



SSA #25 Commission Meeting Minutes  
March 18, 2025  
Nuevo Leon Restaurant  
3657 W 26<sup>th</sup> Street Chicago, IL 60623  
9:00 AM

- Welcome and Call Meeting to Order
  - a. SSA #25 Chairman, Juarez Sr. called the meeting to order at 9:18 am.
- SSA #25 Commissioner Roll Call
  - a. Commissioners in attendance: Ric Porrez, Elena Duran, Richard Juarez Sr.
  - b. Commissioners excused: Mike Moreno Jr. and Claudia Rodriguez
  - c. Staff in attendance: Jennifer Aguilar and Blanca Soto
- Approval of Agenda
  - a. Commissioner Porrez 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 January 27 and February 18, 2025 Meeting Minutes
  - a. Commissioner Duran motions to approve the SSA #25 January 27, 2025 meeting minutes as presented, Commissioner Porrez Seconds; all approve.
  - b. Commissioner Porrez motions to approve the SSA #25 February 18, 2025 meeting minutes as presented, Commissioner Duran Seconds; all approve
- SSA #25 February 2025 Financial Reports
  - a. As of 2/28/25, \$81,165.28 has been deposited into the SSA #25 bank account.
  - b. As of 2/28/25, \$7,806.87 has been expensed out.
  - c. Blanca reminds the SSA #25 Commissioners that the 2025 Landscaping and Sidewalk Cleaning contracts begin on April 1<sup>st</sup>, and we can expect to see those expenses start reflecting in the financial reports on the expense side.
  - d. Commissioner Porrez motions to approve the SSA #25 financials as presented, Commissioner Duran Seconds; all approve.
- SSA #25 Payment Disbursement
  - a. Blanca presents the SSA #25 disbursement payment checklist to the SSA #25 Commissioners. Three payment checks are to be disbursed.
  - b. Commissioner Duran motions to approve the SSA #25 disbursement payment checklist presented, Commissioner Porrez Seconds; all approve.

### **NEW BUSINESS:**

- 25<sup>th</sup> Ward Alderperson, Byron Sigcho Lopez – 9:30 AM
  - a. Alderperson Sigcho-Lopez is running a few minutes late.
  - b. SSA #25 meeting resumes at 9:44 am
  - c. Alderperson Sigcho-Lopez and his Chief of Staff Lucia Moya are in attendance.
  - d. Chairman Juarez Sr. gives Alderperson Sigcho-Lopez the floor at 9:54 am.
  - e. Alderperson Sigcho-Lopez thanks the SSA #25 Commissioners for allowing him some space in today's meeting and for all their hard work and commitment to serving as Commissioners for SSA #25.
  - f. Alderperson Sigcho-Lopez recognized the recent work of the LVCC's collaboration with the Pilsen Chamber of Commerce.
  - g. Alderperson Sigcho-Lopez offered support on anything the SSA #25 or LVCC may need assistance with from the 25<sup>th</sup> Ward Office. He was grateful for the new Holiday Trolley intuitive in December, which attracts foot traffic into the corridor and supports small businesses. He would like to see how he can possibly support doing something in the summer or maybe even for Cinco de Mayo. He thinks including the Pilsen Chamber and China Town Chamber on a possible trolley tour would also be a great idea, even activating the Little Village Park with activities and festivities.
  - h. Commissioner Porrez also comments that the Holiday Trolley has been an initiative in the talks and plans of SSA #25 for some time now, and he was glad to see that it was very successful. It does take a lot of hard work, starting with dedication, time, planning, marketing, and execution.
  - i. Commissioner Porrez mentioned that if the budget allows, it is possible to have trolley buses come into Little Village from college campuses like UIC or Loyola into Little Village during the weekends to support small businesses, dropping them off on California Avenue.
  - j. Alderperson Sigcho-Lopez mentioned possibly working with the CTA to offer some free rides during the Summer.
  - k. Commissioner Duran mentioned we can showcase the gems of Little Village. People like to come here to eat because they feel like they are eating a meal from back home. Little Village restaurants have their own unique, authentic specialty-style dishes. For example, Nuevo Leon has a specialty, "Machacado," and Carnitas Uruapan has its "Michiocan carnitas" style.
  - l. Commissioner Duran commends Alderperson Sigcho-Lopez for being very formative with Carlitos on the radio show and speaking in Spanish.
  - m. Chairman Juarez Sr. Comments that there are plenty of wonderful marketing opportunity ideas to continue marketing our wonder corridor.
- SSA #25 Commissioner Search
  - a. Since mid-February, the LVCC has been sharing the SSA #25 Commissioner search announcement on social media and in its weekly newsletter.
  - b. Blanca has also provided the following individuals with SSA Commissioner applications for SSA#25: Alberto Moreno (CIBC Bank), Hugo Avila (Central State Ser), Raul Muñoz (Taqueria Atotonilco), Laura Gutierrez (Nuevo Leon Restaurant), and Louie Lopez (Candiles Restaurant).
  - c. Hugo Avila dropped off his completed application package with his OMA Training certificate of completion. Hugo only has one Alderperson's support letter pending. Once received, we will move on to the following steps: the interview process by the Service Provider Agency's Executive Committee (LVCC Executive Board, SSA #25 Chairman, LVCC Executive Director, SSA #25 Program Director, and SSA #25 Administrator).
  - d. Commissioner Porrez asked how many Commissioners we need. Commissioner Duran responded that there could be as many as 15 if we like, but Blanca said having at least two more would be tremendous progress. That will bring the SSA #25 Commissioners to a total of 7.
  - e. Chairman Juarez Sr takes a moment to acknowledge Blanca's work. She continues to push forward the work of SSA #25 by reaching out to all the individuals mentioned above, and he saw and read the emails himself.
- City of Chicago Board of Ethics Statement of Financial Interests - Due 5/1/25 (Fine \$250 a Day)
- Cook County Statement of Financial Interests - Due 5/1/25 (Fine \$20)
  - a. Blanca addresses the two bullet points above together.

- b. The SSA #25 Commissioner should have received an email by now. Blanca reminds SSA #25 Commissioners to look for these emails carefully, as the subject line may not be apparent.
- c. Statements are due by May 1<sup>st</sup> and take up to 5 minutes to complete.
- d. Blanca informs the SSA #25 Commissioners that if they completed these forms last year, their user ID and password should already be in the system. If they have any issues, they can contact Mark Roschen at the City/SSA Assistant Commissioner for assistance.
- e. Commissioner Duran makes a quick appreciation comment on the double-sided printing of the meeting materials to save on paper.
- f. Commissioner Porrez comments that SSA #25 could use iPads for meetings and away from actual paper in the future. This would make it easier to make notations and share notes.
- g. Chairman Juarez Sr. requests a quick meeting pause at 9:25 am while the SSA #25 Commissioners order breakfast.

### **OLD BUSINESS:**

- SSA #25 Commissioner Renewals
  - a. Commissioner Duran and Rodriguez have received renewals of SSA Commissioner applications to be completed and returned to Blanca. Once applications have been received, Blanca can assist the renewing SSA #25 Commissioners by contacting the Alderman office for the needed support letters.
  - b. Blanca reminds the SSA #25 Commissioners that the next meeting will be on Tuesday, April 15th, at Self Help Credit Union/Community Room. The auditor, Gustavo Vidal, will present the SSA #25 Audit.
  - c. Mr. Vidal is scheduled to visit the office this Thursday, March 20, 2025, for the SSA #25 2024 Audit process.
  - d. Commissioner Porrez informs the SSA #25 Commissioners and the Staff that he will be on vacation in May and will not attend the May 20, 2025 Commission meeting. Blanca thanked Commissioner Porrez for the head notice and said he would make his “excuse” from the May meeting.
  - e. Chairman Juarez Sr. comments that we should contact Commissioner Moreno Jr. to see if he will be available for the May meeting and ensure a quorum. Blanca will contact Commissioner Moreno Jr. to confirm his attendance in May.
  - f. Before closing the meeting, Blanca reminds Alderman Sigcho-Lopez that the SSA #25 Sidewalk Maintenance contract begins on April 1st, in case he receives any calls from his side of the Ward regarding overflowing trash receptacles. Blanca suggests reaching out to Streets and Sanitation for an extra garbage pick-up day. Alderman Sigcho-Lopez and Lucia Moya both agreed and made notations of the request.
  - g. SSA #25 Commissioners thank Alderman Sigcho-Lopez and his Chief of Staff, Lucia Moya, for joining today’s meeting.

10:17 am – Commissioner Duran motions to adjourn the SSA #25 Commission meeting; 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 Commissioner 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