



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

**Date: June 16, 2021 Time: 12:00 to 1:30 PM**

### **Meeting Minutes** **Quorum met via zoom**

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Officers: Jim Hanley – Board Chair, Darrel Reber – Vice Chair, Bob Mauk – Secretary/Treasurer.  
Board Members/Staff: Dana Reinke, Amy Knaption, Chris Venne, Doug Trudeau -- ESBA Board  
President Ex Officio, Executive Director – LaVerne Biel

#### **Welcome and Introductions – Jim Hanley opened the meeting at 12:00p**

- Previous Month's Meeting Notes were reviewed
- Reviewed Financial Reports provided
- Board Recruitment – We voted for New Board Members motion (Jim/Darryl) approved
  - Amy Knaption – Vanessa Behan
  - Chris Venne – East Central Community Organization

#### **2020 BID Programs (order of discussion subject to change):**

- Neighborhood Beautification – *Bob Mauk*
  - The hanging baskets look better this year
  - We have a Light Pole missing – see notes below
  - There is a tree that needs to be replaced – see notes below
  - We have 6 more backup plants + 4 more plants to be replanted. We need the sprinklers fixed before replacing the plants
  - The water on the replaced light pole was not hooked up and water runs out the bottom of the pole
- Clean and Green - *Jim Hanley*
  - Jim is currently work on getting the sprinklers working
- Safety & Security – *Darryl Reber*
  - Homeless camp turned into code enforcement
- District Branding and Marketing – *Dana Reinke*
  - Walking map – target is for an August or September release
    - Ross Printing samples business card size and rack mounted
    - Walking map with history
    - QR Code for walking instructions
    - Rough estimate of cost (\$1000 to \$1500)
      - Seed money for extra printing
      - Target 20 to 50 Businesses to advertise in the map
      - BID area

- Ask other areas what they are charging
  - Size of the ads for the first year
- Make a motion to advance \$750 for a district map (Darryl/Bob) approved. Dana abstained from the vote. Dana will contact other businesses for the remaining cost of printing.
- Administration – *LaVerne Biel*
  - Quickbooks expense increase to \$43.24 (Jim/Bob) Approved
  - Nonprofit Community Recovery (NCR) Grant opportunity - nothing to update
  - Committee to review past due invoice list – List sent to Bob & Dana - nothing to report
  - It was reported that A1 Service was turned to collections
    - LaVerne will contact Chris Green directly about how past due invoices are handled
    - We need better answers
    - LaVerne will work with the City on resolving past due accounts
      - LaVerne contact the City to stop sending people to collections until we review the process (Jim/Darryl) approved

This question came up, Who is responsible for missing trees and plants, sprinklers not working, capital improvements, or repairs, light poles, new garbage bins, or repair of garbage bins. We need support from our City. A statement was made that we are lacking direction with our City contacts. We need deadlines on answers

We are happy to have our new board members

*1:23p Adjourned*

Approved