



SSA #25 Commission Meeting Minutes

Tuesday, May 18, 2021

VIA ZOOM

<https://us02web.zoom.us/j/88453133569?pwd=dFhYeEozM2ZXQXZIS1huSFc2TUFIQT09>

Meeting ID: 884 5313 3569

Passcode: 212337

Dial In # 312. 626.6799

9:00AM

AGENDA

9:00AM

- Welcome and Call Meeting to Order
 - a) Chairman Moreno Jr. called 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: Mike Moreno Jr., Jose Hernandez, Pascual Villarreal, Claudia Rodriguez, Francisco Menchaca, Ric Porrez and Richard Juarez Sr.
 - b) Commissioners absent: Elena Duran
 - c) LVCC Staff in attendance: Blanca Soto
 - d) Public/Guest in attendance: None
- Approval of Agenda
 - a) Commissioner Rodriguez motions to approve the SSA #25, 5/18/21 meeting agenda as presented, Commissioner Menchaca seconds; all approve.
- Approval of SSA #25 April 20, 2021 Meeting Minutes
 - a) Commissioner Rodriguez motions to approve the SSA #25, 4/20/21 meeting minutes as presented, Commissioner Porrez seconds; all approve.
- Approval of SSA #25 April 2021 Financial Reports
 - P&L, Balance Sheet
 - Expense Tracking Budget
 - a) Correction to read approval of SSA #25 April 2021 Financial Reports instead of April 2020.
 - b) As of 4/30/21, \$40,421.28 has been expensed out
 - c) As of 4/30/21, \$122,638.27 has been deposited into the SSA #25 bank account
 - d) Chairman asked for clarification of a \$78.00 expense on item #6.12 Banking Fees: Expense was for a bank service fee of re – order of check books for the SSA #25 bank account.
 - e) Commissioner Juarez Sr. motions to approve SSA #25 April 2021 financials, Commissioner Porrez seconds; all approve.

NEW BUSINESS:

- SSA #25 Holiday Street Pole Decorations – ACTION ITEM
 - McFarlene Douglas
 - a) McFarlene Douglas proposed 9’x14” artificial garlands with 14”x 28” tail red bow on 60 street poles for the 26th street corridor with installation/removal cost at \$8,872.00.
 - b) Installation of decorations will be the week of Thanksgiving (November 11th – 25th); removal will be the second week of January 2022.
 - Corisco Construction
 - a) Corisco Construction proposed 9’x14” artificial garlands with 6”x 9’ tail red bow on 164 street poles on the 26th street corridor and two 5’H Angel stand with white clear lights, one for each side of the LV Arch on 26th Albany. Proposal cost at \$16,988.00
 - b) Installation of decorations will be the third or fourth week of November 2021 and removal till take place the first week of January 2022.
 - Chicago Event Graphics
 - a) Chicago Event Graphics proposed 165 – 4.5’ pole mount wreaths with a 2-24” vinyl red bow, unlighted. Frame of wreath is 42” with the weight of 32lbs. included a 6 year warranty on garland and frames, brackets included. Proposal at \$59,895.00 (\$363.00 each wreath).
 - b) Chiago Event Graphics proposed 165 – 20’ green artificial branch garland unlighted at \$102.50 per pole, total of \$16,912.50. 330 – 18” red vinyl bows @\$42.40 each (\$13,992.00) or 330 -18 “ Premiere red bows @ \$74.50 each (\$24,585.00)
 - c) Total cost not including tax and shipping is TBD.
 - d) Chicago Event Graphics quotes are too high for the SSA #25 budget.
 - e) Line Item 1.06 Holiday Decorations has a budget of \$32,140.00. Funds are reserved for Mc Farlene Dounglas from prior Commissioner approval in the amount of \$25,820.00, leaving an available balance of \$6,320.00 for other Holiday decorations.
 - f) SSA #25 Commissioners would need move funds from a budget line item to line item #1.06 to be able to move forward with the additional Holiday decorations on the business corridor.
 - g) Blanca Soto suggests getting another quote from a different vendor.
 - h) Commissioner Porrez mentioned Corisco Construction is giving a price of \$96.00 per pole for 165 poles, VS. McFarlene Douglass pricing of \$133.00 per pole for only 60 poles.
 - i) Chairman Monero Jr. would like to get a quote from Corisco Construction for half of the 165 light poles (82 poles).
 - j) Chairman Moreno Jr. suggest to possible move available funds from line item #4.06 Strategic Planning to 1.06 Holiday Decoration. To be discussed in June’s meeting.
 - k) Blanca Soto suggest to look at other line items where funding might be available, for example line #5.01 Public Way Survelliane (\$10k) available. \$5k can possibly be moved to line item #1.06 Holiday Decorations. To be discussed in June’s meeting.
 - l) Commissioner Rodriguez suggests having Corisco Construction provide Holiday decoration images to have a better visual on the revised proposal. Also mentioned that Mc Farlene Douglas quote is a bit high just to decorate 60 poles.
 - m) Chairman Juarez Sr. suggests that Corisco Construction includes any installation/removal fees on his revised proposal.
 - n) Blanca Soto to follow up with Corisco Construction on revised proposal for decoration of 82 poles.
 - o) Due to the pandemic, we have seen an increase on product pricing.
 - p) Holiday Decorations proposal’s to be tabled to June’s SSA #25 Commission meeting.

OLD BUSINESS

- SSA #25 2021 Special Event Proposals
 - a) Three special event proposals were received: Little Village Community Council, Un Nuevo Despertar and La Villita Community Market.
 - b) All three events don't have a final event date and are missing permits/COI for their events.
 - c) Blanca suggests that the SSA #25 accept special event proposals throughout the year. This will help organizations submit their proposal with all required supported documents.
 - d) The Little Village Community Council will submit their Day of The Dead event proposal in August 2021.
 - e) La Villita Community Market will submit their proposal in June/July 2021. They still need to confirm event dates, permits and insurance.
 - f) Un Nuevo Despertar needs to submit a permit request and budget. They will submit by June 2021.
 - g) Chairman Moreno Jr. agrees that we should accept Special Events proposals throughout the year, Commissioner Rodriguez also agrees with Chairman Moreno Jr.
- SSA #25 Commissioner Renewal Updates
 - a) Commissioner Villarreal was reappointed as a member of Special Service Area #25 by Mayor Lori Lightfoot on April 21, 2021; his term has been extended to June 30, 2023.
 - b) Commissioner Juarez Sr. has his reappointment hearing today, 5/15/21 at 2:00PM
 - c) Commissioner Manchaca's renewal application has been submitted and currently in process.
- SSA #25 Landscaping Services Update
 - a. 180 planters have been cleaned out and flowers are scheduled to be installed on May 25, 2021.
 - b. Commissioner Juarez Sr. suggest to possible looking into having the SSA #25 purchase new planter containers in 2022/2023 as he would like to see something more attractive in our Community as he has seen in other communities. He understand it will be pricy but he would like to see a change in the corridor
 - c. Chairman Moreno Jr. suggests possibly selling the current planters (180 planters) to be able to purchase new ones.
 - d. Blanca Soto suggested checking with the City of Chicago because since the planter containers were originally purchased with SSA #25 funding, the containers belong to the City of Chicago. Blanca to follow up with Farid at the City of Chicago for clarification.
 - e. Commissioner Rodriguez mentioned she likes the old/vintage look the current planter/containers have, she thinks the painting/wrapping is a good idea. She doesn't dislike the current container but is also open to other suggestions.
 - f. Blanca Soto mentioned a few years ago the SSA #25 Commissioners had suggested to wrap the containers with some cultural images, due to the material of the containers it's been difficult to find a company that can wrap them.
 - g. Commissioner Juarez Sr. would like to see new/modern containers instead of painting/wrapping them.
 - h. Chairman Moreno Jr. suggests to possibly sanding the containers down to have a smooth surface for future art work installation as an option.
 - i. Blanca Soto to look into a quote on sanding down the containers.
 - j. SSA #25 Commissioners would like to start looking into pricing for new containers for 2022/2023.

- Public Input
 - a. No public input.

Meeting adjourned: Commissioner Juarez Sr. motions to adjourn the SSA #25 Commission meeting at 9:37AM, Commissioner Rodriguez Seconds; all approve.