



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

Date: November 19, 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), Dana Reinke – (Secretary), Board Members: Darryl Reber, Jim Hanley, Sam Mace, Ratepayers; Shayla Scott, Bruce Gage, Isiah Clow, Guests: LaVerne Biel – Executive Director,

- President Chris Venne opened the meeting at 12:03p
- October 15, 2025, minutes (Dana/Amy) were approved as written.
- Financial Reports – Tresa Schmautz
 - 2025 – Normal financial position for October
 - 95% of Ratepayer invoices were paid through October.
- Amanda's Report (via email) – 2025/2026 is waiting for financial commitment from the City for clerical error. It was noted that the City Council had recently become aware of our financial problem.
 - A letter will be going out regarding the option to donate the credit back to the BID when the invoices go out.
 - The CSO Tank – Park & Recreation accepted a bid. The contractor will start in Mar/April. Amanda is reaching out to the Pickleball organization for scheduling.
- The Board agreed that the amount paid into the BID goes a long way and the cost to maintain services is minimal to the rate payer for the services they receive.
 - ESBA is moving forward in setting up a 501(c)3 non-profit. There will be a separate board of directors. This non-profit will open us up to seek grants in a larger platform within Spokane and the region. It will assist will our budget moving forward.
 - It was expressed that the new entity will need to temper political bias.
 - The 2026 Budget was discussed. The BID has financial reserves to fall back on if needed.
 - Jim made a motion to approved the October budgeted that was presented. Amy seconded the motion. No additional discussion took place. The motion was approved.
- Administration – LaVerne Biel
 - Reviewed the 2026 Management Report which was waiting for financial information before completing.
 - The Board gave suggestions for future projects: more garbage cans, and art wrapping the old cans.
 - BID Expansion draft – is scheduled for 2026. The expansion announcements and outreach will start at our Annual Meeting in December. Expansion does not require property owners approval. The goal is to activate the expansion in July 2026. The property owners are not required to pay assessments until 2027 (six months).

- The expansion will focus on Zone 2.
 - Provide security based services (cameras and wifi)
 - Beautification
 - Clean and green

BID Programs:

- **District Branding & Marketing** – Dana Reinke
 - Website going live and it is about 90% complete
 - Feature directory is powered by Google
 - Sponsors – features on the main page
 - Annual mailer and annual report on the website
 - RSVP form is on the website
 - QR Code – to the annual meeting is on the mailer.
 - Holiday on the Ave event – December 6th
 - Flags – our flag schedule was discussed with the importance of flying the US Flag during key times throughout the year. (Important dates: Memorial Weekend, Flag Day, 4th of July, Veterans Day).
 - We discussed getting holiday flags for the power poles who don't have the ability for holiday lights and angels. (along Zone 1)
- **Clean and Green** – Tresa Schmautz &
 - Tree (Canopy) Program – all the trees have been planted (October).
 - We talked about the future trees and pruning them for traffic and pedestrian safety.
 - Call 311 and 911 if an emergency.
- **District Beautification** – LaVerne Biel
 - Research self watering pots for Sprague on the East
- **Safety and Security** – Darryl Reber
 - When problems have been reported everything has been cleaned by the next day. Viaducts are cleaned. Bikes keep coming back.
 - Tormino's property – asbestos concerns will require fencing.

Action Items:

- Convert QB to Zoho – December/January
- Grant to train Dignified Workday to hang holiday lights - Tresa & Amy

The meeting adjourned at 1:33p