



East Sprague Parking and Business Improvement Area (PBIA)

Annual Meeting Ratepayer Advisory Board Meeting

Date: January 17, 2024 Time: 12:00 to 1:30 PM

Meeting Minutes

Quorum met (via zoom and in person)

Officers: Chris Venne - President (Chair), Amy Vega – Vice President, Tresa Schmautz – Treasurer, Dana Reinke – Secretary, Ratepayers: Jim Hanley, Melody Miethe, Shayla Scott, Amanda Beck – City of Spokane Liaison, Executive Director – LaVerne Biel

- President Chris Venne opened the meeting at 12:01p.
- December 2023 Minutes (Jim/Chris) were approved as written.
- City Report –
 - Amanda will check with Council Member Zappone. Some money has been allocated for a consultant with capacity building. No additional information is available.
 - The deadline for ARPA money is December 2024.
 - We discussed the financial impact of changing a portion (east end) of Zone 1 to Zone 2.
 - How can we do things differently?
 - What goods and services can we provide with the restrictions currently in place?
 - Lower service would also lower some of our expenses
 - Calculate 2025 projected revenue for these changes
 - What method can we use to push out notifications to ratepayers to send Minutes and Events out?
- 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.
 - The City invoice for 2023 was paid on 1.4.24 for \$19,652.05.
 - We received additional funds for 2020 and 2022. That money was sent via check and deposited.
 - Reviewing the 2023 financial statements – expense \$4,800 was for depreciation.
 - We broke even
 - George reviews the accounting procedures and approves the checks written.
- Neighborhood Beautification – Amy Vega
 - No report.
- District Branding and Marketing – Dana Reinke
 - Spring on the Ave is scheduled for April 20, 2024
 - The Committee will be holding a meeting at the end of January.
- Clean and Green – LaVerne Biel

- Reviewed the Sumac Management Agreement.
 - Questions about Ventrac liability were raised.
 - The Board agreed to renew the management agreement document submitted.
 - Snow and litter removal are an ongoing concern on the East end of Sprague.
 - Easy to use one vendor to accomplish what we need done.
 - Arbitration – who picks the arbitrator?
 - The BID carries insurance for the Ventrac.
 - There was a question on the incidental charges that are not listed on the agreement?
- Safety and Security – Darryl Reber/Chris Venne
 - Chris reported that Sprague Way is empty.
 - The Helena and Madelia viaduct is empty with some trash remaining that Jim has called in.

Meeting adjourned at 1:16p

DRAFT