



2022 Most Business-Friendly City Award Application

INSTRUCTIONS:

To apply for the 2022 Most Business-Friendly City (MBFC) Award, complete the application below and provide responses to each question. LAEDC will have two award categories, one for “Large” cities with populations of **more** than 60,000 residents and one for “Small” cities with populations **less** than 60,000 residents. The application deadline, with attachments, is due on **Wednesday, July 27th, 2022** by 11:59 PM PST. Submit your application and all attachments to MBFC@laedc.org. Finalists will be notified by mid-August. Please submit any questions regarding the application to MBFC@laedc.org.

The 2022 MBFC Award Application is open to all cities in Los Angeles County that have not won the MBFC over the last five (5) years.

Please be sure to answer all questions and provide descriptions to receive the maximum available number of points.

SECTION 1: CITY INFORMATION

1. City Name
2. City Hall
 - Address
 - City
 - Zip Code
3. Population
4. City Unemployment Rate
 - 2019
 - 2020
 - 2021
5. Mayor
 - Name
 - Phone Number
 - Email
6. City Manager
 - Name
 - Phone Number



Email

7. Economic Development Manager/Community Development Manager

Name

Phone Number

Email

8. City General Fund Budget and Reserves Past Three Years

	2019	2020	2021
General Fund			
Reserves			

9. Please describe the annual budget and number of dedicated full- time employees in your Economic Development Department.

Number of F/T Economic Development Department Staff

Names of Economic Development Staff

Economic Development Department Annual Budget

SECTION 2: BUSINESS LICENSES, PERMITTING, AND TAXES

10. Total number of business establishments. Numerical answers only.

11. Number of NEW Business Licenses Processed.

Applications: Jan. 2019 – Dec. 2019

Applications: Jan. 2020– Dec. 2020

Applications: Jan. 2021 – Dec. 2021

12. Number of RENEWAL Business Licenses Processed.

Applications: Jan. 2019 – Dec. 2019

Applications: Jan. 2020 – Dec. 2020

Applications: Jan. 2021 – Dec. 2021

13. Business Licenses (enter number of days from application receipt to issuance).

Example: 3 months entered as 90 days. If your City does not require a business license, please write "No business license required" in the spaces below.

New



Renewal

14. Are business licenses available online? (If your City does not require a business license, please check the 'yes' box)

☐ Yes

☐ No

15. Number of NEW COMMERCIAL Construction Permits Processed.

Applications	
Jan. – Dec. 2019	
Jan. – Dec. 2020	
Jan. – Dec. 2021	

16. Building Permits (enter number of days it takes to review and approve permits)

Minor (Costs under \$500,000)

Major (Costs over \$500,000)

17. Fees - If not applicable, please enter 0.

Exaction/Impact Fees	
Bridge & Thoroughfare	
Signalization	
Public Art	
Open Space	
Traffic/Transportation	
Public Facilities/Drainage	
Other	

18. Business Tax Rates - If not applicable, please enter 0.

General Office	
Professional Office	
Retail	
Wholesale	
Manufacturing	



Personal Services	
Other	

19. Has your city had any tax increases over the past fiscal year?

☐ Yes

☐ No

20. If your city had a tax increase, describe which tax increase, by how much, and the specific benefits to the businesses as a result. (250 words or less).

21. How is tax revenue used to benefit businesses beyond public safety and infrastructure maintenance, updates, etc.? (125 words or less).

SECTION 3: INCENTIVES AND SPECIAL ZONES

22. Select all that apply: (250 words or less for each)

☐ Industrial Development Bonds/ Tax Allocation Bonds/ Community Facility Bonds / Revolving Loan Funds (Provide list for last 3 years and describe one completed transaction)

☐ Federal Empowerment Zone/Enterprise Community/Opportunity Zone

☐ Foreign Trade Zone(s) (Provide FTZ Number)



☐ Recycling Market Development Zone(s) (Provide jurisdiction name of RMDZ Grantee)

☐ Business Improvement District(s) (Provide list)

☐ Sales Tax Sharing Agreements (Provide list for last 3 years)

☐ Lease/Tenant Subsidies/ Negotiation Assistance (Provide program fact sheet or URL)

☐ Facade Improvement Program (Provide program fact sheet or URL) (250 words or less)

☐ Business License Fee Reduction/ Waiver/ Fee Abatements (Provide program fact sheet or URL)

☐ Business Loans or Other Types of Financing (i.e., EB-5, Commercial Revolving Loan, HUD Section 108, etc.) (Provide list of loans for last 3 years)



☐ Other Workforce Programs Provided for Businesses. If yes, describe in detail. (125 words or less)

☐ Film Friendly Ordinance (Rapid Film Permit Issuance, Standard Filming Hours, Film Cost Recovery Fees for the Reimbursement of City or County Personnel, Reasonable Film Permit Fees, Establish a film permit requirement, Appoint a film liaison, Centralized filming section on your website, Public notification of filming) (Provide program fact sheet or URL)

23. Describe additional incentives not listed above (i.e., Specific Plans, Owner Participation Agreement, Operating Covenant Agreement, etc.) and a successful example including the economic impact. (500 words or less).

SECTION 4: EXCELLENCE IN PROGRAMS, STRUCTURES AND ACTIVITIES DESIGNED TO FACILITATE EXISTING BUSINESSES AND BUSINESS EXPANSION AND ATTRACTION

24. Select all that apply:

☐ Dedicated staff and/or partners to provide free business technical assistance. If yes, describe the types of assistance available and provided to businesses. (175 words or less)

☐ Regular Business Outreach (business retention, visitation) If yes, describe City business outreach program below, including number of business visits per month, results of such visits and benefit to the businesses. (175 words or less)



☐ Business Workshops/Education. If yes, describe City held/hosted workshops in the past fiscal year. (175 words or less)

☐ Site Selection Assistance. If yes, describe number of sites searches conducted in the past fiscal year and a success story. (175 words or less)

☐ Online Business License; If your City does not require a business license, please check box. If yes, provide URL link to online application.

☐ Annual Department & DAB/DRC Reviews and Improvements. If yes, describe in detail below the impact of the improvements on the business community. (175 words or less)

25. Describe any additional City programs for business expansion and attraction not mentioned in Question 27. Describe the details of the program and the impacts to businesses. (500 words or less).

SECTION 5: EFFECTIVE COMMUNICATION WITH AND ABOUT BUSINESSES

26. Select all that apply:

☐ Customer Satisfaction Surveys. If yes, provide frequency, results and copy of survey in the box below. Describe changes City made based on survey results. (175 words or less)



☐ Open Channels for Problem Identification including Social Media. If yes, describe in detail in the box below. (125 words or less)

☐ Dedicated Business Section on City Website. If yes, provide URL link in the box below.

☐ City Business Newsletter/Social Media/Economic Snapshot. Provide electronic copies for past 12 months.

☐ Business Resource Guide. If yes, provide electronic copy of Guide or the URL to the virtual guide.

☐ Communication in multiple languages. If yes, describe in detail in the box below. (125 words or less)

☐ Innovative tech/media programs. If yes, describe in detail in the box below. (125 words or less)



27. Describe your City's effective communication with businesses, including frequency and distribution, and its resulting benefit. (500 words or less).

SECTION 6: DEMONSTRATED COMMITMENT TO ECONOMIC DEVELOPMENT AS A PRIORITY

28. Select all that apply:

☐ Regional Collaboration to Promote Economic Development. If yes, describe in detail below (125 words or less)

☐ Commitment to Excellent Customer Service. If yes, describe in detail the City's commitment and how customer service is measured. (125 words or less)

☐ On-going City Employee Training. If yes, describe in detail below (125 words or less)

☐ Improvement to Economic Development Programs/Services in the past fiscal year. If yes, describe in detail below (125 words or less)

☐ Does your City have a recovery plan for impacted businesses following a disaster or major economic downturn? If yes, describe in detail below. (250 words or less)



29. Describe any additional information about effective communication between your city and businesses. Provide detailed information about the effort and commitment. (500 words or less)

SECTION 7: DEMONSTRATED COMMITMENT TO CUTTING THROUGH RED TAPE

30. Select all that apply:

- ☐ Online Permit Process Flowchart available with time frames
- ☐ Over-the-Counter Approvals. If yes, provide list of OTC approvals in the box below.
- ☐ Development Advisory Board/ Development Review Committee / Planning Commission/ City Council pre-planning session. If yes, describe in detail in the box below. (125 words or less)
- ☐ 24/7 Online Project Status Tracking. If yes, provide URL and describe in detail in the box below (125 words or less)
- ☐ Ombudsman Services. If yes, describe in detail in the box below (125 words or less)
- ☐ Other (e.g. expedited fee-based-permitting)



31. : Describe any additional commitment(s) your city has made to cut red tape this past year. Provide detailed information about the effort and commitment. (500 words or less)

32. Please provide a link or upload to your current permit fee schedule. Failure to submit will result in lost points.



**SECTION 8: COMMITMENT TO QUALITY OF LIFE OF PLACE AS A MEANS TO ATTRACT
BUSINESSES AND EMPLOYEES**

33. Select all that apply:

☐ Job Opportunities for Residents. If yes, describe City's participation in this effort below (125 words or less)

☐ Affordable and Comprehensive Housing Options. If yes, describe housing options and price ranges for mobile homes, apartments, condos and single-family homes below, and provide the total number of new affordable units actually added in the last 12-24 months (250 words or less)

☐ Comprehensive Transportation Options under your control. If yes, describe options and City's involvement below (125 words or less)

☐ Shopping and Dining Amenities. If yes, describe amenities below (250 words or less).

☐ Cultural and Entertainment Amenities. If yes, provide list of amenities and describe below (250 words or less)

☐ Parks and Recreational Facilities. If yes, provide list and description of City parks, golf courses, swimming pools, sports arenas, etc. below (250 words or less).



34. : Describe any additional commitment(s) your city has made to quality of life to attract businesses and employees Provide detailed information about the effort and commitment. (500 words or less)

SECTION 9: ECONOMIC DEVELOPMENT PLAN

35. Does your City have an Economic Development Element within its General Plan?

☐ Yes

☐ No

If yes, please provide the date adopted and the date last updated.

36. Please provide a detailed update on the implementation of the Economic Development Element in your City's General Plan. (500 words or less).

SECTION 10: BUSINESS LETTERS OF SUPPORT

37. A total of three (3) endorsement letters are required. All 3 letters must come from businesses in your City that benefited from your City's direct business attraction, retention, expansion and/or sustainability assistance. All letters must specifically state reasons why (1) the City is the most business friendly from their unique perspective, (2) describe the assistance they directly received from the city and the resulting benefits, and (3) should endorse the City's quality of service to local businesses as a justification for consideration for the Most Business Friendly City in LA County Award. Endorsement letters should be as current as possible, but no more than six months old. Please note that points will be deducted from your score if you do not submit the required three (3) endorsement letters.

SECTION 11: MBFC NARRATIVE SECTION

38. Describe why your city is the Most Business Friendly in L.A. County. (750 words or less).
39. Please submit your 100 word or less statement as to why your city is the Most Business Friendly in LA County. This statement will be used in Most Business Friendly City marketing and media if your city is selected as a finalist. (100 words or less).



40. In every city or community you will always have community NIMBY's (Not In My Backyard) that do not support business expansion. Please provide detailed examples of how your city's leadership, city council, planning department, economic development departments, etc. mitigated an impasse to promote and/or invest in business attraction, retention, expansion and sustainability over the objections of community members? (300 words or less).



THANK YOU and GOOD LUCK!