

East Sprague Business Improvement District

Advisory Board Meeting

November 15, 2017

12:00 PM - 1:30 PM

SPRAGUE UNION TERRACE (1420 E SPRAGUE AVE) COMMUNITY ROOM

MINUTES - APPROVED

Attendance

Advisory Board Members present: LaVerne Biel (Zone 1, Business/Property Owner), Darrell Smith (Zone 1, Business/Property Owner); Bob Mauk (Zone 3, Business/Property Owner); Darryl Reber (Zone 1, Non-Profit/Residential)

ESBA Leadership present: Tara Brown

City of Spokane Staff present: Melissa Owen

Guests: Dana Reinke, Randy McGlenn

Welcome and Introductions:

Motion to approve minutes: Motion to approve September 14, September 20, and October 18 meeting minutes made by Darryl Reber, M/S by Darrell Smith, no discussion, all in favor.

Discussion Items:

1. 2017 funds distribution/ESBA invoice
Report to board members regarding requests for 2017 funds – no requests for 2017 have yet been submitted.
2. 2018 PBIA program and budget recommendations Board made an initial recommendation regarding 2018 expenditures. This included expenditures for improvements in benefit zone 1 outside of the Sprague rebuild area; a goal of weekly Geiger Crew work plus additional days working on snow removal; funds directed specifically toward graffiti removal; funds toward website maintenance, Facebook advertising budget, allocations to Art on the Ave, and funds toward additional media production. Funds were recommended to pay for bookkeeping. The board plans to meet again for a final recommendation to ESBA for the 2018 budget.
3. 2017 PBIA program and budget 2017 2017 revenues are focused on capital purchases plus a reserve. Motion to recommend 2017 expenditure allocations made by Darryl Reber, M/S by Darrell Smith, all in favor.

Allocation Recommendation for 2017 as follows:

Capital Purchases (2017 revenue)		
snow removal equipment	\$ 10,000.00	
website set-up	\$ 2,000.00	
Zone 1 improvements (outside reconstruction area)	\$ 6,000.00	
2017 reserve funds	\$ 30,000.00	\$ 48,000.00
note: there are 2017 expenses not yet accounted for, these expenses will come out of the 2017 reserve.		

4. Other

Board would also like more information on who is responsible for maintenance of planter beds, other amenities installed as part of the Sprague rebuild. Melissa will confirm the level of service for these items as well as responsibility.

Tara Brown will go back to contract web service teams with follow-up questions regarding their BIDs for website design, maintenance, and social media, etc.

LaVerne and Bob have identified the need for a specific request that Geiger conduct a full BID clean-up. There are concerns that Geiger Crews are not getting to all of zone one on a regular basis and that other areas are being missed.

Next Meeting: Melissa will work to put a special meeting together on November 22 following the ESBA potluck meeting. Primary objective will be a final recommendation to ESBA regarding the 2017 and 2018 budgets. The Special meeting will be scheduled for 1:00 PM, November 22, 2017 at the Sprague Union Terrace (1420 E SPRAGUE AVE) COMMUNITY ROOM.