



SSA #25 Commission Meeting Minutes
February 18, 2025
El Churro Shop
3536 W 26th Street Chicago, IL 60623
9:00 AM

- Welcome and Call Meeting to Order
 - a. Chairman called the meeting to order at 9:54 am
- SSA #25 Commissioner Roll Call
 - a. Commissioners in attendance: Richard Juarez Sr., Mike Moreno Jr. and Ric Porrez.
 - b. Commissioners absent:
 - c. Commissioners excused: Elena Duran and Claudia Rodriguez
 - d. Staff in attendance: Veronica Peña and Blanca Soto
- Approval of Agenda
 - a. Commissioner Porrez motions to approve the meeting agenda as presented, Commissioner Moreno Jr. Seconds; all approve.
- Public Input (review guidelines for public input below)
 - a. No public input
- SSA #25 January 27, 2025 Meeting Minutes.
 - a. To be presented at the March meeting for approval.
- SSA #25 January 2025 Financial Reports
 - a. Blanca reviews a total of \$78.40 was deposited into the SSA #25 bank account as of 1/31/2025.
 - b. Blanca reviews the total that has been expensed out: \$49,864.17 as of 1/31/2025.
 - c. No questions from commissioners.
 - d. Commissioner Porrez to approve January 2025 financials. Commissioner Moreno Jr. seconds; All approve
- SSA #25 Payment Disbursement
 - a. A total of two checks presented to be disbursed to SSA #25 vendors, one for the Recycling Service and the other was for the Fiscal agent management.
 - b. Commissioner Porrez motions to approve the SSA #25 disbursement of payment checks presented, Commissioner Morenoe Jr. Seconds; all approve.

NEW BUSINESS:

- SSA #25 2024 Q4 Report
 - a. Blanca presented and reviewed the SSA #25 2024 Qtr 4 report with the SSA #25 Commissioners.
 - b. Blanca highlights these numbers:
 - I. 13,892 Website visits (1,000 target)
 - II. 2 of events supported (1 target)
 - III. 586 of FB/Insta post (100 target)
 - IV. 336 Banners (169 target)
 - V. 84 of holiday decorations installed (200 target)
 - VI. 4,781 of printed material (500 target)

- VII. 1,992 of planters serviced (1,992 target)
- VIII. 0 of Façade rebate (1 target)
- IX. 4 of new/ replaced trash receptacles (10 target)
- X. 4,392 of trash receptacles serviced (5,256 target)
- XI. 732 of trash bags collected (500 target)
- XII. 1,116 of Holiday Trolley riders (no target)
- c. Commissioner Juarez Sr. would like staff to present comments that are received on the SSA website.
- d. Commissioner Porrez motions to approve the presented SSA #25 Qtr. 4 report. Commissioner Moreno Jr. Seconds; all approve.
- SSA #25 2024 Audit Proposal/Engagement Letter from Vidal & Associates
 - a. Vidal & Associates proposal not to exceed \$6,500 and must be submitted by May 1st.
 - b. Mr. Vidal will be present at the April Commissioner meeting to ensure that the deadline is met.
 - c. Chairman Juarez Sr. comments on the good job Vidal & Associates have done with past audits.
 - d. Commissioner Porrez motions to approve the Vidal And Associates proposal of \$6,500 for the SSA #25 2024 audit services, Commissioner Moreno Jr. Seconds; all approve.
- SSA #25 2025 Sidewalk Maintenance Proposals
 - Alvarez Inc.
 - a. 4-day service is proposed at \$72,925, and 3-day service is proposed at \$63,000.
 - b. 1 Crew of 2 members w/1 truck and janitorial equipment.
 - c. Their proposal was not too detailed.
 - Cleanslate.
 - a. 4-day services are proposed at \$94,000, and 3-day service is proposed at \$81,000.
 - b. 5/6 Crew members with 1 Supervisor.
 - c. All SSA #25 boundaries will be covered/maintained each day the vendor is en route.
 - Landscape Concepts Management
 - a. 4-day service is proposed at \$72,000, and 3-day service is proposed at \$61,992.
 - b. 2 persons per crew but can be flexible upon events and weather.
 - c. SSA #25 boundaries are to be divided into zone 1 and zone 2 and will be serviced entirely with the days out on the corridor. SSA #25 boundaries are not guaranteed to be fully covered 100% each day of service chosen.
 - d. LCM envisions fully servicing 26th Street three days per week and the side streets once weekly.
 - e. LCM is not available for Sunday service as they have committed to another vendor providing Sunday service.
 - f. After careful review, the SSA #25 Commissioners have decided to move forward with Cleanslate for a four-day service with the weed spray of a twice-in-the-year service.
 - g. Days of services will be Monday, Wednesday, Friday & Sunday.
 - h. Commissioner Juarez Sr. asked for clarification on weed spraying, and suggested that we move forward with the four day service with Cleanslate.
 - i. Commissioner Porrez requested clarification on the type of weed spray used to ensure it is not a dangerous chemical for the community.
 - j. Commissioner Porrez motions to approve Cleanslate for the 2025 Sidewalk Maintenance services (Monday, Wednesday, Friday, and Sunday) at \$94,000 and Weed Spraying

Services at \$6,000, bringing the total expenses fee for 2025 services to \$100k.
Commissioner Moreno Jr. Seconds; all approve.

OLD BUSINESS:

- Reminder - SSA #25 March 18th Commission meeting will be held at Nuevo Leon restaurant
 - a. 25th Ward Alderman Byron Sigcho Lopez will join our March SSA #25 meeting.

MEETING ADJOURNED

- a. Commissioner Moreno Jr. motions to adjourn the meeting at 10:10 am. Commissioner Porrez 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