



## Minutes

**Present:** Charity Schiller, Erin Edwards, Anderson Ewing, Bill Gardner, Nanci Larsen, Shalini Lockard, David St. Pierre, Debbie Rose, Geoff Neely, Nick Pacific, Kevin Townsend, Justin Tracy

**Excused:** Patrick Brien, Nathan Freeman, Randy Hord, Daniel Iglesias, Stan Morrison, Brian Pearcy, Sergio San Martin, Shelby Worthington-Loomis

**Absent** Gregory Anderson, Chuck Beaty, Cherie Crutcher, Paul Gill, Jeff Kraus, Philip Makhoul, Brandy Marian, Lou Monville, Bob Nagle, Thomas Portugal, Todd Turoci

**Ex-Officio ABP / City Council:** Andrew Guerra / Mike Gardner, Andy Melendrez

**Staff:** Janice Penner

### 1) Call to Order

Shalini Lockard acted as Chair and called the meeting to order.

### 2) Self Introductions and Public Comment

Conducted.

### 3) Approval of Minutes of May 8, 2019.

**Motion:** To accept the Minutes of the Meeting of June 12, 2019

**Motion made by:** Bill Garner **Motion Seconded by:** Charity Schiller

**Motion approved by email vote with results appended to Minutes.**

### 4) Chair's Report

Shalini Lockard suggested that RDP consider holding another Earthquake Awareness seminar in light of the two recent earthquakes. Janice Penner said that RDP had materials left over that Board members could pick up. She said that Mark Annas and Peter Sellas from the Office of Emergency Management had said people ignored preparations as there hadn't been a significant earthquake in the area for years. She said that preparing for the next one was now the major topic.

Shalini Lockard said that people might be prepared at home but not at their business with sufficient supplies. Bill Gardner pointed out the need to have a kit in one's car as well. Shalini Lockard commented on programs and kits from the American Red Cross.

Janice Penner said she would information on Earthquake Preparedness as part of the Security Corner in the BID Bulletin.

### 5) Items for Discussion

#### 5a) Appointment of new Treasurer

Shalini Lockard said that Cara Swearingen had resigned from the Board and as Treasurer as she was relocating. She said that David St. Pierre had agreed to rejoin the Executive and serve as Treasurer. She noted that he served as Treasurer from 2009 to 2011 and has been a signer for the organization since then.

**MOTION:** That David St. Pierre be appointed as Treasurer effective July 10, 2019.

**Motion made by:** Nanci Larsen **Motion Seconded by:** Erin Edwards  
**Motion approved by email vote with results appended to Minutes.**

### **5b) 2020 BID Renewal**

Janice Penner said the Annual Report for the 2020 renewal of the BID levy needed to be approved by the RDP Board of Directors at the September 11<sup>th</sup> meeting in order to be approved within the City's timeline. She said she would prepare the report in August and send it to the Executive Committee for review and approval at their September 2<sup>nd</sup> Executive Committee meeting. She said the report would follow the same format as in previous years.

Janice Penner said she would advise the City's Finance Department of the time line for approval and submission. She said submitting the report on September 11<sup>th</sup> would likely mean City Council would receive it at their October 8<sup>th</sup> meeting and set the date for the Public Hearing for November 5<sup>th</sup>. She encouraged the Board to provide comments.

### **6) Items for Information**

#### **6a) RDP activities and items**

Janice Penner said that the July 23, 2019 luncheon would be held at Riverside Community Hospital with COO Paulina Tam and VP of Operations Joe White presenting, and the hospital sponsoring. She said the luncheon would be held in Tower G in the cafeteria in a curtained area and there would be signage to the cafeteria and to parking.

Janice Penner said there was no luncheon in August. She said she had confirmed the Convention Center for October and First Congregational Church for November.

Janice Penner said the July events would start the week of July 8<sup>th</sup> with the new event, Lunch Fest, on July 9<sup>th</sup> and then Movies on Main on July 11<sup>th</sup>. She said Posters and postcards for both had been distributed to downtown businesses as well as to Park and Recreation locations and City Hall, and that interim staffing had been arranged for the events. She said both events were partnerships with the City s

Janice Penner said RDP staff had submitted the event permit for the Riverside Art and Music Festival on September 14<sup>th</sup> and will be arranging logistics.

### **7) Financial Reports**

#### **7a) Draft Financial report at June 30, 2019**

David St. Pierre said that the draft financial report for the month showed a deficit of \$ 12,002 compared to an expected deficit of \$19,291. He said that for the year end there was a deficit of \$990 compared to a balanced budget resulting in a negative variance of \$990.

David St. Pierre said that major variances for the year were BID Levy income greater than budget by \$37,455, offset by BID Promotion expenses greater than budget by \$11,858 and unbudgeted security expenses of \$23,750. Janice Penner pointed out that the small deficit was after unbudgeted expenses for security.

David St. Pierre said that RDP had \$20,680 in Checking and \$55,629 in Money Market with Citizens Business Bank, and \$135,347 in Checking with Provident Bank. He said that RDP reserves included three CDs with Pacific Premier Bank totaling \$238,517 and one with Provident Bank of \$85,597 for total reserves of \$324,114. He said that as of June 30, 2019 Accounts Receivable equaled \$38,340 and Accounts Payable equaled \$10,706.

**Motion:** To accept the financial reports at June 30, 2019 as draft

**Motion made by:** Bill Gardner     **Motion Seconded by:** Anderson Ewing

**Motion approved by email vote with results appended to Minutes.**

## **8) City Council Updates**

### **8a) Ward One**

Councilman Mike Gardner said that that as Chair of the State's Seismic Safety Commission, he had gone out to Ridgecrest and Trona to survey the damage. He said the damages were less than expected with an earthquake of that magnitude with no major building collapses although there were fires and mobile home damages. He commented on some of the types of building damage in both Ridgecrest and Trona. He added that Trona's water supply was impacted but was being addressed, and power outages were limited in duration. He said no deaths were directly attributed to the earthquake. He said there was also no major damage to the area's rail lines or structures. He said Riverside sent support with trucks and personnel.

Janice Penner asked about the possibility of aftershocks in other areas. Councilman Mike Gardner explained that the 6.3 earthquake on one fault line triggered the 7.1 on an adjoining fault line with aftershocks along the fault lines. He said there were concerns about triggers and there were fault lines that weren't mapped. He noted that people in the area were anxious that the 6.3 followed by a 7.1 meant a larger one could follow.

Councilman Mike Gardner noted that had the quake occurred in a more populated area, that magnitude would have meant more damage and likely more deaths. He said that if it happened in Riverside, more emergency assistance would be needed and it would take longer to arrive, particularly if roads were damaged. He commented that unfortunately emergency efforts were not as coordinated as they should have been.

Councilman Mike Gardner said that made the need to be prepared more critical, and pointed out that Trona had no water in their system for several days meaning no toilets as well. He said there were prepackaged kits available. He added that having ongoing internet access was important for communications.

Bill Gardner commented on the need for hot water heaters to be strapped and that the toilet tank was an emergency source of water.

It was agree that Janice Penner would reach out to Mark Annas and Peter Sellas about holding an Earthquake Readiness seminar. She would also include information in the August BID Bulletin.

### **8b) Ward Two**

Councilman Andy Melendrez commented on the need for the increase in water rates to provide enough money to rebuild in the event of an earthquake. He added that the increase was not enough in his opinion given the possible severity of damage and the likely cost of repair.

Councilman Andy Melendrez said Council would be discussing the Historic Preservation Fund and how to continue funding it. He said Council wasn't ready to take monies from the General Fund reserves but there were alternatives including percentages of sales of historic properties, mitigation funds, and general fundraising. He noted the impact of the Historic Preservation Trust Fund downtown.

Councilman Andy Melendrez said there were several activities in the Eastside including the Eastside Market Night launching that Saturday. He said it would include local farmers as well as new cottage industries. He said it would be at Lincoln Park in front of Solar Max and there would be artisans, entertainment, as well as various organizations and information booths.

Councilman Andy Melendrez said Havana Nights raised about \$30,000 for the Riverside Arts Academy's programs. He gave an overview of the programs and the population served, primarily economically disadvantaged youth, and reiterated the need for gently used instruments.

Janice Penner said Collette Lee would be presenting on the Riverside Arts Academy at the September luncheon which would give an opportunity to promote their flash mob and recognition of a military family during Festival of Lights. Councilman Andy Melendrez said he wanted to move the performance area from the intersection of Main and Mission Inn to right in front of the hotel. He said the orchestra continued to improve.

Councilman Andy Melendrez said that the Development Committee would be reviewing a proposal from Steelcraft for a retail/restaurant project on University at Ottawa using shipping containers or similar type units. He said they had similar projects in Long Beach, Bellflower and Garden Grove, and he had encouraged them to engage with the community. He talked about the challenges facing that area in the past. He said there was a lot of positive development including CARB, the new hotel, Mission Lofts, and more.

#### **9) RPD Security Update**

Kevin Townsend said there was a brief uptick in car burglaries but they had arrested someone. He added that there was an increase in food vendors and the City was trying to address the situation. Janice Penner said that action was needed to ensure the vendors complied with City permit regulations and County Health, and that they did not impact other businesses.

Charity Schiller commended the police for their prompt response to a traffic situation downtown.

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

As Nathan Freeman was unable to attend, there was no update.

#### **11) Arlington Business Partnership Update**

Andrew Guerra said they were starting their BID Renewal and would hold their annual meeting on October 21<sup>st</sup> at their office.

#### **12) New Business**

Nick Pacific said that Arteco Partners was looking for a partner for Chow Alley. He said Riverside Game Lab should open September or October. He said Jerry Tessier was looking at a combined celebration for its opening and Food Lab's one year anniversary.

Bill Gardner advised that he was trying to encourage UCR to set up a satellite Botanical Garden downtown.

#### **13) Adjournment and next meeting date – September 11, 2019**