

**BUSINESS IMPROVEMENT DISTRICT ADVISORY COMMITTEE
OF MONTEREY PARK
AGENDA**

Regular Meeting

**City of Monterey Park
320 W. Newmark Avenue; Monterey Park, CA 91754
Second Floor – Room 251**

**Thursday, April 18, 2019
3:00 p.m.**

MISSION STATEMENT

**The mission of the City of Monterey Park is to provide excellent services
to enhance the quality of life for our entire community.**

Documents related to an Agenda item are available to the public in the **Community & Economic Development Department** located at **320 W. Newmark Avenue**, Monterey Park, CA 91754, during normal business hours and the City's website at www.montereypark.ca.gov.

PUBLIC COMMENTS ON AGENDA ITEMS

You may speak up to 5 minutes on Agenda item. You may combine up to 2 minutes of time with another person's speaking. No person may speak more than a total of 10 minutes. The Commission Chair and Commissioners may change the amount of time allowed for speakers.

Per the Americans with Disabilities Act, if you need special assistance to participate in this meeting please call City Hall at (626) 307-1359 for reasonable accommodation at least 24 hours before a meeting. Council Chambers are wheelchair accessible.

CALL TO ORDER

ROLL CALL

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

PUBLIC COMMUNICATIONS (Related to Items NOT on the Agenda). While all comments are welcome, the Brown Act does not allow the Commission to take action on any item not on the agenda. The Commission may briefly respond to comments after Public Communications is closed. Persons may, in addition to any other matter within the Commission's subject-matter jurisdiction, comment on Agenda Items at this time. If you provide public comment on a specific Agenda item at this time, however, you cannot later provide comments at the time the Agenda Item is considered.

ORAL AND WRITTEN COMMUNICATIONS

[1.] PRESENTATIONS - None.

[2.] CITY OF MONTEREY PARK- CONSENT CALENDAR - None.

[3.] APPROVAL OF MINUTES

3-A. It is recommended that the BIDAC:

- (1) Approve the Minutes of the August 15, 2018 Special Meeting, and Minutes of the Special Meeting of April 3, 2019; and
- (2) Take such additional, related, action that may be desirable.

[4.] OLD BUSINESS

Discussion on the City Council meeting held on April 17, 2019 regarding BID renewal and assessments.

[5.] NEW BUSINESS

5-A None

[6.] COMMISSION COMMUNICATIONS

ADJOURN



BIDAC Staff Report

DATE: April 18, 2019

AGENDA ITEM NO: 3-A

TO: Business Improvement District Advisory Committee (BIDAC)
FROM: Donna Ramirez, Economic Development Specialist
SUBJECT: Approval of Minutes: Minutes of the August 15, 2018, and April 3, 2019 meetings.

RECOMMENDATION:

It is recommended that the BIDAC:

1. Approve the Minutes of August 15, 2018, January 17, 2019, and April 3, 2019 meetings.
2. Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

Approval of minutes from the August 15, 2018, and April 3, 2019 meetings.

BACKGROUND:

Minutes of the regular meeting of the BIDAC are attached for review and approval.

FISCAL IMPACT:

N/A

Respectfully submitted by:

A handwritten signature in black ink, appearing to read "Tom Welch", is written over a horizontal line.

Tom Welch,
Economic Development Project
Manager

Prepared by:

A handwritten signature in blue ink, appearing to read "Donna Ramirez", is written over a horizontal line.

Donna Ramirez
Economic Development
Specialist

ATTACHMENT(S):

1. Minutes of August 15, 2018, and April 3, 2019 meetings

MINUTES
MONTEREY PARK BUSINESS IMPROVEMENT
DISTRICT ADVISORY COMMITTEE
Special Meeting
August 15, 2018

The Business Improvement District Advisory Committee (BIDAC) of the City of Monterey Park held a Special Meeting of the Committee in Conference Room 251, located at 320 W. Newmark Avenue in the City of Monterey Park, Thursday, March 29, 2018 at 4:00 p.m.

CALL TO ORDER:

Johnny Thompson called the meeting to order at 4:05 p.m.

ROLL CALL: Johnny Thompson, Gene Jeng, Josephine Louie

ALSO PRESENT: Economic Development Specialist, Donna Ramirez and Economic Development Project Manager Tom Welch.

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

None

ORAL AND WRITTEN COMMUNICATIONS

- David Barron requested the City to look at Code Enforcement to make sure that businesses have a business license. He mentioned businesses sharing office spaces. He also asked if the City receives any revenues from the Lunar New Year Festival for the BID Area. He commented that the BID should be getting a percentage of the contract for the Lunar New Year Festival. Mr. Barron spoke in support of an increase of the BID Assessment fees.

- Commissioner Johnny Thompson, asked the City to require participating vendors of the Lunar New Year Festival to pay a BID fee as part of the Business License fees for the Lunar New Year Festival.

1. PRESENTATION

None

2. CONSENT CALENDAR

None

3. APPROVAL OF MINUTES

None

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4. **OLD BUSINESS**

None

5. **NEW BUSINESS**

5A. **CONSIDERATION OF A BID FEE INCREASE TO BUSINESS IMPROVEMENT DISTRICT NO. 1 (BID) FEES TO A LEVEL TO MAINTAIN CURRENT PROGRAM COSTS.**

The BIDAC proposes increasing the fees to a level that will cover these items and allow enough funding to rebuild their reserves and enable them to create other programs to benefit members.

Action Taken: The BIDAC voted to increase the BID fees by 70%.

Motion: Moved by Gene Jeng motioned to, increase fees by 70% and then move back to the regular schedule of 5% every other year and seconded by Josephine Louie, motion carried by the following vote:

Ayes: Jeng, Louie, Thompson
Noes: None
Absent: None
Abstain: None

6. **COMMISSION COMMUNICATIONS**

Johnny Thompson communicated on the company that works on the medians. They blow the leaves onto the street. On the other side a guys raked and put in a barrel. Should they be putting all the leaves in a barrel versus blowing onto the street.

ADJOURNMENT

There being no further business for consideration, the meeting was adjourned at 4:45 p.m.

Donna Ramirez
Economic Development Specialist

Approved on _____ at the _____

**MINUTES
MONTEREY PARK BUSINESS IMPROVEMENT
DISTRICT ADVISORY COMMITTEE
Special Meeting
April 3, 2019**

The Business Improvement District Advisory Committee (BIDAC) of the City of Monterey Park held a Special Meeting of the Committee in Conference Room 251, located at 320 W. Newmark Avenue in the City of Monterey Park, Wednesday, April 3, 2019 at 3:00 p.m.

CALL TO ORDER: Commissioner Johnny Thompson called the meeting to order at 3:00 p.m.

ROLL CALL:

Economic Development Specialist Donna Ramirez called the roll:

Commissioners Present: Johnny Thompson, Gene Jeng, Jessy Li, Josephine Louie

Commissioners Absent: None

ALSO PRESENT: Economic Development Project Manager Tom Welch, Economic Development Specialist Donna Ramirez

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

None.

ORAL AND WRITTEN COMMUNICATIONS

None.

1. PRESENTATION

None.

2. CONSENT CALENDAR

None.

3. APPROVAL OF MINUTES

None.

4. OLD BUSINESS

4A. Clarification on the 2019 Fee Increase

Due to several years of expenditures exceeding the annual revenue, a request to increase the assessment was proposed to the Business Improvement District Advisory Committee by City Staff.

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Action Taken: The Business Improvement District Advisory Committee approved a one time increase of 70% to the assessment with a 5% increase every other year; and directed staff to mail out an adjustment of the current fees to the BID members if approved by the City Council rather than wait for the New Year.

Motion: Moved by Commissioner Li and seconded by Commissioner Thompson motion carried by the following vote:

Ayes: Li, Jeng, Louie, Thompson
Noes: None
Absent: None
Abstain: None

5. **NEW BUSINESS**

None.

6. **COMMISSION COMMUNICATIONS**

None.

ADJOURNMENT

There being no further business for consideration, the meeting was adjourned at 3:16 p.m.

Donna Ramirez
Economic Development Specialist