

**City of Carpinteria
Downtown “T” Business Advisory Board**

**ANNUAL REPORT RELATIVE TO
ASSESSMENT DISTRICT NO.4
Submitted April 27, 2026**

BOARD RESPONSIBILITIES

In compliance with local and State regulations, the Downtown “T” Business Advisory Board (DTBAB) is responsible for providing an operational and financial mechanism to acquire, construct, and maintain off-street public parking facilities. Additionally, the Board makes recommendations to the City Council for general promotion of business activities, economic growth and stability in the District, and general maintenance issues within the Downtown “T”. The Board has a duty to prepare and present an Annual Report to the City Council that addresses all matters relating to the Assessment District, including the methods and basis of levying the assessments and recommendations on use of funds collected by the District. Prior to preparing this report the Board reviewed the status of delinquent assessment fees and changes that have taken place on the assessment roll during the past year.

BACKGROUND

California State Law and Streets and Highways Code Sections 36500-36504 prescribe the process for levying assessments and establish guidelines for the appointment of an Advisory Board to make recommendations on assessments and use of funds collected by the Assessment District. The Downtown “T” Business Advisory Board was created in 1990 pursuant to the California Parking and Business Improvement Area Law of 1989 and was composed of five members (three assessment paying members and two at-large members). On June 24, 2019 the City Council restructured the Downtown “T” Business Advisory Board to seven members (four assessment paying members and three at-large members), as well as three alternate members. The members are appointed by the Mayor, subject to the advice and consent of the City Council. They serve at the pleasure of the City Council without pay. Four of the members must represent businesses paying assessment fees in Assessment District No. 4. The remaining three members, while preferably business-related and representative of the Assessment District, may be any qualified persons as determined by the Council. In addition, to the seven members, the City Council also created three alternate assessment-paying members to assist in obtaining a quorum.

ASSESSMENT DISTRICT NO. 4

Advisory Board

The Downtown “T” Business Advisory Board meets at City Hall at 8:30 a.m. on the first Thursday of every month. Meetings are conducted in accordance with the Brown Act and are open to the public.

Current Board members:

Mary Beth Radley	Assessment Paying Mbr. (Homestead Antiques & Trading Co.)
Kevin Murphy	Assessment Paying Member (Murphy's Vinyl Shack)
Andre Jackson (Chair)	Assessment Paying Member (Corktree Cellars)
Kristina Calkins (Vice)	Assessment Paying Member (Carpinteria Arts Center)
Lorraine McIntire	At-Large Member
Kathy Quigley	At-Large Member
Vacant	At-Large Member
Vacant	Alternate Boardmember
Vacant	Alternate Boardmember
Vacant	Alternate Boardmember

District Boundaries

The boundaries of Carpinteria Assessment District No. 4 include the areas adjacent to Linden Avenue from the railroad to Carpinteria Avenue and from Holly Avenue to Palm Avenue. All businesses located within the boundary of the Carpinteria Parking and Business Improvement Area District No. 4 are subject to a general business improvement assessment as set by City Ordinance and, where applicable, a special parking benefit assessment fee based on parking requirements as outlined in the City's zoning ordinance. The District Boundaries can be found following this report.

PARKING ASSESSMENT

Businesses within the boundaries of the Assessment District are subject to a special parking benefit assessment fee, which is used to reimburse the City's General Fund for the costs associated with the City's three parking lots. By City Ordinance No. 393, the funds derived from this assessment must be used exclusively for the purpose of acquisition, construction, and maintenance of off-street parking.

The criteria used for establishing parking assessments is based on the parking requirement per the zoning ordinance, less any on-site parking provided by the business, adjusted to reflect the benefit derived from the parking lot based on distance and accessibility to the parking lot.

- **Parking Lot # 1** (Located on 9th Street between Yucca Lane and Elm Street)

The funding program for this parking lot, which was financed through the sale of serial bonds, was paid off in 1988 by means of property assessments on the individual property owners. In FY 1996-97 an assessment fee was levied on businesses adjacent to Parking Lot #1 to reimburse the City for costs incurred for resurfacing of the parking lot. Final payments on this assessment were completed in June, 2006.

- **Parking Lot #2** (Located on Cactus Lane)

The funding program for Parking Lot #2 was established in FY 1987-88. SB 959 Grant monies were used to fund a portion of the cost and funding of the balance was shared equally by the City and the businesses located in the area of benefit. The business share of the assessment was paid off in June, 1997.

- **Parking Lot #3** (Located at the Amtrak Station on Linden Ave. and Fifth Street)
Parking Lot #3 was completed in FY 1989-90. SB 959 Grant monies were used on this project and, since this lot was intended to benefit both the downtown and the beach area, a portion of the cost was funded through the Tidelands Trust Fund as well as the City's General Fund. Businesses located in the proximity of Parking Lot #3 were assessed for the construction of the parking lot. This assessment was paid off in 2018.

Board Recommendation:

The Downtown "T" Business Advisory Board recommends the following to the City Council:

Parking Lot # 1, Parking Lot #2, and Parking Lot #3

Parking Lots #1, #2, and #3 are paid off. No action taken by Board.

GENERAL BUSINESS ASSESSMENT

All businesses located within the boundaries of District No. 4 are required to pay a general business assessment fee.

As outlined by City Ordinance No. 393, funds derived from the general business improvement assessment are restricted funds and must be used exclusively for the benefit of general business revitalization, promotion and improvement within the boundaries of the Parking and Business Improvement Assessment District No.4.

The General Business Assessment fee for all businesses located within the Parking and Business Improvement Area District No. 4 had not been increased since 1991 when City Resolution No. 1998 increased the assessment from the Fifty Dollars (\$50.00) set by Ordinance in 1988, to One Hundred Dollars (\$100.00) per business per year. On June 27, 2011, the annual general assessment was increased to One Hundred Fifteen Dollars (\$115.00) per business per year, including an annual inflationary adjustment with a maximum increase of 3% annually. In 2012, the general assessment fee was adjusted to \$117.00 and in 2013 was \$119.00 following the inflationary adjustments. For Fiscal Years 2020-21 and 2021-22, the Board suspended the general assessment to support Downtown "T" businesses during the COVID-19 pandemic and in Fiscal Year 2022-23, the Board reinstated the \$119.25 per business general assessment. In Fiscal Year 2023-24, the Board approved a 2.84% increase, raising the annual fee to \$122.65. In Fiscal Year 2024-25, the Board declined to make a recommendation for an assessment Increase. However, for Fiscal Year 2025-26, the Board recommended a 3.1% increase consistent with the March-to-March CPI, raising the assessment by \$3.80, for a total annual assessment fee of \$126.45. For Fiscal Year 2026-2027, the Board is recommending an increase to the assessment in accordance with the annual inflationary index. The annual inflationary index for this assessment is the Consumer Price Index for Urban Wage Earners and Clerical Workers for Los Angeles-Long Beach-Anaheim, CA. The calculation is based on a March to March increase evaluation. The March-to-March CPI, published on April 10, 2026, shows a 3.4% increase, as such, would increase the annual assessment by \$4.30, for a total annual assessment fee of \$130.75 in Fiscal Year 2026-27.

Board Recommendation:

The Downtown "T" Business Advisory Board recommends the following to the City Council:

Increase the current annual assessment of \$126.45 to \$130.75 for Fiscal Year 2026-27 in accordance with the March-to-March Consumer Price Index (CPI) for Urban Wage Earners and Clerical Workers for Los Angeles-Long Beach-Anaheim, CA, published on April 10, 2026, of 3.4%.

FUNDING OF DTBAB EVENTS AND ACTIVITIES

With the adoption of a City Marketing Plan in 1993, the City Council authorized the PBIA Board to fund events and activities in the Downtown "T" with monies derived from the annual General Business Assessment fees. The use of the restricted business assessment fees as the primary funding source changed the scope of the 1993 City Marketing Plan, at least geographically, from focus on a "Community-wide" plan to a Downtown "T" plan.

The Downtown "T" Business Advisory Board budget allocates the fees for planning and promotion of events held in the Downtown "T", as well as cooperative advertising programs, preparation and distribution of a courtesy map listing merchants in the Downtown "T", maintenance and replacement of the existing flag (banner) systems, a signage program, and many other maintenance/improvement activities.

It should be noted that the Project Carpinteria Committee, which was formed under the Marketing Plan and made up of PBIAAB members and representatives of the Carpinteria Valley Chamber of Commerce, has been dissolved and is no longer an active Committee under the Downtown "T" Business Advisory Board.

In October, 2007 the City Council approved the formation of a more inclusive community committee, separating it from the PBIAAB. Funding for the new "Carpinteria First" Committee was provided by the General Fund, with the expectation that the Committee would focus on events and activities that benefit the entire community. The Carpinteria First Committee was dissolved in 2019.

The Downtown "T" Business Advisory Board continues to have the responsibility and duty to oversee the Assessment District parking and business assessment fees in compliance with State regulations, including the responsibility to promote and encourage the economic growth and stability of the district. The Board also continues to plan and promote activities and events in the Downtown "T".

The DTBAB reviewed the proposed 2026-27 budget prepared by City staff. The balanced budget included various promotional, marketing, maintenance, improvements and special events that highlight the Downtown "T". In adopting the budget, the DTBAB recommends

that the budget be reviewed during the next fiscal year to explore ways to reduce the costs of the special events and parades while increasing the funds allocated to promotions and marketing.

PROPOSALS

The Downtown “T” Business Advisory Board recommends the following proposals to the City Council:

1. Although there are occasional delinquencies in the payment of general business assessment fees, delinquent merchants continue to receive the benefits funded by the business assessment fees. The Downtown “T” Business Advisory Board urges the City Council include the General Business Assessment fee in the Business License process and that renewal of said license be contingent on compliance with and payment of the General Business Assessment fee for applicable businesses.
2. Unpaid balances from an individual merchant continue to *not* be forgiven, but the balance due be carried forward and added to assessments billed to that business in the next fiscal year. Those merchants currently delinquent will be sent out a delinquent notice and letter.
3. If new businesses open within the district after the annual billing cycle, the Board recommends that a first-year waiver of the assessment fee *not* be granted. Instead, businesses should be billed on a prorated basis.
4. That the City exercise its discretion to levy assessments on a per-storefront basis, rather than per business license, in cases where multiple independent businesses operate within a single storefront (for example, salons with individual stations or shared office spaces with separate tenants). This approach is intended to ensure equitable and consistent assessment application across similarly situated properties.
5. That the Board reduce its regular meeting frequency from monthly to bi-monthly, with meetings to be held in August, October, December, February, April, and June. The meeting location, time, and day shall remain unchanged: City Hall at 8:30 a.m. on the first Thursday of each designated meeting month.

PRESENTATION OF REPORT

It is recommended that the City Council accept this report and continue the existing Parking and Business Improvement Area District No. 4 for Fiscal Year 2026-2027, including the various proposals and recommendations associated therewith as presented or with modification.

SUBMITTED April 27, 2026 by:

Stephon L. Downes, Management Analyst
and Staff Liaison to the Downtown “T”
Business Advisory Board