



## SSA #25 Special Commission Meeting Minutes

April 27, 2023

Zoom: <https://us02web.zoom.us/j/89677428135?pwd=WG5waUkwVHV BdGJ5WXhKZHBuWk4ydz09>

Meeting ID: 896 7742 8135

Passcode: 329379

Dial In # 312- 626- 6799

### 9:00AM

- Welcome and Call Meeting to Order
  - a. Chairman Moreno Jr. calls the meeting to order at 9:09am and reads the following statement.  
**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. SSA #25 Commisisoners present: Mike Moreno, Elena Duran and Richard Juarez Sr.
  - b. SSA #25 Commisisoners absent: Jose Hernandez, Ric Porrez, Claudia Rodriguez, Pascual Villarreal & Francisco Menchaca
  - c. Staff in attendance: Blanca Soto, Sarai Guerrero and Jennifer Aguilar
- Approval of Agenda
  - a. Commisisoner Juarez Sr. motions to approve the agenda as presentes, Commissioner Duran seconds; all approve.
- Public Input (review guidelines for public input below)
  - a. No public in attendance.

### **OLD BUSINESS:**

- SSA #25 2022 Audit – ACTION ITEM
  - Vidal & Associates, Gustavo Vidal
    - a. Gustavo Vidal walks through the SSA #25 2022 financial statements/audit reports with the SSA #25 Commissioners.
    - b. Commisisoner Juarez Sr. ask Mr. Vidal, what is his opinion on what has worked and gone well when it comes to the process and what can be improved.
    - c. Mr. Vidal mentios that the program is running in a very well way. He has no issues or concerns on how the programs are being ran. One issue was the fact that proপর্য taxes were paid late in 2022 and the SSA #25 is not at fault in anyway as those payments are received directly from the City.
    - d. Mr. Vidal mentioned considering late deposits, the SSA #25 did a good job running the programs in 2022, which he was really impressed.
    - c. Mr Vidal asked if we had problems with funding during 2022, Blanca mentioned that her expense tracking log she presents the SSA #25 Commisisoners with every month helped them stay at float and on track with expenses.

- d. Chairman Moreno Jr. mentioned he recalls the SSA #25 received some funding from late collections, but no lacking of funds. A surplus from prior year was used in 2022.
- e. Mr. Vidal asked questions in regarding to EXHIBIT III, 1.01 Website, 1.03 Free Wi-Fi Program, and 1.04 Social Media Outreach. The line items had a budget allocated to them but funds were not used, Blanca explained that these were expenses the Fiscal Agency, Little Village Chamber expenses out since they are shared expenses. The SSA #25 wanted to focus more on making sure their biggest vendor expenses were paid out with funding coming from the tax property payments like Landscaping services and Sidewalk cleaning services.
- f. Line item 7.01 Executive Director has a variance of \$8,612 due to the ED leaving in August 2022, the LVCC did not bill the SSA #25 for those services as the new ED came in February 28, 2023.
- e. Chairman Moreno Jr
- f. Commissioner Juarez Sr. asked Mr. Vidal if there was anything out of the ordinary in process and procedures. Mr. Vidal mentioned no issues or findings were found.
- g. Commissioner Juarez Sr. thanks Mr. Vidal for confirming that great work of Blanca.
- e. Commissioner Duran seconds Commissioner Juarez Sr. comment on the good work on behalf of Blanca.
- f. Mr. Vidal comment that Blanca is very good at her job and working with her makes his job easy
- g. Jennifer Aguilar thanks Blanca for all her great SSA #25 work.
- h. Commissioner Juarez Sr. Motions to approve the SSA #25 2022 audit as presented, Commissioner Duran seconds; all approve.
- i. Mr. Vidal will send all City of Chicago documents needed to submit the SSA #25 2022 audit by 5/1/23
- j. Commissioner Duran asked about approving March's financials, Blanca mentioned they will be presented with April's financials in the May meeting.

Commissioner Juarez Sr. motions to adjourn the meeting at 9:42am, Commissioner Duran 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*