



SSA #25 Commission Meeting Minutes

Tuesday, October 19, 2021

<https://us02web.zoom.us/j/81540030017?pwd=SThHREZ6eVdhQzZnUTVvNlVtWDBFdz09>

Meeting ID: 815 4003 0017

Passcode: 169347

Dial In # 312. 626.6799

9:00AM

AGENDA

9:00AM

- Welcome and Call Meeting to Order
 - a. Commissioner called the meeting to order at
The meeting of the SSA #25 Commission is called to order. Pursuant to the applicable law and my determination that attendance by remote means is necessary because an in-person meeting is not practical or prudent due to the declared public health disaster cause by COVID-19, this meeting is conducted by videoconference.
- SSA #25 Commissioner Roll Call
 - a. Commissioners in attendance: Mike Moreno Jr., Jose Hernandez, Claudia Rodriguez, Elena Duran, Francisco Menchaca, Ric Porrez and Richard Juarez Sr.
 - b. Commissioners absent: Pascual Villarreal
 - c. LVCC staff in attendance: Ivette Trevino and Blanca Soto
 - d. Public in attendance: Kim Close and Cristy Calderon @ Little Village Community Foundation, Jaqueline Novak & Jorge Fuentes @ Brightview Landscaping.
- Approval of Agenda
 - a. Commissioner Duran motions to approve the SSA #25 10/19/2021 Commission meeting agenda as presented, Commissioner Juarez Sr. seconds; all approve.
- Approval of SSA #25 July 13, 2021 Meeting Minutes
 - a. Commissioner Juarez Sr. motions to approve the SSA #25 July 13, 2021 meeting minutes as presented, Commissioner Duran seconds; all approve.
- Approval of August 31, 2021 (No Quorum) Meeting Minutes
 - b. Commissioner Juarez Sr. motions to approve the SSA #25 August 31, 2021 meeting minutes as presented, Commissioner Hernandez seconds: all approve
- Approval of September 21, 2021 (No Quorum) Meeting Minutes
 - a. Commissioner Juarez Sr. motions to approve the SSA #25 September 21, 2021 meeting minutes as presented, Commissioner Hernandez seconds; all approve.
- Approval of SSA #25 July 2021, August 2021 & September 2021 Financial Reports
 - P&L, Balance Sheet
 - Expense Tracking Budget
 - a. As of 9/30/2021, \$178,524.34 has been expensed out.
 - b. As of 9/30/2021, \$203,133.03 has been deposited into the SSA #25 bank account.
 - c. Commissioner Juarez Sr. motions to approve the SSA #25 July/August/September 2021 financials as presented, Commissioner Hernandez seconds, all approve.

NEW BUSINESS:

- SSA #25 Day of The Dead Pole Banners Installation/Removal
 - a. 169- Day of The Dead banners (43 purple, 42 orange, 42 red & 42 yellow) were installed on 10/1/21 and will be removed on 11/15/21.
 - b. Cost per installation of each banner is \$20.00 each, total of \$3,380.00
 - c. Commissioner Porrez
- SSA #25 2022 Sidewalk Cleaning Services/Landscaping Services RFP'S
 - a. Both, 2022 SSA #25 Sidewalk Cleaning Services/Landscaping Services RFP'S will be shared on all LVCC/SSA #25 Social media channels, proposal submission deadline is January 24, 2022.
 - b. Vendors will be invited to attend February's meeting to expand on their proposal and answer any questions or concerns the Commissioners may have and SSA #25 Commissioners to approve the 2022 vendors at the March SSA #25 meeting.
- SSA #25 2021 Budget Shift
 - a. Budget shift in the amount of \$15,240 to be taken out from line item #2.06 Public Art (\$3k) and line item #1.03 Wi-Fi Program (\$12,240) and moved to line items: 1.05 Decorative Banners for \$12,240, 3.01 Garbage/Recycling for \$1,000 and 6.02 SSA Audit for \$2,000.
 - b. Commissioner Menchaca asked why we have not been able to use the Wi-Fi funding. Blanca explained that we tried a Wi-Fi rebate program but was not successful.
 - c. Commissioner Menchaca would like to try to conduct some type of study to help fill in the technical need in the community.
 - d. Wi-Fi rebates would only be available for businesses within the SSA #25 boundaries not for residents.
 - e. The budget shift for Holiday Decorations will allow the SSA #25 to create, print and install new Holiday Banners (169 banners).
 - f. Commissioner Duran asked what will happen to the current garland Holiday decorations in storage that the SSA #25 has been using for the past years, will they be recycled? Decorations will be kept in storage in case if we decide to use them again in the future.
 - g. Commissioner Duran agrees that the corridor should have new Holiday banners for Nov/Dec.
 - h. Commissioner Juarez Sr. asked about Holiday Decorations for the Manuel Perez Jr. Memorial Plaza.
 - i. Blanca reminds the SSA #25 Commissioners that all Holiday Decorations for the Manuel Perez Jr. Memorial Plaza have been presented and approved at prior SSA #25 Commission meetings and are scheduled for installation in mid November.
 - j. Commissioner Juarez Sr. suggest some type of SSA #25 banner to be installed for the SSA #25 Posada.
 - k. Commissioner Duran comments that the Wi-Fi study should wait as we need to find out if our local Alderman are having possible meetings with big companies to discuss broadband opportunities for the community.
 - l. Commissioner Menchaca is in favor of new decoration banners as well.
 - m. Commissioner Menchaca leaves the meeting at 9:27am.
 - n. Commissioner Juarez Sr. motions to approve the SSA #25 shift for \$15,240 from line items # 2.06/1.03 to line item # 1.05, 3.01 & 6.02, Commissioner Duran Seconds; all approve.

- SSA #25 Q3 Report
 - a. Blanca presents to the SSA #25 Q3 Report to the SSA #25 Commissioners.
 - b. Commisisoner Juarez Sr. motions to approve the SSA #25 Q3 Report as presented, Commisisoner Moreno Jr. seconds; all approve.
 - c. Commissioner Moreno Jr. to stop by the LVCC office and sign the Q3 Report tomorrow, 10/20/21.
- SSA #25 Face Rebate Appplication
 - De Luna Management, 4070 -72 W 26th Street.
 - a. Owner Fernando Padilla will be repairing his storefront face of brick, rebuild back wall and repair damaged wall.
 - b. The wall is not in good contition and it appears it may collapse wit time. By fixing his storefront, it will contribute to a amore attractive public way.
 - c. Mr. Padilla received two estimates on the job, Old School Masoney Inc's quote came in at \$9,000.00 and Dan's Masonry's estimate came in at \$16,000.00
 - d. All necessary dodumnets were received.
 - e. Before and after pictures were provided.
 - f. Commisisoner Duran expresses her opinion on how the building would look a lot better after the work is completed.
 - g. Commissioner Moreno Jr. motions to approve De Luna's Face Rebate Application, Commisisoner Duran seconds; all approve.

OLD BUSINESS

- Brightview Landscaping Services
 - a. Jacqueline Novak and Jorge Fuentes from Brightview Landscaping Services in attendance to hear feedback from the SSA #25 Commissioners on the current 2021 Landscaping contract.
 - b. SSA #25 Commissioners make quick introductions.
 - c. Commissioner Juarez Sr. comments that overall the planter display's are beautiful, but has noticed some planter containers have some weed growing at the bottom and makes the container look unattractive. Commissioner Juarez Sr. then ask Jacqueline if Brighview Landscaping provides these services.
 - d. Jacqueline and Jorge confirmed that the service can be done and is avaibale, but it's not currently on the SSA #25 contract for 2021.
 - e. Blanca informs the SSA #25 Commisison that the Sidewalk Maintenance contract does have the weed spraying/removal service on it. Blanca to reach out to Brady at Cleanslate to make sure they pay special attention to the bottom of the planter containers.
 - f. Executive Director, Ivette Trevino asked since the landscaping contract will be going out for new bidding for 2022 services, should weed removal be added in the scope of work.
 - g. Blanca says the weed removal service can be added to the landscaping scope of work, but the reason why it has been in the sidewalk maintenance contract is because there is weed that grows inbetween the sidewalks and feels it falls more into that scope of work.
 - h. Jaqueline says it's something that can be simply added to the scope of work for next year's contract.
 - i. Commisisoner Duran suggest we keep the weed removal service under the sidewalk maintenance contract and connect with Cleanslate to make sure they are looking at the planter base area.
 - j. Commisisoner Duran does share that overall the planters are beautiful.
 - k. Jaqueline makes a comment that some planter might look different, but it's because they might have been replaced due to people stealing them, therefore some plant might be small/shorter than others that have grown out through the previous months.

- l. Commisisoner Moreno Jr. ask if Brightview is seeing the planter theft issue in other areas in Chicago and if so, what is being done to prevent it.
 - m. Jorge says unfurtuantly there is nothing they can do but to replace the actual planter/flowers.
 - n. Jaqueline presents the fall/winter planter display to the SSA #25 Commissioners to be install in the next 2/3 weeks.
 - o. All Commissioners are in favor of the pine cones, berries, evergreens, red and white branching.
 - p. Blanca reminds Jacqueline that the new SSA #25 2022 Landscaping RFP will go out November 1st.
 - q. Brightview leaves the meeting at 9:52am
- Manuel Perez Jr. Memorial Plaza
 - Kim Close and Cristy Calderon form the Little Village Community Foundation (LVF) joing the meeting at 9:53pm
 - a. Kim starts by giving an update on the Alfresco grant/workplan.
 - b. Grant funding has been reacived by the LVCF, but CDOT has not approved the projects scope of work (installation of benches). Katherine from Latent Design has been going back and forward with CDOT.
 - c. The LVCF is not the only grantee dealing with approval issues, other organizations are expericing similar issues with Alfresco, but the work is moving forward.
 - d. The grant funding was set aside for this summer (2021), the work in the plaza extends to next year, 2022.
 - e. The scope of work currently consist of: bench repairs, installation of signage (information on the plaza or a place to have some flyers available to the public), mercadito event and new mural.
 - f. The main focus has been on the new Manuel Perez Jr. mural to be installed this year.
 - g. Blanca asked if the mural will be completed by December 17th. Kim said the mural will be completed by the end of October 31 and will be revealed on November 11 at the Veterns Day event. Event information to be available soon and will be forward over by Kim.
 - h. Press release will be made for this special event, Elected Officials wil be invited to attend.
 - i. Commissioner Duran and Moreno Jr. both like the work that is going into the Manuel Perez Jr. Memorial Plaza.
 - j. Kim closes with letting the SSA #25 Commissioners that they can reach out to her directly if they have any further questions and thanks them for their ongoing support on the project.
 - Public Input
 - a. No public input

Meeting Adjourned: Commissioner Duran motions to adjourn the SSA #25 meeting at 10:27am, Commisisoner Porrez seconds; all approve