

November 3, 2021

Mr. Broc Coward
Chief Operating Officer
Downtown Long Beach Alliance
100 W. Broadway, Suite 120
Long Beach, CA 90802

Dear Mr. Coward,

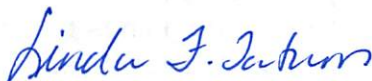
The City of Long Beach recognizes that a safe, attractive, and vibrant Downtown is important for businesses, residents, and the entire Long Beach community. The Downtown Property Based Improvement District (PBID) and its role in maintaining and possibly increasing the level of services DLBA provides, such as the Clean Team and Safety Patrols, are critical to the continued success and vitality of the Downtown area.

As the City, its businesses community and residents continue the path to economic recovery from the effects of the ongoing COVID-19 pandemic, there continue to be fiscal and economic challenges. These challenges make the work of the DLBA even more important in supporting a vibrant and thriving downtown for residents, businesses, and visitors alike.

A list of baseline services provided by various City Departments is provided for your information. The economy continues to fluctuate as the City emerges from the pandemic, and there may be impacts that affect these baseline services. Any service reductions would be considered with our ongoing mutual objective for a safe, attractive and vibrant Downtown.

If you have any questions regarding this information, please feel free to contact me directly at (562) 570-6916 or linda.tatum@longbeach.gov.

Sincerely,



Linda F. Tatum, FAICP
Assistant City Manager

Attachment: Baseline Services for Downtown Property Based Improvement District

BASELINE CITY SERVICES by DEPARTMENT

PARKS, RECREATION AND MARINE

Chavez Park/Greenbelt

- Daily: Tot lot raking with basket rakes and sidewalk blowing to push sand back into tot lot. Trash pickup from canisters and tops wiped by noon each day. Drain inspection and cleaning. Picking up paper, trash, debris accumulated in landscape areas, sidewalks (hardscapes w/ site-including parking lots, city sidewalks adjacent to the park, or traversing or dissecting the median island, all curb and gutter lines that encircle these sites). Parking lots checked and cleaned daily for trash abandoned debris and homeless trash picked up daily.
- Weekly: Mow (March through October, bi-weekly Nov-Feb). String trim, edge turf and all ground cover (gc), planter beds in adjacent areas. Raising trees (12' park & 15" streets) as a safety hazard fix. Parking lots mechanically cleaned and maintained weed weekly. Drinking fountains cleaned. Drain grates checked and replaced. Ashes dumped Thursday.
- Monthly: Groundcover trimming. Rototill sand in tot lots. Herbicide appl in shrubs and gc Herbicide apps in cracks, sidewalks, expansion joints, gutters, interior park roads, median hardscapes, continuous areas to landscape, dividing lines between asphalt and cement in gutters. Pressure wash benches, picnic tables, play equipment. Repair and tamp dg surfaces.
- Quarterly: Shrub pruning. Weed abatement. Irrigation audits.

Drake/Chavez park

- Daily: Trash pickup from canisters and tops wiped by noon each day. Drain inspection and cleaning. Picking up paper, trash, debris accumulated in landscape areas, sidewalks (hardscapes w/ site-including parking lots, city sidewalks adjacent to the park, or traversing or dissecting the median island, vacant or backup lots, all curb and gutter lines that encircle these sites). Parking lots checked and cleaned daily for trash Abandoned debris and homeless trash picked up.
- Weekly: Mow (March through October, bi-weekly Nov-Feb). String trim, edge turf and all gc, planter beds in adjacent areas. Raising trees (12' park & 15" streets) as a safety hazard fix. Parking lots mechanically cleaned and maintained weed weekly. Drinking fountains cleaned. Drain grates checked and replaced.
- Monthly: Groundcover trimming. Rototill sand in tot lots. Herbicide appl in shrubs and gc Herbicide apps in cracks, sidewalks, expansion joints, gutters, interior park roads, median hardscapes, continuous areas to landscape, dividing lines between asphalt and cement in gutters. Pressure wash benches, picnic tables, play equipment. Broom and groom synthetic athletic field.
- Quarterly: Shrub pruning. Weed abatement. Irrigation audits.

Long Beach Police Department Headquarters

- Daily: Trash pickup from canisters and tops wiped by noon each day. Drain inspection and cleaning. Picking up paper, trash, debris accumulated in landscape areas, sidewalks (hardscapes w/ site-including parking lots, city sidewalks adjacent to the park, or traversing or dissecting the median island, vacant or backup lots, all curb and gutter lines that encircle these sites). Parking lots checked and cleaned daily for trash Abandoned debris and homeless trash picked up.

- Weekly: Raising trees (12' & 15" streets) as a safety hazard fix. Parking lots mechanically cleaned and maintained weed weekly. Drain grates checked and replaced.
- Monthly: Groundcover trimming. Herbicide appl in shrubs and gc Herbicide apps in cracks, sidewalks, expansion joints, gutters, interior park roads, median hardscapes, continuous areas to landscape, dividing lines between asphalt and cement in gutters.
- Quarterly: Shrub pruning. Irrigation audits

Promenade Park

- Daily: Tot lot raking with basket rakes and sidewalk blowing to push sand back into tot lot. Trash pickup from canisters and tops wiped by noon each day. Drain inspection and cleaning. Picking up paper, trash, debris accumulated in landscape areas, sidewalks (hardscapes w/ site-including parking lots, city sidewalks adjacent to the park, or traversing or dissecting the median island, all curb and gutter lines that encircle these sites). Parking lots checked and cleaned daily for trash Abandoned debris and homeless trash picked up daily.
- Weekly: Mow (March through October, bi-weekly Nov-Feb). String trim, edge turf and all gc, planter beds in adjacent areas. Raising trees (12' park &15" streets) as a safety hazard fix. Parking lots mechanically cleaned and maintained weed weekly. Drinking fountains cleaned. Drain grates checked and replaced.
- Monthly: Groundcover trimming. Herbicide appl in shrubs and gc Herbicide apps in cracks, sidewalks, expansion joints, gutters, interior park roads, median hardscapes, continuous areas to landscape, dividing lines between asphalt and cement in gutters. Pressure wash benches and play equipment.
- Quarterly: Shrub pruning. Irrigation audits.
- As Needed: Electrical, troubleshooting electrical outlets, up lighting, area lighting, decorative entrance bollards and arch lighting, and turning electricity on/off for special events; Water Feature – monthly (or weekly) treatment to remove algae and calcium build-up as well, cleaning of the water features, and replacing worn out or damaged nozzles, grates and other water feature parts; Playground - replacement of damaged or worn out playground amenities, including fall safety surface; Fencing – repairs to or replacement of damaged or worn out fencing; Benches – repairs to or replacement of damaged or worn out benches; Concrete Trash Containers – replacement of damaged or worn out concrete trash containers; Signs – replacing damaged or worn out signs.

Arts Park

- Daily: Trash pickup from canisters and tops wiped by noon each day. Drain inspection and cleaning. Picking up paper, trash, debris accumulated in landscape areas, sidewalks (hardscapes w/ site-including parking lots, city sidewalks adjacent to the park, or traversing or dissecting the median island, all curb and gutter lines that encircle these sites). Parking lots checked and cleaned daily for trash Abandoned debris and homeless trash picked up.
- Weekly: Mow (March through October, bi-weekly Nov-Feb). String trim, edge turf and all gc, planter beds in adjacent areas. Raising trees (12' park &15" streets) as a safety hazard fix. Parking lots mechanically cleaned and maintained weed weekly. Drinking fountains cleaned. Drain grates checked and replaced.
- Monthly: Groundcover trimming. Herbicide appl in shrubs and gc Herbicide apps in cracks, sidewalks, expansion joints, gutters, interior park roads, median hardscapes,

continuous areas to landscape, dividing lines between asphalt and cement in gutters. Pressure wash benches, picnic tables.

- Quarterly: Shrub pruning. Irrigation audits
- As needed: Electrical – troubleshooting electrical outlets, up lighting, area lighting, replacing damaged or worn out lighting fixtures and turning electricity on/off for special events; Fencing – repairs to or replacement of damaged or worn out fencing; Benches – repairs to or replacement of damaged or worn out benches; Concrete Trash Containers – replacement of damaged or worn out concrete trash containers; Signs – replacing damaged or worn out signs.

Billie Jean King (Main) Library

- Daily: Trash pickup from canisters and tops wiped by noon each day. Drain inspection and cleaning. Picking up paper, trash, debris accumulated in landscape areas, sidewalks (hardscapes w/ site-including parking lots, city sidewalks adjacent to the park, or traversing or dissecting the median island, all curb and gutter lines that encircle these sites). Parking lots checked and cleaned daily for trash. Abandoned debris and homeless trash picked up daily.
- Weekly: Raising trees (12' park & 15" streets) as a safety hazard fix. Parking lots mechanically cleaned and maintained weed weekly. Drain grates checked and replaced. Pressure wash 3x a week.
- Monthly: Groundcover trimming. Herbicide appl in shrubs and gc Herbicide apps in cracks, sidewalks, expansion joints, gutters, interior park roads, median hardscapes, continuous areas to landscape, dividing lines between asphalt and cement in gutters.
- Quarterly: Shrub pruning. Irrigation audits.

Harvey Milk Park

- Daily: Trash pickup from canisters and tops wiped by noon each day. Drain inspection and cleaning. Picking up paper, trash, debris accumulated in landscape areas, sidewalks (hardscapes w/ site-including parking lots, city sidewalks adjacent to the park, or traversing or dissecting the median island, all curb and gutter lines that encircle these sites). Parking lots checked and cleaned daily for trash. Abandoned debris and homeless trash picked up daily.
- Weekly: Raising trees (12' park & 15" streets) as a safety hazard fix. Parking lots mechanically cleaned and maintained weed weekly. Drain grates checked and replaced.
- Monthly: Groundcover trimming. Herbicide appl in shrubs and gc Herbicide apps in cracks, sidewalks, expansion joints, gutters, interior park roads, median hardscapes, continuous areas to landscape, dividing lines between asphalt and cement in gutters. pressure wash hardscape and bench areas.
- Quarterly: Shrub pruning. Irrigation audits.
- As Needed: Electrical – troubleshooting electrical outlets, up lighting, area lighting, replacing damaged or worn out lighting fixtures and turning electricity on/off for special events; Flags – replacing worn out or damaged flags, poles and pulley accessories; Signs – replacing damaged or worn out signs, including custom HMP sign.

LONG BEACH FIRE

- Fire Suppression and Rescue. Provide emergency fire suppression and urban rescue responses, including urban search and rescue operations.
- Emergency Medical Response. Design and delivery of all EMS system activities, including Basic Life Support (BLS) and Advance Life Support (ALS) transportation services to area medical facilities.
- Beach and Water operations and rescue. Oversee the safe and lawful use of the City's beaches (Lifeguards), as well as oceanfront property, waterways and marinas. The Marine Safety Division is responsible for the public safety of the 4,000 pleasure craft moored in the City's marinas and responding to water emergencies in the City's rivers and lakes
- Fire Inspections. Periodically inspect buildings and structures to ensure compliance with fire codes for structural safety and required fire prevention systems and devices.

HEALTH & HUMAN SERVICES

- Homeless outreach and supportive services. Through regular outreach efforts across the City, Outreach Workers engage individuals to assess needs, link people with appropriate services, and help individuals attain permanent housing.
- Restorative Engagement to Achieve Collective Health (REACH). Two outreach teams that respond to mental and/or physical health situations and provide integrated health and mental health outreach. Each team includes a public health nurse, a mental health clinician, and two outreach workers to address the needs of people experiencing homelessness. REACH teams serve as alternative response models with the goal of increasing access to services for people experiencing homelessness while working to reduce the number of emergency response calls in mental and physical health-related situations.
- Health permits for food service establishments. Educate food employees on safe food handling and inspect food facilities for compliance with local and state food safety regulations. Inspects and issues required health permits for food service establishments, including mobile food operations, and special events.
- Annual inspections for restaurants and bars. Provide annual inspections to ensure proper sanitation and food safety provisions for establishments where food is served.
- Hazardous materials response. Performs routine and complaint-based inspections of hazardous materials sites, licensing hazardous waste generators and chemical handlers and provides emergency response for hazardous material related incidents.
- Vector Service. Treats and monitors sites known to breed insects that can transmit diseases harmful to humans.
- COVID Testing and Vaccinations. Hosts ongoing clinics for COVID-19 vaccinations and testing.

LONG BEACH POLICE

Long Beach is divided into 24 beats or geographic areas within four patrol divisions. The PBID is in the South Patrol Division, beats 6 and 8. LBPB strives to consistently maintain a minimum of one (1) police officer assigned to each of these beats. The level of service can increase as resources allow. Additional resources, when appropriate and feasible, may include:

- **Bike Detail.** The bike detail consists of four (4) bicycle officers and one (1) bicycle sergeant. These officers are assigned to the South Division and focus efforts in the Downtown Entertainment District, which includes but is not limited to Pine Avenue, City Place, The Pike, East Village and Shoreline Village. This detail has coverage six days per week with varied hours based on divisional needs.
- **Quality of Life Unit.** The Quality of Life Unit has four (4) officers. These Field Support Division assigned officers patrol citywide but each of the four are assigned a geographic patrol division, including South Division. These officers focus on connecting persons experiencing homelessness with needed resources. The resources include but are not limited to housing, drug/alcohol treatment and mental health services.
- **Downtown Entertainment District Officers (DED).** These officers are assigned to the DED on an overtime basis and are scheduled based on DED needs. Most shifts are staffed with officers either on foot or bicycle and are scheduled between the hours of 5:00 pm and 3:00 am. Officers focus on being a highly visible presence within the DED and available to quickly respond to calls for service.
- **Special Events.** Additional officers can be assigned to the DED for special events scheduled to take place within the DED and/or on a holiday. In conjunction with the Police Department, special event assigned officers are scheduled through a permit/contract process through City Special Events. These events include but are not limited to the Long Beach Grand Prix, Long Beach Pride Parade and the Long Beach Marathon. Holidays include but are not limited to St. Patrick's Day, Cinco de Mayo, 4th of July, Halloween and New Year's Eve.
- **Patrol Resource Officer.** South Division has two (2) patrol resource officers (PRO). One PRO is assigned to the DED area north of Ocean Boulevard. The second PRO is assigned to the DED area south of Ocean Blvd., including The Pike and Convention Center. PRO's utilize assets within our department and connect with other City departments to take a multi-pronged approach in solving long term problems patrol officers do not have the time or resources to solve.
- **Community Outreach, Response, and Events (CORE) Section.** As indicated below, the CORE Section encompasses both QoL Unit and Mental Evaluation Team officers who as one entity work together to assist individuals experiencing homelessness coupled with mental illness.
- **Quality of Life Unit.** The Quality of Life (QoL) Unit has four (4) officers. These Field Support Division assigned officers patrol citywide, but each are assigned a geographic patrol division, including South Division. These officers focus on connecting persons experiencing homelessness with needed resources. The resources include but are not limited to housing, drug/alcohol treatment and mental health services.
- **Mental Evaluation Team (MET).** The Mental Evaluation Team includes six (6) officers who work in a co-response model with six (6) Los Angeles County Department of Mental Health (LACDMH) clinicians and one (1) LACDMH supervisor. Officers and clinicians work together responding to calls for service involving individuals in a mental health crisis.
- **Metro A (Blue) Line Security.** LBPD contracts with the Los Angeles County Metropolitan Transportation Authority (MTA) to provide police services on the A-Line, within our City boundaries, from 6:00 PM to 2:00 AM. Typically, four to six officers per shift and one sergeant to patrol the A-line citywide are assigned. Additionally, two QoL officers are assigned to this detail. They work with

MTA's outreach team, PATH (Projects for Assistance in Transition from Homelessness). Metro officers are available to assist with any calls in the entertainment district related to the A-Line.

ECONOMIC DEVELOPMENT

- BIZCARE Hotline (562) 570-4BIZ. Provide information, referral and support to a broad range of employment and job-training resources for Long Beach businesses.
- Business Navigation and Outreach. Services to educate, inform, and assist with business support, workforce hiring, training, support and other business needs.

TECHNOLOGY AND INNOVATION

- Security cameras. Operate a network of security cameras within the Downtown area.
- Wi-Fi. Provide wi-fi in Harvey Milk park.
- Digital Inclusion Roadmap. A City blueprint for ensuring that everyone in Long Beach has equitable access and use of computer literacy training, the Internet, technology devices and other digital inclusion resources and services <https://www.longbeach.gov/ti/digital-inclusion/digital-inclusion-roadmap/>

DEVELOPMENT SERVICES

- Code Enforcement. Enforce local zoning and building codes through inspections to abatement issues, dangerous conditions, exterior inspections, health & safety situations.
- Proactive Rental Housing Inspection Program. Periodic inspection of residential housing to maintain livability standards and protect against blight.
- Graffiti removal. Inspects and issues warnings and/or citations for private property owners to remove graffiti.
- Venue Task Force: Code Enforcement staff leads a multi-departmental team to educate businesses on COVID health orders and ensure compliance. The team includes staff from Business License; Police Department, Health Department, and others, as necessary.
- Hotel Inspections. Provide annual inspection of hotels to ensure compliance with building and fire safety code requirements.
- Historic Preservation. Ensure compliance with historic preservation guidelines for designated landmarks that request rehabilitation or modification.
- Promenade Landscaping. Coordinate landscape maintenance on the Promenade between Ocean Boulevard and Third Street, in coordination with Parks, Recreation and Marine staff.

PUBLIC WORKS

- Street Sweeping. Sweeping service provided two days per week.
- Street Trees. Street trees trimmed at a current period of 8 years. This frequency may be modified with fluctuations in future funding.
- Tree Wells. Maintain parkways and existing tree wells within sidewalks.
- Refuse Service. Refuse service provided for single family residences and multifamily residences of 6 units or less. The City also competes for refuse service for commercial businesses and multifamily residences greater than 6 units.
- Illegal dumping. Provide service to pick up illegally dumped items, and another program for scheduled bulky item pickups—these services are available to the City's refuse customers.

- Parking Enforcement. Enforcement of parking regulations, parking services and maintain parking meters and issues related parking citations.
- Parking Facilities. Maintain and services City-owned parking structures at City Place, and on-street parking meters throughout Downtown.
- Graffiti Abatement. Abates graffiti and slap tags on public property and on private property accessible from the public right of way.
- City Streets. Maintains and repairs public streets, on an as-needed basis depending upon the level of funding available for any given year.
- City Sidewalks. Maintain and replaces sidewalks on an as-needed basis depending upon the level of funding for any given year. The City also plans and designs future improvements to improve safety and enhance the rights of ways to improve livability and usability
- Medians. Maintain existing medians. This is limited to occasional service, while existing medians in need of major improvements that need to be funded.
- Storm Drains. Maintain the storm drain, catch basin and pump station system.
- Pothole Repair. Provide a City-wide pothole repair program that is prioritized by street traffic volumes and vehicle speeds.
- Curb Painting. Periodic repainting of curbs on an as-needed basis
- Signage. Install and replace signs in the public right of way on an as-needed basis.
- Streetlights. Maintain the City's public streetlights.
- Traffic Signals. Operate and maintain traffic signals and traffic control devices.
- Public Trash Cans: Provide refuse service for public trash receptacles within the public right of way. The City currently performs service 2-3 times a week but is committed to better tracking and increasing service, if needed.
- Bike Share. Manages a Bike Share program that is available to all residents and visitors to provide an alternate mode of transportation.
- Bike Lanes. Maintain existing bike lane and sweep them at least once per month.
- Sidewalk Dining. Reviews and issues permits for sidewalk dining permits for restaurants and other allowable activities.

CITY MANAGER

- Filming and Special Events. Process and issue permits for outdoor special events and activities; process Occasional Event Permits (OEPs), which are to allow occasional indoor entertainment associated with a licensed business activity; process permits for filming activities that occur on City streets, and public or private property.