



## Minutes

**Present:** Amy Hoyt, Bryan Crawford, Chuck Beaty, Collette Lee, Jean Eiselein, Jesse De La Cruz, Joe Guzzetta, Justin Tracy, Lou Monville, Nanci Larsen, Philip Makhoul, Rachael Dzikonski, Randy Hord, Sergio San Martin, Shalini Lockard, Shelby Worthington-Loomis, Stan Morrison, Sarai Arellano, Damien Fussel, Jorge Barreras, Philip Falcone, Dawson Smith, Bob Nagle

**Excused:** Brian Pearcy

**Absent:** Andrew Walcker, Cherie Crutcher, FeRita Carter, AJ Licon, Clarissa Cervantes, Miguel Lujano, Oz Puerta

**Ex-Officio ABP / City Council:** Erin Edwards, Paloma Montes

**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 and public comments were conducted.

### 3) Approval of Minutes of March 8, 2023.

**Motion:** To accept the Minutes of the Meeting of March 8, 2023

**Motion made by:** Chuck Beatty **Motion Seconded by:** Collette Lee

**Motion carried.**

### 4) Chair's Report

Shelby Worthington-Loomis mentioned that many of her brides-to-be have been robbed and/or harassed by homeless individuals and career criminals. One particular individual has been arrested multiple times and returns to front of the business as soon as she is released. With the current State legislation regarding minor crimes and jail overcrowding having no punitive measures, businesses have little recourse.

### 5) Items for Discussion

#### 5a) Governance and By-Law Review

Shelby Worthington-Loomis said the Executive Committee met on March 28 to discuss Governance issues and possible changes to RDP's By-Laws.

At the meeting, the Executive agreed on certain significant items:

- Board terms should continue as two year renewable terms with no predetermined term limit.
- Executive Committee terms should be one year renewable terms.
- Primary Officers (chair, vice chair) should be one year renewable terms with a maximum of 2 terms.
- A nominating committee should be re-established to oversee board recruitment and succession planning for Primary Officers, in addition to strengthening the Board overall.

The Executive Committee will oversee the changes to the RDP By-Laws and serve as the interim nominating committee through the election process for the 2024 to 2026 term. The anticipated time frame is to have the amended By-Laws adopted by the July 12, 2023 Board meeting, and the work of the interim nominating committee completed no later than the October 11<sup>th</sup> Board meeting. The 2024-2026 election cycle begins in November 2023.

Janice Penner added there were some recent resignations from the Board, putting RDP close to the minimum required Board members. There is the ability to appoint through the Executive should positions need to be filled before an election. A note was sent out to the Executive regarding two potential individuals who will consider them at their next meeting.

Janice Penner noted that the RDP By-Laws refer solely to RDP as an organization, and not in any way to the Downtown Business Improvement District. That operates in accordance with provisions of the State of California Streets and Highways Code Division 18, Part 6, City of Riverside Ordinance No. 5303, and the Riverside Municipal Code Chapter 3.46 all of which require the Downtown BID to be renewed annually by the City.

### **5b) Annual Budget Process**

Shelby Worthington-Loomis said staff will start in April to prepare the annual budget for the fiscal year July 1, 2023 to June 30, 2024 with the intent to adopt it on June 14, 2023. The budget will include the activities to be undertaken as a result of RDP's strategic plan. The budget will also reflect if certain activities turn out to be multi-year in implementation.

During the budget process, staff will also work on preparing a base-line budget under which RDP could continue to operate in the event of some form of disaster (earthquake, pandemic, etc.)

Staff will set up a meeting with the City Finance Department to discuss the issue of delinquent businesses and their impact on RDP's revenue stream. The issue affects RDP's reserve funds policy and the need to cover revenue fluctuations.

Shelby Worthington-Loomis commented on the issues she had trying to pay her BID levy through the City's third party vendor.

### **5c) Downtown Public Parking Program – April 18 City Council Meeting**

Shelby Worthington-Loomis RDP's Land Use Committee was overseeing RDP's position with respect to the program. City staff advised that the City did consider the concerns about decreasing inventory and decided that garages 1 and 2 should be kept in inventory as long as possible, and improvements made to the garages to enhance the parking experience. The Land Use Committee questioned investing money in those garages as the benefits of such investment would accrue to the purchasers. At the March 16<sup>th</sup> Land Use Committee meeting, they agreed that the Chair should arrange for a meeting with the City Manager and appropriate other attendees to discuss the decreasing parking inventory and the situation with garages 1 and 2. Janice Penner said Brian Percy, the Land Use Committee Chair, did schedule a meeting so there should be an update at the next Land Use meeting on April 20<sup>th</sup>.

In the interim, staff will encourage business and property owners to attend the April 18 City Council meeting to voice their opinions on the proposed rate and operation schedule and on the issue of inventory. Staff will also make a statement similar to that made at the City's Land Use, Sustainability, and Resilience Committee meeting.

Janice Penner said to her understanding, City Parking Services has put out an RFP for security in the garages through a private company.

## **6) Financial Reports -**

### **6a) Final Financial Reports at March 31, 2023**

Nanci Larsen said the financial report for the month of March showed a year-to-day surplus of approximately \$25,841 compared to a budget deficit of \$13,837. The \$39,678 positive variance was due largely to BID levy income being \$31,266 greater than budget, plus expenses being less than budget, notably Festival of Lights (\$4,600) and Public and Retail Promotion (\$9,241).

As of March 31, 2023, RDP had \$214,179 in two checking and one money market account with Citizens Business Bank and Provident Bank. RDP reserves included two CDs with Pacific Premier Bank and one CD with Provident Bank for total reserves of \$274,579.

The Accounts Receivable was \$15,193; consisting of \$6,998 for the external garage patrol, \$2,005 for the annual meeting, \$6,000 for the Economic Impact Study, and \$190 for other. The Accounts Payable equaled \$6,158.

Janice Penner mentioned that she was told that about 45% of businesses are delinquent with their business tax payments. Staff will be meeting with a City employee who is pulling numbers to determine what, if any, impact these delinquent payments would have on RDP's revenue.

Janice Penner also stated RDP is monitoring the amount of assets in each financial institution in order to avoid hitting the \$250,000 limit for FDIC coverage.

**Motion:** To accept the Financial Reports at March 31, 2023

**Motion made by:** Joe Guzzetta **Motion Seconded by:** Justin Tracy

**Motion carried.**

## **7) County of Riverside Update**

Damien Fussel said the Arlington Recovery Center was reopened with 54 beds and 15 sobering units. Stan Morrison spoke about the homeless issue, the situations happening in Santa Barbra and Mexico, the importance of drug rehabilitation, and supporting the police.

## **8) City Council Updates**

Erin Edwards said Council will be have their 6 month financial update and budget adjustment on Tuesday, April 18 in the afternoon. That same evening will be the discussion on the downtown public parking program and rates.

The Insect Fair will be taking place at the Main Library on Saturday, April 22 from 10 am to 4 pm. Council will be discussing recommendations from the Human Relations Commission regarding commemorative flags on April 25.

April 11<sup>th</sup> was the groundbreaking ceremony for the Aspire Project at 3<sup>rd</sup> and Fairmount. It consists of 32 units of housing in partnership with RCCD for youth who are aging out of the foster care system. The project hopes to be up and running 14 months from now. May 8<sup>th</sup> will be the grand opening ceremony for the housing project on Mulberry Avenue.

A map for the Ward redistricting was approved. The Eastside Neighborhood is now in Ward 1 while the Hunter Park Neighborhood is now in Ward 2. Chuck Beatty commented on the map redistricting meeting and questioned if the redistricting was based on population size or race or some other demographic descriptor. Erin Edwards said the City took into consideration the Fair Maps Act as well as all the other criteria. Population size was one, along with demographics, neighborhoods, etc. Erin Edwards said the new Ward map would be effective with the 2024 elections.

CraftZ Lounge, Fuego Hibachi, and Riverside Medical Clinic have all had grand openings within the last few weeks. Janice Penner mentioned Dazzle Me Nail Salon recently had a soft opening.

The repaving for Mt. Rubidoux trails has begun, with an expected finishing date in May.

The Tamale Festival is April 29<sup>th</sup> at White Park from 11 am to 7 pm. Rachael Dzikonski commented that the Riverside Arts Council is having an art exhibit in the Common Room at the Library during the Insect Fair on April 22<sup>nd</sup>.

Justin Tracy mentioned that a landscaping company is still using their leaf blower at 5 am which is very inconsiderate for downtown residents.

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

Jorge Barreras said the Bright Business Accelerated Program, which is a pilot program sponsored by the City, just had its first cohort end with graduates. It was a 12 week program for startup businesses so entrepreneurs could share, and have a consultant to help guide them with things such as payroll, finances, business plans, etc. There will be a second cohort starting soon.

Jorge Barreras attended the Raincross District grand opening. It is a mix of retail consignment space, event space, live art, and music, etc.

Art Night hosted by the Chamber will take place tomorrow at Altura Credit Union on 14<sup>th</sup> Street, and the City Manager will be one of the guest speakers.

There is a vacant space at Cal Tower across from Senator Roth's office with an 18 month lease availability. The former occupant was a dance studio owned by Julie Simmons who left due to the issue of parking for her customers A Creative Kids Club is looking to lease the space which would provide child care, child activities, etc.

A discussion on the declining parking inventory took place. Janice Penner said the old Utilities Plaza building (Encore Building) is overrun with homeless and weeds, and asked if the building could be demolished now instead of later and become a surface parking lot. Bryan Crawford said he was unable to find out anything new on the status of the demolition, but originally they were waiting on a special permit to be able to expedite the process. A discussion broke out regarding the problems the property poses, and the eyesore it represents to the large conventions coming soon to downtown.

Shelby Worthington-Loomis asked about the old Salad Buzz location at Cal Tower, and what would be put in that space. Jorge Barreras said he was unsure but that the City recently hired a real property services manager to handle issues of site management/property requirements and leases. Jorge Barreras said he is hoping to activate these vacant properties and breathe new life into the area. Rachael Dzikonski said the Riverside Arts Council was looking for a space on Main

Street to lease and create an art gallery/art space to host workshops and the like. She also said they were looking at an additional event on Main Street during the summer months that would be separate from Arts Walk.

## **10) RPD Security Update**

Bryan Crawford said there are numerous issues in the garages. Last week the police were able to identify a female individual who stole a credit card and other items out of cars. The card was used at a store across town and the police were able to trace it back to her. Once in custody, the police went to her apartment and found it full of stolen property. She was booked for over 50 felonies but already released, so her picture was distributed to all the parking attendants with a notice to call the police immediately if she is sighted.

The police had an expensive bike donated to them, and with the approval of the DA's office, conducted sting operations using the bike as bait, but so far no one tried to take the bike. The police are having a struggle keeping the suspects and offenders in jail. The DA and the Chief of police are holding a press conference April 12<sup>th</sup> to discuss the laws and how they are allowing offenders to go free, even the habitual criminals. The home burglaries have gone down while the vacant buildings or parked cars burglaries have gone way up as there is a consequence for home burglaries but not much for others.

Anime Convention is happening Memorial Day weekend, and police are already planning for it.

Recruiting finally seems to be taking off; five recruits are now in the academy, six are going to a different academy next month, and three laterals have been hired with another 10 in background checks stage.

The ARPA grant was overwhelmed with responses with over 300 applications submitted. There are roughly 30 inspections left to be completed throughout Riverside, and after all the inspections are completed, it will be decided which applicants will be approved.

Shelby Worthington-Loomis said there are penalties for false alarms, or alarm activations at the property. After two false alarms the police charge the business or property owners, but homeless constantly try and force the doors open and set the alarm off. Shelby Worthington-Loomis wanted to know if there was a way for the police to ease up their policy until there is more of a handle on the homeless situation. Brian Crawford said he would check into it as he was unfamiliar.

Bryan Crawford introduced his new partner Sergeant Dawson Smith.

## **11) Items for Information**

### **11a) Annual Meeting and Awards Ceremony**

Shelby Worthington-Loomis said response to the event was very positive. Attendance was 182 which was within the target. The event had a surplus of \$4,743 compared to a budget of \$1,600. The Opportunity Drawing generated \$1,515 of the surplus.

### **11b) Economic Impact Study**

Shelby Worthington-Loomis stated the boundaries to be used for the study have been determined. Staff and Executive members are working with the consultants and the City to get the economic data needed for the study.

**11c) Update on RDP Activities, Items, and News**

Shelby Worthington-Loomis said the next luncheon is on April 25<sup>th</sup> at Loft.84 with DA Michael Hestrin confirmed as the speaker. His presentation will include an overview of the DA's office and information on the department's work on the fentanyl crisis.

**12) New Business**

There was no new business.

**13) Adjournment – Next Meeting Date May 10, 2023 at 8:30 am**