



East Sprague Parking and Business Improvement Area (PBIA)

Ratepayer Advisory Board Meeting

Date: November 15, 2023 Time: 12:00 to 1:30 PM

Meeting Minutes

Quorum met

Officers: Chris Venne - President (Chair), Amy Vega – Vice President, Tresa Schmautz – Treasurer, Dana Reinke – Secretary, Ratepayers: Jim Hanley, Heather Hanley, Darryl Reber, Sam Mace, Bruce Gage, Janet Taylor, Doug Trudeau, Doug Miller, Barbara Woodbridge – ESBA Board President (Ex Officio), ESBA/BID, George Demakis (ESBA Treasurer), Executive Director – LaVerne Biel

- President Chris Venne opened the meeting at 12:01p.
- October 18th Minutes (Dana/Darryl) were approved as written.
- Financial Reports – Tresa Schmautz
 - Financial income and expenses are operating as expected.
 - 93% of the invoice money has been collected for 2023.
 - It was noted that clean and green expenses are higher than expected. This is a continuing trend.
- Revenue Budget that was presented in October.
 - Items noted:
 - BID Web Redesign has been added.
 - A Financial agreement with Sumac for 2024 has been established and approved.
 - Budget was approved (Amy/Jim) as presented.
- Ratepayer Presentation:
 - Work on representation for Zone 2 – Talk with ADM to attend board meetings.
 - Bruce Gage volunteered to talk with past due ratepayers for 2023.
 - We reviewed the annual notice to be mailed by 11/17/23 prepared by Dana.
 - Annual Meeting December 20, 2023
 - Reviewed Board Positions
 - Reviewed Management Agreement Document for 2024.
 - Several suggested changes were made.
 - The due date for 2024 Management Review Document is 11/17/23.
 - Presentation slides are due December 1st.
- Neighborhood Beautification – Amy Vega
 - No report.
- District Branding and Marketing – Dana Reinke
 - Holiday on the Ave - will be December 2nd.
 - Street Lighting Program – December 1st at 4:30p – Heather Hanley
 - Street Lighting, Santa, Wake up Call – Hot Chocolate, 25' foot tree on the corner at the Tin Roof
 - Flag discussion – A vertical flag was chosen with a white SUD logo bright orange color 3 x 5 Vertical design were reviewed.

- We will add a metal chain gromet to the flag holders.
 - Additional flags have been purchased for the Avista flags.
- CSO Event Center – We are working with Visit Spokane to make this happen in 2024.
- **To Do: Event Committee will draft a policy and budget. (Dana, Sam, Heather, & LaVerne.)**
- Safety and Security – Darryl Reber/Chris Venne
 - Jim mentioned that the garbage cans need to be locked and replaced.
 - Darryl observed that the viaducts remained clear.

Meeting adjourned at 1:33p

DRAFT