



SSA #25 Commission Meeting Minutes
May 21, 2024 at 9:00 AM
La Justicia Restaurant
3901 W 26th Street, Chicago, IL. 60623

- Welcome and Call Meeting to Order
 - a. Commissioner Moreno called the meeting to order at 9:16 am
- SSA #25 Commissioner Roll Call
 - a. Commissioners in attendance: Elena Duran, Claudia Rodriguez, and Mike Moreno Jr.
 - b. Commissioners absent: Ric Porrez
 - c. Commissioners excused: Richard Juarez Sr.
 - d. Staff in attendance: Jennifer Aguilar, Veronica Peña and Blanca Soto
- Approval of Agenda
 - a. Commissioner Duran motions to approve the meeting agenda as presented, Commissioner Rodriguez seconds; all approve.
- Public Input (review guidelines for public input below)
 - a. No public input
- Approval of SSA #25 April 16 2024 and April 24, 2024 Meeting Minutes
 - a. Commissioner Rodriguez motions to approve the April 16, 2024, and the April 24, 2024 meeting minutes as presented, Commissioner Duran seconds; all approve.
- SSA #25 Commission Meeting Attendance Tracking Log
 - a. Commissioner Rodriguez, 2 attended, 2 excused & 1 unexcused
 - b. Commissioner Duran, 4 attended & 1 excused
 - c. Commissioner Moreno Jr., 3 attended and 2 excused
 - d. Commissioner Porrez, 5 attended and 1 unexcused
 - e. Chairman Juarez Sr., 5 attended and 1 excused and 1 excused
- SSA #25 April 2024 Financial Reports/Reconciliation Report
 - a. As of 4/30/2024 \$177,278.61 has been deposited into the SSA #25 bank account.
 - b. As of 4/30/2024 \$62,897.51 has been expensed out.
 - c. SSA #25 bank account was reconciled on May 2, 2024.
 - d. Blanca informs the SSA #25 Commissioners that she connected with Mark Roschen, Assistant Commissioner/SSA Program in regards to the extra funding from prior years in the SSA #25 and how can the SSA #25 use the funding for services within the SSA #25 boundaries.

- e. Mark Roschen explained that SSA #25 is allowed to spend up to 25% of the previous year's budget total as a carryover. For example, for the 2025 budget planning, SSA #25 can allocate up to \$94,394 of those particular funds in the bank account.
 - f. Blanca mentioned that there are three particular items that have high price increases and will mention to the SSA #25 Commissioners on where the carryover amounts can be allocated. 2.02 Landscaping, 2.05 Streetscape Elements and 2.08 Sidewalk Maintenance.
- SSA #25 Payment Disbursement
 - a. Blanca presented the SSA #25 Commissioners with a list of 2 checks to be disbursed.
 - b. Commissioner Duran motion to approve the disbursement of SSA #25 payment checks, Commissioner Rodriguez seconds; all approve.

NEW BUSINESS:

- SSA #25 Trash Receptacles Proposal
 - a. Corisco Construction submitted a proposal to remove, refurbish/paint, and reinstall a total of 122 trash receptacles at a total cost of \$72,590.00.
 - b. Blanca informs the SSA #25 Commissioners that only \$15k is allocated to line item 2.05 Streetscape Elements.
 - c. Commissioner Moreno suggested breaking the project into a three-year plan to make the cost a more manageable.
 - d. Blanca suggested shifting a total of \$20k in funds from line item # 1.05/Decorative Banners for \$10k and line item # 1.06/Holiday Decorations for \$10k to be shifted to line item # 2.05 Streetscape Elements to be able to refurbish at least half of the trash receptacles with the current budget of \$15k and refurbish the other half in 2025 with the new budget.
 - e. Both Commissioner Moreno and Commissioner Rodriguez noted that a topic for another day is adding more trash receptacles to areas that are missing them.
 - f. Commissioner Moreno motions to shift \$10k from line item # 1.05/Decorative Banners and \$10k from line item # 1.06/Holiday Decorations over to line item # 2.05 Streetscape Elements, totaling \$35k total for 2024's budget and accepting Corisco Constructions proposal to be able to replace/refurbish trash receptacles in 2024 and 2025 for the complete proposal of \$ 72,590.00 Commissioner Duran seconds; all approve.
 - g. Blanca to connect with Corisco Construction on the decision of the SSA #25 and start refurbishing the trash receptacles along the 26th Street corridor first.
- SSA #25 Trolley Proposal
 - a. Pontarelli Companies submitted a proposal for \$18,144.00 which will cover the following dates: November 30 & 31, December 7, 8, 14, 15, 21, and 22 of 2024 (total of 8 weekend days). The trolley will drive up and down the 26th Street business corridor offering free rides to the public to highlight shopping local and to support small businesses during the Holiday Season. The time will be from 11 am to 6 pm. The trolley will be decorated for the Holiday and there is possible room to have a SSA #25 banner/sign on the trolley.
 - b. Current shuttle bus budget is \$20k.
 - c. Commissioner Moreno Jr. believes that lights around the outside of the trolley will be more appealing and would like to know if that is an option. Staff will ask the Pontarelli company and get back with an answer.

- d. Commissioner Duran motions to accept the Pontarelli Company trolley proposal, Commissioner Rodriguez seconds; all approve.

OLD BUSINESS:

- SSA #25 Commissioner renewals updates
 - a. Commissioner Moreno Jr. will be presented to the council in May 2024.
- Vidal & Associates SSA #25 2023 Audit Letter
 - a. Mr. Vidal provided a copy of the SSA #25 Audit letter submitted with the cash balance notation per the SSA #25 Audit meeting as a finding issue.
- Urban Warriors Event Update
 - a. Urban Warriors flyer has been shared on social media outlets and are currently looking for volunteers for the event.
 - b. The event is set to take place on Wednesday, June 12, 2024, at 8am, starting at the LVCC/SSA #25 office location.

MEETING ADJOURNED:

Commissioner Duran motions to adjourn the SSA #25 Commission meeting at 9:44 am, 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 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