



East Sprague Parking and Business Improvement Area (PBIA/BID)

Ratepayer Advisory Board Meeting

Date: July 17, 2019, **Time:** 12:00 to 1:30 PM

Location: Sprague Union Terrace, 1420 E. Sprague Ave

Mintues

Attending: Jim Hanley - President, Bob Mauk – Secretary/Treasurer.

Board Members, Darryl Reber, Chris Morland, ESBA Board President: LaVerne Biel, General

Manager: Marvo Reguindin

Absent: Board Member Darrel Smith

Hard copy minutes from June were not provided due to printing issues before the meeting. They will be approved in August

Financial/Annual Reporting

- The checking account was not reconciled in time for the meeting due to the bank statement delivery to the bookkeeper. A reconciled report will be forwarded to the board when ready.
- Bank Balance as of June 30, 2019 \$42,714.59
- Accounts Receivables - \$32,208.18
- Expenses for June \$2,766.84
- The board requests that the check detail report show expense categories
- The board would like to see the City assessment invoices recorded per quarter versus the total income accrued in January

2019 BID Programs:

Administration

- The BID will send a letter signed by the board president to Associated Garden Club thanking them for their volunteers and donation of flowers to the beautification of the Sprague Union District
- Q3 invoicing to the city for \$14,958.59 in assessment fees sent beginning of August
- Storage Shipping Containers – Marvo has made some online inquiries on the cost that range from \$2700 to \$3200 without deliver for a 20-foot shipping container.
- Jim purchased a shipping container from a Deerpark source that cost about \$2500.
 - Marvo will email the ESBA membership asking who may have extra space to park the shipping container for ESBA.

Neighborhood Beautification

- Sidewalk Planters
 - 4 sidewalk planters across from The Tin Roof have been planted by Associated Garden Club (AGC) volunteers. The plants were donated.
 - Create plaques for the 9 sidewalk planters planted by Associated Garden Club
 - 3 sidewalk planters– by Indigo Diggs Architecture and Union Tavern need to be planted with low grasses or shrubs
 - Ask ESBA to recognize Associated Garden Club at the Annual Dinner

Gateway Project

- Chris has not yet set up a pre-development meeting with City Planners
 - He would like to find neighborhood beautification grants to fund the project
 - Marvo will do an email introduction of Anna Everano to Chris to find out if she has any grant lists or resources
- Zips CSO Tank Beautification
 - A plaza was created for the downtown CSO tank and would be used for community gatherings, the BID Board likes that concept
 - LaVerne feels that showing the city what the grounds in front of the Zips CSO tank will move the decision making further along than coming up with a list of ideas
 - Chris was asked if his architecture firm would provide 3 possible drawings of what the grounds for the CSO tank could look like including a plaza with food trucks
 - The drawings will be paid for by the BID
- Riverside Swale Project
 - The recent rainstorms showed that the drains in the swale are too high and the run off went into the sewers. Jim suggests that ESBA draft a letter to the City and Spokesman Review about the swale draining issues
- Holiday Decorations
 - LaVern provided some pricing on LED Rope lights, Jim says the pricing at Walmart is cheaper
 - There are 52 lamp poles, but the electricity outlet issue on the 3 blocks of lamp poles need to be resolved so they can be decorated for the holidays
 - An additional 10 Christmas wreaths need to be purchased, LaVern will do an accounting of wreaths to confirm the number needed. Wreaths are \$200 each
 - A motion was made to allocate \$3000 to purchase additional Holiday decorations (B. Mauk/D. Reber)

District Branding and Marketing (DBM)

- Highlights of DBM Committee Report that was provided:
 - Found on the Ave was somewhat successful
 - The event needs repetition and additional exposure. The committee will consider a repeat in the fall
 - Inlander ads and videos were discussed as possible marketing if there is enough budget
 - Most affordable way to promote the district is social media

Clean and Green

- Ventrac machine
 - Machine needs servicing and keys from Cody at Centennial Enterprise
 - A motion was made to spend up to \$6000 for Ventrac service and purchasing a dry ice melt drop attachment and additional safety add-ons such as rear-view mirrors. D. Reber /C. Morlan – approved
 - The Washington Trust Bank ESBA member will provide a price on ice melt
- Sidewalk Sweeping
 - Jim will hire Borderland to do the sidewalk sweeping (2 times). The machine needs service to find out why the bag is not containing the dirt/dust

Safety & Security

- Spokane COPS
 - Marvo has asked the Exec. Director of Spokane COPS and the East Central Resource Officer to be an ESBA presenter
 - There is low crime in the business district but there have been recent crimes in the EC neighborhood
- Security Camera Program
 - Councilman Fagan's assistant Anna Everano informed Marvo that the downtown cameral program is a Downtown BID project and not available to ES BID businesses.
 - Marvo will find out more about the Security Camera Program from DSP

Meeting adjourned at 1:30

Next meeting August 21, 2019