



## **Minutes**

**Present:** Andrew Walcker, Andy Melendrez, Bill Gardner, Charity Schiller, Chris Wagner, Chuck Beaty, David Bristow, David St. Pierre, Debbie Rose, Donna Stephenson, Erin Phillips, Jeff Krauss, Lou Monville, Nanci Larsen, Nathan Freeman, Patrick Brien, Philip Makhoul, Randy Hord, Shalini Lockard, Shelby Worthington-Loomis, Stan Morrison, Todd Turoci

**Excused:** Brian Percy, Jesse De La Cruz, Justin Tracy, Bob Nagle, Sergio San Martin

**Absent:** Cherie Crutcher, Geoff Neely, Gregory Anderson, Nick Pacific, Simone Sink, Oz Puerta, Paul Gill, Per Nilsson

**Ex-Officio ABP / City Council:** Erin Edwards

**Staff:** Janice Penner, Shirley Schmeltz

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

Shelby Worthington-Loomis called the meeting to order.

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

There were no self introductions and/or public comments provided.

### **3) Approval of Minutes of September 9, 2020.**

**Motion:** To accept the Minutes of the Meeting of September 9, 2020

**Motion made by:** Charity Schiller    **Motion Seconded by:** Patrick Brien

**Motion carried.**

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

Shelby Worthington-Loomis spoke about the hospitality meeting which took place at Loft.84 on October 13<sup>th</sup>. She said the County is ready to put Riverside back into the purple tier and that more healthy people need to be tested in order to keep the positivity rate low and keep Riverside in the red tier.

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

#### **5a) Draft 2021 Action Plan**

Janice Penner said due to COVID-19 and the effect it has had on activities the 2021 Action Plan draft addresses what RDP can do in 2021 based on the new reality and restrictions resulting from the COVID pandemic. She noted that RDP had lost a third of its annual income and was trying to be as proactive as possible in assisting downtown Riverside businesses.

David Bristow commented on the experiences the Mission Inn Hotel has been having with the homeless in the area. One homeless individual came into the hotel and defecated in the hallway during the middle of the day. They have had several incidents where homeless snuck into the hotel and grazed on the room service food trays left in the hallways after guests were done eating. The downtown has changed drastically since the start of COVID-19. With many government and office people working from home and no longer downtown during the day, the homeless have taken over to an extent. It is becoming an issue of safety, and for people to feel comfortable coming back to downtown, they need to feel safe. For the short-term, David Bristow feels RDP needs to be focused on safety and security and also cleanliness.

Shelby Worthington-Loomis agreed with David Bristow on security needs. She stated however that RDP had exhausted what they could contribute monetarily to this issue and needed help from the City to address this issue. Andrew Walker further commented on the relative unsafeness and un-cleanliness of downtown. He explained how he was assaulted in one of the private garages on Main Street and Ninth, and mentioned the horrible state of the streets with trash and human waste all over.

A discussion broke out in regards to the security needs in downtown Riverside, how the situation with homeless and disruptive individuals is getting worse, and the possibility of reopening the discussion regarding RDP's budget and dedicating more towards security instead of other activities.

Janice Penner added that roughly seventy percent of RDP's time was currently spent on security issues. The sixty-five percent in the 2021 Action Plan dedicated to security did not reflect what RDP dealt with on a day to day basis.

#### **5b) RFP for Garage Security Patrol**

Shelby Worthington-Loomis said a Request for Proposal for security services for City-owned garages was prepared and sent out on October 1 with a return date of October 19 at noon. RDP will administer and manage the security patrol operations for the City's parking garages. The RFP package included a sample agreement and required liability insurance coverage and endorsements. Eleven RFP packages were sent out; to StreetPlus and Multi-Housing District Patrol, and to nine local firms with at least 3.5 ratings on Google.

As required under the PSA, RDP must obtain a minimum of three competitive proposals. Upon receipt and review of the proposals, RDP will provide an analysis of the proposals and a vendor recommendation to the City's Parking Services Department. A contract will be entered into with the successful security company to run from November 15, 2020 to November 12, 2022 unless terminated for reasons to be mutually agreed to in the contract.

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

#### **6a) 2021 BID Renewal**

Shelby Worthington-Loomis stated the first Resolution (Resolution of Intent) will go to City Council on October 20 and set the date/time for the Public Hearing on November 17. The Public Hearing will probably be at 1:00 pm, which is the time other Public Hearings have been held this year. Staff will submit a PowerPoint presentation by October 20.

#### **6b) Update on RDP Activities and Items**

Shelby Worthington-Loomis said RDP continues to share pertinent posts on Facebook, and distribute informational emails.

RDP has been distributing masks which were provided by the County. Four shipments of 10,000 masks have been received that equates to 800 boxes of 50 masks. So far over 600 boxes of masks have been distributed with distribution ongoing.

RDP resumed the security meeting and land use meeting in September via Zoom. It was decided to restructure the Entertainment District meeting to bi-monthly or quarterly and hold it in person. An Entertainment District meeting was planned for October 13 at 11:30 am with the main topic being review of the guidelines for hospitality establishments in the State Red Tier.

## **7) Financial Reports**

### **7a) Financial Reports at July 31, 2020 and August 31, 2020 – MOTION**

David St. Pierre stated the July 31, 2020 and revised August 31, 2020 financial reports were considered draft until the final version of the financial review was received. The financial review has been completed and distributed to the Board so both reports can now be formally approved in a motion.

The July 31, 2020 was included in the September Board package. However, the financial report for August 31, 2020 was revised due to an error in the Accounts Receivable amount of the BID Levy. The revised report was sent with the Financial Review and Tax Returns on September 24.

**Motion:** To accept the Financial Reports for July 31, 2020 and August 31, 2020

**Motion made by:** Charity Schiller **Motion Seconded by:** Nanci Larson

**Motion carried.**

### **7b) Financial Reports at September 30, 2020 – MOTION**

David St. Pierre said the draft financial report for the three months to date showed a deficit of \$11,073 compared to an expected deficit of \$22,416 resulting in a positive variance of \$11,343. BID Levy income for the three months to date was \$9,234 higher than budget which was the main reason for the positive variance. Non-budgeted but approved expenses to September 30, 2020 were \$6,808 for the new safety patrol.

As of September 30, 2020 RDP had \$231,068 in two Checking and one Money Market accounts with Citizens Business Bank and Provident Bank. RDP reserves include four CDs with Pacific Premier Bank and Provident Bank for total reserves of \$328,597.

The Accounts Receivable equaled \$34,850 which consisted of \$9,859 for Republic Parking for garage parking patrol and \$24,991 for the City of Riverside for the August BID Levy. The Accounts Payable equaled \$994.

**Motion:** To accept the Financial Reports for September 30, 2020

**Motion made by:** Patrick Brien **Motion Seconded by:** Shalini Lockard

**Motion carried.**

### **7c) CARES Grant**

David St. Pierre stated RDP had submitted two grant applications. A request for \$15,000 was made under the City's CARES Act Community Support Program and a request for \$10,000 was made under the Riverside County Nonprofit Assistance Fund Program. The purpose for the grants was "to provide additional security to encourage more people to come downtown. There is an issue with transients who are service resistant and who harass downtown businesses and their patrons by panhandling and disruptive behavior. RDP has its Ambassador patrol and has hired external pansecurity to provide a deterrent to these transients but additional security is needed particularly during the holiday season. It will be an important time for businesses to try to recoup some of their lost income so downtown needs to be as safe and welcoming as possible."

The City's review process will occur between September 29 and October 16, and award notifications will be made shortly thereafter. With respect to the County, organizations will be notified of funding decisions by October 19. The question of more security during the holidays has been raised and this money would assist.

## **8) City Council Updates**

Erin Edwards said it is vital for RDP to put together an extensive action plan. She noted that in the case of the City, if something is overlooked or left out of their Strategic Plan, it will not be included in the budget the City will create for the next fiscal year.

Janice Penner asked Erin Edwards what she thought of a comment made at the hospitality meeting in regards to music and/or dancing as a form of live entertainment. She replied it is a tough line to walk balancing social safety and providing an escape for people during this pandemic. She looks forward to continuing these discussions to see what can be done but the primary focus needs to be progressing onwards in the tiers so downtown can reopen fully which will be more beneficial to downtown in the long run. This prompted a discussion on the fact that people do not live in a bubble and forcing people to keep their doors closed is not good mentally for people or for the businesses in downtown.

## **9) RPD Security Update**

Chris Wagner said this month was pretty good crime wise. There were a few car break-ins in the parking garages.

The homeless encampment clean-up plan is in full swing. There have been a few major encampment sweeps including the one which was on Massachusetts, the one on Blaine and Iowa, and one on Spruce St. near the 91 freeway. About 150 to 250 homeless people were contacted between all three of these sites and roughly 75 to 80 of the individuals were housed. Also 100 tons of trash was removed.

Extra patrols are still in effect for downtown Riverside as many of the individuals refused services. Seven extra officers were stationed in downtown Riverside during the nighttime in response to three separate incidents which happened over the week. Nine individuals were arrested. Chris Wagner said he went walking in downtown on his day off to see what effect his officers were having to the issues happening in the area. He noticed several homeless scattered throughout the area.

Security is a huge issue right now, Chris Wagner said he feels a security guard should be deployed in the entertainment district as a deterrent and offered his assistance with the matter. They would be able to deal with the disturbance calls and any other issues until the police could arrive on scene.

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

No update was provided.

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

No update was provided.

## **12) New Business**

There was no new business.

## **13) Adjournment and Next Meeting Date – November 11, 2020**