

**June 25, 2025**

**2024 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.**

**(June, August, and December 2024 meetings were canceled)**

**Attendance records of all members:**

Year 2024										
Commissioner	January	February	March	April	May	July	September	October	November	Total Attendance
Matthew Peterson	X	X	X		X	X	X	X	X	8
Karen Blair	X		X	X	X					4
Ryan Hofman	X	X	X							3
Jann Kronick-Gath	X	X	X	X	X	X	X	X	X	9
Jodi Meade	X	X		X	X	X	X	X	X	8
David Witzling										0
Deborah Castro							X	X	X	3
David Link							X	X	X	3
Aaron Tofani	X			X	X	X		X	X	6

**Note:** X = Present

## **Reports and Recommendations for calendar year 2024:**

### **January 2024**

- Approve the minutes for the meeting held November 17, 2023.
- Receive and file a financial report for the period ending December 31, 2023.
- Receive and file the Long Beach Transit Employee Bus Pass Program status report for December 2023.
- Receive and file a presentation from Public Works Transportation Mobility Bureau regarding the 2nd Street Curb Management Study.
- Recommendation to receive and file a presentation from the Conservation Corps of Long Beach.
- Receive and file a proposal from Conservation Crops to provide maintenance services through June 30, 2024, at a cost not to exceed \$70,000.

### **February 2024**

- Approve the minutes for the meeting held January 18, 2024.
- Receive and file a financial report for the period ending January 31, 2024.
- Receive and file the Long Beach Transit Employee Bus Pass Program status report for January 2024.
- Recommendation to approve an annual cost not to exceed \$250,000 for as-needed private security services and enter into a contract with CSI Patrol until September 30, 2025.
- Discuss alley lights in the Belmont Shore Parking and Business Improvement Area.
- Recommendation to approve a proposal from Conservation Crops for median plant replacement, at a cost of \$3,400.

### **March 2024**

- Approve the minutes for the meeting held February 15, 2024.

- Receive and file a financial report for the period ending February 28, 2024.
- Receive and file the Long Beach Transit Employee Bus Pass Program status report for February 2024.
- Receive and file a proposal from Waxie Sanitary Supply to purchase 12 Big Bellys.
- Receive and file renewal of the agreement with Quality Commercial Cleaning Inc (dba Spectrum Facility Maintenance) to provide sidewalk and alley steam cleaning services through September 2024
- Receive and file proposal from CSI Patrol Services to provide security services in Belmont Shore from the hours of 8am to 5pm from Monday to Sunday, 2am to 6am from Sunday to Thursday and 12am to 6am from Friday to Saturday.

#### **April 2024**

- Approve the minutes for the meeting held March 21, 2024.
- Receive and file a financial report for the period ending March 31, 2024.
- Receive and file the Long Beach Transit Employee Bus Pass Program status report for April 2024.
- Receive and file recent updates to Chapter 2.18 of the Long Beach Municipal Code (“Advisory Boards, Commissions, and Committees”).
- Recommendation to discuss holiday décor in the Belmont Shore Parking and Business Area Advisory Commission area for 2024.

#### **May 2024**

- Approve the minutes for the meeting held April 18, 2024.
- Receive and file a financial report for the period ending April 2024.
- Receive and file the Long Beach Transit Employee Bus Pass Program status reports for April 2024.
- Recommendation to set Community Facilities District No. 2007-2 (Belmont Shore) Fiscal Year 2025 assessment rate at \$0.14 per square foot, and request staff to prepare the necessary documents for City Council approval.
- Recommendation to discuss Conservation Corps working hours and the potential of having Conservation Corps employees work later during the afternoon.
- Recommendation to discuss future items on the June 2024 Agenda.

## **July 2024**

- Approve the minutes for the meeting held May 16, 2024.
- Receive and file a financial report for the period ending June 30, 2024.
- Receive and file the Long Beach Transit Employee Bus Pass Program status report for May and June 2024.
- Recommendation to hold elections to appoint a new Commission Vice Chair.
- Receive and file the Conservation Corps of Long Beach Scope of Work from July 1, 2024, to December 31, 2024.
- Recommendation to approve quote for an arborist to inspect trees and site conditions in the Belmont Shore Business District
- Recommendation to City Council to increase the parking rate to \$2.00 per hour, at a 2-hour maximum.
- Recommendation to receive updates on the Belmont Shore gateway signage replacement project.

## **September 2024**

- Approve the minutes for the meeting held July 18, 2024.
- Receive and file a financial report for the period ending July 31, 2024, and August 31, 2024.
- Receive and file the Long Beach Transit Employee Bus Pass Program status report for July and August 2024.
- Recommendation to receive status updates on Conservation Corps of Long Beach's work in the Belmont Shore area, including responses to requests for assistance, for July 2024 and August 2024.
- Receive updates regarding the health of the trees along Belmont Shore Business District.

## **October 2024**

- Approve the minutes for the meeting held September 19, 2024.
- Receive and file a financial report for the period ending September 30, 2024.
- Receive and file the Long Beach Transit Employee Bus Pass Program status report for September 30, 2024.

- Recommendation to receive status updates on Conservation Corps of Long Beach's work in the Belmont Shore area, including responses to requests for assistance, for September 2024.
- Recommendation to approve a proposal from Quality Commercial Cleaning Inc. (dba Spectrum Facility Maintenance) to provide sidewalk and alley steam cleaning services through March 30, 2024, at a cost of \$38,400, and approve a one time, second service weekly steam cleaning proposal at a monthly cost of \$6,495.

#### **November 2024**

- Approve the minutes for the meeting held October 17, 2024.
- Receive and file a financial report for the period ending October 31, 2024.
- Receive and file the Long Beach Transit Employee Bus Pass Program Status for October 31, 2024.
- Recommendation to receive status updates on Conservation Corps of Long Beach's work in the Belmont Shore area, including responses to requests for assistance, for October 2024.
- Recommendation to approve Conservation Corps of Long Beach's scope of work for the Belmont Shore Beautification Program for January 2024 to June 2024.

#### **Recommendation 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 \$2.00 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 2024:**

- Matthew Peterson, Chair
- Karen Blair, Vice Chair (January – June 2024)
- Ryan Hofman, Commissioner (January – May 2024)
- Jann Kronick-Gath, Commissioner (Vice Chair July 2024 – present)
- Jodi Meade, Commissioner
- Aaron Tofani, Commissioner
- David Witzling, Commissioner (January – June 2024)
- Deborah Castro, Commissioner (September 2024 – present)
- David Link, Commissioner (September 2024 – present)

**City Personnel Assisting Belmont Shore Parking and Business Improvement Area Commission for calendar year 2024:**

- Eduardo Rivera, Administrative Analyst, Public Works
- 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.