



December 7, 2023

Subject: Notice of CPI Adjustment of Montrose Business Improvement District
Special Business Assessments

To Whom It May Concern:

As you are aware, businesses in the Montrose Shopping Park Area (B.I.D.) are subject to an annual assessment. Since 2004, with the adoption of Ordinance #5431 (amending Ordinance #4790), the City of Glendale has adjusted the minimum and maximum assessment rates annually through the application of the Consumer Price Index (CPI). Section 7 of Ordinance #5431 states that the minimum and maximum assessment rates "will be adjusted each subsequent calendar year using the most current Consumer Price Index ("CPI") for sales of retail goods and services for all Urban Consumers in Los Angeles-Riverside-Orange County".

Based on the Consumer Price Index data issued by the U.S. Department of Labor, the Consumer Price Index adjustment for year 2023 is a 2.38% increase. Accordingly, the minimum and maximum assessment rates have been changed as follows:

	2022	2023	Increase
Minimum Assessment for:			
Retail and service businesses	\$245.00	\$250.00	\$5.00
Retail fabricator businesses	\$36.00	\$36.00	\$0.00
New businesses	\$245.00	\$250.00	\$5.00
Five employees or less	\$245.00	\$250.00	\$5.00
Six to eight employees	\$739.00	\$756.00	\$17.00
Nine to twelve employees	\$2,464.00	\$2,522.00	\$58.00
Thirteen or more employees	\$4,931.00	\$5,048.00	\$117.00
Maximum Assessment for:			
Retail and service businesses	\$4,931.00	\$5,048.00	\$117.00
Retail fabricator businesses	\$3,083.00	\$3,156.00	\$73.00
Theaters	\$1,232.00	\$1,261.00	\$29.00
New businesses	\$245.00	\$250.00	\$5.00



CITY OF GLENDALE, CALIFORNIA

Finance

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For businesses that are still having financial difficulty, you have the option to pay the 2023 assessment in three (3) monthly installments beginning **January 1, 2024**, with the final payment due by **March 31, 2024**. A penalty of twenty-five (25) percent and a monthly interest of half (0.5) percent may be assessed on the outstanding balance of any accounts that are delinquent as of **April 1, 2024**. Delinquent accounts may also be referred to City Attorney's office for further action. If you have any questions, please feel free to contact the Finance Department at (818) 548-2085.

Sincerely,

A handwritten signature in cursive script that reads "Jason Bradford".

Jason Bradford
Director of Finance and Information Technology