



Date: July 10, 2024

To: Thomas B. Modica, City Manager 

From: Eric Lopez, Director of Public Works 

For: Mayor and Members of the City Council

Subject: **2023 Annual Report for Belmont Shore Parking and Business Improvement Area Advisory Commission**

Attached is the 2023 Annual Report for the City of Long Beach Belmont Shore Parking and Business Improvement Area Advisory Commission as outlined in the Long Beach Municipal Code, Chapter 2.18.

For more information, please contact Ryan Vasquez, Administrative Analyst, at ryan.vasquez@longbeach.gov or (562) 570-6643.

ATTACHMENT

CC: DAWN MCINTOSH, CITY ATTORNEY
DOUGLAS P. HAUBERT, CITY PROSECUTOR
LAURA L. DOUD, CITY AUDITOR
APRIL WALKER, ASSISTANT CITY MANAGER
TERESA CHANDLER, DEPUTY CITY MANAGER
MEREDITH REYNOLDS, DEPUTY CITY MANAGER
GRACE YOON, DEPUTY CITY MANAGER
TYLER BONANNO-CURLEY, DEPUTY CITY MANAGER
KEVIN LEE, CHIEF PUBLIC AFFAIRS OFFICER
MONIQUE DE LA GARZA, CITY CLERK
DEPARTMENT HEADS

2023 annual report for the City of Long Beach Belmont Shore Parking and Business Improvement Area Advisory Commission as outlined in the Long Beach Municipal Code (Chapter 2.18 - ADVISORY BOARDS, COMMISSIONS, AND COMMITTEES).

Objectives and Functions:

Belmont Shore Parking and Business Improvement Area Advisory Commission (BSPBIAAC) was established as an advisory board to provide recommendations to the City Council on parking related expenditures utilizing parking meter revenues in the Belmont Shore area.

The Belmont Shore Parking Meter Revenue Fund was established by City Council Ordinance C-6219 to receive parking revenues in the Belmont Shore area. Expenditures from the Fund, per City Council Ordinance 08-0012, are limited to uses which are for the benefit of the Belmont Shore Parking and Business Improvement Area only. This includes acquisition, construction, improvement, operation or maintenance of City parking facilities, fixtures and equipment, as well as improvements to and equipment for public streets, alleys, curbs, gutters and sidewalks, and a bus pass program.

Total number of public meetings held: 9 meetings.

January, May, and December 2023 meetings were canceled.

Attendance records of all members:

Year 2023										
Commissioner	February	March	April	June	July	August	September	October	November	Total Attendance
Matthew Peterson	X	X	X	X	X	X	X	X	X	9
Karen Blair	X		X	X	X	X	X	X	X	8
Ryan Hofman		X	X	X	X	X	X	X	X	8
Jann Kronick-Gath	X	X	X	X	X	X	X		X	8
Jodi Meade	X	X	X	X		X				5
David Witzling			X						X	2
Aaron Tofani	X	X			X			X	X	5

Note: X = Present

Reports and Recommendations for calendar year 2023:

February 2023

- Approve the minutes for the meeting held November 17, 2022.
- Receive and file a financial report for the period ending September 30, 2022.
- Receive and file a financial report for the period ending January 31, 2023.
- Receive and file the Long Beach Transit Employee Bus Pass Program status report for January 2023.
- Receive and file a presentation from Public Works Transportation Mobility Bureau regarding loading zones in the Belmont Shore Business District.
- Approve expenditure of \$33,229.75 to purchase twelve (12) Big Belly waste receptacles to be installed on 2nd Street in Belmont Shore.
- Receive and file arborist report regarding the trees located along 2nd Street in the Belmont Shore business district.

March 2023

- Approve the minutes for the meeting held February 16, 2023.
- Receive and file a financial report for the period ending February 28, 2023.
- Receive and file the Long Beach Transit Employee Bus Pass Program status report for February 2023.
- Receive and file a presentation from Public Works Transportation Mobility Bureau regarding loading zones in the Belmont Shore Business District.
- Approve the Conservation Corps of Long Beach Scope of Work from April 1, 2023, to September 30, 2023.
- Approve renewal of the agreement with Quality Commercial Cleaning Inc (dba Spectrum Facility Maintenance) to provide sidewalk and alley steam cleaning services through August 31, 2023.

April 2023

- Approve the minutes for the meeting held March 16, 2023.
- Receive and file a financial report for the period ending March 31, 2023.
- Receive and file the Long Beach Transit Employee Bus Pass Program status report for March 2023.
- Receive and file updates on current projects including Big Belly trash receptacles, alley lighting repairs, gateway signage, median planting, and flower baskets.

June 2023

- Approve the minutes for the meeting held April 27, 2023.
- Receive and file a financial report for the period ending May 31, 2023.
- Receive and file the Long Beach Transit Employee Bus Pass Program status reports for April and May 2023.
- Receive and file a presentation from Development Services regarding Zoning: Off-Street Parking.
- Recommendation to set Community Facilities District No. 2007-2 (Belmont Shore) Fiscal Year 2024 assessment rate at \$0.14 per square foot, and request staff to prepare the necessary documents for City Council approval.
- Recommendation to recommend to City Council to increase the parking meter rate to \$1.75 per hour, at a 2-hour maximum, to generate additional funding for commission objectives, including the augmentation of private security services to enhance public safety.

July 2023

- Approve the minutes for the meeting held June 22, 2023.
- Receive and file a financial report for the period ending June 30, 2023.
- Receive and file the Long Beach Transit Employee Bus Pass Program status report for June 2023.
- Receive and file a presentation from the City Manager's Office regarding the Ethics Program.
- Receive and file the Belmont Shore Gateway Signage Project survey results.
- Discuss incorporating monthly maintenance expenses for median landscaping and sidewalk trees into the budget.
- Discuss extending private security services to a seven-day weekly coverage.

August 2023

- Approve the minutes for the meeting held July 20, 2023.
- Receive and file a financial report for the period ending July 31, 2023.
- Receive and file the Long Beach Transit Employee Bus Pass Program status report for July 2023.
- Continue discussion for extending private security services to a seven-day weekly coverage.
- Discuss scope of work for a consolidated cleaning services Request for Proposal (RFP) for the Belmont Shore Parking and Business Improvement Area.

September 2023

- Approve the minutes for the meeting held August 31, 2023.
- Receive and file a financial report for the period ending August 31, 2023.
- Receive and file the Long Beach Transit Employee Bus Pass Program status report for August 2023.
- Approve proposal with CSI Patrol to provide private security services for seven-day weekly coverage at an annual cost not to exceed \$150,000.
- Receive and file Commissioner recommendations for future agenda items.

October 2023

- Approve the minutes for the meeting held September 21, 2023.
- Receive and file a financial report for the period ending September 30, 2023.
- Receive and file the Long Beach Transit Employee Bus Pass Program Status for September 2023.
- Receive and file a presentation from Health & Human Services Department regarding Vector Control in the Belmont Shore Business District.
- Receive and file a presentation from the Conservation Corps of Long Beach.

November 2023

- Approve the minutes for the meeting held October 19, 2023.
- Receive and file a financial report for the period ending October 31, 2023.
- Receive and file the Long Beach Transit Employee Bus Pass Program Status for October 2023.
- Approve a proposal from Conservation Corps to provide median landscape maintenance services at a cost not to exceed \$50,000.
- Approve a design services budget for the Belmont Shore Wayfinding Signage Project not to exceed \$60,000.
- Approve additional hours from C.S.I Patrol Service to provide security services to the Belmont Shore Area.
- Approve a proposal from Waxie Sanitary Supply for the purchase of Big Belly bins and message panels on 2nd Street at a cost of \$37,305.34.
- Approve the cancellation of December's Belmont shore Parking and Business Improvement Area Advisory Commission meeting.

Recommendations to City Council:

- Recommendation to set Community Facilities District No. 2007-2 (Belmont Shore) Fiscal Year 2024 assessment rate at \$0.14 per square foot, and request staff to prepare the necessary documents for City Council approval.
- Recommendation to recommend to City Council to increase the parking meter rate to \$1.75 per hour, at a 2-hour maximum, to generate additional funding for commission objectives, including the augmentation of private security services to enhance public safety.

Funding Expended to Support the Body:

Minimal funding was expended on supporting the Belmont Shore Parking and Business Improvement Area Commission. Costs per meeting included photocopies, postage, and staff time to prepare reports and presentations.

Belmont Shore Parking and Business Improvement Area commissioners serving calendar year 2023:

- Matthew Peterson, Chair
- Karen Blair, Vice Chair
- Ryan Hofman, Commissioner
- Jann Kronick-Gath, Commissioner
- Jodi Meade, Commissioner
- Aaron Tofani, Commissioner
- David Witzling, Commissioner

City Personnel Assisting Belmont Shore Parking and Business Improvement Area Commission for calendar year 2023:

- Eduardo Rivera, Administrative Analyst, Public Works
- Jorge Godinez, Assistant to the City Manager, City Manager
- Teri Luce, Assistant Administrative Analyst, Public Works
- Ryan Vasquez, Administrative Analyst, Public Works
- Karen Baldwin, City Clerk Analyst, City Clerk

Recommendation as to whether the body should be abolished, modified, or continued:

We recommend that the body be continued and encourage the Long Beach City Council, Mayor, and City Manager to utilize our combined expertise as outlined in the body's objectives and functions above.