



## Minutes

**Present:** Shelby Worthington-Loomis, Shalini Lockard, Charity Schiller, Philip Makhoul, Erin Phillips, Gregory Anderson, Patrick Brien, Jesse DeLaCruz, Nathan Freeman, Paul Gill, Lou Monville, Randy Hord, Jeff Kraus, Nanci Larsen, Stan Morrison, Bob Nagle, Geoff Nealy, Nick Pacific, Brian Percy, Debbie Rose, Sergio San Martin, Donna Stephenson, Justin Tracy, Todd Turoci, Chris Wagner,

**Excused:** David St. Pierre, Chuck Beaty, Bill Gardner, Per Nillson

**Absent:** Cherie Crutcher, Andrew Walcker, Simone Sink/Vanessa Rogers

**Ex-Officio ABP / City Council:** Oz Puerta, Erin Edwards, Andy Melendrez

**Staff:** Janice Penner, Shirley Schmeltz, Amber 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. Roll call for attendance was taken.

### 3) Approval of Minutes of March 11, 2020.

**Motion:** To accept the Minutes of the Meeting of March 11, 2020

**Motion made by:** Patrick Brien      **Motion Seconded by:** Nanci Larsen

**Motion carried.**

### 4) Chair's Report

Shelby Worthington-Loomis said there are a lot of different perspectives on the pandemic situation from the Governor, the County, and the City. She suggested the best way to get information on what is happening with Downtown Riverside and Ward 2 is to join Instagram, and connect with Erin Edwards and Andy Melendrez. She also mentioned she would get up to date information from the County to Board members as it occurs.

### 5) Items for Discussion

#### 5a) Review and Approval of budget for July 1, 2020 to June 30, 2021

Janice Penner stated that normally a Finance Committee would be appointed in April and the budget presented in June for approval by the Board. However, with the current situation, RDP staff felt it was best to have the Executive Committee act as the Finance Committee and move the process up to allow for adjustments to be made.

Janice Penner said the budget presented included elimination of the Communications and Events Liaison position for at least one year. The position was assessed and it was determined that at least 75% of the associated duties would not occur in the upcoming year. Remaining

staff and occasional contract assistance are to handle the remaining duties. As well, the budget assumed continuation of the Ambassador program as an essential service.

Janice Penner said the budget assumed no further contribution to the StreetPlus Safety Patrol by RDP. The agreement to contribute for fiscal year July 1, 2019 to June 30, 2020 stated that no further contribution would be made and also recommended that a review of the current contract be made at the end of current agreement.

Janice Penner said the budget also assumed a decrease in the BID levy income. This decrease included the assumption that most large businesses would remain in operation and pay business tax. It was noted that the majority of BID levy income came from those businesses (i.e., law firms, medical, hotel, and professional). It also assumed cessation of the City Match.

Janice Penner said fall 2020 events such as the Art and Music Festival and the Halloween Fest are assumed to take place, but certain events and sponsorships are curtailed. Should any planned or sponsored events not take place, those monies will be used for Retail Events, Event Sponsorships, and Advertising in that order.

Janice Penner said the budget was presented to the Executive Committee at its meeting on Tuesday May 5. The Executive adopted a motion to recommend the Board approve the budget at its May 13 meeting. The Executive also acknowledged the need to review the budget in four to six months to adjust if needed.

**Motion:** To approve the budget for July 1, 2020 to June 30, 2021

**Motion made by:** Shalini Lockard     **Motion Seconded by:** Philip Makhoul

**Motion carried.**

## **6) Items for Information**

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

Shelby Worthington Loomis said the May 2020 BID Bulletin went out on schedule containing information on the COVID-19 pandemic as well as various messages from City council members. RDP is sharing all pertinent posts on Facebook, and distributing informational emails. All RDP committee meetings, events, and activities are currently on hold.

Shelby Worthington Loomis said all partnered activities with the City including Doors Open, Summer Lunches, Movies on Main, and the Summer Concert Series in Fairmount Park have been canceled by the City.

Shelby Worthington Loomis said the Art and Music Festival was tentatively scheduled for September 19 but the date has not been confirmed by the City. The Fall Fashion Show will not be held and retailers will be encouraged to coordinate with the Modern Vintage Flea event on October 17. There has been no official notice regarding the Halloween Fest or Day of the Dead as yet.

Shelby Worthington Loomis said that although taking on Ghostwalk as a joint project with the Riverside Arts Council has been discussed, no information from the California Riverside Ballet has been received so a decision regarding this project will likely be deferred to next year.

Shelby Worthington Loomis said the RDP office is open Monday through Thursday from 8:30 am to 3:00 pm being staffed by Shirley Schmeltz. Janice Penner is working remotely but comes in one day a week from 9 am to 5 pm.

Shelby Worthington Loomis said the RDP Ambassadors are continuing to patrol both day and evening shifts with some adjustments in hours. All staff observes social distancing and wear face masks provided by RDP.

## **7) Financial Reports**

### **7a) Financial Reports at March 31, 2020 – MOTION**

**Motion:** To approve the Financial Reports dated March 31, 2020

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

**Motion carried.**

### **7b) Financial Update at April 30, 2020**

Shirley Schmeltz stated that RDP has not been provided with the Accounts Receivable amount for the BID levy income from the City. The two checking accounts and money market account at April 30 amounted to \$209,244 and the four CDs amounted to \$327,216. Janice Penner stated an update on the Financial Report for April 30, 2020 will be provided as soon as the information becomes available.

## **8) City Council Updates**

### **8a) Ward One**

Erin Edwards said the best way to contact her is to contact her office by telephone and/or through her email.

Erin Edwards mentioned the City has entered into phase 2 of the reopening process which is following the state guidelines. The City Council at their meeting the day before started phase 1 of the recovery program. There are three phases of the recovery program, which are the response piece, the recovery piece, and the thrive piece. In the recovery piece she highlighted there are 2 teams which have been set up internally; the community support and resources team and the business support and resources team, dedicated to helping residents and businesses in the recovery process.

Erin Edwards co-authored with Council members Steve Hemenway and Ronaldo Fierro a grant program to provide 1.8 million dollars in support for small businesses which was approved last week. They are also working with United Way as a partner to get the money out the door.

Erin Edwards said the goal is to have a one to one match of City money to community money which will allow the City to support even more businesses. It is expected that the 1.8 million will support 250 businesses during the COVID-19 pandemic. The application to submit for this grant program is not yet online but if one goes to the United Way website and enter in one's email address they will receive an email with a link to the application once it becomes available by the end of May.

Erin Edwards said City Council also approved an "ERAC" program which stands for 'emergency recovery assistance program' through Public Utilities for low income individuals who are struggling with COVID-19 related issues and having trouble paying their bills.

Erin Edwards said today is the inaugural Homelessness and Housing Council committee meeting which will outline the next 6 months of meetings and what the various themes of each meeting will be. The Fair Housing Council will be presenting data they have collected over the last few months and any trends they have noticed happening in the last few months during the COVID-19 pandemic.

Erin Edwards said there has been some important work done in terms of addressing homelessness during this emergency. There are now hygiene stations down by the river bottom, the pallet shelter village is almost completely full, and there are 15 trailers at the airport for people who are experiencing homelessness and symptoms of COVID-19 but don't require medical attention. Project Room Key is the State's program that helps individuals experiencing homelessness find placements in hotel or motel rooms. There have been 370 placements County wide so far.

Erin Edwards said the Council approved 79 new multi pay stations in the Downtown area on April 21. A more comprehensive discussion on the parking issue in Downtown will be discussed at a later time due to the pandemic.

Erin Edwards said there will be a special meeting on Friday, May 15 to discuss part two of the recovery program. At the Council meeting on May 19 they will be discussing the summer fireworks display. The parks and recreation department is recommending the display be canceled and in place of fireworks alternatives instead. Also up for discussion is a one year emergency budget for the City.

### **8b) Ward two**

Andy Melendrez said the City will be focusing on the budget as the main issue during the COVID-19 situation but the City is still moving forward and improvements are being made. Underground work on the streets is continuing to be done. Construction is still going on as well with the workers maintaining social distance on job sites. There were a few instances with RTA where bus drivers were COVID-19 positive but the situation is pretty much under control. Anyone who rides the bus needs to have a mask on to reduce the risk of contamination. Riverside Arts Academy is still conducting classes for their students online.

Andy Melendrez said in Ward 2 the Riverside Community Health Foundation is conducting COVID-19 testing in the parking lot of the Caesar Chavez Community Center. Riverside Unified School District is offering meals in another parking lot by Bobby Bonds every day, offering breakfast and lunch to students who come with their parents in vehicles to pick the food up. Food Banks throughout the east side are providing assistance programs.

Justin Tracy expressed his concerns about what the City is doing with the COVID-19 situation, and reopening businesses and face masks. A discussion took place.

### **9) RDP Security Update**

Chris Wagner provided updates about the policing in Downtown Riverside with the COVID-19 situation. As far as public safety, patrol officers are still answering 911 calls and extra patrols are being conducted. Patrol officers are checking on the businesses that are closed as well as the ones still open making sure no one is loitering around or casing the place. Both the patrol officers and the Riverside Entertainment District officers are trying to keep a high visibility to discourage illegal behavior so everyone feels safe.

Chris Wagner said Homeless Outreach staff are not moving encampments right now, following state guidelines, but they are offering services and conducting cleanups 7 days a week. He said 560 homeless have been contacted in the last month, 80 accepted services, 164 code notices were issued, 17 citations were given, 2 arrests were made, and 23 tons of trash was removed.

Chris Wagner said for the last month there has been 1 auto theft, 5 vehicle burglaries, 2 commercial burglaries, and 2 assaults. Many of the suspects in each case were arrested.

Chris Wagner said there have been a lot of window smashes, up and down Magnolia Avenue but luckily it hasn't really happened in Downtown Riverside due to the high visibility of the officers and the high number of arrests they have conducted.

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

Nathan Freeman had to leave the meeting early so there was no update from the City Community Development Department. Shelby Worthington-Loomis said Nathan Freeman would be emailing the Board members about any updates.

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

Oz Puerta had to leave the meeting early so there was no update from the Arlington Business Partnership.

#### **12) New Business**

There was no new business.

#### **13) Adjournment and Next Meeting Date – June 10, 2020 at 9:30 am**