderman Byron S. Lopez's Chief of Staff, Lucia C. introduces herself to the SSA #25 Commissioners.
 - c. 25th Ward Alderperson, Byron S. Lopez introduced himself to the SSA #25 Commissioners, which he states he met a few at the December 2022 Commission meeting. Alderperson S. Lopez tells the SSA #25 Commissioners they can count on him on anything he can assist with on helping the businesses in Little Village as he represents the Pilsen area and soon Little Village with the remapping of the wards come May 2023.

- d. Discount Mall and LV Arch maintenance updates were shared with Alderperson Byron S. Lopez.
- e. Commissioner Duran voices her opinions on the Discount Mall topic and some business concerns on the corridor, with Walgreens being one of them.
- f. Blanca informs Alderperson Byron S. Lopez that the SSA #25 Commission meetings are held every 3rd Tuesday of the month and all times and links are available on our current LVCC/SSA #25 website.
- g. Commissioner Porrez thanks the 25th Ward office for attending today's meeting.
- h. Alderperson Byron S. Lopez thanks the SSA #25 Commissioners for their time and looks forward to continue working together.

GUEST 9:45AM

- Aida Flores, Former CPS Principal- Running for 25th Ward
 - a. Blanca welcomes Aida Flores to the meeting and ask the SSA #25 Commissioners to introduce themselves followed by Aida Flores speaking about her personal and professional background and why she is running for 25th Ward Alderperson.
 - b. Commissioner Porrez voices his concerns in regards to the recent crime and safety in the community.
 - c. Blanca mentions the importance of communication between the LVCC, SSA #25 & Alderperson's office especially when new development is coming into the community as the LVCC should be able to be part of the conversations and receive updates as the LVCC office is always getting calls with questions from the business community.

NEW BUSINESS:

- SSA #25 Budget Shift
 - a. SSA #25 2022 budget shift from 1.07/Print Materials to 3.01/Garbage Recycling in the amount of \$1,000. This shift will allow line item #3.01 to stay within budget for 2022 expenses.
 - b. Commissioner Menchaca motions to approve the \$1k budget shift mention above, Commissioner Rodriguez seconds; all approved.
- SSA #25 Commissioner Position Terms
 - **Article VII/OFFICERS - Section 1.0 POSITIONS, TERMS:** At its annual meeting each year, the Commission shall elect a President, Vice-President, Secretary and Treasurer; and such other officers as it may deem necessary. Officers shall serve not more than two successive two-year terms.
 - **Section 2.0 DUTIES:** The President shall be the chief executive officer of the Commission, shall preside at all regular and special Commission meetings, and shall perform all the usual functions of such office. The Vice President shall assist the President and perform the duties of President in his or her absence or inability to act.
 - The Secretary shall assist the President and/or Vice President and perform the duties of President or Vice president in his or her absence or inability to act. Said officer will keep a current, accurate list of all Commissioners and shall also act as clerk at Commissioner meetings and ensure compliance with these By-Laws and the Illinois Open Meetings Act. All books and records not held by the Vice President or Treasure are to be held by the Secretary.
 - The Treasurer shall oversee the budget management and financial records as managed by the Sole Service Provider. The Treasurer shall assist the President and/or Vice President and perform the duties of President or Vice president in his or her absence or inability to act.
 - **Section 3.0 VACANCIES:** The Vice President shall act in place of the President in the absence or inability of the President to perform his or her duties for the duration of his or her term.
 - a. Current SSA #25 Commissioners: Mike Moreno Jr. (Chairman), Jose Hernandez (Vice resident), Pascual Villarreal (Treasurer), Claudia Rodriguez (Commissioner), Elena Duran (Commissioner), Francisco Menchaca (Commissioner), Ric Porrez (Commissioner) and Richard Juarez Sr. (Commissioner).
 - b. Chairman Moreno Jr's. term will expire on 12/31/22 as Chairman, but his commission term will expire on 6/30/2022.

- c. Commissioner Porrez voices his concerns with not being able to take the role of Chairman or Treasurer as he is currently going through a transition at his office and needs to dedicate time needed.
- d. Commissioner Duran would like to recommend Commissioner Juarez Sr. to be the new SSA #25 Chairman.
- e. Decisions on nominations were tabled to the next SSA #25 Commission meeting.
- f. Blanca informs the SSA #25 Commissioners that four commissioners will be up for renewal on June 30, 2023. Blanca to provide the SSA Renewal commissioner application to the Commissioners along with the 2022 meeting attendance log.

OLD BUSINESS:

- SSA #25 2023 Commission Meeting Schedule
 - a. SSA #25 2023 Commission meeting schedule is set for meetings to be held every 3rd Tuesday of the month. The LVCC board meeting are scheduled every 2nd Tuesday of the month.
 - b. The July 2023 will need to be scheduled on 7/7/23 as the 2024 SSA budgets need to be approved the Commissioners before 7/10/23.
 - c. Meetings will remain via zoom till we hear otherwise from the City of Chicago.
- LVCC Executive Director Update
 - a. LVCC Board president, Antonio Guillen provided an update prior to the meeting starting.
 - b. An offer letter was sent out to the candidate and is currently in review.

Guidelines for Public Input:

- The goal of public input is to ensure that all voices of the community are heard on matters pertaining to the work of Little Village SSA #25. The commission is not required to provide immediate response to questions nor concerns presented.
 - Public input will be available at the start of each SSA #25 meeting once SSA #25 Commisisoner roll call has been made
 - The opportunity to speak during public input will be available for all those in attendance; however, speaking time may be limited depending on the number of attendees wishing to speak. The Commission will aim to limit this portion of the meeting to no more than 15 minutes.
- The public forum portion of SSA #25 commission meetings, as with all portions of the meeting, will proceed according to Robert's Rules of Order, most importantly:
 - No attendee may speak twice until everyone else wishing to speak has spoken once.
 - All remarks must be directed to the Chair.
 - Remarks must be courteous in language and deportment avoiding all personal remarks and never alluding to others by name or to motives.
 - One person may speak at a time, if not the presiding officer can call them out of order