



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

Date: Aug 10, 2020 **Time:** 12:00 to 1:30 PM

Webex Virtual Meeting

Minutes

Officers: Jim Hanley – Board Chair, Darrel Reber – Vice Chair, Bob Mauk – Secretary/Treasurer.
Board Members/Staff: Chris Morlan, Jill Yotz, Perry Magers, Doug Trudeau -- ESBA Board President Ex Officio, Marvo Reguindin – General Manager

12:00 – 12:20 p.m.

Welcome and Introductions

Meeting was called to order at 12:00 noon.

There were no minutes from July because a quorum of board members was not met.

Finance report

- Checking account balance is \$39,955
- YTD Expenses are under \$4400.
- YTD Net gain is \$5572

- Q3 payment of payment of \$14,695.58 was received in July and is now spread between July, Aug, Sept as \$4886.53.
- 72% of ratepayer income has been collected with \$17,265 in ratepayer invoices still the be collected by end of November.
- Currently there is \$2400 of collected payments that can be invoiced for Q4
- A report of outstanding ratepayer invoices was received the other day and shared with the board. The ratepayers will be sent another invoice with late fees attached. The board reviewed the list and will reach out to any ratepayer they know asking them to make their payment
- The city will send non-paid fees to collections
- Neighborhood Beautification currently expected to be over budget this year.
- Consider making adjustments to categories that are under budget to increase the beautification budget in 2021
- Administration and Safety and Security are currently under budget
- Our net gain of \$10,455 is currently 214% of budget

- Jim notes that the balance sheet does not show any depreciation of Equipment and notes that website development should not be considered an asset.
- Marvo will check with the bookkeeper on depreciation of equipment and website as an assist
- Finances were not approved until depreciation question is known.

2020 BID Programs

- Administration
 - Chris says he has noted moved on the Gateway project since the pandemic hit. He will get this into an active mode
 - BID Board elections are coming up, Marvo will send Jim a current board list with current terms
- Neighborhood Beautification
 - Chris Morland was thanked for the work on labor and materials for updating sidewalk planters
 - A discussion was had on how to thank the photographer that was helped. He did not want financial compensation.
 - City is now watering and mowing swales that the BID took care of during the beginning of the pandemic
 - Bob Mauk is starting to plan for 2021 flower baskets. The board feels the same colors are fine, no need to change
 - Order 4 or 5 extra baskets to have replacements as needed.
- Clean and Green
 - No issues at this point. Borderlands is doing a great job
- Safety & Security
 - D. Reber reports about a van that is parked illegally at Riverside and Pittsburg by the McKinley School property. Jill will file a 311 compliant
 - McKinley School vandalism has been curtailed, they have boarded up the building and also have alarms.
 - Campers under Altamont bridge. There are more vagrants wandering around but not a lot of complaints
- District Branding and Marketing
 - There was a discussion about the GSI Marketing grant. Due to how quickly funds would be spend it would be best to have a marketing plan in place
 - A contract needs to be executed
 - A Motion to allocate \$1000 for Cadmar to develop a district marketing plan. C. Morland/D. Reber. Approved

Meeting ended at 1:00 PM