



ARLINGTON BUSINESS PARTNERSHIP

BOARD OF DIRETORS

Minutes

Arlington Business Partnership
9800 Indiana Ave., Ste. 2
Riverside, Ca 92503
(951) 509-1100 Tel.

Monday, October 15, 2018

5:30 P.M.

Boardroom

CALL TO ORDER

Meeting was called to order at 5:49 PM by Henry Ayala.

PUBLIC COMMENT

Gaby Plascencia and Sean Mill both announced their candidacy for the upcoming Riverside City Council - Ward 5 office. Plascencia and Mill shared insight into their personal and professional lives and their commitment to working with the business community.

CONSENT CALENDAR

- 2 Minutes of September 10, 2018
Accepted for filing without corrections.
- 3 Financials as of September 2018
Accepted for filing without corrections.

PRESENTATIONS

Coach Josh Scarborough made a brief presentation for Hunt Park Youth Basketball Travel Team - GAMETIME. Coach Scarborough shared the possibility of ABP sponsoring the team uniforms that could show the ABP logo. Coach Scarborough went on to share more about the team accomplishments. Guerra inquired as to where most of the kids reside. Coach Scarborough stated that the kids can come from all over but the majority live within walking distance of Hunt Park and/or attend school locally.

COMMUNICATIONS

Guerra shared information on the upcoming Earthquake Resiliency Workshop for businesses, Winter Wonderland, and the Healthy Employees Healthy Bottom Line Workshop.

4 City Departmental/Downtown BID Updates

City Council Member – Ward 5 (Chris Mac Arthur)

The Habitat for Humanity veterans housing project near Magnolia/Meyers was approved by City Council. Guerra noted that Kathy from Habitat will be at the next meeting to make a presentation on the project and had invited ABP Board members and staff to the projects ground breaking. City staff is working on finding out what restaurant is planned for The Brickyard shopping center at Magnolia/Tyler which has been completely renovated. Issues are occurring with the old Cyclery USA building and is being retrofitted to become a Social Security office. The channel on Monroe St. between Magnolia and California has been covered and will become a walking path along with landscaping. The foundation is being put in now for

the Youth Innovation Center at Arlington Park. Mac Arthur shared the success of a home's transformation on Melody Ln. via a program of the City Attorney's Office. Areola shared information on a pilot program he began and conducts on Thursday mornings where he and code enforcement or other staff will drive into a neighborhood in a City vehicle outreaching to homeless and reporting of graffiti and other issues via the 311-call center. Director Sadeghian gave an update on his new building and available space.

City Council Member – Ward 6 (Jim Perry)

No Report.

Riverside Police Department (Sgt. Rene Ramirez)

Ramirez reported a crime summary of calls for service. Last month, PD received 111 calls, a decrease to this month's 106 calls - 25 Officer On-sites, 21 miscellaneous, 41 business-related, 6 stolen cars with 3 recovered. Department personnel update: currently have 368 sworn officers, funded for 383, 11 in the academy, 3 entering the academy, and 6 in the FTL a program. 121 patrol officers, 6 watch commanders, 24 sergeants across 3 shifts. Director McIntire inquired as to who the current graffiti officer is, Ramirez stated Sgt. Collopy is the lead person. Members had a brief discussion on security cameras and other security solutions.

Riverside Downtown Partnership (Janice Penner)

RDP is still working with RTA on bus shelter security and has since adjusted the hours of the patrol which will run until the end of Festival of Lights. The Riverside Art and Music Festival and Fall Fashion Show went successfully. Riverside Halloween Fest is coming up and will be held at White Park. ABP and RDP are working together on the Earthquake Resiliency and Healthy Workplace Workshop. The Downtown BID renewal public hearing will be held at 3:00 pm on November 6 at Riverside City Hall. Members inquired as to who pays for the RTA security. Kate noted that most of the program is supported by RDP with some assistance from RTA.

5 Committee Updates

Physical Improvements (Rob Steinmuller)

Steinmuller provided a brief update on the activities of the committee, noting several physical improvement program grants have been issued. Steinmuller expressed the importance of attending committee meetings to voice your concerns, suggestions, and ideas.

Marketing Committee (Bernie Edmonds)

Edmonds will be meeting with PRCS staff about the Hope Wall Project next Thursday and gave a quick summary of the project. Edmonds noted that he will be working with staff and the Marketing Committee on getting our ABP logo out.

Marketing Committee (Bernie Edmonds)

McIntire noted that the committee is working on developing policies and procedures for the organization and its programs to that there is continued structure from board-to-board and staff-to-staff.

6 2018/19 Meeting Calendar and Committee Information

Guerra distributed the 2018/19 Meeting Calendar noting the calendar included the dates and times of the Executive Committee, Board of Directors, Physical Improvements Committee, Marketing Committee, and holidays.

- 7 Items for future Board of Directors/Executive Committee consideration as requested by Directors of the Board, Officers, or Staff.
None.

DISCUSSION CALENDAR

- 8 Discussion and Motion to Approve Amendment No. 3 to the Bylaws of the Arlington Business Partnership.

Guerra distributed the proposed bylaw amendment for Board members to review and a summary of the amendments, noting the following:

Establish Nominations Committee 90 vs. 60 days; removes the requirement of one non-voting (City Council Member) board member who is replaced with one voting board member.

Allow Executive Committee to be present at committee meetings via teleconference or other electronic methods.

Board Chairperson and Vice Chairperson must be dues-paying Member of the Arlington BID.

A MOTION was made by McIntire to approve bylaw amendment no. 3 as presented. SECONDED by Steinmuller. MOTION CARRIED.

- 9 Election of Executive Officers for Fiscal Year 2018/2019

Guerra directed Members to vote for the 2018/19 Executive Officers. Guerra distributed the voting ballot. Guerra shared that Members may elect the recommended slate or choose a write-in candidate.

- 10 Award of Request for Proposal (RFP) –Installation, maintenance and removal of holiday decorations and lights for the Arlington Business District.

Guerra shared that staff followed the approved timeline for the RFP issued for the Installation, maintenance and removal of holiday decorations and lights for the Arlington Business District. Guerra stated that four potential vendors were reached out to via email, telephone, and mail.

ABP received the following responses:

Bidder	Response
The Christmas Kings	Modified Scope of Work
Innovative Electric Services, Inc.	\$44,377
Champion Electric Inc.	Not Interested
Light It Up! Pro Lighting	No Response

Director Steinmuller excused himself and left the room for the board to discuss the item. Director Sadeghian inquired ABP was planning on allocating funds to expand the holiday street lights. Guerra stated that last year, lights were extended from Arlington Park up toward the car wash and that additions would be accounted for next year.

A MOTION was made by Edmonds to award the abovementioned RFP to Innovative Electric Services, Inc. in the amount not to exceed \$44,377. SECONDED by McIntire. MOTION CARRIED.

11 **Award of Request for Proposal (RFP) – Accounting and Tax Services for the Arlington Business Partnership.**

Guerra shared that staff followed the approved timeline for the RFP issued for the Accounting and Tax Services for the Arlington Business Partnership. Guerra stated that four potential vendors were reached out to via email, telephone, and mail.

ABP received the following responses:

Bidder	Response
Tax and Bookkeeping Solutions, Inc.	No Response
Teaman, Ramirez & Smith (TRS), Inc.	No Response
LR Tax & Accounting Services, Inc.	No Response
Dennis G. Phillips & Assoc.	No Response

Council Member Mac Arthur suggested that ABP reach out to Macher & Clark Certified Public Accountants and Trimble & Company. With no bidder to award the abovementioned RFP, the Board directed staff to maintain services with Gregory Sheets, CPA.

12 **Voting Results: Executive Officers for Fiscal Year 2018/2019**

The voting results are recorded as follows:

MEMBER NAME	POSITION	VOTES		
		YES	NO	ABSTAIN
Enrique Ayala	President	8	1	1
Robert Steinmuller	Vice President	8	1	1
John McIntire	Secretary	9		1
Timothy Lowe	Treasurer	8	1	1
M. Bernard Edmonds	Executive Officer	9		1

RECOMMENDATIONS FOR DONATION/SPONSORSHIP REQUEST

None.

CLOSED SESSION

The Board of Directors did not enter a closed session.

ADJOURNMENT

The meeting was adjourned at 7:12 PM by Henry Ayala.

The next regular Board of Directors meeting is scheduled for
5:30 pm, Monday, November 19, 2018
Arlington Business Partnership Office
