



Administrative Report

L.1., File # 25-1491

Meeting Date: 11/18/2025

To: MAYOR AND CITY COUNCIL

From: GREG KAPOVICH, WATERFRONT AND ECONOMIC DEVELOPMENT DIRECTOR

TITLE

PUBLIC HEARING TO REVIEW THE RIVIERA VILLAGE BUSINESS IMPROVEMENT DISTRICT'S CALENDAR YEAR 2025 ANNUAL REPORT AND TO CONSIDER LEVYING AN ASSESSMENT FOR THE DISTRICT FOR CALENDAR YEAR 2026

PROCEDURES:

- a. Open Public Hearing, take testimony; and
- b. Close Public Hearing; and
- c. Adopt By Title Only Resolution No. CC-2511-089

ADOPT BY TITLE ONLY, RESOLUTION NO. CC-2511-089, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDONDO BEACH, CALIFORNIA, CONFIRMING THE 2025 REPORT OF THE RIVIERA VILLAGE BUSINESS IMPROVEMENT DISTRICT ADVISORY BOARD AND LEVYING AN ASSESSMENT FOR CALENDAR YEAR 2026

EXECUTIVE SUMMARY

In accordance with State law pertaining to Business Improvement Districts, the Riviera Village Business Improvement District (BID) is required to prepare an Annual Report. The Report identifies improvements, activities, and associated costs within the BID for calendar year 2025 (January 1, 2025 - December 31, 2025) and includes highlights and accomplishments to date for 2025.

On November 4, 2025, the City Council adopted Resolution No. CC-2511-085, which included approval of the Report now on file with the City Clerk. A Public Hearing is required prior to the City Council taking formal action to confirm the Report and levy an assessment for the upcoming 2026 calendar year.

The BID Advisory Board recommends that the BID boundaries and the method and basis for levying assessments remain unchanged. Absent a majority protest at the conclusion of the Public Hearing, the City Council may adopt a resolution confirming the report for Calendar Year 2025 as filed. The adoption of the Resolution also constitutes the levying of the BID assessment for Calendar Year 2026. In addition, the proposed Resolution would approve a contract with the Riviera Village Association, a non-profit corporation, to continue managing the BID's programs, contracts, and funding.

BACKGROUND

The Riviera Village BID was established by the City Council in 2003 and operates on a year-to-year basis with an annual expiration on December 31. In accordance with state law pertaining to business improvement districts, each year the City Council must appoint a non-profit organization to serve as the Advisory Board to manage BID funds and implement improvements and programs. Historically, the Riviera Village Association has served as the Advisory Board. The Riviera Village Association has prepared its annual report for 2025, identifying improvements, activities, and associated costs proposed within the BID for upcoming 2026 calendar year. The report has been included as Attachment 2 and includes highlights and accomplishments to date for calendar year 2025.

The Advisory Board is also tasked with advising the City Council on the method and basis for the yearly levy of assessments against businesses to fund improvements and activities. BID funds are collected from businesses in the district by the City via the annual business license renewal process. Historically, the BID has distributed funds according to the following allocation: 50% for beautification, 40% for marketing, and 10% for administration. The Advisory Board does not recommend any changes to the existing assessment, which would remain as follows: each business license holder is assessed a base fee of \$125 plus a fee of \$34 per employee per year for a maximum assessment of \$1,400. Those licensees who are property owners are assessed on a per unit basis and pay a base fee of \$125 plus \$34 per rental unit per year for a maximum assessment of \$1,400. As examples, a licensee with 10 employees would pay a total annual assessment of \$465, and a licensee with no employees would pay a total annual assessment of \$125. A licensed property owner with four rental units would pay an annual assessment of \$261. The assessment is expected to bring in \$106,000 in revenue for 2026.

City staff recommends the City Council adopt the proposed Resolution confirming the 2025 report and levying the assessment for calendar year 2026, as described above.

The annual renewal of the BID and the related assessment requires City Council action. In preparation for the public hearing, the City Council took the following actions on November 4, 2025, as required by state law pertaining to BIDs:

- Adopted Resolution No. CC-2511-084 appointing the Riviera Village Association as the Advisory Board for the Riviera Village Business Improvement District and directing the preparation of the Annual Report for Calendar Year 2026
- Adopted Resolution No. CC-2511-085 preliminarily approving the Riviera Village Business Improvement District Advisory Board's Annual Report for Calendar Year 2025
- Adopted Resolution No. CC-2511-086 declaring its intention to levy an assessment for Calendar Year 2025, and setting November 18, 2025, at 6:00 PM as the date and time for the Public Hearing on the proposed assessments

Pursuant to state law, notice for the Public Hearing was given to all interested parties. The Public Notice for this Public Hearing and the Resolution of Intention was published in The Easy Reader on October 30, 2025. The Resolution of Intention was also mailed to each business within the BID during the week of November 4, 2025.

COORDINATION

The BID renewal is coordinated by the Waterfront and Economic Development Department with

assistance from the City Manager's Office, City Attorney's Office, and the Financial Services Department, which helps with the annual BID assessment, receipt of payments, and processing of all BID assessments and payments.

FISCAL IMPACT

BID assessments are restricted for use exclusively by the BID and must be reported to the City Council annually. The BID encourages commercial activity and retail growth in the Village, which helps generate sales tax revenue for the City. Additionally, BID funds are often directed towards projects that improve City right-of-way areas and, as a result, offset City expenses.

APPROVED BY:

Mike Witzansky, City Manager

ATTACHMENTS

- Reso - Confirming 2025 Report and Levying Assessment for Calendar Year 2026
- Report - Riviera Village Business Improvement District Annual Report 2025-2026
- Public Hearing Notice - The Easy Reader, October 30, 2025