

**Tuesday, January 20<sup>th</sup> 2025 – 4:30pm  
Uptown United Office  
4619 North Broadway**

Commissioners Present: Terry Tuohy (*Chair*), Matthew Ruffi (*Treasurer*),  
Noreen Keeney (*Secretary*), Kelly Cheng, Rosa Gamboa,  
Dominic Irpino, Andrew Pillman, Lesley Showers,  
Commissioners Absent: Patti Hutzel (*Vice-Chair*), Todd Allen Israel, Nick Pinto  
Karl Sullivan  
Others in Attendance: Justin Weidl, Sarah Wilson, Ariel Wynne

**1. Welcome and Call to Order**

a. Ruffi called meeting to order at 4:41pm.

**2. Public Input**

a. Ariel Wynne introduced herself and shared about her Vacant Storefront Activation application.

**3. Approval of Minutes**

On acceptance of minutes for the below meeting:

*Motion to accept December 16<sup>th</sup> minutes:*

<b>Motion:</b> Ruffi	<b>Second:</b> Cheng	
<b>VOTE:</b> Approve – All	Oppose – None	<b>Motion Passes</b>

**4. Budget and Financial Report**

a. Weidl presented a financial report.  
i. Cook County has started to distribute the 2025 2<sup>nd</sup> installment payments.

**5. 2025 Budget Modification**

a. Weidl presented a Budget Modification that would adjust the 6.0 and 7.0 line items to accurately reflect the actual administrative costs that were incurred during 2025.

*Motion to approve Budget Modification:*

<b>Motion:</b> Tuohy	<b>Second:</b> Ruffi	
<b>VOTE:</b> Approve – All	Oppose – None	<b>Motion Passes</b>

**6. Security Rebate Program**

a. Weidl presented a rebate application from G&S Supermarket.  
i. Applicant has not followed receipt agreement from 2024 rebate.  
ii. Weidl to discuss receipt agreement and opportunity to re-apply in February.

**7. Six (6) Additional Trash Cans**

a. Weidl presented a contract amendment for Terrace to maintain six (6) additional trash cans.

*Motion to approve contract amendment:*

<b>Motion:</b> Cheng	<b>Second:</b> Ruffi	
<b>VOTE:</b> Approve – All	Oppose – None	<b>Motion Passes</b>





**8. Strategic Communications Plan**

- a. Weidl presented a draft RFP for a Strategic Communications Plan.
  - i. Weidl to release RFP on February 1<sup>st</sup>. Commissioners must provide comments by then.

**9. Buena Circle Park Master Plan**

- a. Weidl presented a \$5,000 request from the Buena Circle Park Advisory Council to fund a master plan of Buena Circle and Challenger Parks.

*Motion to approve \$5,000 of funding for a Buena Circle and Challenger Parks Master Plan.*

<b>Motion:</b>	Irpino	<b>Second:</b>	Cheng
<b>VOTE:</b>	Approve – All	<b>Oppose –</b>	None

**Motion Passes**

**10. Vacant Storefront Activation**

- a. Weidl presented a Vacant Storefront Activation Program application from Ariel Wynne of Ground Floor Physical Therapy. The business has been operating out of a suite at 4711 North Broadway since 2022. With a need to expand and to increase visibility the vacant storefront at 1150 W Leland Avenue was targeted. Being vacant for nearly 10 years, the storefront requires build out and enhancement. There are many additional expenses related to the business occupying a storefront as opposed to a suite or upper floor office space.

*Motion to approve 50% rent rebate for February – December 2026 up to \$1,345.37 a month or \$14,799.13 for 11 months.*

<b>Motion:</b>	Keeney	<b>Second:</b>	Cheng
<b>VOTE:</b>	Approve – All	<b>Oppose –</b>	None

**Motion Passes**

**11. Next SSA Commission Meeting**

- a. Tuesday, February 17<sup>th</sup>, 2026

**12. Adjournment**

*Meeting adjourned at 5:49pm.*

**Minutes Submitted By:** Justin Weidl, *Director of Neighborhood Services*

