



8:30 AM

BOARD OF DIRECTORS MEETING
WEDNESDAY OCTOBER 11, 2023
WALLING BUILDING 3rd FLOOR

Minutes

Present: Jorge Barreras, Chuck Beaty, FeRita Carter, Damian Fussel, Joe Guzzetta, Randy Hord, Nanci Larsen, Philip Makhoul, Lou Monville, Stan Morrison, Bob Nagle, Brian Percy, Justin Tracy, Shelby Worthington-Loomis

Excused: Bryan Crawford, Rachael Dzikonski Amy Hoyt,

Absent: , Cherie Crutcher, Jesse De La Cruz, Jean Eiselein, Collette Lee, AJ Licon, Joe Ramos, Andrew Walcker

Ex-Officio ABP / City Council: Erin Edwards, Paloma Montes, Sarai Arellano, Philip Falcone

Guests: Jennifer Gamble, Cindy Roth, Denise Hamet

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 September 13, 2023.

Motion: To accept the Minutes of the Meeting of September 13, 2023

Motion made by: Chuck Beaty **Motion Seconded by:** Lou Monville

Motion carried.

4) Chair's Report

No Chair's Report was given.

5) Items for Discussion

5a) Security Resource Pilot Program - Attached

Janice Penner referred to the attached staff report and presentation. The RDP Executive and the RDP Security Committee adopted a motion to support the pilot program. RDP sent out information to downtown businesses to encourage them to attend the October 10, 2023 City Council meeting and voice their support of the project.

RDP supported the inclusion of enhanced security, stakeholder engagement, business security training, and expanded outreach in the program and indicated its willingness to help with these components, particularly interacting with downtown businesses. RDP also indicated that their hope that the program's success would allow for expansion to a broader area of downtown. Both the Executive and Security Committee were concerned that the patrol area did not include Market from 14th to 3rd and University from Brockton to Lime.

5b) BID Levy Renewal Public Hearing

Janice Penner referred to the attached PowerPoint presentation for the public hearing. She said RDP staff attended the public hearing for the Arlington Business Partnership where Council asked for additional information including who is on the Board, what type of sponsorships are received,

etc. The PowerPoint presentation previously submitted was revised and resubmitted along with additional documentation. Board members were encouraged to attend the public hearing on October 24 at 3 pm, although the actual time will depend on placement on the agenda.

5c) Nominating and Election Process for RDP 2024-2026 Board Term

Shelby Worthington-Loomis stated the Executive Committee meeting on October 3 included their serving as the nominating committee. They reviewed the existing Executive and Board as well as prospective Board members. RDP staff will be in contact with current Board members to confirm if they wish to continue for the March 1, 2024 to February 28, 2026 term.

6) Financial Reports

Janice Penner said as the June 30, 2023 year end numbers have been finalized, the June 30, 2023, July 2023, and August 2023 reports could be approved as final.

Motion: To Accept the Financial Reports at June 30, 2023, July 31, 2023, and August 31, 2023 as previously presented.

Moved: Justin Tracy **Seconded:** Joe Guzzetta

Motion Approved.

6a) Draft Financial Update at September 30, 2023

Nanci Larsen said the financial report for the month of September showed a year-to-date deficit of approximately \$19,798 compared to a budget deficit of \$30,063, resulting in a positive variance of \$10,265. The variance was primarily due to expense variances. BID Levy income was only slightly higher than budgeted.

As of September 30, 2023, RDP had \$219,410 in two checking and one money market account 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 \$277,252.

The accounts receivable was \$60. The accounts payable equaled \$18,046 including the balance of \$10,000 for the Economic Impact Study and the balance of \$5,000 for the Fifth Street mural.

Motion: To Accept the Financial Reports at September 30, 2023 as presented.

Moved: Justin Tracy **Seconded:** Joe Guzzetta

Motion Approved.

6b) Update on Annual Financial Review by CPA

Janice Penner said the annual financial review was completed and the June 30, 2023 year end numbers finalized. The CPA will prepare the tax returns for review and filing. Copies of the financial statements prepared by the CPA for the fiscal year are available for Board members who request them.

7) RDP Security Updates

Bryan Crawford was unable to attend the meeting so there was no update.

8) County of Riverside Updates

Damian Fussel said Care Court launched on October 2 and Riverside is one of seven counties utilizing this new system. There was a success story on the very first day in Moreno Valley where a judge was able to connect to get the individual some help.

Brian Percy and Damian Fussel met with Ken Calvert's office regarding the two federal buildings and their status, as well as the federal plaza concept. Calvert's staff said they are working on it but that it is a decade long project. The downtown Federal plaza project is not in Calvert's district

but in Mark Takano's. Lou Monville said that Mark Takano is very engaged in the project but the challenge is the federal bureaucracy.

There are parking spots that are reserved for County staff but no one is currently parking in them. The County facility management team said if someone pays for those spots, they cannot be given away or resold.

Justin Tracy mentioned the loose dirt/vacant lot across from the Courthouse needs to be cleaned up, plus the alley is dangerous with very uneven pavement.

Janice Penner asked if there are currently beds available for Care Court as the Ambassadors and others have encountered homeless who want help. If there are no beds, they can't receive services. Damian Fussel said there are some beds available but he doesn't know how many.

9) Mayor's Office Update

Philip Falcone said SB43 passed this week which redefined the definition of gravely disabled to a lower threshold so more people can get the help they need.

The MLK statue is under renovation and will be completed before the Festival of Lights. RAM gifted the City two large sculptures that are now on the mall. The Riverside Downtown Partnership donated funds for two murals on the downtown mall, one on Main and 14th and the other on Main and 5th. The one on 5th street needs some final touchups but is nearly complete.

The City is working with the Mission Inn Foundation, Old Riverside Foundation, and RDP for the restoration of the Seth Thomas clock in front of Coffee Bean. The Fountain in front of Tiggy Winkle's needs to be overhauled as the structure is disintegrating and the pump is not working.

Justin Tracy said the 14th Street mural is great but the City needs to repave the road over there. Philip Falcone said it is on the list to be repaved.

Shelby Worthington-Loomis spoke about the repaving that was done in the alleyways downtown, particularly the one behind the Imperial Hardware Loft Apartments. The paving was so coarsely applied that it is still uneven. Philip Falcone said he will check in with Lee Weathers because the contractor was supposed to come back and fix some of the paving issues.

Shelby Worthington-Loomis said there should be a mural in the alleyway from University to Ninth. The alleyway has nothing in it, it is well lighted but there needs to be something done to make it more inviting and less eerie for people to walk through. Justin Tracy also commented that the venting for the garages is severely damaged as trucks keep hitting the vents repeatedly. Janice Penner further mentioned the catwalk which connects garage 2 to RDP's building and the issue of homeless repeatedly breaking the gate so they can camp out in the catwalk area. Philip Falcone said the alleyway can be looked at.

10) City Council Updates

Erin Edwards stated Care Court has started and the City is looking forward to seeing how it goes. City Council approved the Security Resource Pilot Program for 4 locations. It will be a 5 pronged approach and will be a good way to gather data on what areas need higher levels of security. People will be encouraged to provide their feedback on how they feel the program is working.

The program will be very nimble in structure and the security personnel can be moved around if needed.

Council approved more funding for parks and equipment for Public Works, and also discussed ways to reallocate some left over ARPA money. One project mentioned was to dredge the lake at Fairmount Park which hasn't been done in over 14 years.

This weekend is Love Riverside service day, and if anyone is interested in contributing to the downtown area, there are two locations in Fairmount Park, Lake Evans and the Rose Garden from 9:30 am to noon where people can participate.

City Council will be discussing the retail sale of Cannabis, the permitting procedure, guidelines for the application, criteria, etc. They will have a follow up meeting later in the month to finalize the structure.

The Community Engagement Policy will be going before Council on Tuesday. They will be answering four questions regarding community engagement; why they do it, who they are engaging, when they engage, and how they can best engage the community.

On October 24 at 3 pm City Council will be holding the annual public hearing for the Downtown Business Improvement District levy. Council will receive an update in the evening on the Riverside Transmission Reliability project.

Janice Penner asked about the parking lot next to the Convention Center and if the lot will be ready before Festival of Lights. Erin Edwards said that is the plan but she will double check with the City Manager. Janice Penner said she was told that most of the parking was already spoken for by the Convention Center and the Mission Inn and asked if there would be transient parking left. Erin Edwards said she would gather the information and provide it once she has it. Andrew Walcker said he believed there will still be parking in the lot.

Shelby Worthington-Loomis asked if Council is allowing the sale of cannabis in the downtown core. Erin Edwards said it is throughout the City with a total of 14 licenses allowed. The only restrictions are the establishments have to be 1000 feet from K-12 institutions.

11) City Community Development Department Updates

Jorge Barreras introduced Denise Hamet, the new project manager in the economic development division. Denise Hamet said she has worked with downtown groups before, with about 25 years of experience.

The ARPA grant program has been approved. There is a consultant serving as the administrator and the hope is to have the criteria and guidelines developed over the next month, and then rolling it out. There is a lot of community outreach to make sure the word gets out so as many people as possible apply for the grant when it goes online. It is about making sure the businesses stay resilient. Security will be covered as a part of this grant as well as retroactive funding to cover the costs businesses had to pay for broken window replacements due to vandalism.

Shelby Worthington-Loomis asked how far back are they allowing for retroactive window replacement. Jorge Barreras said that is still under consideration as the criteria is still being developed but they want to be as flexible as they can but still stay within the federal guidelines.

Shelby Worthington-Loomis mentioned the lease on Cal Tower being up in 2024 and asked what the status was on that situation; if the State is going to purchase it, if the City will maintain control, etc. Jorge Barreras said Benjamin Morales is the real estate manager and his team is the one who manages Cal Tower. Janice Penner and Jorge Barreras will work together to coordinate schedules so Benjamin Morales can attend either a Land Use or Board meeting to provide an update on Cal Tower. Erin Edwards says she has been keeping up to date on this situation and plans are in the works. Janice Penner asked about garage 3 in connection to Cal Tower and what will happen with it. Erin Edwards said it is part of the conversations and once she finds out what is public knowledge, she will be happy to share.

Jorge Barreras said Cannabis is under Economic Development so to direct any Cannabis questions to him. A discussion broke out regarding appropriate locations for Cannabis sales and how it would be better in an isolated area versus a densely populated space like a strip mall. Janice Penner used the example of the smoke shop by Farmer Boys and the issues caused in that location and the types of individuals brought into downtown. Erin Edwards said she encourages RDP to take part in the discussion on October 17 to share their experiences and information. Jorge Barreras said the applications will be evaluated and ranked, and the top 14 ranked applications will move forward in the process. Applicants will be required to provide a lot of information including a business plan, financial plan, security plan, operation plan, etc.

Janice Penner asked if the new pilot program will be considered in how these Cannabis locations are monitored. Jorge Barreras said on October 17 part of the discussion will be requesting additional staff to help monitor. The cost of the additional staff will be covered by grants to start, and then through the program revenue. Cindy Roth recommended a map of downtown be brought to the meeting so the various zones can be clearly identified. Justin Tracy said the cash only issue of cannabis sales needed to be solved before allowing retail sales.

12) Items for Information

12a) Economic Impact Study - Update

Janice Penner said the Executive reviewed the second draft and their comments were sent to Beacon Economics. Once the third draft is received, it will be circulated to contributing stakeholders for their review and comments. There is a lot of really good data but the formatting needs some work.

12b) RDP Activities and Items Update

i) Riverside Art and Music Festival

Janice Penner said the Riverside Art and Music Festival took place on October 7 from 11 am to 7 pm at White Park. Attendance was good but impacted by the hot weather.

ii) Monthly Luncheons

Shelby Worthington-Loomis said the October 24 luncheon would be at the Life Arts Center and feature Nancy Melendez of the Spanish Town Foundation discussing the restoration of the Trujillo Adobe.

The November 28 luncheon will take place at Avila's Historic 1929 and will feature Erin Christmas of the Main Library discussing their expanded hours and programming.

iii) Other

Janice Penner said the two murals under RDP's partnership with Beautify Riverside have been completed. A dedication will hopefully be scheduled for each.

The Downtown Map and Directory produced jointly by the City and RDP has been finalized and a digital copy provided to the Riverside Convention and Visitors Bureau. Future updates will be made by RDP. PIP will be used to do the updates to the digital copy which will be updated on a much more frequent basis and given to the Convention Center and Visitors Bureau who can print it out as needed.

Staff is attending the Festival of Lights meetings. RDP will facilitate providing information to downtown businesses. Shelby Worthington-Loomis asked when a map could be provided to the businesses so they know what is going where for the Festival of Lights. Cindy Roth said a map is in process but not all placements have been finalized. If people want to look at the map from last year, it will be very similar.

RDP's Holiday Window Decorating contest will take place with increased cash prizes. Janice Penner said the signup sheets have been posted on the website and the Ambassadors will have copies with them as well.

13) New Business

Nanci Larsen said on Thursday there will be 90 WW2 B-52, pilots, bombers, etc. coming in for a convention over the weekend. If anyone happens to see them, please remember to thank them for their service.

Stan Morrison said 49,500 people have committed suicide in 2022. On October 18, from 6 pm to 8 pm at the Spanish Art Gallery, the unforgettable lecture series will be taking place. Sheryl Green will be providing a lecture on this topic. The Unforgettables is an organization that assists families in their greatest moment of grief, loss of a child up to the age of 18. This year the topic is hope in hopelessness..

14) Adjournment – Next Meeting Date November 8, 2023 at 8:30 am.