



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

Date: April 20, 2022 Time: 12:00 to 2:30 PM

Meeting Minutes

Quorum met

Officers: Darryl Reber - President (Chair), Chris Venne – Secretary, Tresa Schmautz – Treasurer, Board Members: Dana Reinke, Community Liaison – Jim Hanley, Bob Mauk - ESBA President/Manager – Doug Trudeau, ESBA Executive Director – LaVerne Biel (Absent Amy Vega, Jaymi Dunbar)

- President Darryl Reber opened the meeting at 12:10p.
- Previous Minutes for 3.18. 2022 were approved as written (Dana/Chris)
- Financial Reports from 3/31/2022 were reviewed – Tresa Schmautz and LaVerne Biel
 - We reviewed the financial statements. Everything seems to be operating as expected.
 - Invoiced and received payment from the City \$17,067 in March
 - We will review the outstanding amounts for 2016 – 2020.
 - We reviewed the garbage cans
 - Option 1 & Option 2 were both acceptable
 - There were questions about:
 - How is the top is secured to the can?
 - Can the garbage Can be locked?
 - Are there parts that can be removed?
 - What is the Garbage can capacity?
 - Look at the existing cans to see how they can be mounted over the same footprint
 - A motion was made to have LaVerne decide on which one would be the best solution (Darryl/Chris) approved
- BID Programs:
 - Neighborhood Beautification – Bob Mauk
 - Baskets should arrive on May 4th
 - Need to coordinate with Sumac to install
 - Basket Hangers have been delivered which should carry 50 lbs.
 - Hang baskets on May 6th and ask for volunteers to distribute the baskets
 - Answer Amy's questions for Garden Association Grant
 - Clean & Green – LaVerne
 - Pub Crawl (June 18th)
 - Neighborhood Clean up Day (June 11th) called Spruce Up Sprague
 - Let neighborhood know about these upcoming events
 - Post on Facebook Page
 - Post on Community Calendar

- Safety & Security – Darryl Reber
 - Quick response when reporting on open fires
 - Truth Ministries
 - Camp Hope – businesses are feeling the affect - increased crime – child, residential, and pedestrian safety concerns
- District Branding and Marketing – Tresa, Dana & LaVerne met to discuss the historical walking tour
 - We decided to target 10 – 12 locations of interest
 - [Spokane Historic Preservation Office » East Central \(historicspokane.org\)](#)
 - McKinley School [Spokane Historic Preservation Office » McKinley School \(historicspokane.org\)](#)
 - Checker Board Tavern
 - Sonneberg’s Meat Market
 - Stone’s Market (currently occupied by Bennedito’s Pizza.
 - Union Park Bank (Strong Solutions)
 - East Side Carnegie Library
 - Safeway Store (2022 E Sprague)
 - NW Seed & Pet
 - Two Women’s Vintage (2012 E Sprague Scarpelli Brother Macaroni factory)
 - Ivory Table (1806 E Sprague) grisly murder in January 1944. Hatchet Murder Kills 2, critically wounds 2 others.
 - UGM (travel motel)
- Administrative Meeting with City Staff – Mike Piccalo, Kara Frashefski, Teri Stripes, Stephanie Bishop, and Tana Wallace (via zoom). We discussed the following:
 - Board Responsibilities on Public Meetings – all have been trained
 - Financial Obligations
 - Rate increase on ceiling limits (currently \$50/\$200/\$1000). We are seeking a 10% increase. Cap assessment adopt an ordinance zone 1, 2, 3 public notices as we prepare the assessment rent for timing
 - How can we collect past due invoices? Delinquent amounts – collections – Property owners are not required to pay. We cannot apply liens to the properties. We discussed assessment vs taxes. It was noted that past due invoices have not been aggressively pursuit (2019 to present due to Covid).
 - How can we collect on past due invoices when parcel ownership changes without paying previous invoices?
 - BID and LID payments will be available online around the 1st of June 2022
 - Garbage can replacement and trees – limited resources for lamppost and trees – mechanisms in place
 - Terri Stripes suggested that we include an inventory assessment at year end with our management report. The list should include who is responsible for the replacement/repair and date it was resolved.
 - Things to include:
 - Lightpole, trees, garbage cans
 - Link damaged or replaced assets with the department (i.e.,
 - Stormwater
 - Streets
 - Capital Improvement

- Send the list to Steve McDonald and Terri Stripes risk management involvement
- More eyes on these open action items helps them get resolved faster
- We discussed several unknown items (examples: Light Poles and garbage cans) and who is the responsible party. It was noted that the City is experiencing staffing shortages (similar to everywhere else)
 - Physically keep a list – STA bus- police report – criminal charge – underinsured (how does the City handle this) – claims adjuster – Copy Terri Stripes and Steve McDonald/Kara Frasheski and if police was onsite.
- The City will provide financial analyst assistance – to determine the increase ceiling revenue benefits or boundaries
- We talked about underutilized properties and whether there should be a rate increase. This was tabled for now.
- Teri Stripes or Kara Frasheski will be present at all future BID or ESBA Meetings
- The BID should include phone access (conference calls) for all meetings
- We discussed adding Ratepayer information on our website since this is public information
 - Parcel Information and amounts due
 - WA State Ordinance
 - Public Meeting information and special meeting reports

Meeting adjourned at 2:30p

DRAFT