



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

Date: September 17, 2025, Time: 12:00 to 1:30 PM

Ratepayer Annual Meeting Minutes

Quorum met

Officers: Chris Venne (President), Amy Vega (Vice Chair), Tresa Schmautz (Treasurer), Broad
Members: Darryl Reber, Jim Hanley, Ratepayers; Shayla Scott, Guest: Micah Prim – SPD, Paul Dillon –
Council Member, LaVerne Biel – Executive Director

- President Chris Venne opened the meeting at 12:03p
- August 20, 2025, minutes (Jim/Darryl) were approved as written.
- Financial Reports – Tresa Schmautz
 - 2025 – Normal financial position for August
 - 93% of Ratepayer invoices were paid through August.
 - September invoice was submitted and paid for the third quarter.
 - Bookkeeping: Transition from QuickBooks to Zoho Books approved. (Amy /Jim) for 2026. George and LaVerne will work on the conversion process at the first of the year.
- Police Report – Officer Prim
 - Officer Prim reported on a new program and introduced a new specialist.
 - RV issue: An RV was towed due to being inoperable; housing resources were located for the family. However, the RV remains problematic. Social workers have improved coordination with police in addressing these challenges.
 - Viaducts: Semi-cleared but continued to require monitoring.
 - Bikes/Suburban area: Containers at Tormino's are being moved.
- Administrative – LaVerne Biel
 - Economic Development Programs:
 - 2026 Avista grant for Branding and Marketing our holiday lights
 - Tresa and Amy will work on an Avista grant to use Dignified Workday.

BID Programs:

- **Clean and Green – Jim Hanley**
- **Sprinkler issues:** Community sprinkler line broke off; Tom (B&C) and Carl (City of Spokane) have been doing an excellent job maintaining sprinklers and grassy swales along Riverside.
- **District Beautification – LaVerne Biel**
 - The Board recommended that we order 105 – 16” plants for the hanging baskets, and 9 – 12” plants for the planters east of Altamont.
 - We are looking for watering bids east of Altamont to maintain the plants. Dignified Workday will provide a quote.
 - Trees: It was reported that several trees have not been replaced. (1919 E Sprague & in front of the Key Shop)
- **Safety and Security – Darryl Reber**
 - See Micah's report

- **District Branding & Marketing** – Jim Hanley, Chris Venne, & Shayla Scott
 - Paul Dillon suggested that we look at the **Taci grant** application for neighborhood tourism promotion.
 - **Lighting:** Across-the-Street lights were briefly discussed.
 - Proposal to wrap trees and poles with lights, like Perry Districts last year's project.
 - Donations committed: \$3,000 + donated lights from last year.
 - Possible: Edge Construction to assist with lift and tree installation.
 - Holiday lighting program includes exploring solar-powered flag lights (Amazon) and additional tree lighting and flags.

Action Items:

- Watering quote for East Sprague flowers
- TACI Grant
- Holiday Decorations
- Tree Canopy program update
- Convert QB to Zoho – December/January
- Grant to train Dignified Workday to hang holiday lights - Tresa & Amy

The meeting adjourned at 1:34p