



SSA #25 Special Commission Meeting Minutes
Wednesday, March 4, 2026
Nuevo Leon Restaurant
3657 W 26th Street
Chicago, IL 60623

- Welcome and Call Meeting to Order
 - a. Chairman called the meeting to order at 9:40 AM
 - b. SSA #25 Commissioners started to review and go through meeting material at 9:06 am while waiting for Commissioner Porrez to arrive to meet the quorum and approve action items.
- SSA #25 Commissioner Roll Call
 - a. Commissioners in attendance: Richard Juarez Sr., Ric Porrez, Elena Duran & Hugo Avila.
 - b. Commissioners absent: None
 - c. Commissioners excused: Claudia Rodriguez and Mike Moreno Jr.
 - d. Staff in attendance: Blanca Soto
- Approval of Meeting Agenda – Pg. 1
 - a. Commissioner Avila motions to approve the 3/4/26 meeting agenda as presented, Commissioner Porrez Seconds; all approve.
- Public Input (see guidelines below)
 - a. No public input.
- Approval of SSA #25 November 18, 2025 Meeting Minutes – Pg. 2-4
 - a. Commissioner Porrez motions to approve the SSA #25 November 18, 2025, meeting minutes as presented, Commissioner Duran Seconds; all approve.
- SSA #25 Financial Reports as of 12/31/25 – Pg. 5-7
 - a. As of 41.88%/\$199,718.21 of the 2025 budget (\$476,972) was received.
 - b. 58.12%/\$277,253.79 of the budget (\$476,972) was not received in 2025 but expected to come in 2026.
 - c. Af of 12/31/25, \$392,860.96 was expensed out with the funds available in the SSA #25 account.
 - d. Commissioner Porrez motions to approve the 12/31/25 financials as presented, Commissioner Duran Seconds; All Approve.
- SSA #25 Financial Reports as of 1/31/26 – Pg. 8 -11
 - a. As of 1/31/26 \$24,170.04 has been received.
 - b. As of 1/31/26 \$14,705.53 has been expensed out.
 - c. Commissioner Avila motions to approve the 1/31/26 financials as presented, Commissioner Porrez Seconds; All approve.
- SSA #25 Disbursement Payments – Pg. 12
 - a. Commissioners review the list of disbursement checks.
 - b. Chairman Juarez Sr. would like to confirm that the funding is available in the SSA #25 bank account for all check payments on the list. Blanca confirms.
 - c. Commissioner Porrez motions to approve the list of disbursement checks, Commissioner Avila Second; All Approve.

NEW BUSINESS:

- SSA #25 2026 Sidewalk Maintenance Proposals
 - Brightview – Pg. 13 -25
 - a. Brightview was in attendance at the February SSA #25 Commission meeting to expand on their proposal and answer any questions the Commissioner may have had.
 - b. Proposal for 3-day service is \$82,500

- c. Proposal for 4-day service is \$90,000
 - d. Proposal for 5-day service is \$94,500
 - e. Weed Spraying is included in the service fee.
 - f. Brightview mentioned they also have street sweepers if those services are needed.
- Cleanslate – Pg. 26 -33
- a. Cleanslate was in attendance at the February SSA #25 Commission meeting to expand on their proposal and answer any questions the Commissioners may have had.
 - b. Proposal for 3-day service is \$89,900
 - c. Proposal for 4-day service is \$103,200
 - d. Proposal for 5-day service is \$114,700
 - e. Weed spraying is included in the service fee
 - f. Cleanslate shared that they have been told by Streets and Sanitation that contractors are not permitted to operate street sweepers on the street, as that work falls under their jurisdiction. The union is very protective of this, and in Cleanslate's early days, they agreed to the scope of work, which would include only sidewalks and up to 18 inches from the curb. Contractors are allowed to operate powered sweepers on sidewalks, though in practice none do so because Chicago's uneven sidewalks and public-way fixtures make these machines less effective. This is the reason why Cleanslate doesn't offer street sweepers within the City. They have explored it in a few suburban locations where the restrictions differ.
 - g. Commissioner Avila abstains from voting as he works with Cleanslate on a different partnership/Collaboration.
 - h. Commissioner Duran shares her views on the importance of Customer Service that has been received from Cleanslate and job creations within their organization's programming.
 - i. Commissioners would like to move forward to a 5-day service with Cleanslate at a total of \$114,700
 - j. Commissioner Porrez motions to approve Cleanslate for Sidewalk maintenance services for 2026 for a 5-day service, contract total of \$114,700, Commissioner Duran Seconds; All approve. Commissioner Hugo Abstains.
 - k. The SSA #25 Sidewalk maintenance budget for 2026 is \$100k, with the Cleanslate contract being \$114,700 for a 5-day service. Chairman Juarez Sr. makes a motion to move a recommendation, per Blanca, in the amount of \$15k from Line Item #2.05 Streetscape Elements to Line Item #2.08 Sidewalk Maintenance to cover the full cost of the contract. With a 5-day service, the 26th Street business corridor will look more attractive and align with the SSA #25 beautification efforts.
 - l. Commissioner Porrez motions to approve the shift in the amount of \$15k from line item #2.05 Streetscape Elements to line item# 2.08 Sidewalk Maintenance, Commissioner Duran Seconds; All approve.
- SSA #25 Budget Shift – ACTION ITEM – Pg. 34
 - a. A budget shift from line item 2.03 Façade Rebate in the amount of \$2,506 is presented to be moved to 2.08 Sidewalk Maintenance for \$2,006 for the extra fees on extra pick up days, and line item #6.02 Audit for \$500 for an outstanding invoice from May 2025.
 - b. Commissioner Porrez motions to approve the budget shift presented, Commissioner Avila Seconds; All Approve.
 - SSA #25 2025 Final Budget Summary Page w/shifts – ACTION ITEM – Pg. 35
 - a. Blanca presents the final SSA #25 Budget Summary with the updated categories after the budget shifts to provide to the auditor for the 2025 audit.
 - b. 1.00 Customer Attraction \$88,340
 - c. 2.00 Public Way Aesthetics \$168,500 + \$94,394 carry over/\$262,894
 - d. 3.00 Sustainability and Public Places \$7,300
 - e. 4.00 Economic Business Development \$20,000
 - f. 5.00 Public Health and Safety Programs \$0.00
 - g. 6.00 SSA Management \$17,700
 - h. 7.00 Personnel \$80,738
 - i. Total 2025 budget \$476,972.00

- j. Commissioner Avila motions to approve the SSA #25 2025 Budget, Commissioner Porrez seconds; all approve.
- k. Chairman Juarez Sr. signs the budget summary page, and Blanca will submit it to Mark R. at the City of Chicago and will provide the auditor with a copy for auditing purposes.
- SSA #25 2025 QTR 4 Report – ACTION ITEM – Pg. 36 -38
 - a. Blanca provides the SSA#25 Commissioners with the QTR 4 report and details.
 - b. Commissioner Porrez asked if we have a total of 1,992 planters. Blanca mentioned that SSA #25 has a total of 166 planters, but is serviced about 4 times a week.
 - c. Commissioner Duran motions to approve the QTR 4 report as presented, Commissioner Porrez seconds, all approve.
 - d. Chairman Juarez Sr. signs the QTR 4 report, and Blanca will submit it to the City via the SharePoint portal.
- SSA #25 Street Pole Banners – ACTION ITEM -Pg. 39 -40
 - a. Blanca presents a new SSA #25 banner design for the 26th Street corridor
 - b. Chicago Event Graphics Proposal received for 169 banners. The proposal included printing and installation, totaling \$15,801.50.
 - c. Banner design consists of the Chicago Loves Local Campaign in support of the SSA #25, with the red banner design and the blue banner design, with a small edit of white lettering font on the blue banner.
 - d. Commissioner Porrez motions to approve the Chicago Event Graphics proposal for the 169 banners at \$15,801.50, Commissioner Avila Seconds; All approve.
- SSA #25 2025 Audit Proposal – ACTION ITEM – Pg. 41 -42
 - a. Vidal & Associates' proposal was the only one received. The RFP was shared as early as November 2025.
 - b. Vidal & Associates audit Fee for 2025 services is \$7,500
 - c. Commissioner Duran motions to approve Vidal & Associates audit proposal, Commissioner Avila Seconds, all approve.
- SSA 25 2025 Commissioner Attendance Log – Pg. 43
 - a. The SSA #25 Commissioner's attendance log for 2025 was shared with the SSA #325 Commissioner for their reference.
 - b. Blanca thanks Chairman Juarez Sr. for his perfect attendance record, his commitment, and the efforts he has made to the SSA #25.

OLD BUSINESS:

- SSA #25 Renewing Commissioners
 - a. Commissioner Porrez and Moreno Jr. are in the review process at the City of Chicago.
 - b. Blanca will add the New Chairman position to the May or June meeting agenda.
- SSA #25 Business Signs Quote - ACTION ITEM – Pg. 44
 - a. SPD proposal received for SSA #25 business store hour signs, along with the final design sample.
 - b. QTY of 500 @ \$10.50ea/\$5,250 Total
 - c. QTY of 1,000 @ \$8.50ea/\$8,500 Total
 - d. QTY of 1,500 @ \$7.85ea/\$11,785 Total
 - e. QTY of 2,000 @ \$7.25ea/\$14,500 Total
 - f. Commissioner Porrez motions to approve the printing of 1,000 signs at a total of \$8,500, Commissioner Avila Seconds; All approve.
- SSAS #25 Acid Etching Rebae Program – Pg. 45
 - a. The 2026 Acid Etching Program has officially started, and it has been promoted via LVCC Newsletter, SSA #25 Website, and current ongoing LVCC events.

- Villarte 2025 Event Report – Pg. 46 -51
 - a. Laura Nuñez submitted the Villarte 2025 event report to the SSA #25 on 12/2/25.
 - b. The event was held across 19 locations on a single day and had a total of around 500 attendees.
 - c. SSA #25 Sponsorship was used for the purchase of shirts and posters (event marketing/printing purposes) at a local printing shop, Trinum Design.

- SSA #25 March 17th Commission Meeting
 - a. March's meeting will be held at Nuevo Leon Restaurant, 3657 W 26th Street.

Commissioner Duran motions to adjourn the meeting at 10:16 am, Commissioner Porrez Seconds; All approved.

Guidelines for Public Input:

- The purpose of public input is to ensure the community's perspectives are heard on matters relevant to Little Village SSA #25. Commissioners are not required to provide immediate responses to questions or concerns presented.
- Public input will occur at the start of each SSA #25 meeting following the Commissioner's roll call.
- All attendees may participate in public input; however, speaking time may be limited depending on the number of participants. The Commission will aim to limit this portion of the meeting to 15 minutes or less.
- The public input portion of the meeting will follow Robert's Rules of Order. Key rules include:
 - No attendee may speak a second time until all others wishing to speak have had an opportunity.
 - All remarks must be directed to the Chair.
 - Comments must be courteous, avoiding personal remarks or references to individuals by name or motive.
 - Only one person may speak at a time; the presiding officer may call to order anyone who does otherwise.