



Minutes

Present: Cynthia Azari, Chuck Beaty, Patrick Brien, Marcia Campbell, Lynn Clonniger, Miguel Cruz, John Field, Bill Gardner, Mike Gardner, Barry Hildebrandt, Jeff Kraus, Greg Lackey, Kirk Lewis, Deanna Lorson, Chris Manning, Peter Meyers, Oscar Moreno, David St. Pierre, Sharon Sola-Ahluwalia, Justin Tracy, Kris Whitehead, Steve Wollman, Shelby Worthington,

Excused: Gerald Douglass, John Matheson, Bob Nagle, Teresa Rosales for ABP, Charity Schiller, Ellie Uli, John Worden

Absent: Ian Davidson, Marty Lueking, Andy Melendrez, Brian Percy, Cherie Russell,

Staff: Natasha Ferguson, Janice Penner

1) Call to Order

Chair Peter Meyers called the meeting to order.

2) Self Introductions and Public Comment

Kris Whitehead announced that Curves was holding its annual Food Drive for the Salvation Army. Lynn Cloninger reported on several interviews featuring Chef Marla Cohen from Phood on Main.

Cynthia Azari introduced herself as the new President of Riverside City College. Peter Meyers congratulated her on behalf of the Board and welcomed her as a new Director.

Bill Gardner suggested that Board members watch the next episode of Undercover Boss.

3) Minutes of March 9, 2011

Motion: To accept the Minutes of the Meeting of March 9, 2011.

Motion made by: Chuck Beaty **Motion Seconded by:** Bill Gardner

Motion carried.

4) Chair's Report

Peter Meyers said that he would fold his remarks into the items for discussion.

5) Items for Discussion

5a) Ward One Candidate Forum

Peter Meyers said that RDP would be hosting a Ward One Candidates Forum at the Riverside Convention Center and that all for candidates had agreed to participate. He said that he would be acting as the moderator and the format would include opening statements, questions posed by the moderator and the audience, and then closing statements.

5b) Executive Planning session for Strategic Plan

Peter Meyers said that the Executive committee held a planning session and thanked all those who attended for their input. He said that Janice Penner would put together a draft strategic plan for

review by the attendees and then by the Board. He said that it would take some time to allow for preparation, review, and discussion. Janice Penner said that the budget would go to the Board in June and the strategic plan would go before it in July.

6) Items for Information

6a) Easter Egg-stravanza event

Janice Penner said that 23 businesses were participating in the event which was an all time high. She said that the event would take place that weekend on three blocks of Main Street with various activities including children's crafts, an Easter Bunny, and photos. She said RDP would have an information booth on site during the event. She said that the City had put the event in their Outlook publication as well as regular RDP promotion. She added that RDP was co-promoting with the Veterans Parade.

6b) Upgrade of Marketplace electronic sign

Janice Penner said that RDP was managing the upgrade of the Marketplace electronic sign to full color on behalf of the City. She said that the deadline date for submissions had been extended and that four firms were expended to submit proposals.

6c) Update on California Downtown Association conference

Janice Penner said that both she and Teresa Rosales were on the Conference Planning Committee and that there had been two conference call meetings so far. She said that at the last conference call, the conference coordinator and CDA Board chair said that they wished all hosting cities were as enthusiastic as Riverside. She said that Riverside had secured \$12,500 in sponsorship plus submitted 10 proposals for presentations. She said that both RDP and ABP would be setting up a joint 'Host Committee' to assist with the conference.

Bill Gardner advised that he was working with Riverside Public Utilities on a facilities tour and that it would perhaps be available by the time of the conference.

Chuck Beaty suggested having someone from the conference attend Good Morning Riverside on Thursday, October 13th to advise people of the event. Janice Penner said that she would talk to Cindy Roth about the agenda.

Peter Meyers suggested that RDP partner with KRCB to do a clean-up downtown in preparation for the conference.

7) Financial Reports

7a) Financial Report as of March 31, 2011

David St. Pierre said the financial summary for the month of March showed a loss of \$8,500 compared to an expected loss of \$7,200. He said that for the year to date there was a surplus of \$20,000 compared to an expected loss of \$17,000. He said that the positive variance was due to BID levy income offset by additional expenses.

Motion: To accept the financial report as at March 31, 2011.

Motion made by: Bill Gardner **Motion Seconded by:** Patrick Brien

Motion carried unanimously.

7b) Update on sale of assets

Janice Penner said that staff had recommended to the Executive Committee to consign the sidewalk sweeper and scrubber that was now surplus equipment to Ritchie Brothers for auction. She said the committee had agreed and that the equipment will be transported for their May 6th sale. She gave a brief summary of the circumstances leading to the sale.

7c) Appointment of Finance Committee

David St. Pierre advised that the Finance Committee reviewed the annual budget prior to approval by the Board. He said that the Finance Committee would consist of himself as Chair as well as Peter Meyers and Charity Schiller, and four members who had agreed also to serve. He said that they would meet in May and the budget would come to the Board in June.

Janice Penner said that the outline of the process was in the Board package. She said that the Board would have all of the minutes of the Finance Committee and the Executive Committee to review when considering the budget.

Motion: To appoint the 2011 Finance Committee consisting of David St. Pierre, Peter Meyers and Charity Schiller as Ex-Officio members and Marcia Campbell, John Matheson, Kris Whitehead, and Steve Wollman as Board members.

Motion made by: Bill Gardner **Motion Seconded by:** Justin Tracy

Motion carried unanimously.

8) City Council Updates

8a) Ward One

Councilman Mike Gardner said that the seismic retrofit and roof repair had started on the Metropolitan Museum. He said that the renovations would take a few months but that the museum would remain open. He said that the Municipal Auditorium would also have a new roof and seismic retrofit as well as new seats. He said that the auditorium would be back on line in early 2012 to replace the space lost when the Convention Center went off line for its renovation. He noted that the bids were in for the Convention Center but the contract wasn't awarded. He added that the plaza area between the Convention Center and the Marriott would be remodeled to make it more usable as a meeting space and to include a military heritage aspect.

8b) Ward Two

There was no update on Ward Two.

9) Security Update

Chris Manning said that there was still a concern with vehicle burglaries. He said that residents had gotten the message not to leave valuables in their cars but that visitors still were doing so. He said that there had been some discussion about signage but there was a concern that putting signs could give the impression that downtown was unsafe. He felt that signage was warranted. He added that core wire thefts were continuing to be a problem.

Chris Manning said that the police and Code Enforcement had located a homeless encampment in the Santa Ana river bottom, noting that with increased monitoring of Fairmount Park, the homeless were moving to the nearby areas. He said that there were now increased restrictions on dealing

with homeless due to a recent case decision. The police now had to give them nine days notice before taking action and then had to hold their belongings for 30 days before disposing of them. He said another challenge was that some of the homeless encampments were not on the City's property but in another jurisdiction.

Chris Manning said that there was a security plan proposed for the Hyatt Hotel. He said that the plan proposed that the hotel install security cameras that would capture the surrounding area.

Janice Penner said that the Security Committee was considering possible security projects for the upcoming budget year. She encouraged the Board to also send any ideas to her.

Bill Gardner said that a number of historic buildings had bronze plaques and asked if there had been any instances of theft. Chris Manning said that he was not aware of any but that backflow valves were still being stolen. Bill Gardner said that a redesign might be needed for the historic plaques.

10) Redevelopment Update

Deanna Lorson said that a committee was reviewing the design build proposals received for the Convention Center and would be making a recommendation. She said that the design build format would include concepts for the renovation. She said that the Hyatt Hotel construction was on schedule and that the construction for the new Fire Station should start by the end of April.

Deanna Lorson said that the Su Casa apartments had been demolished. She said that the façade improvement for the City owned Main Street buildings had been approved by the Cultural Heritage Board. She said that the Council had approved additional funds for the multi-modal transit station. She said that the garage was proceeding for the Fox Entertainment Plaza as was the elevator and lobby portion.

David St. Pierre asked about the crane coming down for the Citrus Towers project. Deanna Lorson said that another crane would go into place that would require closure of Lime Street between University and Ninth.

Councilman Mike Gardner said that the City had made some shifts in parking to provide transient parking lost due to the construction of the new Fire Station. He said that permit parkers in Lot 27 were moved to allow metered parking. He said the City was looking at other options, noting that the Econo Lube-n-Tube property was likely going to become a print shop.

11) Arlington Business Partnership Update

Janice Penner gave a brief update, noting that ABP was busy with planning their annual Chili Cook-off. She said that they were also planning several physical improvement projects including two bus shelters.

12) New Business

Janice Penner said that RDP would be showing movies on Main Street in July and August and listed the movies planned. She said that RDP partnered with Parks and Recreation on the movies, paying

all of the hard costs for movie rentals and staff time. She said that the City and RDP would be co-promoting in the City Outlook magazine and calendar and emails.

Peter Meyers encouraged the Board to suggest ideas for the upcoming year, noting that RDP had financial reserves that could be used to fund initiatives to benefit downtown. He said to either call or email him or Janice Penner. Janice Penner noted that RDP had two categories of reserves; a cash reserve for cash flow, and an opportunity reserve for projects and initiatives such as the destination marketing campaign. Bill Gardner suggested looking at building trash enclosures for certain areas with several dumpsters. Lynn Cloninger noted that additional signage for California Tower tenants would be helpful. Janice Penner noted that there were maps in the kiosks located along Main Street. Shelby Worthington suggested directory boards at the intersections.

Chuck Beaty noted that both DANA and Friends of Mount Rubidoux recognized Ralph Nunez of the City's Parks, Recreation and Community Services at the City Council meeting held last night.

13) Adjournment and next meeting date

Peter Meyers adjourned the meeting until the next meeting scheduled for May 11, 2011 at 7:30 am.