

Howard Street & Jarvis Square Special Service Area #19  
Factory Theater -1623 W. Howard St  
Wednesday, March 18, 2026 at 9 am  
Meeting minutes



Members present: Jenni Smith, Tim Amos, Dave Skora

Members absent: Charlotte Walters

Others present: Cindy Plante, RPBA  
Zach Joseph, 49th ward  
Jason Kaiser, Howard & Evanston Community Center  
(prospective commissioner)

**1. Call to order**

Meeting called to order at 9:08

**2. Public comment**

Tim asked about the new juice bar taking over the former Howard Street Brewing space. Neither Cindy nor Zach has heard anything about this recently. Cindy was aware of the project based on a conversation with the real estate broker but doesn't have contact info for the new business. Zach asked about the Chicago Refugee Coalition daycare. Cindy has a contact but hasn't heard anything in a while. Jason has been in contact with their board, and can follow up.

**3. Approve meeting minutes from last meeting**

Jenni moved to approve the minutes. Tim seconded.

Approved 3-0.

**4. 2025 YTD & 2026 Financials update**

Cindy provided a summary of the financials which were shared with commissioners via email. SSA19 currently has a positive account balance and took in 43.8 percent of last year's approved levy. This year's first installment property tax bills are due soon. Next month's meeting will include the annual audit presentation, which will be done by a new audit firm this year.

**5. Currency Exchange Criminal Damage Repair Rebate Request - \$1200**

Cindy provided a summary of the request and the preceding incident. Jason asked how many such requests the budget could potentially fund, as Howard & Evanston Community Center had to replace windows from another more recent shooting incident. Cindy pointed to the fy26

budget, which has \$12,000 total for both this program and facade rebates, how many we can fund depends how many people apply and whether we get the full levy. Howard & Evanston community center would be eligible for replacing damaged windows from the second incident and would need to submit a police report, photos, and receipts from the window repair work. Tim moved approval of the request from the currency exchange. Jenni seconded.

Approved 3-0.

#### **6. Jarvis Egg Hunt Sponsorship Request - \$535**

Cindy presented the request from the team organizing the event - they're requesting \$300 for a live music performer and \$235 for eggs and candy for the easter egg hunt. SSA19 sponsored this event last year for a similar amount.

Zach asked if there is a promotional flyer available for this yet. Cindy will forward it after the meeting and it's being included in the RPBA newsletter.

Dave moved approval of the request. Tim seconded

Approved 3-0.

#### **7. Jarvis landscaping**

Cindy presented the request - Jarvis businesses have asked to remove two of the large planters to create more space for events on Jarvis. This will bring down the annual cost of landscaping - we'd been paying \$10-11,000 annually for plantings and maintenance, removing the two planters brings the cost down to about \$8700 for the year.

Dave asked about repurposing the materials. Jenni and Cindy have gotten requests from the community garden group and others for the soil and leftover wood. Jenni is also planning to repurpose some of the soil for barrel planters relocated from Glenwood being added to Jarvis as additional vehicle barricades.

Dave moved to approve the landscaping project; Tim seconded

Approved, 3-0.

#### **8. Social media maintenance & photography**

Cindy shared that the RFP for social media maintenance is live for both our social media as well as the SSA for the Evanston side of the street. The submission deadline is this Friday, 3/20 and we've received two proposals as of today.

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

### **a. Chalk Howard Street**

Cindy shared that we are planning to move forward and have signed a contract with Criterion Events for Chalk Howard Street 2026. The plan is to use grant funding rather than SSA dollars for this year. The event date is August 22. We're also hoping to involve the Evanston SSA in some capacity.

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

Cindy got back the drawings and updated pricing for installation of the intersection art at Clark Street and Paulina, and the estimates are significantly higher than what was budgeted for under the grant work plan, so we may have to pause the project, drop one intersection, or seek additional funding sources. Cindy has asked the City of Evanston if they're able to contribute for Clark Street and they're going to look into it.

### **c. Metra mural**

RPBA and the City of Evanston have reached out to Metra about restoring the existing mural on the south side of the viaduct and potentially installing new artwork on the northern side. This is in addition to the viaduct lighting project that Evanston is working on.

### **d. Kiosks**

Cindy shared that the installation estimates for the wayfinding kiosks have also come back higher than expected, at \$66,000 for fabrication and installation of two kiosks, so we may have to drop one or put this off too. If we opt to do one kiosk, we would prioritize installing it near the CTA station.

## **10. Adjournment**

Jason shared that the HECC program showcase is scheduled for 6/11 and a save the date will be coming soon.

Cindy shared that there is a beat meeting scheduled for tonight at 7 at Willye White and plans to attend given the recent shooting incidents..

Meeting adjourned at 10:01

Next SSA Commissioners Meeting: Wednesday, April 15, 2026