



## SSA #25 Commission Meeting Minutes

April 16, 2024

Little Village Chamber of Commerce Office

3610 W 26<sup>th</sup> Street, 2<sup>nd</sup> Floor. Chicago, IL. 60623

9:00 AM

- Welcome and Call Meeting to Order
  - a. Chairman Juarez Sr. calls the meeting to order at 9:04am
- SSA #25 Commissioner Roll Call
  - a. Commissioners in attendance: Elena Duran, Ric Porrez and Richard Juarez Sr.
  - b. Commissioners excused: Claudia Rodriguez and Mike Moreno Jr.
  - c. Commissioners absent (unexcused):
  - d. Staff in attendance: Jennifer Aguilar and Blanca Soto
- Approval of Agenda
  - a. Commissioner Porrez motions to approve the SSA #25 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 March Meeting Minutes
  - a. Commissioner Duran would like to see the SSA 25 meeting minutes be more summarized and less lengthy and detailed. All SSA #25 Commissioners agreed.
  - b. Commissioner Porrez motions to approve the SSA #25 March 19, 2024 meeting minutes as presented, Commissioner Duran second; all approve
- SSA #25 Commission Meeting Attendance Tracking Log
  - a. Commissioner Rodriguez, 2 attended & 1 excused
  - b. Commissioner Duran, 2 attended & 1 excused
  - c. Commissioner Moreno Jr., 2 attended and 1 excused
  - d. Commissioner Porrez, 3 attended
  - e. Chairman Juarez Sr., 3 attended
- SSA #25 March 2024 Financial Reports/Reconciliation Report
  - a. As of 3/31/24 \$177,239.03 has been deposited into the SSA #25 bank account
  - b. As of 3/31/24 \$28,835.86 has been expensed out from the 2024 SSA budget of \$377,578.00
  - c. SSA #25 Self-Help Credit Union bank account has been reconciled on April 7, 2024
  - d. Commissioner Porrez motions to approve the SSA #25 March 2024 financials as presented along with the March bank reconciliation, Commissioner Duran seconds; all approve.
- SSA #25 Payment Disbursement
  - a. Little Village Chamber of Commerce, check # 2448 for \$206.74/SSA #25 Commission meeting reimbursement for the 3/19/24 meeting at Nuevo Leon Restaurant.
  - b. Little Village Chamber of Commerce/Fiscal Agency, check # 2447 for \$7,186.49 for the monthly administrative fee.
  - c. Independent Recycling, check #2449 for \$532.44 for the monthly garbage pickup.

- d. SPD Press, check # 2452 in the amount of \$1,077.50 for the printout of SSA #25 note pads and SSA #25 boundary maps.
- e. Vidal & Associates, check # 2450 for \$1,830.24 for a partial payment on the work of the SSA #25 2023 audit.
- f. Brightview Landscaping, check # 2451 for \$8,444.25 for the monthly cost of the landscaping 2024 contract services.
- g. Commissioner Duran motions to approve all disbursements mentioned above, Commissioner Porrez Seconds; all approve.

**NEW BUSINESS:**

- SSA #25 2023 Audit
  - Gustavo Vidal, Vidal & Associates – 9:30am
  - a. Mr. Vidal had a family emergency, therefore will not be in attendance and a Special SSA #25 Commission meeting will be held to review and approve the SSA#25 2023 Audit before May 1, 2024.
  - b. Blanca to follow up with the SSA #25 Commissioners once she receives some potential dates and times from Mr. Vidal.
- SSA #25 QTR 1 Report
  - a. Blanca goes through the SSA #25 Qtr. 1 report in detail with the SSA #25 Commissioners
  - b. Chairman Juarez Sr. suggests removing the Security camera rebate program as it has not been successful due to a lack of business owners not wanting to apply.
  - c. Suggestion of current funding in line item 5.02 Safety Improvements in the amount of \$10k to be moved to 4.04 Shuttle Services for the trolley in November and December.
  - d. Commissioner Porrez motions to shift \$10k from 5.02-line item/Safety Improvements over to 4.04-line item/Shuttle Services, Commissioner Duran Seconds; all approve.
  - e. Commissioner Porrez motions to approve the SSA #25 QTR 1 report as presented, Commissioner Duran Seconds; all approve.
- SSA #25 Decorative Banners Proposal
  - Pride banners – June 2024
  - a. Staff presented the SSA #25 Commissioners with an idea and banner samples to highlight and celebrate Pride Month in June on the 26<sup>th</sup> Street corridor.
  - b. Banners design samples are provided for review.
  - c. Proposal received from Chicago Event Graphics for \$15,081.50 which includes installation of 169 – 72”x30” full-color vinyl banners, installation, and artwork.
  - d. Commissioner Porrez and Duran think the quote is too high.
  - e. Pride banner proposal was not approved.
- Urban Warriors Special Event Proposal
  - a. Urban Warriors Special Event proposal is for a business corridor clean-up in April and August 2024 to enhance aesthetics and cleanliness on the 26<sup>th</sup> Street corridor, making it more inviting to residents and visitors and to engage local youth in community service activities to foster a sense of ownership and pride in their neighborhood.
  - b. Commissioner Porrez mentioned possibly adding the **“Demuestra Tu Cultura, No Tires Basura,”** along with the SSA #25 logo on marketing material and volunteer shirts.
  - c. Blanca to follow up with Urban Warriors on SSA #25 Commissioner request.
  - d. Urban Warriors Special Event proposal request amount is for \$6,000.
  - e. Commissioner Porrez motions to approve the Urban Warriors special event with a disbursement of \$6k Commissioner Duran second; all approve

**OLD BUSINESS:**

- SSA #25 Commissioner renewals updates
  - a. Commissioner Porrez was reappointed by Mayor Brandon Johnson on March 20, 2024.
  - b. Commissioner Moreno Jr. is pending to be presented at the City Council.
  - c. As of 4/16/24, the SSA #25 has two open SSA Commission seats.
  - d. Blanca to continue to follow up with potential SSA #25 applicants for updates.

**MEETING ADJOURNED:**

Commissioner Duran motions to adjourn the SSA #25 Commission meeting at 9:55 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