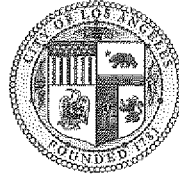


JUNE LAGMAY
CITY CLERK

HOLLY L. WOLCOTT
EXECUTIVE OFFICER

CITY OF LOS ANGELES
CALIFORNIA



ANTONIO R. VILLARAIGOSA
MAYOR

OFFICE OF
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MIRANDA PASTER
ACTING DIVISION HEAD

August 21, 2012

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

Council District 11

REGARDING: THE BRENTWOOD VILLAGE (PROPERTY-BASED) BUSINESS
IMPROVEMENT DISTRICT'S 2012 FISCAL YEAR ANNUAL
PLANNING REPORT

Honorable Members:

The Office of the City Clerk has received the Annual Planning Report for the Brentwood Village Business Improvement District's ("District") 2012 fiscal year (CF 12-0855). The owners' association of the District has caused to be prepared the Annual Planning Report for City Council's consideration. In accordance with Section 36600 et seq. of the California Streets and Highways Code ("State Law"), an Annual Planning Report for the District must be submitted for approval by the City Council. The Brentwood Village Business Improvement District's Annual Planning Report for the 2012 fiscal year is presented with this transmittal for City Council's consideration as "Attachment 1."

BACKGROUND

The Brentwood Village Business Improvement District was established on August 15, 2007 by and through the City Council's adoption of Ordinance No. 179,161, which confirmed the assessments to be levied upon properties within the District, as described in the District's Management District Plan. The City Council established the District pursuant to State Law.

ANNUAL 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 the 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 any 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 September 8, 2011 meeting, 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 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.

BOUNDARIES

There are no changes to the District's boundaries or benefit zones for 2012.

FISCAL IMPACT

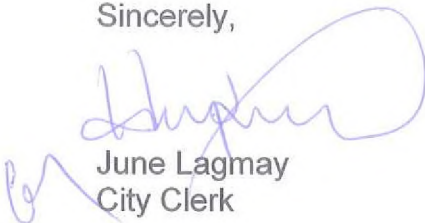
There is no impact to the General Fund associated with this action.

RECOMMENDATIONS

That the City Council:

1. FIND that the attached Annual Planning Report for the Brentwood Village Business Improvement District's 2012 fiscal year complies with the requirements of the State Law.
2. ADOPT the attached Annual Planning Report for the Brentwood Village Business Improvement District's 2012 fiscal year, pursuant to the State Law.

Sincerely,



June Lagmay
City Clerk

JL:HLW:MCP:RMH:rks

Attachment: Brentwood Village Business Improvement District's 2012 Fiscal Year Annual Planning Report

**Brentwood Village
Business Improvement District**

Fiscal Year 2012 Annual Planning Report

Presented by:

Brentwood Village Business Association (B.I.D.-CD11)

Prepared by:

Tim Byk, President
Brentwood Village Business Association
140 S. Barrington Avenue
Los Angeles, CA 90049

Brentwood Village Business Improvement District

Board of Directors and Officers

Tim Byk

President

Steven Gordon

Vice President

Julianna
Friedman

Secretary

The Brentwood Village BID Advisory Board

Clyde Augustson

Property Owner

Jon Byk

Property Owner

Tom Kalette

*Business
Representative*

June Lagmay
City Clerk, City of Los Angeles
200 North Spring Street, Suite 395
Los Angeles, CA 9001

January 10, 2012

SUBJECT: Fiscal Year 2012 Annual Planning Report

Dear Ms. Lagmay:

As required by the Property and Business Improvement District Law of 1994, California Street and Highways Code Section 36650, the Advisory Board of The Brentwood Village Business Improvement District has caused this Annual Report to be prepared.

This report covers projected activities from January 2012 through December 2012.

The Advisory Board met on September 8, 2011 and approved last year's expenditures and the forecasted budget for 2012.

On behalf of the Brentwood Village BID, I present this report.

Sincerely,



Tim Byk
Executive Director

Steven Gordon
Vice President

Julianne Friedman
Secretary

The Brentwood Village Business Improvement District Summary

- Boundaries:** Sunset Blvd. To the North, Barrington Park and Rec. Center to the South, Barrington Court West to the West & Barrington Place to the East.
- Services:** Services for the Brentwood Village Business Improvement District will include: Streetscape/Planting/Maintenance, Sidewalk Cleaning, Trash Removal, Holiday Lighting and Insurance and Accounting Services.
- Method of Financing:** Annual Assessment based on per sqft. Of Building Footprint.
- Budget:** The district budget for 2012 is anticipated to be \$77,475.30 in assessment revenue based upon 92,078 sqft. of total gross amount of building footprints, assessed annually per sqft. at \$0.8414 and rollover of any assessment revenue from prior years of \$703.22
- Square Footprint - \$0.8414 per foot for year 2012**
Gross Total Footprint Sqft. – 92,078
- Duration:** Pursuant to State law, the District will have a five-year life commencing on January 1, 2008 and ending December 31, 2012.

2012 Program Overview

The Brentwood Village BID Improvement and Activity Plan

1. **Streetscape/Maintenance:**
 - a. Landscape Maintenance
 - b. Planting
 - c. Tree Maintenance
 - d. Fountain Maintenance
 - e. Replacement and/or Repair
 - f. Sidewalk Cleaning
 - g. Trash removal
 - h. Repairs & Maintenance

2. **Beautification:**
 - a. Holiday Lighting Program

3. **Administration:**
 - a. Brentwood Village Business Assoc./Insurance D&O
 - b. City Collection Cost
 - c. Accounting/Bookkeeping
 - d. Insurance
 - e. Misc.
 - f. Taxes and Fees

Budget Surplus: The 2011 year ended with an estimated budget surplus of \$703.22. This amount will be added to the following year's budget.

2012 Proposed Operating Budget Summary

The itemized annual operating budget for the Brentwood Village BID is provided on the following page. The total improvement and activity plan budget is projected at \$77,475.30 in assessments a rollover balance from 2011 budget of \$703.22 and a grant of \$2,500 for a total budget of \$80,677.52

1. **Streetscape/Maintenance:**
 - a. Landscape Maintenance
 - b. Planting
 - c. Tree Maintenance
 - d. Fountain Maintenance
 - e. Replacement and/or Repairs
 - f. Sidewalk Cleaning
 - g. Trash Removal

Sub Total: \$53,950

2. **Beautification:**
 - a. Holiday Lights

Sub Total: \$11,000

3. **Administration:**
 - a. Brentwood Village Business Assoc./Insurance D&O
 - b. City/County Collection Costs
 - c. Contingency for Unpaid Assessment
 - d. Accounting

Sub Total: \$15,727

**TOTAL ESTIMATED BUDGET
BRENTWOOD BID – FY 2012**

Estimated Revenues

2012 Assessments	77,474
2011 Estimated Carryover	703
2012 Estimated Contributions/Grants	2,500
Total Estimated Budget	80,677

Estimated Expenditures

Streetscape:

Landscape Maintenance	14,420
Planting	7,000
Tree Maintenance	3,000
Fountain Maintenance	1,500
Replacement/Repair	1,030
Sidewalk Cleaning	14,000
Trash Pick-Up	13,000
SUBTOTAL: \$53,950	

Beautification:

Holiday Lights	8,500
DWP Grant	2,500
SUBTOTAL: \$11,000	

Corporate Affairs/Admin./Misc.:

Brentwood Village BID Insurance	2,730
City/County Collection Costs	4,000
Contingency	4,997
Accounting	4,000
SUBTOTAL: \$15,727	
Total Estimated Expenditures	80,677