



SSA #25 Commission Meeting Minutes

May 16, 2023

Zoom: <https://us02web.zoom.us/j/89725321990?pwd=eXp0dFB1bGZJQWk0a1M3d1RxcWpvUT09>

Meeting ID: 897 2532 1990

Passcode: 998603

Dial In # 312- 626- 6799

9:00AM

- Welcome and Call Meeting to Order
 - a. Commissioner Juarez Sr. calls the meeting to order at 9:05AM

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. Commissioners in attendance: Elena Durean, Francisco Menchaca, Richard Juarez Sr. and Claudia Rodriguez.
 - b. Commissioners absent: Mike Moreno Jr., Pascual Villarreal, Jose Hernandez and Ric Porrez
 - c. Staff in attendance: Blanca Soto
- Approval of Agenda
 - a. Commissioner Rodriguez motions to approve the meeting agenda as presented, Commissioner Duran seconds; all approve.
- Public Input (review guidelines for public input below)
 - a. No public input in attendance.
- Approval of SSA #25 April 18 & 27/2023meeting minutes
 - a. Commissioner Duran motions to approve the SSA #25 meeting minutes from 4/18 & 4/27, 2023 as presented, Commissioner Rodriguez seconds, all approve.
- SSA #25 March & April 2023 Financial Reports
 - a. As of 4/30/23 \$223,278.00 has been deposited into the SSA #25 Bank Account
 - b. As of 4/30/23 \$44,127.54 has been expensed out
 - c. Commissioner Juarez Sr. asked for an update on the SSA #25 planter containers as he has seen them empty.
 - d. Blanca informs the SSA #25 Commissioner the planter containers are being cleaned out to install the summer display by June 1st.
 - e. Commissioner Juarez Sr. asked if we have location information on the trash receptacles that have been replaced. Blanca responds that she keeps track of the trash receptacles that have been replaced, for example some from Kedzie on 25th & 28th and Pulaski 25th & Lawndale & 24th.
 - f. Commissioner Rodriguez mentioned she will check the trash receptacles on 25th & Kedzie as she believes they need to be replaced.
 - g. Commissioner Juarez Sr. ask the Commissioners present to please keep an eye out for any trash receptacles that need to be replaced when walking/driving through the SSA #25 boundaries.

- h. Commissioner Rodriguez makes a motion to approve the SSA #25 financials as presented, Commissioner Duran seconds; all approve.

NEW BUSINESS:

- SSA #25 QTR 1 Report
 - a. Blanca walks the SSA #25 Commissioners through the SSA #25 QTR 1 report.
 - b. Commissioner Rodriguez motions to approve the SSA #25 QTR 1 report as presented, Commissioner Duran seconds; all approve.
 - c. Blanca asks Commissioner Juarez Sr. if he can please sign the QTR 1 approved report as she needs to submit to the City of Chicago Supplier portal.
 - d. Commissioner Juarez Sr. to print the QTR 1 report, sign and email it to Blanca for submission.

OLD BUSINESS:

- SSA #25 Commissioner committee – Tabled to June
- **Article VII/OFFICERS - Section 1.0 POSITIONS, TERMS:** At its annual meeting each year, the Commission shall elect a President, Vice-President, Secretary and Treasurer; and such other officers as it may deem necessary. Officers shall serve not more than two successive two-year terms.
- **Section 2.0 DUTIES:** The President shall be the chief executive officer of the Commission, shall preside at all regular and special Commission meetings, and shall perform all the usual functions of such office. The Vice President shall assist the President and perform the duties of President in his or her absence or inability to act.
- The Secretary shall assist the President and/or Vice President and perform the duties of President or Vice president in his or her absence or inability to act. Said officer will keep a current, accurate list of all Commissioners and shall also act as clerk at Commissioner meetings and ensure compliance with these By-Laws and the Illinois Open Meetings Act. All books and records not held by the Vice President or Treasurer are to be held by the Secretary.
- The Treasurer shall oversee the budget management and financial records as managed by the Sole Service Provider. The Treasurer shall assist the President and/or Vice President and perform the duties of President or Vice president in his or her absence or inability to act.
- **Section 3.0 VACANCIES:** The Vice President shall act in place of the President in the absence or inability of the President to perform his or her duties for the duration of his or her term.

- SSA #25 Commissioner renewals
 - a. Mike Moreno Jr., Pascual Villarreal, Ric Porrez & Richard Juarez Sr. are up for renewal as of 6/30/23.
 - b. Commissioner Juarez Sr. to complete his SSA application renewal.
 - c. Blanca to check the status on Commissioner Rodriguez renewal application.
 - d. Commissioner Porrez, Villarreal and Moreno Jr. will not be renewing their SSA #25 terms.
 - e. Roberto Arista from Wintrust Bank, Little Village has shown interest on sitting as a SSA #25 Commissioner. Once appointed by the City of Chicago, Ric Porrez will step down.
 - f. Jennifer Magallanes from the City of Chicago confirmed Roberto Arista can apply for the SSA #25 Commissioner seat as long as he owns, rents or works within the SSA #25 boundaries.
 - g. Roberto Arista to be invited to the June SSA #25 Commission meeting to present himself to the entire SSA #25 Commission.
 - h. Blanca informs the SSA #25 Commissioners that the monthly SSA #25 Commission meeting will be moving into in-person meetings. She would like to have the meetings at different business locations.

Commissioner Duran motions to adjourn the SSA #25 5/16/23 Commission meeting at 9:38AM, Commissioner Rodriguez 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*