

East Sprague Business Improvement District

Advisory Board Meeting

November 16, 2016

12:00pm - 1:30pm

SPRAGUE UNION TERRACE (1420 E SPRAGUE AVE) COMMUNITY ROOM

MINUTES - APPROVED

Attendance

Advisory Board Members present: Jim Hanley (Zone 1, Business/Property Owner), Darryl Reber (Zone 1, Non-Profit & Residential), LaVerne Biel (Zone 1, Business/Property Owner), Bob Mauk (Zone ,1 Business/Property Owner), Tara Brown (ESBA President) on phone.

City of Spokane Staff present: Boris Borisov, Mellissa Owen, Councilman Mike Fagen

Guests and community partners present: Dana Reinke (Creative Catch Studio)

Doug Schroeder (Resident)

Absent - Jim Orovic (Zone 3 Rep for Business/Property Owner)

Welcome and Introductions:

Motion to approve minutes from the October 26, 2016 meeting:

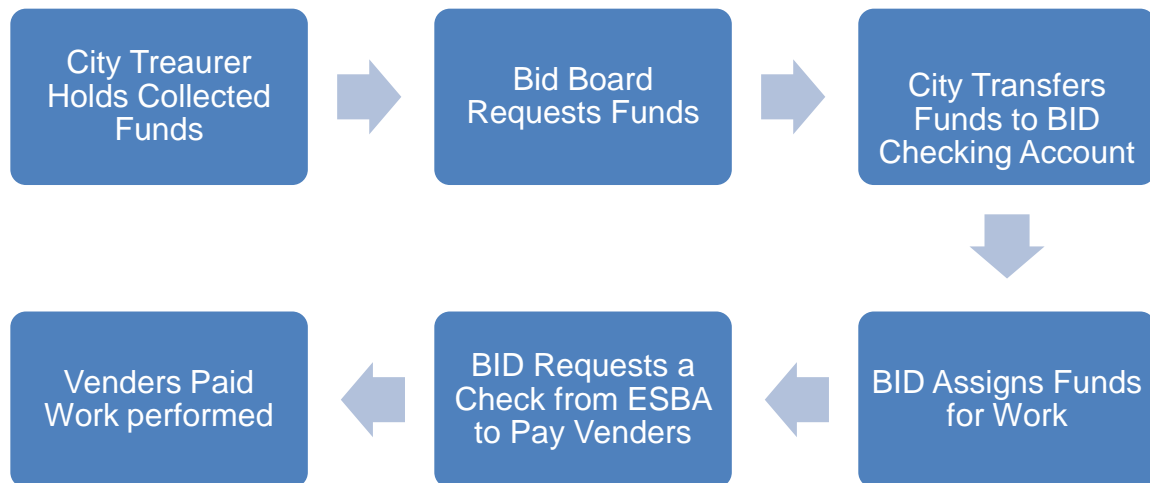
Motion made and approved

Discussion Items:

1. Contract and BID Fund Update

- a. Boris presented a draft invoice that can be used to acquire funds from the city treasurer.
 - b. A separate checking account will need to be established for use by the BID. The tax identification number used by ESBA will be used to establish the account, but the funds will be held separate from any ESBA funds.
 - c. Tara Brown (ESBA President) is the contract administrator for the BID and will be the signer on the BID payments with Darryl Reber (BID Treasurer).
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The Funding Process:



2. Funds and Utilization

Jim Hanley contacted Geiger Correction for a work crew.

They can provide a work crew of 8 people for an 8 hour day for \$385.00 per day, or a crew of 4 people for \$211.00 per day. A half day for a crew of 8 is also available for \$211.00 for the half day.

Proposed Work Projects

- a. Plowing of sidewalks during the winter months. Geiger workers can do snow removal in the BID zones but snow removal equipment will need to be provided.
 - b. Garbage collection and cleanup including emptying sidewalk garbage cans can be done for the area. They will haul trash in their vehicles and bill ESBA/BID for the dump tipping fees.
 - c. Cleaning and graffiti removal
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Melissa has provided this spread sheet that the board can use to determine the funds to be applied to each of the districts.

East Sprague BID - zone contributions					
			2016 - half year		
corridor	\$ 51,895.27	89%	\$ 25,947.64		
general commercial	\$ 2,636.36	4%	\$ 1,318.18		
industrial	\$ 4,060.01	7%	\$ 2,030.00		
2016 assessment	\$ 58,591.64				
2016 half-yr assessment	\$ 29,295.82				
total to each category		zone 1	zone 2	zone 3	accuracy check
\$ 6,349.77	clean and green	\$ 5,624.06	\$ 285.71	\$ 440.00	\$ 6,349.77
\$ 3,809.86	district branding	\$ 3,374.44	\$ 171.43	\$ 264.00	\$ 3,809.86
\$ 5,079.82	neighborhood beautification	\$ 4,499.25	\$ 228.57	\$ 352.00	\$ 5,079.82
\$ 6,349.77	safety & security	\$ 5,624.06	\$ 285.71	\$ 440.00	\$ 6,349.77
\$ 253.99	administration	\$ 224.96	\$ 11.43	\$ 17.60	\$ 253.99
\$ 3,555.87	contingency	\$ 3,149.47	\$ 160.00	\$ 246.40	\$ 3,555.87
\$ 25,399.08	<Total Collected October 2016 Reconciliation>				\$ 25,399.08

3. Marketing and Branding

- a. A representative of Rob Brewster and the McKinley School project attended the East Central Neighborhood Council meeting on November 15th proposing that the district be rebranded "Union Park". There has not been any conversation between ESBA, the BID board, and Rob Brewster's organization about this proposal. The board asked Dana to work on names that can be brought to a vote by ESBA and the neighborhood. The board would also like to see the people from Rob Brewster bring their branding proposal to ESBA.
- b. Proposal made for a BID specific web page that would be attached to the ESBA web page to provide BID progress information.

4. Safety and Security

- a. Proposed that some clean and green money could be shifted to fund security measures.
- b. Place cameras in certain areas as a deterrent to crime.
- c. Get recommendations from SPD.

5. Conclusion of Meeting

- a. The next Board Meeting will be on November 30, 2016, 12pm to 1:30, Sprague Union Terrace, 1420 E. Sprague.

Main agenda for the next board meeting will be to bring ideas for how to use collected funds and the fund distribution to each zone.
