



East Sprague Parking & Business Improvement District

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**June 19, 2019 MEETING MINUTES**

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Scribed by Marvo Reguindin, General Manager  
Sprague Union Terrace Community Room  
12 Noon to 1:30 pm

Attending: Jim Hanley - The Tin Roof (President), Bob Mauk – NW Seed & Pet (Sec/Treasurer)  
Board Members: Darryl Reber - Inland Empire, Chris Morlan – Indigo Diggs Architecture  
Ratepayers: LaVerne Biel – ESBA President - Access Unified Networks  
ESBA Staff: Marvo Reguindin  
Absent: Darrell Smith – Boyd Walker Sewing, Chris Green - City of Spokane, Assistant Planner

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The May 2019 meeting minutes were approved (C. Morlan/B. Mauk)

**Financial/Annual Reporting – (C. Morlan/D. Reber)**

- The new dashboard was reviewed
  - Year to date income \$59,894.53 which includes \$29,302 of previous year’s assessment income received in 2019
  - Assessment income still to be invoiced in 3<sup>rd</sup> and 4<sup>th</sup> quarter \$29,917.18
  - Expenses to date \$20,246.64
  - Net Income: \$39,647.89
  - Total Liability and Equity: \$111,023.37
  - Bank Balance: \$41,909.24
- Budget Revisions
  - Marvo provided an updated detailed breakdown of the budget
  - A reserve account category was created with the \$29,302 of previous year’s income.
  - Marvo will continue to monitor the Beautification category for expenses and reallocate funds from the Contingency/Misc. Expenses Category
- After board discussion, it was agreed to keep finances at Bank of America because the bank balance is high enough going forward (\$15,000) to no incur a monthly service charge.

**General Manger’s Report**

- Letter to Assoc. Garden Club (AGC) was received and they sent a volunteer crew to plant 4 of the empty sidewalk plots with flowers in front of The Tin Roof. There are 4 sidewalk plots across the street from The Tin Roof that still need to be planted when the lead volunteer returns from vacation.

- City Invoicing
  - Our Q2 invoice of \$14,958.59 for ratepayer funds was received May 25<sup>th</sup>
- Non-profit Invoicing
  - Invoices to Vanessa Behan \$1000 and Community Frameworks \$500 have gone out

## **2019 BID Programs:**

### **Administration**

- BID Expansion updates – C. Morlan/L. Biel
  - Chris Morlan is working on compiling a list of business owners that are not in the BID yet
  - LaVerne Biel will ask Lars Giberts about South U-District plans
- Darryl Reber has talked to the CEO of Frontier Behavioral Health. They have agreed to pay for BID services. Marvo will send an invoice for \$1000 to them.
- Retail Association Discussion
  - Marvo informed the board that Heather Hanley emailed him about creating a BID Retail Association with dues.
  - Marvo asked if creating a retail association with dues is a conflict with the BID and ESBA dues
  - Jim Hanley clarified that it will be more of a Retail Group
  - Funds will be charged to participate in certain or all thing and per event
  - No further action on this until the Retail Group is formed
- Jim Hanley mentions that Main street is getting worse and the city needs to address it
- Marvo will check om with Ana Everano with the City on their security camera program and Avista about getting power routed to the lamp poles that do not have electricity.

### **Neighborhood Beautification**

- Borderland landscapers will be fertilizing the flower baskets (60) and install devices that stops the baskets from spinning.
- LaVerne will look to order Holiday decorations late August to make sure they arrive in time.
- Inventory of Holiday Decorations LV to give us budget
- The sidewalk planters in front of Tin Roof was planted by Assoc. Garden Club volunteers, the planters across the street will be planted in July when the lead volunteer returns from vacation
- Chris Morlan is working on compiling a list of business owners that are not in the BID yet
- Gateway project – Chris needs to schedule a meeting with city planners
- Jim mentioned the new mural being painted downtown is similar to what can happen in the SUD.

- Marvo will find and send the name of artist to Jim.
- Marvo suggests that the BID apply for a Spokane ARTS grant to have artists paint in the SUD
- District Branding and Marketing
  - Found on the Ave was not very successful in participation or shopping
    - Retailers didn't participate, said they were busy enough without the event
- Clean and Green
  - Sidewalk sweeping is usually once a month – Jim Hanley will have Borderlands do the sweeping. The sweeping machine has discharge issues that also need to be fixed
  - There are a few small miscellaneous projects around the BID:
    - 1) four sidewalk borders need to be cleaned out and prepped for planting
    - 2) SUD logo stickers need to be applied to garbage cans.
    - Chris Morlan will hire his college bound son (who is looking for odd jobs) to do the work and invoice the BID.
  - Riverside swale project – The City has not lived up to their agreement of keeping it mowed or resolved the sprinkler issues. Jim has contacted the city about the issue, but the problem has not been fixed
- Safety & Security
  - Update of volunteer patrols – assign someone per block. Ask Shannon if she can add FB Post
  - There is a COP Shop in the East Central district – Marvo will check with their Executive Director, Patrick Striker, on how they may be able to help.

**Meeting ended at 1:30 p.m.**

**Next meeting: July 17, 2019**