

**East Sprague Parking and Business Improvement Area (PBIA)
Ratepayer Advisory Board Meeting**

Date: December 18, 2019

Location: Sprague Union Terrace, 1420 E. Sprague Ave

MINUTES

Approved 1-15-2020

Attending: Jim Hanley – Chair, Bob Mauk – Secretary/Treasurer, board members: Chris Morlan, Darryl Reber, Ratepayers: LaVerne Biel, Bill Decker, John Tombari
Marketing/Branding committee members: Dana Reinke, Heather Hanley,
Marvo Reguindin – General Manager, Chris Green – City of Spokane
Not attending: Perry Magers

The meeting was called to order at 12:03, introductions were made for the benefit for first time ratepayers attending the meeting. At 1:25 a motion was made to extend the meeting 20 minutes past 1:30. Approved with one dissenting vote.

The November meeting minutes were reviewed with no changes or discussions. A motion was made to approve previous November meeting minutes (B. Mauk/D. Reber, approved)

Financial Report

B. Mauk/Marvo: CM/DR: approved

- Account Receivables: Q4 payment of \$9885.66 received in November
- Year to Date (YTD) income is \$3220.08 above budget
- YTD expenses are \$3213.38 under budget
 - It was noted that \$1406 of expenses to date were management fees paid by ESBA. The donations made from the non-profits who are not rate payers were deposited into the ESBA account because it was advised by the accountant that only ratepayer income can be deposited into the BID bank account
- YTD net gain \$6433.46
- End of year net gain is forecasted to be \$5496.48
- 2019 Budgets
 - Adjustments made to accommodate additional holiday decorations and purchasing of ice melt.
 - Sidewalk snowplowing, sweeping, ice melt and insurance for Ventrac vehicle has been moved to the Safety & Security category
- 2020 Budget update
 - Marvo provided an updated budget that reflected moving all expenses related to snow blowing to Safety and Security vs Clean and Green

- The updated budget also noted that \$20,000 is conservatively forecasted to go into the reserve funds increasing it to \$37,000.

2019 BID Programs:

Administration

- 2020 Management Plan
 - LV. Biel went over the highlights of the Management Plan
 - City Council gave unanimous approval of our plan and budget
- Open Ratepayer forum:
 - Ratepayer John Tombari attended to ask what the BID provide those properties not located on Sprague
 - The rates for those on the back of Sprague are the same
 - Ratepayer Bill Deck also attended to asked what BID benefits his properties are receiving. He would like to get his property added to the snow plowing route
 - Decker asked if the BID could work with a security company to get a ratepayer discount for security.
 - J. Hanley informed those attending that the BID consists of 3 different districts that are accessed different rates. These areas receive service from the BID proportional to their contribution.
 - The BID board works closely with the City as problems and circumstances develop. Examples are the disruption caused by the CSO tanks at Zips and McKinley School to the water diversion on Riverside to crime prevention and cleanup efforts to transients, to homeless camps and more.
 - Lack of business involvement in the BID is frustrating to the ratepayer board and admits that some things are missed because the board is not aware of special circumstances.
 - The BID provides cleaning services for the entire district. Airway Heights Correction Crews clean and pick up trash plus the empty garbage cans on Sprague and Riverside weekly during the summer and biweekly during the winter. Crews go thru the alleys in the entire bid weekly, monthly or as required picking up trash, dump sites, and litter. Hundreds of pounds of trash are hauled away on each cleaning and sometimes haul out well over a 1000 pounds of trash in one sweep.
 - The BID provides sidewalk snow plowing on Sprague, south side of Riverside and parts of First plus the connecting North South streets as needed. A drop spreader was added this winter to apply ice melt.
 - The BID installs, maintains and rotates the winter decorations, wreaths, stars, hanging planters, ground plantings and pole lighting.
 - The board specifically targets safety and security in the BID. These efforts make our area much safer and more inviting both to employees and customers.

- Marketing. The BID provides a small amount of funding to seed the four “On the Ave” events each year. These special events are organized by volunteer business owners and funded through corporate and business sponsorships and donations.
- These events help to make the Sprague Union District more inviting to all.
- BID programs have lifted the property values for resale and rents in the area.
- The BID board receives no funding or special exemption for their hundreds of volunteer hours of service and for some members hundreds of dollars spent annually to keep things working in the district.
- Everywhere you look in the Sprague Union District things have improved dramatically the last 4 years and more improvements are on the way. The stigma attached to "east Sprague" has been removed and people continually remark about how inviting and safe the area has become.
- BID Expansion
 - 10% is based on the value of the 2018 assessed roll (\$58,679.16)
 - C. Morlan will check to see how far west an additional \$5868 in assessments will extend the ES BID boundary
- Board elections
 - A motion was made to close the nominations (J. Tombari/D. Reber – Approved)
 - A motion was made to accept and approve the slate of board members consisting of Zone 1 - Jim Hanley (2nd term) and Perry Magers (1st term), and in Zone 3 - Jill Yotz (1st term). (D. Reber/J. Tombari, Approved)
- 2020 Officers
 - The following slate of officers were also approved by unanimous agreement
 - Jim Hanley – Board Chairperson
 - Daryl Reber Vice Chairperson
 - Bob is Secretary/Treasurer
- Gateway Project Update – C. Morlan
 - Chris has estimated \$7700 for design and most structural engineering
 - A motion was made to allocate \$8000 for design and engineering. That amount would be moved from reserves to Branding and Marketing: D. Reber/B. Mauk - approved
 - Funding might be found to also fund the design and engineering fees
- City updates- Chris Green report
 - Due to the length of the meeting, Chris was not able to provide a verbal report. His written report was included in the board meeting packet. It is attached to these minutes.
- General Manager update is attached to these minutes
- There was a short discussion that the meetings should be scheduled for 2 hours

Neighborhood Beautification

- CSO Tank Discussion

- D. Reber asked for an update on Zips CSO tank beautification. There is a \$250,000 budget
- LV Biel noted that she spoke to a rate payer next to the project and he would like to keep it gravel with lights to deter vagrants and campers from using it as a gathering place.
- The city planning group will pay more attention to the suggestions of neighborhood councils, so we need to get East Central Neighborhood Council (ECNC) involved.
- It was suggested that the BID, ESBA and ECNC begin coordinating communications to the planning department in 2020

District Branding and Marketing

Holiday on Ave – Heather Hanley

- Best attended event so far. Posters and post cards, and social media for marketing.
- The event received good news coverage 500 to 600 people estimated as walking traffic. The perception of SUD has improved
- An older demographic participated – comments that they felt safe in the district. An off-duty officer volunteered to be on the street.
- Boyd Walker building used to add 5 pop up businesses
- Scavenger Hunt added to get people to visit the district. Most visited all of the businesses on the Scavenger Hunt.
- The event attractions were funded by underwriting: \$1500 US Bank, \$1000 ESBA and \$500 random donations.

Correspondence to business owners

- D. Rienke notes that all BID correspondence is sent to property owners, but businesses that lease space do not get any information unless shared by the property owners. She suggests that a mailer should be sent to business to let them know what services are provided by the BID and to encourage participation and reporting of issues.

Clean and Green - Hanley

- No update

Safety & Security

- It snowed the night before, and the first plow of the season was done by 9 am

Meeting ended at 1:50