



East Sprague Parking and Business Improvement Area (PBIA)

Annual Meeting Ratepayer Advisory Board Meeting

Date: December 20, 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, Board Member: Sam Mace, Ratepayers: Jim Hanley, Darryl Reber, Bob Mauk, Pete Marnie, Shelia Scott, Amanda Beck – City of Spokane Liaison, Executive Director – LaVerne Biel

- President Chris Venne opened the meeting at 12:01p.
- November 15, 2023 Minutes (Dana/Darryl) were approved as written.
- Reviewed the 2024 Management Report
 - We discussed the ongoing fixed assets maintenance issues concerning:
 - Lights and Lighting
 - Getting onto the City's six-year planning project
 - Cost of lighting three blocks worth of existing light poles
 - Estimated cost of streetscape per block
 - Extending the Sprague Streetscape east and west to encompass the whole District
 - Having the City look for Grants (Streets Department) to pay for the additional construction to complete the District
 - Holiday lighting was paid for and installed by Visit Spokane (Merry and Magical)
 - There were several businesses that expressed interest in extending the program beyond the electrical constraints with the City light poles
 - Include lights for the buildings where electrical is not available along Sprague for 2024
 - Rezoning parts of Sprague Avenue where goods and services cannot match the rest of the District from Zone 1 to Zone 2. We acknowledged that this is a goal to complete prior to the 2025 assessment.
 - It was noted that snow and sidewalk trash removal has not been happening east of Altamont
 - Concerns were raised about using one vendor to complete various activities (snow removal, garbage pickup, etc.)
 - Events need to be more comprehensive across the District to include the businesses east of Altamont
 - Amanda was going to check on what the ARPA money could be used for. There does not seem to be a clear path on how to capture the money, or how or where it could be used.
- Ratepayer BID Board Election: Nominations were approved as slated (Dana/Chris)
 - Chris Venne – President
 - Amy Vega – Vice President
 - Tresa Schmautz – Treasure
 - Dana Reinke – Secretary
 - Sam Mace – Zone 3 representative

- Financial Reports – Tresa Schmautz
 - Financial income and expenses are operating as expected.
 - 93% of the invoice money has been collected for 2023. Additional money could be received in December.
 - An invoice for \$19,652.05 was sent to the City for 2023 payment.

- Neighborhood Beautification – Amy Vega
 - Bob Mauk reported that the flower baskets and 10 additional hangers have been ordered.

- District Branding and Marketing – Dana Reinke
 - Holiday on the Ave – was a success. (December 2nd)
 - Street Lighting Program – December 1st at 4:30p
 - Street Lighting, Santa, Wakeup Call – Hot Chocolate, 25’ foot tree on the corner at the Tin Roof – was well attended. However, the City Staff’s failure to turn on the lights as requested resulting in many disappointed people.
 - 2024 install lights on buildings
 - Flag discussion – Dana was going to send LaVerne the vertical flag design. All the US flags and flag holders have been purchased.
 - We will add a metal chain gromet to the flag holders.
 - Feather Event Flags for participating businesses
 - 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.)**

- Clean and Green – LaVerne Biel
 - Contact Sumac about litter pick up and snow removal not occurring on the east end of Sprague Ave.

- Safety and Security – Darryl Reber/Chris Venne
 - Darryl observed that the viaducts remained clear (except a blue tarp camp near ESD101).

Meeting adjourned at 1:34p