

C-6

September 14, 2021

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt a Resolution approving the Annual Report for October 1, 2021, to September 30, 2022, for the Belmont Shore Parking and Business Improvement Area, declaring its intention to levy the annual business assessment, and setting the date of hearing for October 5, 2021. (District 3)

DISCUSSION

The Belmont Shore Parking and Business Improvement Area (BSPBIA) was established by the City Council in 1983, allowing for the levy of an annual business license assessment to be paid by businesses located in the BSPBIA. The City of Long Beach (City) contracts with the Belmont Shore Business Association (BSBA) to manage the BSPBIA and the BSBA Board of Directors serves as the Advisory Board to the City Council on matters related to the BSPBIA. The BSBA promotes and markets the commercial area along Second Street using funds generated through the BSPBIA business license assessment.

State law governing Parking and Business Improvement Areas requires that an annual report be submitted to the City Council by the Advisory Board designated for this Assessment District. On August 2, 2021, the BSBA Board of Directors voted to recommend to the City Council approval of the 2021-2022 BSPBIA Annual Report (Annual Report) (Exhibit A to the Resolution).

The Annual Report describes boundaries, proposed activities, and budgetary information, as well as the method and basis for the continuation of the assessment. The Annual Report proposes no change to the BSPBIA boundaries or the method of levying the assessment.

The Annual Report, transmitting the recommendations of the BSBA, proposes the following assessment rates.

Method of Assessment

The estimated 2021-2022 fiscal year revenue from business assessments is \$120,000. Assessments are calculated by category of business and incorporate a base rate plus a per employee rate. Business categories and rates are as follows:

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CATEGORIES	BASE RATE	EMPLOYEE RATE
Financial Institution	\$1,646.22	\$16.50
Service Real Estate Office	\$ 638.70	\$22.00
Retail – Restaurant w/alcohol and RTE	\$ 640.19	\$ 9.63
Retail – Other	\$ 548.73	\$ 8.25
Consulting	\$ 425.80	\$22.00
Construction Contractor	\$ 425.80	\$22.00
Insurance Agent Professional	\$ 425.80	\$22.00
Professional	\$ 425.80	\$22.00
Service – Other	\$ 319.35	\$16.50
Misc. Recreation/Entertainment, Vending, Manufacturing, Unique and Wholesale	\$ 319.35	\$16.50
39% Reduced Rate for Service-related Independent Contractors	\$ 194.80	\$16.50
Nonprofits	0.00	0.00

Each year, the City calculates the Consumer Price Index (CPI), an adjustment for consumer goods and services, and applies the CPI to various City fees on July 1st of each year. Parking and Business Improvement Area Advisory Boards may request a CPI adjustment for business license assessments. The BSBA has decided not to request a July 2022 CPI adjustment.

The recommended Resolution grants approval of the Annual Report and declares the intention of the City Council to levy the assessment for proposed activities and sets the date of the public hearing for October 5, 2021.

This matter was reviewed by Deputy City Attorney Amy R. Webber on August 16, 2021 and by Budget Management Officer Rhutu Amin Gharib on August 23, 2021.

TIMING CONSIDERATIONS

City Council action is requested on September 14, 2021, to set the date of the public hearing for October 5, 2021. The new contract year begins on October 1, 2021.

FISCAL IMPACT

It is estimated that the BSPBIA will generate \$120,000 in FY 22 through the proposed continuation of the assessment. Assessment funds are collected by the City on behalf of the BSBA through additional fees attached to BSPBIA business licenses and passed directly through to the BSBA for implementation of annual programs. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

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September 14, 2021
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SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



JOHN KEISLER
DIRECTOR OF ECONOMIC DEVELOPMENT

ATTACHMENT: RESOLUTION

APPROVED:



THOMAS B. MODICA
CITY MANAGER

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RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONG BEACH APPROVING THE ANNUAL ASSESSMENT REPORT FOR OCTOBER 1, 2021 TO SEPTEMBER 30, 2022 FOR THE BELMONT SHORE PARKING AND BUSINESS IMPROVEMENT AREA AND DECLARING ITS INTENTION TO LEVY THE ANNUAL ASSESSMENT FOR THAT FISCAL YEAR

WHEREAS, pursuant to Section 36533 of the California Streets and Highways Code, the Belmont Shore Parking and Business Improvement Area Advisory Commission has caused a Report to be prepared for October 1, 2021 to September 30, 2022 relating to the Belmont Shore Parking and Business Improvement Area which is located along the commercial corridor at Second Street generally between Livingston Drive and Bayshore Avenue within the City of Long Beach (the "Area"); and

WHEREAS, said Report contains, among other things, with respect to October 1, 2021 to September 30, 2022, all matters required to be included by the above cited Section 36533; and

WHEREAS, having approved such Report, the City Council hereby declares its intention to:

A. Confirm levy of and direct collecting within the Area, assessments for the Belmont Shore Parking and Business Improvement Area for October 1, 2021 to September 30, 2022. Said assessments are proposed to be levied on such classifications and at such rates as set forth in Exhibit "A" attached hereto and incorporated herein.

B. Provide that each business shall pay the assessment annually, at the same time the business license is due. This is the same collection procedure which

1 occurred in the previous fiscal year; and

2 WHEREAS, to this end, the proposed activities and improvements
3 undertaken by the Area include those generally specified in the establishing Ordinance
4 No. C-5963, Section 5, as adopted by the City Council on June 7, 1983; and

5 WHEREAS, a copy of the Report is on file with the City Clerk and includes
6 a full description of the activities and improvements to be provided from October 1, 2021
7 to September 30, 2022, the boundaries of the area, and the proposed assessments to be
8 levied on the businesses that fiscal year and all other information required by law; and

9 WHEREAS, it is the desire of this City Council to fix the time and place for a
10 public hearing to be held regarding the Report, the levy and the proposed program for the
11 2021-2022 fiscal year;

12 NOW THEREFORE, the City Council of the City of Long Beach resolves as
13 follows:

14 Section 1. That certain Report entitled "2021-2022 Annual Report
15 Belmont Shore Parking and Business Improvement Area" attached hereto as Exhibit "A"
16 and incorporated herein, for the period of October 1, 2021 to September 30, 2022, as
17 filed with the City Clerk is hereby approved.

18 Section 2. On October 5, 2021 at 5:00 p.m., in the Civic Chamber of the
19 City of Long Beach located at 411 West Ocean Boulevard, Long Beach, California 90802,
20 the City Council of the City of Long Beach will conduct a public hearing on the levy of
21 proposed assessments for October 1, 2021 to September 30, 2022 for the Belmont
22 Shore Parking and Business Improvement Area with no change in the basis and method
23 assessment. All concerned persons are invited to attend and be heard, and oral or
24 written protests may be made, in accordance with the following procedures:

25 A. At the public hearing, the City Council shall hear and consider
26 all protests. A protest may be made orally or in writing by any interested
27 person. Any protest pertaining to the regularity or sufficiency of the
28 proceedings shall be in writing and shall clearly set forth the irregularity or

1 defect to which the objection is made.

2 B. Every written protest shall be filed with the City Clerk at or
3 before the time fixed for the public hearing. The City Council may waive
4 any irregularity in the form or content of any written protest and at the public
5 hearing may correct minor defects in the proceedings. A written protest
6 may be withdrawn in writing at any time before the conclusion of the public
7 hearing.

8 C. Each written protest shall contain a description of the
9 business in which the person subscribing the protest is interested sufficient
10 to identify the business and, if a person subscribing is not shown on the
11 official records of the City as the owner of the business, the protest shall
12 contain or be accompanied by written evidence that the person subscribing
13 is the owner of the business. A written protest which does not comply with
14 this section shall not be counted in determining a majority protest.

15 D. Testimony is also invited relating to any perceived
16 irregularities in or protests to previous years' proceedings/assessments.

17 Section 3. The City Clerk shall give notice of the public hearing called for
18 in Section 2 by causing this Resolution of Intention to be published once in a newspaper
19 of general circulation in the City not less than seven days before the public hearing.

20 Section 4. This resolution shall take effect immediately upon its adoption
21 by the City Council, and the City Clerk shall certify the vote adopting this resolution.

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OFFICE OF THE CITY ATTORNEY
CHARLES PARKIN, City Attorney
411 West Ocean Boulevard, 9th Floor
Long Beach, CA 90802-4664

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I hereby certify that the foregoing resolution was adopted by the City
Council of the City of Long Beach at its meeting of _____, 2021
by the following vote:

Ayes: Councilmembers: _____

Noes: Councilmembers: _____

Absent: Councilmembers: _____

Recusal(s): Councilmembers: _____

City Clerk

OFFICE OF THE CITY ATTORNEY
CHARLES PARKIN, City Attorney
411 West Ocean Boulevard, 9th Floor
Long Beach, CA 90802-4664

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EXHIBIT "A"



2021- 2022 Annual Report Belmont Shore Parking and Business Improvement Area

SUBMITTED BY THE BELMONT SHORE BUSINESS ASSOCIATION
TO THE CITY OF LONG BEACH
AUGUST 2ND, 2021

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DISTRICT OVERVIEW

District Background

The Belmont Shore Business Association was incorporated on May 21, 1948 as a non-profit Corporation under California State law by the City of Long Beach City Council.

In 1983, the City Council of the City of Long Beach adopted Ordinance C-5963, which established the Belmont Shore Parking and Business Improvement Area, providing for the levy of an additional business license assessment to be paid by businesses in the Belmont Shore commercial corridor.

In 2008, the City Council of the City of Long Beach adopted Ordinance 08-0026 modifying the boundaries of the BSPBIA.

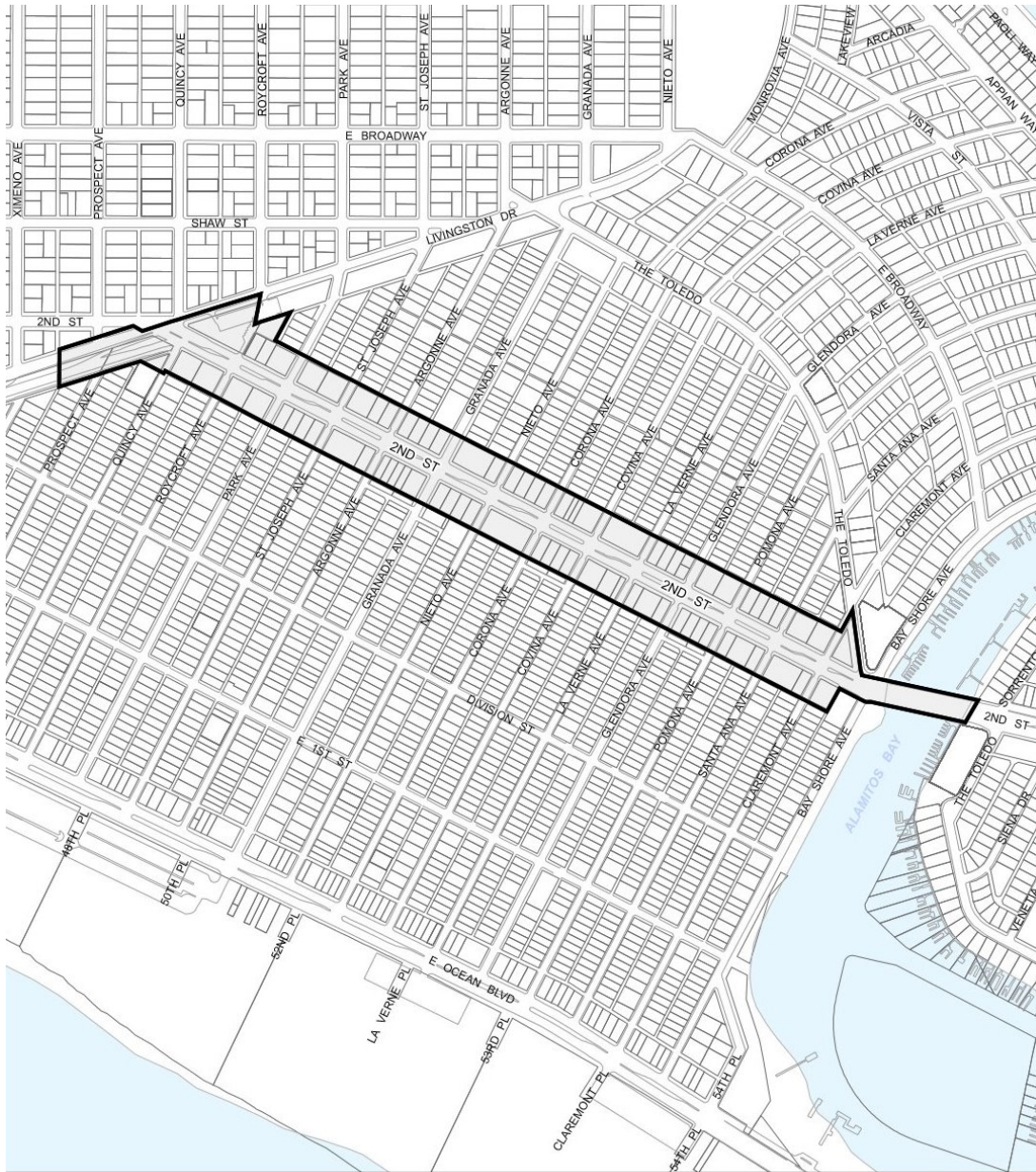
The BSBA is contracted by the City of Long Beach to manage the Parking and Business Improvement District. Assessment revenues are generally spent on activities that market the corridor and its businesses, as well as promote a safe, clean and vibrant environment.

The purpose of the BSBA is to form a common bond among business owners located in and around the Belmont Shore area whose goals are to promote, protect, and maintain prosperity for the Belmont Shore Community.

This association is for its members and the immediate neighborhood, seeking to provide a united front to express opinions, protect tranquility and promote a better understanding among merchants, institutions, professionals, and residents.

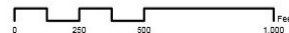
District Boundary

There are no proposed changes to the district boundaries.



City of Long Beach Belmont Shore Parking & Business Improvement Area (PBIA)

As of March 2016



District Advisory Board

The Belmont Shore Business Association Board of Directors serves as the Advisory Board to the City Council of the City of Long Beach on matters related to the Belmont Shore Parking and Business Improvement Area.

The BSBA has 14 available positions on its Board of Directors. Five of the elected directors serve as officers of the Association. All (14) of the directors and officers are known as the Board of Directors.

Elections for the 2021-22 Board of Directors are being held during August - September of 2021. An elected board member term of office is two years. Officers are voted in every year by the Board of Directors in September before the new terms begin.

Officers

PRESIDENTKurt Schneider, Maverick Investments
1st VP OF FINANCEDave Shlemmer, Shlemmer Investments
VP OF PROMOTIONS.Aaron Tofani, Rance's Pizza
SECRETARYMatt Peterson, Legends
TREASURERTula Trigonis, Salon Soma

Directors

Frank Colonna, Colonna Realty
Bart DeLio, Thatinsuranceguy.com, Associate Member
Heather Duncan, Blue Windows
Stacy Evans, Domenico's
Ryan Hofman, Saint & Second
Eric Johnson, Legends Sports Bar & Restaurant
Joel McCullough, Mac's on 2nd
Alexis Rabenn, Quinn's Pub
Mike Sheldrake, Sheldrake's Coffee Roasters

District Personnel

Jessie Artigue, Executive Director

METHOD OF ASSESSMENT

CATEGORIES	BASE RATE	EMPLOYEE RATE
Financial Institution & Insurance	\$1,646.22	\$16.50
Service Real Estate Office	\$638.70	\$22.00
Retail - Restaurant w/alcohol & RTE	\$640.19	\$9.63
Retail - Other	\$548.73	\$8.25
Consulting	\$425.80	\$22.00
Construction Contractor	\$425.80	\$22.00
Insurance Agent Professional	\$425.80	\$22.00
Professional	\$425.80	\$22.00
Service - Other	\$319.35	\$16.50
Misc. Rec/Ent, Vending, Manufacturing, Unique & Wholesale	\$319.35	\$16.50
39% Reduced Rate for Service-related Independent Contractors	\$194.80	\$16.50
Non-profits	0.00	

Proposed Changes

The Belmont Shore Business Association Board of Directors proposes no changes to the method and basis of levying the assessment.

CPI Adjustments

The Belmont Shore Business Association Board of Directors is not requesting a Consumer Price Index adjustment for the 2020-2021 contract year.

ESTIMATED BUDGET 2021-2022

<u>INCOME</u>	<u>AMOUNT</u>
4200 Membership Dues	
4210 BIA Fund	120,000.00
4220 Associate members	300.00
4200 TOTAL	120,300.00
4400 Corporate Sponsorship	
4420 September Event (2022)	15,000.00
4485 February Event	0.00
4440 Summer Series	0.00
4470 Holiday Celebration	30,000.00
4495 Chalk Walk	0.00
4400 TOTAL	45,000.00
4600 Investment Returns	
4610 Interest on Checking	25.00
Heartland	75.00
4600 TOTAL	100.00
4800 Promotional Events	
4820 September Event	10,000.00
4840 Summer Series	
4842 May	10,000.00
4844 June	43,000.00
4845 July	43,000.00
4846 August	43,000.00
4870 Holiday Celebration	42,000.00
4885 February Event	8,000.00

4895 April Event	7,000.00
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4800 TOTAL	206,000.00
INCOME TOTAL	371,400.00

<u>EXPENSES</u>	<u>AMOUNT</u>
6200 ADMINISTRATION	
6201 Independent Contractors	70,000.00
6220 Rent	25,000.00
6230 Office	1,500.00
6232 Postage	100.00
6234 Printing	5,000.00
6236 Supplies	1,500.00
6238 Equipment	1,500.00
6240 Insurance	6,500.00
6250 Telephone	2,600.00
6260 Accounting	1,125.00
6270 Meetings/Mixers	1,600.00
6280 Dues & Subscriptions	500.00
6200 TOTAL	116,925.00
6600 ONGOING PROMOTIONS	
6660 Marketing	36,675.00
6852 Entertainment	0
6612 Christmas Decoration	19,800.00
6630 Welcome Wagon	1,000.00
6640 Shore Corp	3,000.00
6600 TOTAL	60,475.00

6800	PROMOTIONAL EVENTS	
6896	April Event	5,000.00
6820	September Event	6,000.00
6840	Summer Series	
6842	May	8,000.00
6844	June	40,000.00
6845	July	40,000.00
6846	August	40,000.00
6870	Holiday Celebration	45,000.00
6855	Chalk Walk	0.00
6865	Holiday Shopping	5,000.00
6885	February Event	5,000.00
	6800 TOTAL	194,000.00
	EXPENSE TOTAL	371,400.00

Surplus or Deficit Carryover

The Belmont Shore Business Association does anticipate a surplus at the end of Fiscal Year 2020-2021. This is primarily due to the cancellation of events that were previously budgeted for and the ultimate use of those funds will likely go toward supplementing our bank reserves.

Contributions from Other Sources

The Belmont Shore Business Association has multiple sources of income outside of the Belmont Shore Parking and Business Improvement Area assessment funds.

These sources of income can include promotional events, corporate sponsorship, associate memberships and investment returns. The estimated income for these sources is listed in the estimated 2021-22 revenue section of this report.

DISTRICT PROGRAMS

Member Communications

Most of the BSBA office to BSBA member communication has been done by email, virtual meetings, and phone calls. The Executive Director also walks the district weekly to drop in on business owners, especially targeting those who may be less than likely to reach out on their own.

Our bi-monthly e-blast that goes out to all BSBA Officers and members currently sees an average open rate of 50%, which is well over the expected industry standard. In an effort to increase our ability to connect with our members, the Officers have also been tasked with reaching out to their colleagues directly, whenever possible.

Our BSBA board meetings are now being held in person and the general membership meetings have become a quarterly event. Our board meetings are held on the last Friday of the month (unless otherwise noted) and this schedule has been shared with our members and posted on the belmontshore.org website.

Marketing & Social Media

The BSBA district is marketed as an iconic travel destination and a local hot-spot for Long Beach and beyond. We are currently advertising in multiple print and digital publications including The Grunion Gazette, Travel Host Magazine, LB Post, Press Telegram, and more.

In 2021, the Belmont Shore Business Association had its primary website rebuilt (belmontshore.org) and also purchased an additional domain (visitbelmontshore.org) in an effort to increase traffic and improve organic SEO. The Virtual 2nd St website that was created last summer (virtualon2nd.com) has been deactivated in an effort to encourage in-person patronage, as opposed to online shopping.

We are placing an emphasis on our social media presence for FY21-22 and have developed a robust content marketing strategy that is intended to reach the desired audiences. An outside agency has been contracted to manage the strategic engagement plan and the collaborations with local influencers along with providing a consistent presence at relevant events.

Community Outreach

The BSBA Executive Director attends the following monthly community meetings: Belmont Shore Residents Association (BSRA), Friends of Belmont Shore (FOBS), and other residential meetings organized by the 3rd District Council office.

The Executive Director attends the weekly meetings of Council of Business Associations (COBA) and the monthly Belmont Shore Parking & Business Improvement Area Advisory Commission (BSPBIAAC).

In April, the Executive Director attended a career fair for tourism and hospitality students at Browning High School in Long Beach and also appears at professional speaking opportunities throughout the year.

An additional community highlight has been a new program called *Window Works* that has been developed in partnership with the Arts Council of Long Beach in an effort to feature the work of local artists in the vacant storefronts along Second Street.

The BSBA also collaborates with other non-profits in the area (Special Olympics, Olive Crest, etc.) and we plan to continue developing these partnerships throughout the year.

Security

The BSBA coordinates with the Police Department's East Division and invites them to attend monthly BSBA meetings if there are concerns or necessary updates.

As part of a pilot program budgeted by the Parking Commission and overseen by the BSBA, we have contracted the coverage of CSI Security to patrol the area on bicycles from Thursday - Monday during the hours of 8am-2pm, approximately. They are also available around the clock via their dispatch system (including during non-scheduled hours) and our BSBA businesses are encouraged to call for assistance whenever needed.

Our ongoing communication with Commander Chad Ellis, Lieutenant Ryan Watson and Officer Brendan Murphy have all been crucial parts of keeping the neighborhood safe and the community informed of those efforts.

Special Events

Our ability to host special events in the past year has been hampered by the COVID-19 health and safety protocol. As the restrictions continue to change, we have made a concerted effort to be flexible and creative. Events allow us to gain valuable exposure for the area through press coverage and an increased number of patrons. Many businesses benefit directly from the events and all members are encouraged to participate.

The on-going logistical challenges related to parklets, street closure permits, and health code compliance have given us the opportunity to reimagine our traditionally planned calendar. Our planning process has become more nimble as we aim to be resourceful and hyper-targeted with our efforts and our expectations. Events for the beginning of our Fiscal Year 2021-2022 are as follows: Chalk Walk + Art Contest (October 16th, 2021), Trick or Treat on 2nd Street (October 31st, 2021), Small Business Saturday (November 27, 2021), Annual Holiday Celebration (December 4th, 2021).

Our specific events for 2022 will be developed according to the committee that forms after elections for this year have been completed.