



**TWEEDY MILE ADVISORY BOARD  
TWEEDY MILE ADVISORY BOARD AGENDA**

Monday, May 1, 2023 at 5:00 p.m.

**SOUTH GATE COUNCIL CHAMBERS  
8650 CALIFORNIA AVENUE  
SOUTH GATE, CA 90280**

**DIAL-IN-NUMBER: 1 (669) 900-6833  
MEETING ID: 843 3430 4539  
[HTTPS://US02WEB.ZOOM.US/J/84334304539](https://us02web.zoom.us/j/84334304539)**

**Call to Order/Roll Call**

Call to Order Victor Zamudio, Chairperson  
Roll Call Yodit Glaze, City Clerk

**Board Members**

Victor Zamudio, Chairperson  
Adolfo Varas, Vice Chairperson  
Angela Lucero  
Sylvia Masushige  
Michelle Montes

**City Staff**

Giselle Mares, Acting Management Analyst

**Meeting Compensation Disclosure**

Pursuant to Government Code Section 54952.3: Disclosure of compensation for meeting attendance by the Tweedy Mile Advisory Board is \$0 monthly regardless of the amount of meetings.

**Open Session Agenda**

**1. Election of Chairperson and Vice Chairperson**

The Tweedy Mile Advisory Board will consider: (CM)

1. Electing a Chairperson;
2. Electing a Vice Chairperson.

Documents:

[Item No. 1\\_ May 1\\_2023.pdf](#)

## **2. Resolution changing Tweedy Mile Advisory Board meeting time**

The Tweedy Mile Advisory Board will consider adopting a Resolution to change meeting time to 6:00 p.m. (CM)

Documents:

[Item\\_No .2\\_\\_ May\\_1\\_2023.pdf](#)

[Item No. 2\\_ Attachment A\\_ Proposed Resolution.pdf](#)

## **3. Discussion of the Business Improvement District (BID) budget for Fiscal Year 2023/24**

The Tweedy Mile Advisory Board will consider providing guidance for the BID Budget for Fiscal Year 2023/24 and present to the City Council for adoption. (CM)

Documents:

[Item\\_No. 3\\_May 1\\_2023.pdf](#)

[Item No. 3 Attachment 1- BID Budget Worksheet.pdf](#)

[Item No. 3 Attachment 2- Schedule of Fees.pdf](#)

## **Comments from the Audience**

## **Comments from the Board Members**

## **Adjournment**

I, Yodit Glaze, secretary, certify that a true and correct copy of the foregoing Meeting Agenda was posted on April 27, 2023 at 4:00 p.m., as required by law.

Yodit Glaze,  
City Clerk

Materials related to an item on this Agenda submitted to the City Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office 8650 California Avenue, South Gate, California 90280 (323) 563-9510 \* fax (323) 563-5411 \* [www.cityofsouthgate.org](http://www.cityofsouthgate.org)

In compliance with the American with Disabilities Act, if you need special assistance to participate in the City Council Meetings, please contact the Office of the City Clerk.

Notification 48 hours prior to the City Council Meeting will enable the City to make reasonable arrangements to assure accessibility.



*City of South Gate*  
*Tweedy Mile Advisory Board*  
*May 1, 2023*

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# **STAFF REPORT**

## **AGENDA ITEM NO. 1**

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**TO:** Tweedy Mile Advisory Board

**FROM:** Giselle M Hernandez, Acting Management Analyst, City Manager's Office

**SUBJECT:** Election of Chairperson and Vice Chairperson

**PURPOSE:** South Gate Municipal Code Section 2.64.120 (2) states that the Tweedy Mile Advisory Board shall annually elect a Chairperson and a Vice Chairperson from among its members.

**RECOMMENDED ACTIONS:**

1. Elect a Chairperson;
2. Elect a Vice Chairperson.

**BACKGROUND:** South Gate Municipal Code Section 2.64.120 (2) states that the Tweedy Mile Advisory Board shall annually elect a Chairperson and a Vice Chairperson from among its members.

**ATTACHMENTS:** None.



*City of South Gate*  
*Tweedy Mile Advisory Board*  
*May 1, 2023*

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## **STAFF REPORT**

### **AGENDA ITEM NO. 2**

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**TO:** Tweedy Mile Advisory Board

**FROM:** Giselle M. Hernandez, Acting Management Analyst, City Manager's Office

**SUBJECT:** Resolution changing Tweedy Mile Advisory Board meeting time

**PURPOSE:** The Tweedy Mile Advisory Board will consider changing the meeting time of their monthly meetings to 6:00pm.

**RECOMMENDED ACTION:** Adopt Resolution to change meeting time to 6:00pm.

**BACKGROUND:** The Tweedy Mile Advisory Board has expressed concern regarding the 5:00pm meeting time for their monthly meetings. Some Board Members have jobs that require a commute to attend the meeting. It would be beneficial for the Board Members and community members to have a later start time to allow for more public participation.

**ATTACHMENTS:**

- 1.) Proposed Resolution

**TWEEDY MILE ADVISORY BOARD RESOLUTION NO. \_\_\_\_**

**CITY OF SOUTH GATE  
LOS ANGELES COUNTY, CALIFORNIA**

**RESOLUTION OF THE SOUTH GATE TWEEDY MILE ADVISORY  
BOARD OF THE CITY OF SOUTH GATE, CALIFORNIA, CHANGING  
THE MEETING TIME TO 6:00PM**

**WHEREAS**, the Tweedy Mile Advisory Board (“TMAB”) expressed concern on the current meeting time of 5:00pm for the monthly meetings; and

**WHEREAS**, the TMAB held a public meeting on May 1, 2023, to review, discuss and consider changing the meeting start time to 6:00pm.

**NOW, THEREFORE, THE SOUTH GATE TWEEDY MILE ADVISORY BOARD  
DOES HEREBY RESOLVE AS FOLLOWS:**

**SECTION 1.** The TMAB Board hereby approves changing the meeting time to 6:00pm on the 1<sup>st</sup> Monday of the calendar month in the City Council Chambers.

**SECTION 2.** The Secretary shall certify to the adoption of this Resolution, which shall be effective upon its adoption.

**PASSED, APPROVED and ADOPTED this 1<sup>st</sup> day of May, 2023.**

**CITY OF SOUTH GATE:**

By: \_\_\_\_\_  
Victor Zamudio, Chairperson

**ATTEST:**

By: \_\_\_\_\_  
Yodit Glaze, City Clerk  
(SEAL)



*City of South Gate*  
*Tweedy Mile Advisory Board*  
*May 1, 2023*

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## **STAFF REPORT**

### **AGENDA ITEM NO. 3**

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**TO:** Tweedy Mile Advisory Board

**FROM:** Giselle M. Hernandez, Acting Management Analyst, City Manager's Office

**SUBJECT:** Discussion of the Business Improvement District (BID) budget for Fiscal Year 2023/24

**PURPOSE:** The Tweedy Mile Advisory Board is requested to provide guidance for the BID Budget Fiscal Year 2023/24 and present to the City Council for adoption.

**RECOMMENDED ACTION:** Provide guidance for the BID Budget for Fiscal Year 2023/24 and present to the City Council for adoption.

**BACKGROUND:** Each year the Tweedy Mile Advisory Board (Board) must recommend a Business Improvement District (BID) budget to the City Council for adoption. The City operates on a July 1 through June 30 Fiscal Year (FY). The BID Budget is incorporated into the City's Fiscal Year Budget.

The Tweedy Mile BID was established as provided by the Parking and Business Improvement Area Law of 1989 (California Streets and Highway Code Section 36500 et seq.). State Law and the South Gate Municipal Code require that the BID file an "Annual Report" with the City Council, as the initial step to renewing annual assessments each year. The Annual Report includes a budget for the BID. The budget is inclusive of assessment fees to businesses in the BID.

In preparing the BID budget for FY 2023/24, the amount of funds projected to be available for programming will be the projected fund balance at the end of the current fiscal year, plus the revenue from assessments. Below is the breakdown:

<b>BID Fund Balance Summary</b>	
<b>FY 2023-24 BID Budget</b>	
BID Estimated Beginning Fund Balance – July 1, 2023	-( \$4,676.00)
FY 2022/23 Estimated Assessment Revenue	\$19,700.00
<b>Total Estimated Funds Available for Use in FY 23/24</b>	<b>\$15,024.00</b>

### **List of Approved BID Funding for FY 2022/23**

<b>Approved BID Funding</b>	<b>Amount</b>
<b>Decoration of Any Public Place in Area</b>	
Christmas Street Decorations	\$20,000.00
<b>Budget Balance:</b>	<b>\$0</b>
<b>Promotion of Public Events</b>	
<b>Budget Balance:</b>	<b>\$1,206.00</b>
<b>General Promotion of Retail Trade Activities</b>	
Marketing Services-Tripepi Smith	\$40,000.00
<b>Budget Balance:</b>	<b>\$0</b>

It should be noted that in the FY 22/23 budget there was an increase in fund balance due to savings from not having large events held due to COVID-19 in FY 21/22.

It is at the Board's discretion to have the conversation on how these funds should be used.

The South Gate Municipal Code states that the funds collected by the City can be used for the following purposes only:

- a) Decoration of any public place in the area;
- b) Promotion of public events which are to take place on or in public places in the area; and
- c) The general promotion of retail trade activities in the area

### **Next Steps:**

The Board should discuss what events and items they would like to fund under the BID Budget for Fiscal Year 2023/24. The Board is not bound to only past budget items and certainly should consider comments from the business owners located in the BID, as well as the public and their own input in recommending BID budgets for FY 2023/24.

Staff prepared a budget worksheet (Attachment No.1) to help the Board prepare the BID budget for FY 2023/24. It is recommended that \$10,000 is allocated for the installation/removal of the Christmas decorations on Tweedy Mile. Last year the Board with the help of City funds spent \$69,940 to purchase new Christmas decorations. The annual cost to install, remove, and store those existing decorations is \$10,000.

The proposed BID budget for FY 2023/24 will be included in the Annual Report which will be presented to the City Council on Tuesday, May 9, 2023. The City Council will then conduct a Public Hearing on June 13, 2023 for public testimony on the proposed assessment levy and budget.



***Tentative Schedule***

<b>Dates</b>	<b>Action</b>
May 1, 2023	Board reviews and approves BID Budget
May 9, 2023	City Council adopts Resolution of Intent to levy assessments for FY 23-24.
May 11, 2023	Letter and Resolution of Intent mailed to all affected businesses. The letter will include a copy of the Resolution of Intent and Public Hearing dates/times, and information regarding how to submit protests verbally or in writing.
June 13, 2023	City Council holds Public Meeting to receive testimony on the proposed assessment levy.
June 27, 2023	City Council approves the annual report.

**ATTACHMENTS:**

- 1) Worksheet for BID Budgets Fiscal Year 2023/24
- 2) Schedule of Tweedy Business Improvement District/Area Fees

**Parking and Business Improvement Area Budget  
FY 2023/24**

**Attachment 1**

<b>Estimated Beginning BID Fund Balance - July 1, 2023</b>	<b>(\$4,676.00)</b>
FY 2022/23 Estimated Assessment Revenue	\$19,700.00
<b>Total Estimated BID Funds Available for Use in FY 2023/24</b>	<b>\$15,024.00</b>
<b>Proposed Budget Items</b>	<b>Amounts</b>
Decoration of Any Public Place in the Area	\$10,000.00
Promotion of Public Events which are to take place in the Area	\$0.00
General Promotion of Retail Trade Activities in the Area	\$5,024.00
<b>Estimated Ending BID Fund Balance - June 30, 2024</b>	<b>\$0.00</b>

**CITY OF SOUTH GATE**  
**PARKING AND BUSINESS IMPROVEMENT AREA BUSINESS LICENSE FEES**  
**FISCAL YEAR 2023/24**

Street Name	Address Range
Tweedy Blvd.	3150 - 4499
California Ave.	9700 - 10100
Long Beach Blvd.	9700 - 9900
Otis St.	9700 - 10100
San Gabriel Ave.	9900 - 10100
San Juan Ave.	9900 - 10100
State St.	9700 - 9900

Businesses located in the Parking and Business Improvement Area are subject to the provisions of Chapter 2.64 of the South Gate Municipal Code, "Parking and Business Improvement Area" which established a Business Improvement Area Fee based on the businesses' annual gross receipts.

The Business Improvement Area Fees are collected by the City and are deposited into the "Parking and Business Improvement Account" and can be used for the following purposes only:

1. Decoration of any public place in the area.
2. Promotion of public events which are to take place on or in public places in the area.
3. The general promotion of retail trade activities in the area.

The Business Improvement Area Fee is an additional fee to the regular City license tax shown on the enclosed renewal. The business owner shall calculate the Business Improvement Area Fee according to the schedule below and add it to total tax calculated on the Business License Renewal Form.

**Schedule of Business Improvement Area Fees**

Annual Gross Receipts Total:	The Fee Shall Be:
If less than \$10,000	\$15
If \$10,000 or more, but less than \$25,000	\$20
If \$25,000 or more, but less than \$50,000	\$25
If \$50,000 or more, but less than \$75,000	\$36
If \$75,000 or more, but less than \$100,000	\$48
If \$100,000 or more, but less than \$200,000	\$60
If \$200,000 or more, but less than \$300,000	\$72
If \$300,000 or more, but less than \$400,000	\$84
If \$400,000 or more, but less than \$500,000	\$96
If \$500,000 or more, but less than \$600,000	\$110
If \$600,000 or more, but less than \$700,000	\$124
If \$700,000 or more, but less than \$800,000	\$138
If \$800,000 or more, but less than \$900,000	\$152
If \$900,000 or more, but less than \$1,000,000	\$166
If \$1,000,000 or more, but less than \$1,100,000	\$180
If \$1,100,000 or more, but less than \$1,200,000	\$194
If \$1,200,000 or more, but less than \$1,300,000	\$208
If \$1,300,000 or more, but less than \$1,400,000	\$222
If \$1,400,000 or more, but less than \$1,500,000	\$236
If such gross receipts exceed the sum of \$1,500,000, the Fee shall be the sum of \$236.00 as specified above, plus the sum of 25 cents for each \$1,000 or major fraction thereof in excess of said \$1,500,000.	Total Not to Exceed \$400