



SSA #25 Special Commission Meeting
January 27, 2025
LV Chamber of Commerce Office
3610 W 26th Street, 2nd Floor. Chicago, IL 60623
9:00 AM

Meeting Minutes

- Welcome and Call Meeting to Order
 - a. Chairman Juarez Sr. called the SSA #25 meeting to order at 9:04 am.
- SSA #25 Commissioner Roll Call
 - a. Commissioners in attendance: Elena Duran, Mike Moreno Jr., Richard Juarez Sr., and Ric Porrez
 - b. Commissioners excused: Claudia Rodriguez
 - c. Staff in attendance: Jennifer Aguilar, Veronica Peña, and Blanca Soto
- Approval of Agenda
 - a. Commissioner Moreno Jr. motions to approve the meeting agenda as presented, Commissioner Duran seconds; all approve.
- Public Input (review guidelines for public input below)
 - a. No Public in attendance
- Approval of SSA #25 November 2024 Meeting Minutes
 - a. Commissioner Moreno Jr. motions to approve the SSA #25 November 2024 meeting minutes as presented, Commissioner Duran seconds; all approve
- SSA #25 December 2024 Financial Reports
 - a. As of 12/31/2024, \$384,861.82 was deposited into the SSA #25 bank account.
 - b. As of 12/31/2024, \$342,847.22 was expensed out of the \$377,578.00 2024 budget.
 - c. \$34,730.78 will be presented when planning the 2026 budget to be included as a carry-over.
 - d. Commissioner Juarez Sr. inquired about the impact of carrying forward funds to the following year on the city's perception of the SSA. Blanca explained that both the city and the auditor encourage maintaining a small carryover from year to year.
 - e. Commissioner Moreno Jr. asked if the line items highlighted in red indicate areas where additional funding is needed. Blanca clarified that this topic falls under New Business on the agenda.
 - f. Commissioner Duran motions to approve the SSA #25 financials as presented, Commissioner Moreno Jr. Seconds; all approve.
- SSA #25 Payment Disbursement
 - a. Blanca reviewed the list of disbursement checks, which included payments to Cleanslate for November and December services, Corisco Construction (part 2 of the 2024 payment), Vidal and Associates (related to the City of Chicago's audit review), Independent Recycling, and the LVCC Management Fee.

- b. Commissioner Moreno Jr. motions to approve the presented SSA # 25 disbursement check list. Commissioner Duran seconds; all approve.

NEW BUSINESS:

- SSA #25 Commissioner 2025 Renewals
 - a. Commissioner Duran's expiration date is 6/20/2025
 - b. Blanca provided Commissioner Duran with the SSA Commissioner renewal application and will assist Duran with Alderman support letters.
- SSA #25 2024 Budget shift
 - a. A budget shift for \$2,688 from line item 1.06/Holiday decorations is presented to be moved over to line item 1.07/Print Materials for \$1,665 to cover the extra cost of printing material for the Holiday Trolley, line item /3.01 Garbage Recycling for \$525 to cover the additional cost of the increase on garbage pick up cost and line item 6.02/Audit Fees for \$498 to cover the additional cost of the auditor fees charges to review and respond to the City annual overview Prado Renteria SSA Audit Letter.
 - b. Commissioner Moreno Jr. motions to approve the budget shift as presented, and Commissioner Duran seconds; all approve.
- SSA #25 2025 Landscaping Services Proposals
 - a. SSA #25 2025 Landscaping vendors Alvarez Landscape Inc. and Landscape Concepts Management attended the 1/21/25 SSA #25 Commission meeting to expand on their proposals. They answered questions by the SSA #25 Commissioners and the service provider agency team.
 - b. Blanca expressed interest in Landscape Concepts, noting their presence in the neighborhood, the quality of their work demonstrated through last year's Christmas tree decorations, and their flexibility in modifying flower pot designs.
 - c. Blanca also shared that the 2025 budget allocates \$100,000 each for landscaping and sidewalk maintenance, allowing for an additional season to be added to this year's service.
 - d. Commissioner Duran expressed her support for the Landscape Concepts proposal, noting that, compared to other proposals, they demonstrated a clear commitment to exceeding expectations. She highlighted their effort in conducting a walkthrough of all SSA boundaries to provide a more accurate proposal.
 - e. The commissioners reviewed the proposed designs, discussing potential changes and aspects they appreciated.
 - f. Commissioner Duran emphasized that the primary goal of SSA #25 is the beautification of the corridor and explained the importance of extending the service to three seasons. All commissioners agree and proceed to decide on including winter in the services.
 - g. Commissioner Duran reviewed BrightView's proposal, emphasizing its lack of visuals and detailed information.
 - h. Commissioner Moreno Jr. compared the three proposals and noted that Landscape Concepts had a higher cost. He requested clarification on the price difference.
 - i. Blanca explained that the cost could be attributed to factors such as team size, number of seasons, additional reports provided, experience, and other service enhancements.
 - j. Commissioner Juarez Sr. expressed his support for Landscape Concepts, highlighting their commitment to hiring from the community, promoting from within, and providing excellent service and communication.
 - k. Commissioner Moreno Jr. motions to approve Landscape Concepts Management 2025, 3 - Season Landscaping Services proposal of \$86,820.00. The three Seasonal displays will consist of Spring, Summer, and Winter. Commissioner Porrez seconds the motion; all approve.

OLD BUSINESS:

- Trash Receptacle replacement update
 - a. Corisco Construction has completed the rest of the 61 trash receptacles within the SSA #25 boundaries that needed to be removed, refurbished, and re-installed.
 - b. The final payment will be disbursed upon approval of the SSA #25 Commissioners, as mentioned on the list of disbursement checks above.
 - c. Commissioner Juarez Sr. inquired about the possibility of adding lids to the trash receptacles.

- d. Blanca and Commissioner Duran explained that lids were often taken during trash pickup, as they were being stolen. Additionally, sometimes the trash cans would not be emptied if the lids got stuck.
- Trolley Update
 - a. Veronica and Blanca provided an overview of the meeting with Pontarelli company, sharing that the total number of riders was close to 2,000. They highlighted the positive feedback received from riders, praising the cleanliness and upkeep of the trolley.
 - b. The feedback from business owners was also positive, though they offered suggestions for improving access to their businesses next year.

MEETING ADJOURNED:

- Commissioner Porrez motions to adjourn the SSA #25 Commission meeting at 9:57 am, Commissioner Duran Seconds; all approve.

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