



## **Minutes**

**Present:** Shelby Worthington-Loomis, Shalini Lockard, Charity Schiller, David St. Pierre, Gregory Anderson, Chuck Beaty, Patrick Brien, David Bristow, Nathan Freeman, Bill Gardner, Paul Gill, Randy Hord, Nanci Larsen, Lou Monville, Stan Morrison, Nick Pacific, Todd Turoci, Philip Makhoul, Jesse De La Cruz, Randy Hord, Justin Tracy

**Excused:** Bob Nagle, Erin Edwards, Kevin Townsend, Jeff Kraus, Andy Melendrez

**Absent:** Daniel Iglesias, Geoff Neely, Cherie Crutcher, Brandy Marion, Brian Percy, Thomas Portugal, Debbie Rose, Sergio San Martin

**Ex-Officio ABP / City Council:** Andrew Guerra

**Staff:** Janice Penner, Shirley Schmeltz, Sarah Hom

### **1) Call to Order**

Shelby Worthington-Loomis called the meeting to order.

### **2) Self Introductions and Public Comment**

Self introductions were conducted. Stan Morrison said on Saturday, December 7, was the Annual Christmas Concert at the Coil Theater by the Philharmonic Orchestra led by Tomasz Golka. He said on Thursday, December 19, Leslie Odom Jr. will be performing at the Fox Theater. He stated having Leslie Odom Jr. in Riverside is a remarkable moment for theater and the City of Arts and Innovation.

Patrick Brien stated the Riverside Arts Council lobby looks different because the Community Foundation rebranded itself to be known as the Inland Empire Community Foundation. Justin Tracy stated PIP Printing installed all of the new art installations. David St. Pierre stated the Riverside Arts Council Youth Group will see Leslie Odom Jr. during his sound check.

### **3) Approval of Minutes of November 13, 2019.**

**Motion:** To accept the Minutes of the Meeting of November 13, 2019

**Motion made by:** Gregory Anderson

**Motion Seconded by:** Chuck Beaty

**Motion carried.**

### **4) Chair's Report**

Shelby Worthington-Loomis stated there were people from the County inside Retro Taco talking about how they walked to Retro Taco from City Hall through the alleys and how they were so bright. She stated in addition to the string lights, all of the wiring has been redone, the farm house lighting has been painted with Rustoleum paint, and the wall lighting has been put in place. Charity Schiller stated the alleys do look great. Shelby Worthington-Loomis said she will be sending the mural samples over to Margie but due to the weather, the painting has been delayed.

### **5) Items for Discussion**

#### **5a) RDP Bylaws – Amendments December 2019 – MOTION**

Janice Penner said for ease of review, RDP has put the amended Bylaws as a separate document that are in the package along with the election process, timeline, and questions that have come up at previous meetings. She stated for people who are not familiar with redline

version of the Bylaws, they can be very difficult to read. She said RDP is hoping to approve the amendments at the Board Meeting. She said there are Board Member Application Forms and Nomination forms available for anyone who wishes to submit an application. She said RDP is hoping to have everything completed by the February 12<sup>th</sup> Board Meeting.

Janice Penner stated RDP is considering have a five year Strategic Plan with an interim review at the end of 2022. She said she would like the old Board and new Board to have input on the new Strategic Plan.

Bill Gardner inquired about the wording for the Ex-Officio section on page two of the Amendments. He stated anyone who fell under the category of being an Ex-Officio Director Emeritus should have a vote and that it should be specified. Janice Penner stated when the Director Emeritus status was brought in service was intended to be "service to the organization". She said the first director was Russell Walling who served RDP for many years, but not always on the Board. She stated Russell Walling's service was cumulative and not continuous. She said she looked at other organizations and most Director Emeriti do not have a vote on the Board because they may not be on the Board on a regular basis and therefore, not able to make an informed decision to vote. She stated the point of having a Director Emeritus category is to be able to recognize service to the organization. She said Bill Gardner and Chuck Beaty are two good examples of members who have served the organization and would be recognized for their service. She said if Bill Gardner and Chuck Beaty decided to no longer want to be an active member on the Board, they would have the option as Director Emeritus to still attend Board meetings at their leisure, but not have a vote.

Bill Gardner inquired about who did the counting of the votes from the ballots. He stated he believes it should be specified. Janice Penner stated it has always been staff that did the counting. Shirley Schmeltz said the ballot has numbers and they are marked when received, in addition to having back up. Janice Penner stated it is supposed to be independent so that is why board members do not do the counting. She said the amendment can easily be changed to saying "the count shall be conducted by the corporation staff at the corporation office". She said the reason why staff has always been the ones to count the votes is because staff is considered independent. Shelby Worthington-Loomis stated the date when the vote is counted has always been put into the report.

Gregory Anderson stated in regards to the Ex-Officio Director Emeritus, this position is also very common among academic institutions. He said this title recognizes the long-term contribution without demanding that the individual continue in an onerous capacity of knowing everything and being ready to vote. He stated this is a different role and not a diminished role. He said this seems to be normal routine in his opinion.

David Bristow inquired about whether or not if someone has ever been denied attending a Board Meeting. Janice Penner stated it is an open board. David Bristow inquired about the reason for having an Ex-Officio member. Janice Penner stated a good example of this is the City Council members who cannot be voting members of the Board. She stated they attend to give updates. She said that as Directors Emeritus do not have a vote they are classified under Ex-Officio Members. David Bristow said it seems inefficient to call someone a Quasi-Director. Shelby Worthington-Loomis stated RDP will continue to look into making certain changes. She stated RDP is still in the process of refining the amendments.

Justin Tracy said he was concerned about going into a voting process and election because he believes RDP has a deficit of young people who take on leadership roles in the Board. He

stated he believes having an election would make it more difficult for a young person to join the Board and move their way up. He said RDP is a great organization for people who want to move up through a parliamentary process and learn how everything works. He stated he thinks having an election is a deterrent for younger people to join.

Janice Penner stated it is easier for people who are not presently on the Board to join the Board because they can submit their nomination. She said when the ballot is sent out there will be biographies of everyone who is nominated. She said continuity in many respects is good, and that is why there are no term limits. If people are doing a good job, their continuing is determined by the election. She stated she has looked at several other organizations and the International Downtown Association. She said after looking at their amendments and bylaws, RDP's amendments and bylaws are not unusual and consistent. She said there are organizations that change over every year and others organizations that do not. She stated the election process is there so you can decide whether or not you want someone to stay in their current position.

Lou Monville stated RDP need only look at what the State of California does in regards to term-limits. He said it is an artificial regulator on leadership and experience. He stated he believes those people who are willing to serve and have a demonstrated path of success should be continued to be recognized and if they choose to continue to serve, they should be able to do so. He said if not, the Board and the voters have the ability to remove them from their position. He stated he believes by providing that flexibility in an organization that needs to be nimble and reflective of issues as they evolve in Downtown is very important.

Janice Penner stated the election process is important because the Board itself is responsible for determining who continues in their position.

Charity Schiller inquired about the Board's conclusion of the Ex-Officio Directors Emeritus portion of the amendments. Discussion took place in regards to the purpose of having the section in the Bylaws. Shelby Worthington-Loomis stated it is there for tax purposes. Janice Penner stated it is necessary to record and list those is on the Board. Lou Monville asked if it was for the 9-90.

**Motion:** To accept the RDP Bylaws – Amendments December 2019

**Motion made by:** David St. Pierre

**Motion Seconded by:** Bill Gardner

**Motion carried.**

### **5b) Recommendations for RDP Annual Award Recipients – MOTION**

Shelby Worthington-Loomis stated the RDP Annual Award Ceremony is an opportunity to recognize the achievements in Downtown and generate positive publicity for both RDP and Downtown. She said the previous Award Recipients were attached to the Board Packet and the list also shows the recommended recipients for this year's Annual Award Ceremony for specific categories. Janice Penner stated RDP prepares the list of previous recipients so there are no repeats.

Shelby Worthington-Loomis stated the list is made up of people who were brought to the attention of the Executive Committee. She said for the Chair's Award will go to Chief Michael Moore, the Arts and Culture Award will go to the Riverside Arts Academy, the Business Activity Award will go to the Riverside Convention and Visitors Bureau, the Public Event Award will go to the Kiwanis's Uptown Riverside for their Riverside's Got Talent event, the Improvement Award will go to the Ratkovich Properties for their Main + Nine Project, and the Safety and Security

Award will go to the Riverside Fire Department. Janice Penner said to remind the Board to send in any nominations for the Roy Hord Award. She said she will email a reminder to those who nominated people last year to send in more nominations for this year.

**Motion:** To accept the Recommendations for RDP Annual Award Recipients.

**Motion made by:** Chuck Beaty

**Motion Seconded by:** Bill Gardner

**Motion carried.**

## **6) Items for Information**

### **6a) BID Renewal Public Hearing POSTPONED to December 17<sup>th</sup>**

Shelby Worthington-Loomis stated the BID Renewal Public Hearing has been rescheduled to December 17 at 3 pm. Janice Penner stated the City already has the PowerPoint presentation. She said the report will be formally approved at the December 17 meeting.

Janice Penner stated the new BID Renewal Public Hearing is delayed more than normal. She RDP submitted the report in September. She said for next year's BID Renewal Public Hearing Report it will have to be submitted in July, unless the City goes back to meeting weekly, then it will be submitted in September.

### **6b) Holiday Reception on December 5<sup>th</sup>**

Shelby Worthington-Loomis stated the Holiday Reception was on December 5 and thanked those who stopped by. Janice Penner thanks Shelby Worthington-Loomis and Cindy Alden for hosing it at Loft .84 and for all their contributions to the event.

### **6c) RDP Annual Meeting**

Shelby Worthington-Loomis stated the RDP Annual Meeting has been booked at the Mission Inn Hotel and Spa for Wednesday, February 19 with a cocktail reception starting at 5:30. She stated RDP will be working with the banquet staff on the menu and pricing. She said sponsorships, particularly for the event and the awards, and donations for the Opportunity Drawing will be solicited and that sponsorship forms will be sent out shortly. She stated for the last three years, the Annual Meeting has been sold out. Janice Penner stated in addition to selling out on tickets, the sponsorships have also been sold out for the past few years.

### **6d) Update on RDP activities and items**

Shelby Worthington-Loomis stated RDP coordinated the Window Decorating Contest for Downtown businesses for the Festival of Lights. She said independent judges selected the three prize winners who received a certificate and cash prize. She stated first prize of \$100 was Sweet Vintage Decor, second of \$75 was Mrs. Tiggy Winkles, and third of \$50 was Kelly's Boutique. Janice Penner stated this year was the first time that Kelly's Boutique entered into the contest.

Shelby Worthington-Loomis said RDP assisted the Riverside Arts Academy in recognizing two military families at their performance on December 5th.

Shelby Worthington-Loomis stated RDP is a sponsor of the 15<sup>th</sup> Annual Chanukah Festival to be held on Monday, December 23<sup>rd</sup> in front of the Historic County Court House.

Shelby Worthington-Loomis said there is no luncheon in December or in February. She stated Nathan Freeman will be presenting on Downtown development at the January Luncheon. She said RDP Staff is waiting for confirmation from the Life Arts Center for being the location. Shelby

Worthington-Loomis said if anyone knows of a business that would like to host a luncheon to let her know. Janice Penner stated RDP is looking to hold the March Luncheon at the Riverside Municipal Auditorium.

Shelby Worthington-Loomis Staff stated RDP will be submitting a request for City sponsorship for second half 2020 events and the submission is due by January 31, 2020. She said even though changes may be made to certain events, the sponsorship request will be made based on 2019. Janice Penner stated RDP is looking at reducing the number of movies in July to three due to the July 4 holiday and school starting early. She inquired about what ABP is doing and if they are doing movies as well. Andrew Guerra said ABP will not be doing movies. Janice Penner stated the Fall Fashion Show will also be changed. She said RDP is hoping to make it more of a Downtown business event along with showcasing more of breast cancer awareness with the Pink Ribbon Place. She stated RDP will be working on those at the beginning of 2020.

## **7) Financial Reports**

### **7a) Financial reports at November 30, 2019 – MOTION**

David St. Pierre stated the financial report for the year to date shows a deficit of \$52,143 compared to an expected deficit of \$50,020, resulting in a negative variance of \$2,123. He said it should be noted that the negative variance is after unbudgeted expenses for the StreetPlus Safety Patrol and for alley lighting. Janice Penner stated RDP's commitment is for \$50,000 and it is not budgeted.

David St. Pierre stated RDP had \$225,444 in two Checking and one Money Market accounts with Citizens Business Bank and Provident Bank. He said RDP reserves include four CDs with Pacific Premier Bank and Provident Bank for total reserves of \$325,263.

David St. Pierre stated as of November 30, 2019 Accounts Receivable equaled \$33,864 and Accounts Payable equaled \$16,259.

**Motion:** To accept the Financial reports at November 30, 2019

**Motion made by:** Bill Gardner

**Motion Seconded by:** Paul Gill

**Motion carried.**

## **8) City Council Updates**

There were no updates.

## **9) RDP Security Update**

Shelby Worthington-Loomis stated Lt. Kevin Townsend sent the security update. She said there had been no major incidents during the Festival of Lights so far. Janice Penner stated the Board can read the Security Committee Meeting minutes that were sent yesterday, in addition to, Entertainment – Security minutes that were included with the board packet. She said both sets of minutes gave detail about security issues that are happening in Downtown.

Chuck Beaty stated one of his board members from the Friends of Mount Rubidoux found some information online. He said months ago, the City Council formed a team of people to work with the homeless and there is a report that has been posted on how successful their outreach has been. He stated in May, the team made 423 contacts with the homeless population with 0 accepting services, in June, the team made 292 contacts with 4 that accepted services, in July,

538 contacts with 7 that accepted services, and in August, 442 contacts were made with 8 accepting services. He said the total number of people who accepted services over that span for four months was 19 people out of the 1695 contacts that were made on the million dollar investment.

Shelby Worthington-Loomis stated she is many boards that discuss homelessness and she has concluded that homeless people are the ones who accept services and the mentally ill individuals do not. She said Riverside does not have a lot of homeless, but does have a lot of people with mental health issues. She said the problem is that most of Riverside group homelessness and mental health together under the same category. She stated there is a need for mental health to be addressed. Discussion took place in regards to defining the line between homelessness and mental health. Janice Penner stated it is noted in the Security Committee Meeting minutes that there is a new Homeless Outreach Coordinator named Hafsa Kaka. Shelby Worthington-Loomis stated she talked with Hafsa Kaka after the Security Committee Meeting and discovered that there is a lot that is starting to be done.

Stan Morrison stated he overheard a lady talking on a radio station about Mayor Rusty Bailey, his resignation, and his plans for afterwards. He said if a City Council is not on top of handling a situation similar to what Riverside is experiencing with homelessness and mental health, it can get out of hand very fast and to the point of never bringing it back to how it used to be. He stated he is pleased with the efforts that have been made by the Riverside City Council. Shelby Worthington-Loomis stated there are a lot of issues in the news about some cities that are banning feeding the homeless in certain areas and are restricting it to certain areas. She said there needs to be an outreach that goes more towards the direction of mental health.

Chuck Beaty stated someone told him the 72 hour program was taken away. Shelby Worthington-Loomis said Laura's Law was removed in the State of California. She said she talked to Senator Roth about it and how the County needs it to be reinstated.

Stan Morrison said in Kansas City they offer services to veterans by building small houses with a kitchen, a bathroom, and all of the other necessities. Shelby Worthington-Loomis stated Riverside offers a similar service. She said there are no homeless veterans.

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

Nathan Freeman stated there have been a lot of businesses that have opened Downtown within the last month. He said the Hampton Inn opened last weekend, Route 30 Brewing opened last weekend, and the Fire Up Grill recently opened. He said the Donut Bar was trying to open before the end of Festival of Lights, but is unable to do so and will be opening up in January 2020. He said Slaters 50/50 is scheduled to open in March 2020. He stated Arcade Coffee Roasters will be opening a second location on the bottom floor of the Main + Nine building and will also be serving alcohol. He said Arcade Coffee Roasters was recently voted as being one of the best coffee shops in the nation and is hoping to open shortly after the Festival of Lights.

Shelby Worthington-Loomis stated Hotz Kitchen | Cocktails should be opening up in the next couple of days.

Shelby Worthington-Loomis inquired about an update on Kaz Ramen. Nathan Freeman stated Kaz Ramen fired their head architect due to some miscommunication. He said Kaz Ramen thought they would be able to share the same grease trap with Simple Simon's, which is not allowed. He said Kaz Ramen is still coming, but it will not be until next year.

Chuck Beaty inquired about where the revenue from the private enterprises in the Mission Square Public Utilities building goes. Nathan Freeman stated Public Utilities owns the building, therefore, the revenue offsets costs. He said the revenue is going to utilities and not the general fund.

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

Andrew Guerra stated ABP's Winter Wonderland scheduled for December 7, 2019 has been postponed to January 4, 2020 and the location switched from the Arlington Sports Park to Arlington Park. He said ABP is working with the Inland Empire Small Business Development Corporation. He stated ABP monthly board meetings have switched from being at 5:30 pm on Mondays to 7:30 am.

Andrew Guerra stated the applications for ABP's Chili Cook Off will be available on January 1, but they have already received about six applications. Shelby Worthington-Loomis inquired about the number of vendors ABP takes. Andrew Guerra stated ABP usually has about 120 vendors. He said ABP is working with the Riverside Police Officer Association to conduct a barbeque competition among some police departments.

### **12) New Business**

Stan Morrison stated he is on the board of RTA. He said they are having a promotion between December 21, 2019 and January 12, 2020. He stated RTA is offering kids 18 and under a twenty-five cent bus fare on fixed routes. He said the RTA wants to educate the young community on how easy and inexpensive it is to use public transportation. He said he sent an email to Janice Penner, so that the details and information regarding the promotion can be circulated throughout the Board.

Shelby Worthington-Loomis asked Nathan Freeman if he knew anything about the escrow for the hub that is supposed to be being built. He said there is a lot of discussion regarding the hub, but there is nothing he can share.

Janice Penner stated she emailed an invitation from the Riverside Art Museum to their special announcement event that is next week.

### **13) Adjournment and next meeting date – January 8, 2020**