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CITY CLERK

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SHANNON D. HOPPES  
EXECUTIVE OFFICER

# City of Los Angeles

CALIFORNIA



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January 11, 2017  
Honorable Members of the City Council  
City Hall, Room 395  
200 North Spring Street  
Los Angeles, California 90012

Council Districts 1,8,9

## REGARDING:

### THE FIGUEROA CORRIDOR (PROPERTY BASED) BUSINESS IMPROVEMENT DISTRICT'S 2017 FISCAL YEAR ANNUAL PLANNING REPORT

Honorable Members:

The Office of the City Clerk has received the Annual Planning Report for the Figueroa Corridor Business Improvement District's ("District") 2017 fiscal year (CF 12-0139). The owners' association of the District has caused to be prepared the Annual Planning Report for City Council's consideration. In accordance with the Property and Business Improvement District Law of 1994, California Streets and Highways Code Section 36650, an Annual Planning Report for the District must be submitted for approval by the City Council. The Figueroa Corridor Business Improvement District's Annual Planning Report for the 2017 fiscal year is presented with this transmittal for City Council's consideration as "Attachment 1."

## BACKGROUND

The Figueroa Corridor Business Improvement District was established on August 2, 2012 by and through the City Council's adoption of Ordinance No. 182198 which confirmed the assessments to be levied upon properties within the District, as described in the District's Management District Plan. The Council established the District pursuant to State Law.

## ANNUAL PLANNING REPORT REQUIREMENTS

The State Law requires that the District's owners' association shall cause to be prepared, for City Council's consideration, an Annual Planning Report for each fiscal year for which assessments are to be levied and collected to pay for the costs of the planned District improvements and activities. The Annual Planning Report shall be filed with the City Clerk and shall refer to the district by name, specify the fiscal year to which the report applies, and, with respect to that fiscal year, shall contain all of the following: any proposed changes in the boundaries of the district or in any benefit zones within the district; the improvements and

activities to be provided for that fiscal year; an estimate of the cost of providing the improvements and activities for that fiscal year; the method and basis of levying the assessment in sufficient detail to allow each real property owner to estimate the amount of the assessment to be levied against his or her property for that fiscal year; the amount of any surplus or deficit revenues to be carried over from a previous fiscal year; and the amount of an contributions to be made from sources other than assessments levied.

The attached Annual Planning Report, which was approved by the District's Board at their meeting on December 13, 2016, complies with the requirements of the State Law and reports that programs will continue, as outlined in the Management District Plan adopted by the District property owners. The City Council may approve the Annual Planning Report as filed by the District's owners' association or may modify any particulars contained in the Annual Planning Report, in accordance with State Law, and approve it as modified.

### FISCAL IMPACT

There is no impact to the General Fund associated with this action.

### RECOMMENDATIONS

That the City Council:

1. FIND that the attached Annual Planning Report for the Figueroa Corridor Business Improvement District's 2017 fiscal year complies with the requirements of the State Law
2. ADOPT the attached Annual Planning Report for the Figueroa Corridor Business Improvement District's 2017 fiscal year, pursuant to the State Law.

Sincerely,



Shannon D. Hoppes  
Executive Officer

Attachment:

Figueroa Corridor Business Improvement District's 2017 Fiscal Year Annual Planning Report

January 4, 2017

Holly L. Wolcott, City Clerk  
Office of the City Clerk  
200 North Spring Street, Room 224  
Los Angeles, CA. 90012

Subject: Figueroa Corridor PBID 2017 Annual Planning Report

Dear Ms. Wolcott:

As required by the Property and Business Improvement District Law of 1994, California Streets and Highways Code Section 36650, the Board of Directors of the Figueroa Corridor Business Improvement District has caused this Figueroa Corridor Business Improvement District Annual Planning Report to be prepared at its meeting on December 13, 2016.

This report covers proposed activities of the Figueroa Corridor BID from January 1, 2017 through December 31, 2017.

Sincerely,

A handwritten signature in black ink that reads "Steve Gibson". The signature is written in a cursive, flowing style.

Steve Gibson  
Director  
Figueroa Corridor Partnership

Figueroa Corridor  
Business Improvement District

2017 Annual Planning Report

### **District Name**

This report is for the Figueroa Corridor Partnership Business Improvement District (District). The District is operated by the Figueroa Corridor Partnership, Incorporated, a California non-profit corporation.

### **Fiscal Year of Report**

The report applies to the 2017 Fiscal Year. The District Board of Directors approved the 2017 Annual Planning Report at the December 13, 2016 Board of Director's meeting.

### **Boundaries**

There are no changes to the District boundaries for 2017.

### **Benefit Zones**

There are no changes to the District's benefit zone(s) for 2017.

### **2017 IMPROVEMENTS, ACTIVITIES AND SERVICES**

#### **Safe/Clean: \$1,284,947.00 (87.82%)**

##### Safe Team Program

The Safe Team Program is intended to deter such illegal activities as vandalism, graffiti, blocked sidewalks, encampments, narcotic use or sales, public urination, trespassing, drinking in public, prostitution, illegal panhandling, illegal vending, and illegal dumping.

##### Clean Team Program

A multi-dimensional approach has been developed consisting of the following elements.

**Sidewalk Maintenance:** Tier 1, 2, & 4 streets only. Uniformed, radio equipped personnel sweep litter, debris and refuse from sidewalks and gutters of the District. District personnel will pressure wash the sidewalks on a scheduled and uniform basis. Paper signs and handbills that are scotch taped or glued on property, utility boxes, poles and telephones are removed.

**Trash Collection:** All Tiers. Collector truck personnel collect trash from sidewalk trash receptacles.

**Alley Maintenance:** All Tiers. The clean team clears the alley of debris when a responsible party cannot be found for illegal dumping or other violations.

Graffiti Removal: All Tiers. Painters remove graffiti by painting, using solvent and pressure washing.

Weed Abatement: Tier 1, 2, & 4 streets only. Weeds are removed as they become unsightly or by special request.

Special Collections: All Tiers. District trucks are often called to assist LAPD to dispose of illegal food vendors' inventory. They are also dispatched to collect stolen shopping carts and large bulky items illegally dumped in the District.

Maintenance: There is a 12 person team that works 7 days per week from 7 a.m. to 3 p.m. Monday-Friday and 7 a.m. to 12 noon Saturday-Sunday. The team is outfitted in teal and black uniforms with the Figueroa Corridor BID logo prominently displayed. They pick up litter, remove graffiti, pressure wash sidewalks and perform light landscaping in the District.

**Communication/Development: \$37,489.00 (02.56%)**

The Figueroa Corridor BID will continue to produce quarterly newsletters and maintain its website [www.figueroacorridor.org](http://www.figueroacorridor.org). The website describes the BID and includes a business directory.

**Administration: \$140,753.66 (09.62%)**

The improvements and activities are managed by a professional staff that requires centralized administrative support. Management staff oversees the District's services which are delivered seven days a week. Management staff actively works on behalf of the District parcels to insure that City and County services and policies support the District.

**Total Estimate of Cost for 2017**

A breakdown of the total estimated 2017 budget is attached to this report as **Appendix A**.

**Method and Basis of Levying the Assessment**

The Method for levying the 2017 assessment remains the same as listed in the Management District Plan. Annual assessments are based upon an allocation of program costs and a calculation of assessable footage for four (4) Benefit Zones. Assessments are determined by linear frontage. The assessment rates for 2017 are as follows:

Tier 1

Frontage: \$20.6837 per linear foot

Tier 2

Frontage: \$15.5201 per linear foot

Tier 3

Frontage: \$8.5738 per linear foot

Tier 4

Frontage: \$24.6601 per linear foot

**(There is a 5% CPI increase for 2017)**

**Surplus Revenues: \$82,928.00**

Rollover from 2016.

**Anticipated Deficit Revenues**

There are no deficit revenues that will be carried over to 2017.

**Contribution from Sources other than assessments: \$46,621.00**

Contract services, Delinquent assessments.

**APPENDIX A- TOTAL ESTIMATED REVENUES/EXPENDITURES FOR THE Figueroa Corridor BID- FY 2017**

	<b>Tier 1</b>	<b>Tier 2</b>	<b>Tier 3</b>	<b>Tier 4</b>	<b>Total</b>	
<b>2017 Assessments</b>	\$386,755.80	\$533,456.26	\$186,709.69	\$226,718.91	<b>\$1,333,640.66</b>	
<b>Estimated Carryover from 2016</b>	\$24,049.00	\$33,171.00	\$11,610.00	\$14,098.00	<b>\$82,928.00</b>	
<b>Other Income</b>	\$13,520.00	\$18,648.00	\$6,527.00	\$7,926.00	<b>\$46,621.00</b>	
<b>Total Estimated Revenues</b>	<b>\$424,324.80</b>	<b>\$585,275.26</b>	<b>\$204,846.69</b>	<b>\$248,742.91</b>	<b>\$1,463,189.66</b>	
<b>2017 Estimated Expenditures</b>						<b>Pct.</b>
<b>Safe/Clean</b>	\$372,635.00	\$513,979.00	\$179,893.00	\$218,440.00	<b>\$1,284,947.00</b>	<b>87.82%</b>
<b>Communication/Development</b>	\$10,872.00	\$14,996.00	\$5,248.00	\$6,373.00	<b>\$37,489.00</b>	<b>02.56%</b>
<b>Administration</b>	\$40,817.80	\$56,300.26	\$19,705.69	\$23,929.91	<b>\$140,753.66</b>	<b>09.62%</b>
<b>Total Estimated Expenditures</b>	<b>\$424,324.80</b>	<b>\$585,275.26</b>	<b>\$204,846.69</b>	<b>\$248,742.91</b>	<b>\$1,463,189.66</b>	<b>100%</b>