



## Minutes

**Present:** Chuck Beaty, Patrick Brien, Erin Edwards, Bill Gardner, Irving Hendrick, Jeff Kraus, Nanci Larsen, Shalini Lockard, Philip Makhoul, Stan Morrison, Bob Nagle, Sergio San Martin Charity Schiller, Cara Swearingen, Donna Granillo and Lashon Halley for Kevin Townsend, Justin Tracy, Shelby Worthington-Loomis

**Excused:** Nathan Freeman, Lou Monville, Geoff Neely, Brian Pearcy

**Absent:** Corinne Awad, Cherie Crutcher, Ian Davidson, Daniel Iglesias, Brandy Marian, Marco McGuire, Amir Mertaban, David St. Pierre

**Ex-Officio ABP / City Council:** Oz Puerta / Andy Melendrez

**Staff:** Janice Penner, Kate Stovicek

### 1) Call to Order

Shelby Worthington-Loomis called the meeting to order.

### 2) Self Introductions and Public Comment

Erin Edwards said that DANA was now offering a business membership.

Stan Morrison encouraged people to attend the Alpin Hong concert at the Coil Concert Hall, noting that he was an incredible pianist.

Bill Gardner commented that it would be good to have a marquee for The Box as well as the Food Lab. Patrick Brien said that he understand that the owners of the Food Lab would allow use of the marquee as needed to promote events at The Box.

Chuck Beaty said that there would be a gathering of those who survived the City Hall shooting. He commented on the number of shootings since that time and the lack of security systems at City Hall to prevent entry with guns.

Patrick Brien reminded the Board of the Riverside Art and Music Festival that Saturday.

### 3) Minutes of July 11, 2018.

**Motion:** To accept the Minutes of the Meeting of July 11, 2018.

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

**Motion carried**

### 4) Chair's Report

Shelby Worthington-Loomis said that she went to the pre-opening of Food Lab. She said that it was a very diverse group of restaurants and that about 9 of the 14 planned were open. She said that she expected it to be very busy with the Fox PAC attendees.

Shelby Worthington-Loomis thanked Stan Morrison for being the auctioneer for the Golden Badge Awards Dinner.

Janice Penner said that Brian Percy was in Hawaii assisting Habitat for Humanity in building homes for victims of the past hurricane.

Janice Penner extended sympathy to Steve Loomis and Shelby Worthington-Loomis on behalf of the Board on the loss of Steve's mother, and said RDP would send a plant.

## **5) Items for Information**

### **5a) RTA security for bus stops on University**

Shelby Worthington-Loomis asked Philip Makhoul for comments about the impact of the RTA security. Philip Makhoul said that it had been very effective in addressing the issues. He commented that there had been problems with parking meters in the area not working correctly. Shelby Worthington-Loomis said that she had noticed a huge improvement in the atmosphere.

### **5b) Earthquake Resiliency Workshop**

Janice Penner said that the workshop would now be open City wide as part of the City's earthquake preparedness. She said that City Staff would do the presentations and RDP and ABP provide materials and refreshments. She said she felt it was important to provide the information to businesses.

Bill Gardner suggested adding health preparedness as well. Janice Penner said that there would be information tables at the event for CERT, Stop the Bleed, and Red Cross.

### **5c) RDP activities**

#### ***i) Tree removal***

Shelby Worthington-Loomis said that she felt the removal of the ficus trees on University had helped the security issues by removing some of the shade that encouraged loitering. Janice Penner said the replacement trees were expected to go in at the latter part of October. Councilman Andy Melendrez commented that he planned to repaint his building now that the tree was gone. Janice Penner said that Public Works would be looking at what could be done to clean the sidewalks as well.

Bill Gardner commented on the three trees that had been removed on University near Market but no replacement had been made. Janice Penner said that they would look at the area and see if they could arrange for replacements.

#### ***ii) Upcoming events***

Shelby Worthington-Loomis noted that the Riverside Art and Music Festival would take place on Saturday, September 15<sup>th</sup> from 4 pm to 10 pm.

Shelby Worthington-Loomis noted that the Fall Fashion Show would take place on Tuesday, October 4<sup>th</sup> with participation by downtown retailers, The Pink Ribbon Place, and Riverside City College School of Cosmetology.

Shelby Worthington-Loomis noted that the September 25<sup>th</sup> luncheon would be at the Riverside Woman's Club and feature Collette Lee and Andy Melendrez on the Riverside Arts Academy and a presentation on Rail Safety Month, and sponsored by the Riverside Woman's Club and McGrath's Catering. She said that the October 23<sup>rd</sup> luncheon would be at the Riverside Art

Museum and feature Drew Oberjuerge on the museum and The Cheech, and sponsored by Best Best & Krieger. She said that the November 27<sup>th</sup> luncheon would be held at First Congregational Church in their Madonna Room on the first floor with the topic and speaker still to be confirmed and Mr. World Wide Catering doing the food.

Shelby Worthington-Loomis said that RDP would be a sponsor of the new 'Riverside Halloween Fest' event to be held on Saturday, October 27<sup>th</sup> in White Park. She said that the event was organized by the same group that organized the Day of the Dead event and including Cosme Cordova and Peggy Roa. Janice Penner pointed out that the new event replaced the Riverside Zombie Crawl which now longer had the same appeal.

## **6) Financial Reports**

### **6a) Adjustment to 2018 – 2019 budget**

Cara Swearingen said that when incorporating the current budget figures into the financial reports, it was noticed that the amounts for the Ambassador payroll and payroll tax were lower by approximately \$4,450 than they should be based on the full year's actual experience. She said that Staff recommended that an adjustment be made to reflect the increased amounts for payroll and payroll tax and that anticipated BID levy income for security be increased by \$4,800 to cover the increased expenses with budgeted revenue and expenses then increased to \$614,012 from \$610,112 for the current fiscal year. Janice Penner said that as the adjustment was not substantive, the Executive Committee acting as RDP's Operations Committee could and did approve the adjustment.

### **6b) Financial updates at July 31, 2018 and August 31, 2018**

Cara Swearingen said that the financial report for July showed a surplus of \$57,491 compared to an expected surplus of \$45,692. She said that the BID levy payment for June for receipt in July was \$94,725 which was higher than budget by \$12,429 which accounted for most of the positive variance, while variances in other items were due mostly to timing.

Cara Swearingen said that the financial report for August showed a deficit of \$14,160 compared to an expected deficit of \$5,474. She said that for the year to date, there was a surplus of \$43,331 compared to an expected surplus of \$40,218. She noted that while the BID levy income for the year to date was higher than expected by \$10,857, that positive variance was offset by the unbudgeted expense for RDP's share of the RTA security guard (\$5,155.25) plus expenses for registration of the new GEM and repairs on the other GEMs.

Cara Swearingen noted that RDP had \$84,644 in Checking and \$105,542 in Money Market with Citizens Business Bank and a checking account of \$160,084 with Provident Bank, and that RDP reserves included a CD of \$84,960 with Provident Bank and three CDs with Pacific Premier Bank totaling \$235,153 for total reserves of \$320,113. She said that the \$100,000 City Match payment was received in August and deposited in the Provident Bank checking account with a \$15,000 check then made payable to Citizens Business Bank to keep assets with Provident Bank to within the \$250,000 insured limit.

Cara Swearingen noted that the new GEM was purchased and now in use and that the cost of the new GEM was shown on the balance sheet as an asset Janice Penner added that the GEM had doors and windows so would be used for inclement weather as well as the usual schedule..

**Motion:** To accept the financial reports at July 31, 2018 and August 31, 2018

**Motion made by:** Bill Gardner

**Motion seconded by:** Chuck Beaty

**Motion carried.**

**6c) Update on Financial Review**

Janice Penner said that she sent out the tax returns to the Board for review on September 4<sup>th</sup> for comments prior to September 11<sup>th</sup>. She said that if there were no comments, they would be considered as accepted and she would instruct the CPA to file them.

Janice Penner said that she sent the reviewed financial statements for the year ended June 30, 2018 prepared by the CPA sent to the board on Wednesday, September 5<sup>th</sup>. She noted that there were no significant changes were made from the draft June 30, 2018 financial report.

**7) Adjournment for Review and Approval of Annual Report for 2018 Renewal.**

Shelby Worthington–Loomis temporarily adjourned the RDP Board meeting so that the Advisory Board for the Riverside Downtown Parking and Business Improvement Area could review and approve the Annual Report for the 2019 renewal.

**Motion:** To approve the Annual Report for the 2019 Renewal

**Motion to approve:** Bill Gardner     **Motion seconded by:** Stan Morrison

**Motion carried.**

It was noted that the Report would be sent to the City for setting of the Public Hearing on November 6<sup>th</sup>.

**8) Reconvening of Board Meeting**

Shelby Worthington-Loomis reconvened the RDP Board meeting.

**9) City Council Updates**

**9a) Ward One**

Councilman Mike Gardner was unable to attend but provided comments. He said that construction of the Stalder Plaza project would start shortly. He said that Riverside Food Lab was now open. He said that the Hawk signals would be installed on Market Street shortly.

Councilman Mike Gardner's comments included staff preparing a report on the Bird scooters that were appearing on University and other areas of the City due to some of the issues that were expected to arise and had been experienced in other cities. Jeff Kraus commented on some of the issues UCR had with the scooters and why they weren't allowing them on campus. Councilman Andy Melendrez noted that Eastside residents had a positive response to having them available to use. He said that there was a group interested in bringing a bike share program to the Eastside.

**9b) Ward Two**

Councilman Andy Melendrez said that the Youth Opportunity Center worked with a number of Eastside youth on various programs. He said that the Riverside Arts Academy continued to work with children on various music and arts programs. He said that a portion of their Community Block grants was being used for these programs including payment of the artists themselves.

Councilman Andy Melendrez said there was a partnership with the housing development and the Riverside Art Museum to have an artist-in-residence program in the affordable housing project.

Councilman Andy Melendrez noted that City Council had approved a multi-million dollar funding for road improvements.

Councilman Andy Melendrez commented on the positive improvements in the Eastside, particularly along Park Avenue from University to 14<sup>th</sup> Street. Bill Gardner added a recommendation of a restaurant in the area.

Shelby Worthington-Loomis asked if there was an update from the City on a CUP application of a downtown business. She said that she believed there was a process by which other businesses could comment. Councilman Andy Melendrez said that he did not have an update and would need to defer to Councilman Mike Gardner as he wasn't able to comment.

### **10) RDP Security Update**

Donna Granillo said that Lt. Kevin Townsend said that RPD was involved with the Festival of Lights. She said that the new City management team would be at the next hospitality meeting on Monday, October 15<sup>th</sup>. She said that sworn staffing had increased to 410 net.

### **11) City Community Development Department Update**

Janice Penner said that Nathan Freeman advised that Stalder Plaza should be completed in 18 to 24 months. She added that the Tessier brothers would not start Chow Alley until Riverside Food Lab stabilized.

### **12) Arlington Business Partnership Update**

Oz Puerta advised that they were working on their Winter Wonderland event which was a partnership with Park and Recreation. He said it was planned to be an all day event with activities including teens. He said they were also working on a technology wall for the Innovation Center planned for Arlington Park.

### **13) New Business**

Justin Tracy commented on the Pearl Street Mall in Boulder, Colorado and the alleys with decorative tiling and pedestrian amenities. He strongly suggested these be looked at following completion of the two residential projects on Main. Janice Penner said she would follow up with the City to see if alley improvements were under consideration. Shelby Worthington-Loomis said that Imperial Hardware Lofts had improved the alley behind it and Retro Taco planned to do the same.

Bill Gardner suggested that RDP endorse alley improvements. Councilman Andy Melendrez said that he was working on transportation directives that would include alley improvements and would appreciate RDP's support. It was agreed that Janice Penner would follow up with Councilman Andy Melendrez and would put it on the October Board agenda for further discussion. Janice Penner suggested that at the Board meeting, the item be directed to the Land Use committee for oversight. Shelby Worthington-Loomis said that the building owners

needed to come on board as well. Erin Edwards supported the item being directed to the Land Use Committee for oversight.

Stan Morrison said he felt strongly that RDP should support improvements that enhanced the pedestrian experience and encouraged art exhibits. He said it would accelerate downtown Riverside being viewed as a destination. He added that in his opinion, building owners such as Mark Rubin and the Roberts would come on board.

Bill Gardner said that he was proposing an invitational sculpture exhibit on the Mall. Janice Penner suggested having the Riverside Arts Council and Councilman Andy Melendrez involved. Patrick Brien said he would reach out to Newport Beach for information on their program. It was agreed to place the item on the November agenda. Chuck Beaty commented that it was important for guidelines that were established for monuments to be followed for sculptures.

Dr. Irving Hendrick provided information on the October 11<sup>th</sup> Riverside City College's President's Dinner and the student programs to be funded through it. He said the main emphasis would be on the transformational change in community colleges. Members of the Board were encouraged to attend and support RCC.

**14) Adjournment and next meeting date – October 10, 2018.**

The meeting was adjourned until October 10, 2018.