

Howard Street & Jarvis Square Special Service Area #19  
Factory Theater - 1623 W. Howard St  
Wednesday, November 19, 2025 at 9 am  
Meeting Agenda



**Members present:** Charlotte Walters, Tim Amos, Jenni Smith, David Skora,

**Others present:** Cindy Plante, RPBA; Zach Joseph, 49th Ward

1. **Call to order**

A quorum being present, the meeting was called to order at 9:17am

2. **Public comment**

Charlotte observed that the loitering and outdoor drug use has shifted from our side of the street to the Evanston side now that CPD has been maintaining a more consistent presence on Howard, and she's been calling the Evanston police about it but has been unimpressed with the response or lack thereof. Cindy will add this to the agenda for the next meeting with Evanston.

Dave added that at last year's meeting with the 24th district commander, they said they were collaborating with the Evanston Police on Howard Street issues. Dave and Cindy attended the annual police strategic planning meeting yesterday and pushed them to continue to include Howard Street as a priority.

Charlotte added that there's a new homeless encampment on Juneway along the cemetery wall near the public storage. There's a lot of tents there now. Zach wasn't aware of this. Cindy asked if this is in Triangle Park? Charlotte said yes, it's Triangle Park; Zach said that yes, they actually were aware of the Triangle Park encampment and have been in contact with CPD and the park district about it.

Dave brought up that there's a community meeting tonight regarding a proposed apartment development for the Beachview Liquors site, which is outside but adjacent to the SSA. Cindy reported that the developers presented the proposal to the RPBA board earlier this week; they're proposing 44 units, all affordable housing at 30% and 60% AMI. It's mostly 2 and 3 bedroom units. Since the proposed building is only 5 stories, they don't need a zoning change; the community meeting is happening because they do have to comply with the lakefront protection ordinance. Even though the zoning doesn't require that they include on-site parking,

they are including 13 parking spaces on the property. The meeting tonight is at 6 on zoom.

Zach added that all the information about the proposed building and the community meeting is on the 49th ward website; they'll be posting a video of the meeting afterwards.

### **3. Approve meeting minutes from October 2025**

Charlotte moved to approve. Jenni asked to clarify that when she said Jarvis could pay for the lights, it wasn't for 100% of the lights, but to add in funding to do additional trees.

Charlotte feels that we should issue an RFP for a new vendor for tree lighting, because of the expense. \$12,000 for Jarvis and \$22,000 for Howard when it's more trees.

Cindy will look into this, last time we bid it we didn't get many responses. A big part of it is labor, truck expenses, and how they're wrapping the trees. Annual increases because more lights are needed to account for tree growth.

Jenni moved to approve the minutes as amended. Tim seconded.

Approved 4-0.

David has requested that we ask the vendor for an explanation of why it's so expensive - specific reasons, like wiring, labor, lights, cost per tree.

### **4. 2025 YTD Financials update**

The SSA is in the hole to the tune of about \$22,000 as of October 31. EAV did increase though, so we don't have to worry about exceeding the tax cap.

### **5. Shop Jarvis Square sponsorship request**

Cindy agreed to keep this on the agenda, the request is only about \$1,000 but Sandi and our accountant have advised that we not approve it because of the financial limitations.; we have other vendors that already have contracts that we're not currently able to pay. Jenni asked if there's any possibility it could be conditionally approved as a potential reimbursement at the end of the year when money comes in.

Cindy isn't sure that this is something we can actually do; even though property tax bills have gone out we don't know that we'll get the full amount - last year we didn't. David asked to ask DPD if we can do this given the difficulty all SSAs are having with property taxes being delayed.

Cindy asked Jenni if they've been able to find any sponsors for the event like they did for Halloween. Jenni says they haven't but could.

## **6. Crew update**

Cindy reported that Brandon is still on medical leave and we're not sure exactly when he'll be back. In the meantime, Tim Williams will be supervising the crew. He's not able to work 7 days a week, so the crew won't be out on Mondays or Tuesdays for the time being.

## **7. 2026 meeting calendar**

Tim moved to approve continuing to meet monthly on the Third Wednesday at 9am; Charlotte seconded.

Approved 4-0

## **8. Public Way & One Howard updates**

### **a. Willye White Trunk or Treat**

Cindy reported that the event had good attendance but to be moved indoors at the last minute due to ICE activity in the area.

### **b. Intersection art project**

Cindy reported that CDOT signed off on the design for Paulina so we're working on permits now and planning to schedule installation in 2026.

Since we're unable to do intersection art on Rogers/Greenview due to the IDOT right-of-way, we're shifting to Clark Street instead.

Dave asked if staff have talked with IDOT and CDOT about an interjurisdictional transfer.

Cindy has spoken with CDOT about this and it was a no; it's not a big enough project to warrant the time and expense of going through the transfer process, so the city wasn't willing to do it.

Dave asked if we can involve state legislators to propose legislation to get IDOT to allow decorative intersections and repair the pavement.

Zach will talk to Rep. Cassidy about this.

### **c. Viaduct lighting**

Cindy and David joined a meeting with Evanston regarding the viaduct lighting project.

They're adding gobos to create dimensions to the light design in addition to the color, and colors could be able to be changed or rotated seasonally.

David remains concerned that there's not as much going on at the Howard CTA station.

Cindy acknowledged this concern but thinks they may be hedging while they sort out what CTA will allow the city to install. They're still aiming to install in 2026 because there's a deadline to use the funding for this project.

## **9. Adjournment**

Meeting adjourned at 10:09am

Next SSA Commissioners Meeting: All-SSA annual meeting: Thursday, December 11 (location TBD in SSA43)