

Howard Street & Jarvis Square Special Service Area #19  
Factory Theater -1623 W. Howard St  
Wednesday, May 15, 2024 at 9 am



Commissioners present: Tim Amos, Jessie Eisner-Kleye Dave Skora,  
Charlotte Walters, Renee Labrana

Others present: Cindy Plante, RPBA

**1. Call to order**

Meeting was called to order at 9:05

**2. Public comment**

Cindy still hasn't gotten a post-event report from A Just Harvest about Carnival, but has sent them a few reminders that it is due.

Renee is planning for this year's Truckin' on Jarvis festival for July 20th and is waiting for permits to be approved.

**3. Approve meeting minutes from April 2024**

Tim moved approval, Jessie seconded.

Approved 4-0.

**4. Financial update**

Cindy shared updates on financials, which were emailed around to commissioners. There's not much change compared to last month. As far as we know, 2nd installment tax bills will be due at the usual time (August). We'll continue to try and keep spending below what's in budget, both to account for not getting the full amount and to hopefully start building a cushion.

**5. 2025 budget brainstorming**

**a. maintenance crew pay raises**

Cindy reported that all the RPBA SSAs are being asked about budgeting for maintenance crew pay hikes - the hope is that we'll budget to give people a raise after 6 months on the job in an effort to help reduce turnover.

Renee asked about filling an assistant manager position to supervise the crew on days Brandon isn't working - Cindy reported that this position was actually filled a while back;

Tim Williams supervises the crew in Brandon's absence. David asked about mowing and weeds on the Howard/Ashland lot - Cindy reported that Tim usually does the mowing there, and Patch landscaping is going to be doing tree pit weeding the first week of June. Charlotte said she'd spoken to some of the guys and one of their frustrations has been not enough hours - she proposed creating longer shifts.

Commissioners are generally in favor of including a pay raise for the crew in the 2025 budget - Cindy will include this in the draft budget for next meeting.

**b. snow contract**

Cindy has requested per-push pricing info for snow season - we don't have numbers yet but should have them by next meeting.

**c. other ideas**

David proposed limiting the criminal damage rebate program in anticipation of increased demand due to an increase in burglaries on the north side. Cindy reported that this hasn't been a huge area of spending - not everybody who's eligible submits an application, and they haven't been particularly large amounts; so far this year Charmers has been the only one, last year there were only two.

Jessie asked about security shutter recommendations for historic building facades.

Cindy will send around a link to the design guideline document, but generally the recommendation is for roll down shutters to be installed on the inside of the glass - P&J Footwear and the currently-vacant 1609 W. Howard space are currently set up this way. Charlotte asked about powerwashing. Cindy said that we included it in budget but didn't actually do it last year because of the property tax delay leaving us without the money to do it, so we didn't move forward on a contract for it since there was no funding. We'll include it in budget again for 2025. Charlotte would like to see at least some sidewalk powerwashing done before Chalk Fest.

Charlotte asked about replacing banners. Cindy has been in contact with the vendor to order them - we should be getting proofs from them soon. All the closed and relocated

businesses will be out of the rotation, and the remaining businesses will get 1-2 additional banners to fill in gaps.

Charlotte asked about having the tree lights put up earlier in the year and leaving them up for longer. Renee mentioned that we're not allowed to leave the lights up year round because of tree health - they have to be taken down in spring. Cindy agreed, but mentioned that Jarvis has had lights up starting in June in previous years - we could ask Scott to do the same on Howard. Cindy will reach out to Scott to ask about pricing and timing. Charlotte mentioned that she has also been calling CDOT about the poles between Damen and Ridge where we haven't been able to get lights to work in the past. They insist that they've been out and everything is working, but there may be a misunderstanding here since the street lights themselves are indeed working, but that was never the problem - the problem has been that the receptacles on those street lights haven't been working. Cindy will ask Scott about testing these. Cindy says we'll also need to work Jarvis lights and events into the SSA budget for 2025 because the alfresco grant funding that's been paying for these things the last few years is over.

## **6. BIP Applications**

Cindy reported that while Badou is now open in the new space on Howard, he still wasn't ready to submit his BIP application this month.

## **7. Chalk Howard Street Volunteering**

Cindy reminded commissioners that the event is scheduled for August 24 from 10am-8pm - we'd like to have commissioners commit to signing up for a 2 hour shift helping out at the RPBA tent during the day of the event.

## **8. Rescheduling June meeting**

Cindy proposed moving the June meeting to 6/12 since the 3rd Wednesday of the month falls on the Juneteenth holiday.

Commissioners agreed - Cindy will send around an updated calendar invite.

## **9. 2024 key dates**

Cindy reminded commissioners that we have to shift the July meeting earlier in the month to meet the City's deadline for 2025 budgets being voted on by 7/15. Also there's a beat meeting tonight at Willye White at 7 - Cindy plans to attend but may be late because she'll be coming straight from another meeting.

## **10. Adjournment**

Meeting adjourned at 9:55am.

Next SSA Commissioners Meeting: Wednesday, June 12, Factory Theater. 9am.