



8:30 AM BOARD OF DIRECTORS MEETING  
WEDNESDAY NOVEMBER 12, 2025  
WALLING BUILDING 3<sup>RD</sup> FLOOR  
USE RDP OFFICE ENTRANCE

## Minutes

**Present:** Andrew Walcker, Brian Percy, Chad Collopy, Chuck Beaty, John Adkins, Jesse De La Cruz, Jennifer Gamble, Joe Ramos, Joe Guzzetta, Justin Tracy, Rachael Dzikowski, Bob Nagle, Ron Loveridge, Shalini Lockard, Stan Morrison, Sorelle Williams

**Excused:** Amy Hoyt, Cherie Powell, Collette Lee, Cesar Gomez, Lou Monville, Broc Yoshida, Mercedes Serrano, Nanci Larsen, Randy Hord, Zoe Ridgway, Clarissa Cervantes, Philip Falcone, Sarai Arellano

**Absent:** Jean Eiselein, Philip Makhoul, Shelby Loomis, Oz Puerta

**Ex-Officio ABP / City Council:** Melanie Bruins, Desiree Massei

**Staff:** Janice Penner, Shirley Schmeltz

### 1) Call to Order

Andrew Walcker acted as Chair and called the meeting to order.

### 2) Self-Introductions and Public Comments

Self-introductions and public comments were conducted.

### 3) Approval of Minutes of October 8, 2025

**Motion:** To approve the Minutes of the Meeting of October 8, 2025.

**Moved:** Chuck Beaty **Seconded:** Joe Guzzetta

**Motion carried.**

### 4) Items for Discussion

#### 4a) Approval of Proposed Slate of Board Member for 2026-2028 Ballot - Motion

Andrew Walcker said the Nominating Committee met on October 21<sup>st</sup> to discuss existing members and potential new members. Staff contacted both existing members and potential members to confirm their participation. The proposed slate was presented to the Executive Committee on November 4<sup>th</sup> to adopt a motion to recommend that the Board approve the slate for the 2026 - 2028 ballot.

The ballot will be sent to the membership in early December for the required election. Ballots will be due by January 3<sup>rd</sup> so that the results and final slate can be approved by the Board at the January 14<sup>th</sup> meeting. The process is being completed earlier this year so the Annual Meeting and Awards Ceremony materials can be prepared in advance.

Ron Loveridge offered up an amendment to the slate, suggesting Dean Mark Long from UCR be asked to sit on the RDP board. Janice Penner asked the Board members to vote on the slate as presented, and then RDP will reach out to the mentioned individual and add them to the Board with Executive approval if they accept.

**Motion:** To approve the proposed Slate of Board Members for the 2026 - 2028 Ballot.

**Moved:** Justin Tracy **Seconded:** Brian Percy

**Motion carried.**

#### **4b) 2026 Annual Meeting and Awards Ceremony Award Recipients - Motion**

Andrew Walcker said the 2026 Annual Meeting and Awards Ceremony is scheduled for February 19, 2026 at the Riverside Convention Center. He referred the Board to the document listing recommended 2026 recipients as well as past recipients. Staff recommendations for the award recipients were presented to the Executive Committee at their November 4<sup>th</sup> meeting where the Executive Committee passed a motion that the Board approve the recommended 2026 recipients as presented.

Janice Penner said the nominees were: Riverside Community Arts Association for Art & Culture, Downtowne Bookstore for Business Activity, The Junior League of Riverside's Truck-a-Palooza for Downtown Event, The City of Riverside and the Art & Cultural District signage for Downtown Improvement, RPD PANS (Parks & Neighborhood Specialists) for Safety & Security, and MBG/Miracles and Dreams Foundation for the Chair's Award.

The Roy Hord 'Volunteer of the Year' Award nomination notices were sent out and posted on Facebook on October 29.

**Motion:** To approve the proposed 2026 Annual Meeting and Awards Ceremony Award Recipients.

**Moved:** Shalini Lockard **Seconded:** Chuck Beaty

**Motion carried.**

#### **5) Financial Reports**

##### **5a) Approval of Financial Reports at June 30, July 31, August 31 and September 30, 2025 – Motion**

Janice Penner said the CPA completed the year-end financial review so the June 30, 2025 year end numbers have now been finalized. The June 30, July 31, August 31, and September 30, 2025 reports can now be considered final and approved.

**Motion:** To approve the Financial Reports at June 30, July 31, August 31 and September 30, 2025 as Previously Presented.

**Moved:** Justin Tracy **Seconded:** Brian Percy

**Motion carried.**

##### **5b) Approval of Financial Reports at October 31, 2025 – Motion**

The October 31, 2025 draft results showed a deficit of \$30,084 year to date compared to a budgeted deficit year to date of \$16,749. This resulted in a negative variance of \$13,336 for the year to date. BID levy income was \$19,301 lower than budgeted while overall expenses were lower than budget, offsetting the lower BID Levy income.

As of October 31, 2025 RDP had \$292,658 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 two CDs with Provident Bank for total reserves of \$346,946.

The Accounts Receivable was \$597. The Accounts Payable equaled \$3,803.

The liability for accrued staff benefits (vacation and other time) as of October 31, 2025 was \$43,209.

**Motion:** To approve the Financial Report at October 31, 2025 as presented.

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

**Motion carried.**

## **6) RPD Security Updates**

Chad Colopy said there were many events in the downtown area, including Halloween themed events such as RPD's Trunk or Treat. The Mission Inn Run was very well attended with at least 10,000 people in attendance. The Day of the Dead event on Market Street started slow at the start but was pretty crowded by the end of the night. There were issues with traffic and parking with people blocking the alleys making them inaccessible for emergency vehicles. The Pink on Parade at Ryan Bonaminio Park was also well attended. There were no major issues at any of the events, outside of parking and traffic issues.

The FOL switch-on ceremony is on November 22<sup>nd</sup> with basically the same footprint as last year. There might be a movie screen or choir on the grassy area in front of the Convention Center this year. There has been no service in honor of the late Duane Roberts here, but the family is doing something in Orange County.

There have been a number of vehicle burglaries in the parking structures. The most recent one was in the structure at Ninth and Market, where an individual actually tried to get into a City Attorney's Tesla. The City Attorney actually caught the individual and the whole incident was on camera. It appears that most burglaries are taking place in the early morning.

The Courts are currently imposing the new State bail schedule with the sheriff's department. Now when cases are booked into the jail, they may just get a ticket and be released on the same day if the offense is not a violent crime. The jail is currently at 85% capacity.

The security the City contracted for FOL started this week.

## **7) County of Riverside Updates**

Cesar Gomez was not able to attend but provided an email update.

The County is having a Cars & Coffee car show at the County Administrative parking lot on Sunday, November 16<sup>th</sup> from 8 am to 12 pm.

Columbia Bank acquired Pacific Premier Bank so the former sign on Tenth Street will be removed and the Columbia sign will be up soon.

## **8) Mayor's Office Update**

Janice Penner noted that the Mayor was having a Veteran's memorial service today and staff members and Councilmembers were in attendance. She referred the Board to the Mayor's article in the December BID bulletin which gave an update on their current project.

## **9) City Council Updates**

Melanie Bruins said they had a sold out Color Run event with just over 1,200 in attendance.

The Lincoln Park annual Thanksgiving Fest will be taking place next Friday at 5 pm at the Lincoln Park Community Center. They still need help with getting the dinner ready that day.

The renovation breaking ceremony for the Cesar Chavez Community Center will be this Saturday at 9 am. The community center will be renovated and the Eastside Library moved onto this campus.

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

Desiree Massei said they are launching a Small Business Saturday program. There will be updates about a Riverside Reward program which does not replace the current Shop Riverside campaign but adds to it.

There will also be a 'Hot Chocolate Trail' launch throughout the City. The initiative is to encourage businesses to sell a hot beverage or hot chocolate drink during the holidays with a particular focus on the downtown area.

Current vacancy rates in Ward 1 are 7.08%. Office vacancies are at 5.1%, retail is at 4.74%, and industrial rates are at 11.5%.

Current active business licenses are at 3,914 with a couple new business license applications being processed.

There are a few green programs for businesses coming up in January.

The City just won an Inland Empire Economic Partnership award for best City and Chamber collaboration.

## **11) Committee Updates**

Land Use: Brian Percy said the City has completed repaving and restriping Main Street. RDP had sent a letter to the City regarding the status of garages 1 and 2 but the project involving the two garages seems to be in stasis. Janice Penner said RDP was also looking into garage 6 which was originally built to replace garages 1 and 2. However it evolved into parking for the County and City employees following the leasing of 400 daytime spaces. There has been discussion about the City taking some of the spaces back for public parking but no progress as the County does not want to relinquish any of their spaces.

Security: Jennifer Gamble said there was not anything more to report beyond what Chad Collopy mentioned earlier in the Board meeting.

## **12) Items for Information**

### **12a) 2026 BID Levy Renewal – Update on Public Hearing on December 2, 2025**

Janice Penner said the RDP Board approved the 2026 BID Levy Renewal Report at its September 10<sup>th</sup> meeting and staff submitted the report to the City that afternoon. The date for the required Public Hearing has been set for December 2<sup>nd</sup> at 3 pm at the City Council's October 21<sup>st</sup> meeting.

A brief summary of the Annual Report was included for information in the October 2025 BID Bulletin and a reminder for the Public Hearing was included in the November 2025 BID Bulletin. The Annual Report and supplemental information plus the PowerPoint presentation have been posted on the RDP website.

### **12b) Holiday Reception on Thursday, December 4, 2025**

Shalini Lockard said the date of the holiday reception has been set for Thursday, December 4<sup>th</sup> from 11 am to 2 pm, and confirmed with Shelby Loomis to take place at Loft.84. The holiday reception is funded through the surplus from the 2025 Annual Meeting.

### **12c) RDP News, Activities, and Other Items**

Janice Penner said Doors Open Riverside took place on October 25<sup>th</sup> from 1 pm to 5 pm with 13 locations participating. Two locations had staff drop out unfortunately but it was too late to get docents to work at those locations. Staff is waiting for the final attendance numbers and comments. The date for next year's Doors Open has already been set for October 24, 2026. The date has been cleared with Scott Watson who is the City's Historic Preservation Officer. The attendance seemed to be good overall, with notably 68 people visiting the Harada House.

The November 25<sup>th</sup> luncheon will be at Club Riv with Chief Larry Gonzalez as the featured speaker. The luncheon is hosted by Club Riv with RDP charging a reduced cost for the meal. The January 27, 2026 luncheon will be at Palenque Kitchen with Susan Freeman giving a marketing presentation for businesses.

Staff participated in the October 23<sup>rd</sup> site visit from the California Arts Council for the Cultural District designation. Staff is also serving on the Museum of Riverside Steering Committee for their 2027 opening, and the Steering Committee for the Cultural Preservation Conference in May 2026. Staff is also serving on the City's Repurpose Riverside Committee.

### **13) New Business**

Ron Loveridge asked how the valet parking program would work and where the locations would be. Janice Penner outlined RDP's involvement with the program and said the pilot will operate for 6 months from January 1<sup>st</sup> to June 30<sup>th</sup>. There will be up to nine stations throughout the downtown core that will be flexible depending on the need. The valet program will not take away for available public parking. Janice Penner stated RDP has committed to promoting the program through RDP's social media and hosting a meeting at Game Lab where interested businesses can hear about the valet program. Shalini Lockard said the valet program allows an individual to drop their car off at one location and pick it up at another.

Joe Ramos said they will be launching the official date of December 14<sup>th</sup> for their 14<sup>th</sup> Annual Miracle on Main Street later today. Roughly 1,000 underprivileged youth will be invited to the free event and given a toy from Santa. There will also be about 40 community tables who can participate without charge. The snow will be back again this year for the children and their families to enjoy. Their recent fundraiser raised about \$20,000 to fund the toys and the event.

John Adkins said RCC has several art programming events coming up in December. On December 5<sup>th</sup> and 6<sup>th</sup>, there is a dance event called Kinetic Conversations at the Landis Performing Arts Center, and on December 12<sup>th</sup> and 13<sup>th</sup> at the Holiday Extravaganza at the Coil School where every single band ensemble will be performing.

Jennifer Gamble said the Mission Inn Foundation is holding several workshops in December, including one with an organization who utilizes clean trash to make a peace tower. They will also be doing a mosaic class to make a peace tower. December is gingerbread month so they will be having a contest with bakers recreating their favorite landmark out of 52 in gingerbread.

Andrew Walcker announced the parking structure for the Hampton Inn and the Hilton Home 2 Suites will be opening soon, noting that the parking will be just for the hotels.

### **14) Adjournment – Next Meeting Date December 10, 2025 at 8:30 am.**