



**BOARD OF DIRECTORS MEETING**  
**7:30 AM WEDNESDAY OCTOBER 13, 2021**  
**WALLING BUILDING – UNIVERSITY ENTRANCE**

**Minutes**

**Present:** Bill Gardner, Brian Percy, Chad Milby, Charity Schiller, Chuck Beaty, Debbie Rose, Gregory Anderson, Lou Monville, Nanci Larsen, Patrick Brien, Paul Gill, Per Nilsson, Randy Hord, Bob Nagle, Sergio San Martin, Shalini Lockard, Shelby Worthington-Loomis, Sherry Shimshock, Stan Morrison, Teryn Hernandez

**Excused:** David St. Pierre, Justin Tracy

**Absent:** Andrew Walcker, Cherie Crutcher, David Bristow, Erin Phillips, Jean Eiselein, Jesse De La Cruz, Miguel Lujano, Oz Puerta, Philip Makhoul, Todd Turoci, Val Ceballos, Clarissa Cervantes

**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**

Self introductions were conducted.

**3) Approval of Minutes of September 8, 2021.**

**Motion:** To approve the Minutes of the Meeting of September 8, 2021

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

**Motion carried.**

**4) Chair's Report**

No Chair's Report was given.

**5) Items for Discussion**

**5a) Strategic Plan – Downtown Business Survey and Forum**

Shelby Worthington-Loomis said the Executive Committee decided that offering downtown businesses an opportunity to provide their input in person would be valuable in preparing RDP's Strategic Plan. A forum has been scheduled for Tuesday, November 2 at 2 pm at Loft.84. The link to the survey will be included in the invitation so those who can't attend can provide input.

The Executive Committee also discussed the issues to be addressed in the Strategic Plan. Staff is to prepare an initial outline of goals/initiatives to share with first the Executive Committee and then the Board. It was agreed that a consultant was likely needed to help draft the Strategic Plan due to the range and depth of issues that need to be considered. Some came up at the Executive Committee's meeting with the City, while others have emerged over the past few years. These issues include but are not limited to:

- How RDP can provide additional programs and services, particularly clean and safe. At the meeting, the City was interested particularly in downtown clean-up efforts.

- A review and refresh of RDP's Bylaws such as the Conflict-of-Interest policy, and Board Member/Officer rotations and term limits.
- A review and refresh of operational policies and procedures including Board Member/Officer/Executive Director roles, Best Practices for the organization, and Board orientation.
- Consideration of funding models to generate additional revenue to accomplish identified goals.

Any issues raised by downtown businesses during the forum would also need to be included.

The Executive Committee also agreed that once the Strategic Plan was developed, there would be a meeting with the Board to review the plan and any changes to be made as a result of its adoption. They also agreed to meet with the City periodically to keep them abreast of RDP's efforts in this respect.

#### **5b) RDP Board Member Election Process**

Shelby Worthington-Loomis stated RDP's Bylaws were changed in 2019 to provide a revised nomination process and a two-year Board term. The current two-year Board term ends February 28, 2022 and the new term begins March 1, 2022. The election takes place in January 2022 with the new Board announced at the February 16, 2022 Annual Meeting. The nomination form for the new term would be sent out with the November 10, 2021 Board package.

All existing Board Members were asked to consider if they wished to serve for another two-year term. If not, they were asked to advise Janice Penner by October 29, 2021 so RDP could determine the number of positions it needed to fill. It was noted that the Bylaw provision removing those Board members who missed three consecutive meetings without adequate notice wasn't enforced during the pandemic. It was also noted that it would be in future as RDP had a full 'plate' ahead and needed Board members committed to moving the organization forward.

#### **6) Financial Reports**

Janice Penner reported on behalf of David St. Pierre, the board treasurer, currently on medical leave.

#### **6a) Financial report at July 31, 2021 and revised report at August 31, 2021 - MOTION**

The July 31, 2021 and August 31, 2021 financial reports were considered draft until the final version of the financial review was received. As the financial review had been completed and distributed to the Board, both reports could now be formally approved in a motion. Both reports were included in the September Board package.

**Motion:** To approve the July 31, 2021, August 31, 2021, and September 30 financial reports

**Motion made by:** Bill Gardner **Motion seconded by:** Nancy Larson

**Motion carried.**

#### **6b) Financial reports at September 30, 2021 – MOTION**

The financial report for the month of September showed a year-to-date surplus of approximately \$2,335 compared to a budget deficit of \$14,787. The \$18,143 positive variance was due in part to BID levy income received to date being \$11,352 higher than budget. The Riverside Art and Music Festival also came in \$3,000 under budget.

As of September 30, 2021, RDP had \$168,461 in two Checking and one Money Market accounts with Citizens Business Bank and Provident Bank. RDP reserves include two CDs with Pacific Premier Bank and one CD with Provident Bank for total reserves of \$272,925.

The Accounts Receivable was \$37,223 from the City for the August BID levy, \$13,209 for the external garage patrol, and \$175 additional payment. The Accounts Payable equaled \$18,026.

**Motion:** To approve the Financial report at September 30, 2021

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

**Motion carried.**

#### **6c) Financial review by CPA and tax returns - MOTION**

The CPA finished the review and provided the report, plus the tax returns. These were provided to the Executive Committee and sent to the Board of Directors. The tax returns will be submitted upon the CPA receiving notice of the approval.

**Motion:** To approve the final statement from the CPA and the 2020 tax returns.

**Motion made by:** Bill Gardner **Motion seconded by:** Nancy Larson

**Motion carried.**

#### **7) City Council Updates**

Erin Edwards said Pamela Valera was hired as the new parks director and would start at the end of October. Her experience in Anaheim includes homeless initiatives and cleaning of the Santa Ana river bottoms.

Businesses Hotz and Stone Church are opening soon in the downtown area.

The Housing Element passed after a year of negotiation and consideration on where the new homes could be placed within Riverside. The mandate does not require the houses be built but that there are designated spots for the homes if needed.

Center Pointe, located on Market near First Street. opened.

The House Setter Site owned by the State was surplused and Eden Housing put in a bid to buy the land and develop 209 units for families and seniors.

The Riverside Live project which was originally passed in September 2019, spoke of building a new parking structure, expanding the Convention Center, creating new businesses, a new hotel, an amphitheater, housing, etc., changed from the original concept in part due to COVID uncertainty and new budgetary constraints. Talks are still on to get the project completed but it would be vastly different than what the original proposal. A discussion took place with regards to the original proposal versus the new proposal, noting that the amphitheater was taken out.

Shelby Worthington-Loomis commented on the issue of the lack of hotels for people visiting downtown Riverside. Per Nilsson added that the Convention Center was not open and not generating business downtown. The Convention Center needed to be expanded so more corporate and high-end business could be generated.

Lou Monville responded that the Convention Center was open and operational, and that a lot of business would be coming through as things reopen. Presently the Convention Center could either seat 1,000 people for a meal or have an exhibit for 1,000 people but not do both. In order to be competitive with the larger convention centers in the surrounding cities, the Riverside Convention Center needed to be expanded so it could do both an exhibit and meal at the same time.

There was no update from Councilmember Cervantes.

## **8) City Community Development Department Updates**

Sherry Shimshock said the City had a one-year contract with a company called Rising Tides which were researchers who would research innovative businesses in the Riverside area and create stories about those businesses. She asked anyone who knew of an innovative business that could make a good story to promote Riverside to contact her with their information.

The Mark is targeted to open first quarter of 2022 due to labor and material shortages.

The City had started to create an action plan pre-COVID. The second part of data analysis will be starting soon, and will hopefully set a baseline on economic opportunities. Once the City has conducted the data analysis they will be going back to the community with what they have learned before going back to City Council.

Shelby Worthington-Loomis asked if everyone at the City was back in the office. Sherry Shimshock said it depended on the individual position, and if they could be effective and get their work done at home, or needed to be in office. For instance, the city planners were back in office.

## **9) RDP Security Update**

Chad Milby said the cite deny process was put into effect that week. If an individual committed a misdemeanor crime on multiple occasions, the police could now contact the sheriff's department and ask for a cite deny and the person would be held for their crime, whereas before the individuals were released on the same day of contact.

The Trips Home program is in the process of being updated. Previously proof of origin and a contact was needed before an individual could be given a bus ticket to their place of origin. The program had only been used 19 times previously as a result. Now, if the individual signs a waiver that they freely and voluntarily would like to go back to their place of origin, they can be given a bus ticket, an uber, etc. to go home.

The next Saturation Day has been scheduled for December 15. On the September 15 Saturation Day, 183 contacts were made at 86 different locations throughout the city and 49 of those individuals accepted some type of service.

There are two student interns who on Friday and Saturday nights work with the Downtown Entertainment District Team by reviewing security footage.

Two more officers have been dispatched to cover the parking structures two weekends a month.

Stan Morrison commented on the increase in Fentanyl usage by people and wanted to know if RPD noticed an effect in the Riverside area. Chad Milby stated there had been an increase in overdose cases and there was one of the largest Fentanyl seizures in the City of Perris just a few weeks prior. The DA was starting to go after the people distributing the drugs and prosecuting them more harshly with murder charges.

Teryn Hernandez asked about the parking structures and if there were any plans to add additional security cameras in the parking structure at Food Lab, as there has been an increase in theft and break ins in that parking structure. Chad Milby said there was a notice in regards to the problems in that structure and officers will be going more frequently to the structure in question. Janice Penner said she would refer the issue to Parking Services and Republic Parking.

## **10) Items for Information**

### **10a) Public Hearing for 2022 BID Renewal –October 19 at 3 pm**

Janice Penner said the Public Hearing was set for 1 pm on Tuesday, October 19. A PowerPoint presentation was prepared and reviewed by the Executive, and submitted to the City on September 24. A version with some animation was submitted for the hearing and notes provided for the Chair's presentation. She said Board attendance at the hearing would be appreciated.

### **10b) Update on RDP Activities and Items**

Shelby Worthington-Loomis said RDP submitted an e-comment on sidewalk vendors to the September 21 Council meeting.

RDP also submitted a e-comment to the City's September 30 homeless workshop.

Janice Penner said she commented on the Riverside Alive Update, specifically on the building of a 750-space parking garage which downtown desperately needed to replace some of the parking which had been lost. Even if this parking garage was built there was still not enough parking downtown and more solutions were needed. RDP as an organization supported the City's sustainability plan but lost parking spaces needed to be replaced.

The Riverside Art and Music Festival took place on Saturday, September 25 at White Park from 2 pm to 7 pm. Attendance was between 2,500 to 3,000 throughout the event, exceeding the target of 1,500, and attendee response was very positive. RDP and RAC planned a debrief meeting on October 13. The event came in under budget.

RDP was still providing masks to those who request them. The County advised more masks, including N-95s, were available should they be needed.

The RDP holiday reception had been scheduled for December 2 from 11 am to 2 pm. Shelby Worthington-Loomis once again kindly offered Loft.84 as the site.

Luncheon speakers and locations for the next three meetings are:

- October 26, 2021 at Loft.84 – Nathan Freeman and Sherry Shimshock on downtown.
- November 23, 2021 at Raincross Concert Lounge – Gary Merk and Tom Chisum on sidewalk vendors.
- January 25, 2022 at Hyatt Place (catering by downtown restaurant) – Maria Esther Fernandez on The Cheech.

### **10c) Arlington Business Partnership Update**

No update was provided.

## **11) New Business**

Debbie Rose mentioned on October 19 at 6 pm the County will be holding a public hearing on redistricting the boundaries. This would be the third of four public hearings on the subject.

## **12) Adjournment and Next Meeting Date – November 10, 2021**