



SSA #25 Commission Meeting Minutes

September 25, 2025

LV Chamber of Commerce Office

3610 W 26th Street, 2nd Floor. Chicago, IL 60623

9:00 AM

- Welcome and Call Meeting to Order
 - a. Chairman Juarez Sr. called the meeting to order at 9:20 AM
- SSA #25 Commissioner Roll Call
 - a. Commissioners in attendance: Richard Juarez Sr., Mike Moreno Jr., Ric Porrez, and Hugo Avila.
 - b. Commissioners Excused: Elena Duran and Claudia Rodriguez
 - c. Staff in attendance: Veronica Peña and Blanca Soto
- Approval of Agenda
 - a. Commissioner Moreno motions to approve the meeting agenda as presented, Commissioner Porrez Seconds; all approved.
- Public Input (review guidelines for public input below)
 - a. No public in attendance.
- Approval of SSA #25 August 19 & 28 2025 Meeting Minutes
 - a. Commissioner Porrez motions to approve the meeting minutes as presented, Commissioner Avila Seconds; all approve.
- SSA #25 August 2025 Financial Reports
 - a. As of 8/31/2025, \$197,350.03 has been received in Property Tax Revenue in the SSA #25 bank account.
 - b. As of 8/31/2025, \$231,631.17 has been expensed out.
 - c. Commissioner Avila asked Blanca if she could confirm that the SSA #25 has enough reserved funds in the bank account to cover upcoming expenses. Blanca affirms that the SSA #25 has enough reserved funds.
- SSA #25 Payment Disbursement
 - a. Blanca presented the list of check disbursements to the SSA #25 Commissioners, a total of 2 checks.
 - b. Blanca informs the SSA #25 Commissioners that the current decorative SSA #25 Mexican Flag banners will not be able to be used moving forward on the street poles due to the City of Chicago Banner Program rules #13, which states: An application for a banner that includes a flag or the image of a flag will only be approved if the flag is either the American Flag or the City of Chicago Flag. No other flags or images of flags are permitted.
 - c. Chairman Juarez requests to see what other SSAs are doing with their specific decorative banner flags, and see what we can come up with for next year.
 - d. Commissioner Avila motions to approve the disbursement of payment checks Blanca mentioned, Commissioner Porrez seconds; all approve.

OLD BUSINESS:

- SSA #25 Commissioner renewal updates
 - a. Commissioner Rodriguez was reappointed on 9/23/2025

- b. Hugo Avila was appointed on 9/23/2025. SSA #25 Commissioners congratulate and welcome Hugo Avila to the Commission.
- c. Blanca provided the SSA #25 Commissioner with a Holiday Tree decorations proposal received last-minute by Landscape Concepts. The Proposal presented is to decorate the holiday tree at the Manuel Perez Memorial Plaza with mixed color ornaments, bows, and ribbons. Fee includes ornament installation and removal. Total proposal cost is \$5k.
- d. The SSA #25 Commissioners would like to table the landscape Concepts proposal till October's SSA #25 Commission meeting.
- e. Blanca will reach out to Laura Nuñez at Villarte and extend an invite to the next SSA #25 Commission meeting to provide the SSA #25 Commissioners with an update on the Day of the Dead Altar & Art event in Little Village.
- f. Blanca mentioned that Veronica and she will provide the SSA #25 Commissioners with an update on the SSA #25 Holiday Trolley at the next SSA #25 meeting, as they have a meeting scheduled to talk about the planning.

NEW BUSINESS:

- Commissioner Porrez suggests updating the SSA marketing material in order to provide an indepth understanding the work the SSA does.
- Commissioner Porrez suggest including the mission of the SSA #25, any parade statistics, information on the holiday trolley, recycled garbage per year, any SSA #25 recognitions, and other items that show the work of the SSA #25.
- Commisisoner Moreno agreed and mentioned how this could help explain how that funding is being returned right back to the community.
- Blanca will touch base with Juan Carlos, the Marketing consultant, and will present any new material for review.

Meeting Adjourned:

Commissioner Moreno Jr. Motions to adjourn the meeting at 10:00 am, Commissioner Avila 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