

CITY OF LOS ANGELES

CALIFORNIA



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MIRANDA PASTER
ACTING DIVISION HEAD

May 5, 2014

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

Council District 1

REGARDING: THE LINCOLN HEIGHTS INDUSTRIAL ZONE (PROPERTY-BASED)
BUSINESS IMPROVEMENT DISTRICT'S 2014 FISCAL YEAR ANNUAL
PLANNING REPORT

Honorable Members:

The Office of the City Clerk has received the Annual Planning Report for the Lincoln Heights Industrial Zone Business Improvement District's ("District") 2014 fiscal year (CF 10-1613). The Advisory Board of the District has caused to be prepared the Annual Planning Report for City Council's consideration. In accordance with the City's Landscaping, Security, Programming and Maintenance Property Business Improvement District Ordinance [Division 6, Chapter 9, Los Angeles Administrative Code ("LSPM PBID Ordinance")], an Annual Planning Report (attached) for the District must be submitted for consideration by the City Council.

BACKGROUND

The Lincoln Heights Industrial Zone Business Improvement District was established on April 20, 2010 by and through the City Council's adoption of Ordinance No. 181684, 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 the LSPM PBID Ordinance.

ANNUAL REPORT REQUIREMENTS

The LSPM PBID Ordinance states that the Lincoln Heights Industrial Zone Business Improvement District's Advisory Board shall cause to be prepared, for City Council approval, an Annual Planning Report for each fiscal year for which assessments are to be levied and collected to pay for the costs of the improvements and activities described in the report. The 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 District Board has made no changes to the boundaries or benefit zone for 2014. The District Board has made no significant changes to 2014 budget from the 2013 budget categories. The descriptions of the budget categories have not changed from the approved Management District Plan.

The attached Annual Planning Report, which was approved by the District's Board at their November 6, 2013 meeting, complies with the requirements of the LSPM PBID Ordinance and reports that programs will continue, as outlined in the Management District Plan adopted by the Lincoln Heights Industrial Zone Business Improvement District property owners. The City Council may approve the Annual Planning Report as filed by the District's Advisory Board or may modify any particulars contained in the Annual Planning Report and approve it as modified.

FISCAL IMPACT

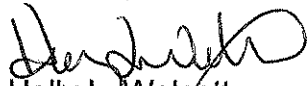
There is no impact to the General Fund associated with this action.

RECOMMENDATIONS

That the City Council:

1. FIND that the attached Annual Planning Report for the Lincoln Heights Industrial Zone Business Improvement District's 2014 fiscal year complies with the requirements of the LSPM PBID Ordinance.
2. ADOPT the attached Annual Planning Report for the Lincoln Heights Industrial Zone Business Improvement District's 2014 fiscal year, pursuant to the LSPM PBID Ordinance.

Sincerely,



Holly L. Wolcott
Interim City Clerk

HLW:MCP:RMH:rks

Attachment: Lincoln Heights Industrial Zone Business Improvement District's 2014 Fiscal Year Annual Planning Report



April 17, 2014

Miranda Paster,
Acting Chief
Office of the City Clerk
200 North Spring Street, Room 360
Los Angeles, CA 90012

RE: 2014 Annual Planning Report for the Lincoln Heights Industrial Zone Business Improvement District

Dear Mrs. Paster:

As required by Division 6, Chapter 9, Sections 6.600 to 6.620 of the Los Angeles Administration Code, aka the Landscaping, Security, Programming and Maintenance Property Business Improvement District Ordinance of Los Angeles, of 2000, the Board of Directors for the Lincoln Heights Industrial Zone Business Improvement District has prepared this Annual Report.

The Board met on November 6, 2013 to approve the 2014 Annual Planning Report. The Advisory Board found that the Historic Lincoln Heights Industrial Zone Economic Development Corporation is overseeing funds appropriately and delivering quality services to all of the stakeholders of the Lincoln Heights Industrial Zone BID.

On behalf of the Lincoln Heights Industrial Zone BID, I would like to present this Advisory Board approved 2014 Annual Planning Report to the Office of the City Clerk and Los Angeles City Council for their review and approval. We would like to express our gratitude to you and your staff at the Special Assessments Unit for your continuous support and cooperation.

Sincerely,

A handwritten signature in black ink, appearing to read "Marco Li Mandri". The signature is fluid and cursive, with a long horizontal stroke at the end.

Marco Li Mandri, Executive Director

Historic Lincoln Heights Industrial Zone

Economic Development Corporation

141 W. Avenue 34 Los Angeles, CA 90031 888-356-2726 fax 619-239-7105

HISTORIC LINCOLN HEIGHTS INDUSTRIAL ZONE

ECONOMIC DEVELOPMENT CORPORATION

District Name: This report is for the Lincoln Heights Industrial Zone
Business Improvement District.

Fiscal Year of Report: This report applies to the 2014 fiscal year only.

Boundaries:

The boundaries of the district are as follows: Please see attached map.

On the North, commencing at the southern side of the Pasadena Freeway (110) at Pasadena Avenue (west side), (parcel 5205-004-010) running westward along the south side of the Pasadena Freeway (110), following the Avenue 26 northbound onramp to the freeway to the parcel at the northwestern corner of the intersection of Avenue 26 and the Pasadena Freeway (110)

On the West, from the northwestern corner of the intersection of the Pasadena Freeway (110) and the Golden State Freeway (parcel 5205-012-901, running southward along the east side of the Golden State freeway to parcel # 5205-013-009).

On the South, commencing from parcel at the northeastern corner of the intersection of the Golden State freeway and Barranca Street, The southern boundary then runs north along the middle of Avenue 26 including all of the parcels from Barranca to Humboldt Street, on the west side of Avenue 26 only. Continuing on eastward on both sides of Humboldt Street of the street up to the triangular parcel at the intersection of Barranca Street and Humboldt Street (parcel # 5205-015-015). The parcels on the south side of Humboldt from Avenue 26 to Avenue 33 shall be one parcel deep to on the south side to reflect the commercially zoned parcels on those blocks.

On the East, commencing at the parcels at the intersection of Humboldt Street, Barranca Street and Avenue 29 including parcels # 5205-015-015, 5205-017—028 and 015 and 5205-016-021. Running northward along the east side of Humboldt Street to Avenue 33, running eastward along the north side of Avenue 33 to Pasadena Avenue (parcel # 5205-005-043) then running northward along the west side of Pasadena Avenue from Avenue 33 up to the Pasadena Freeway (110), ending at parcel 5205-004-010.

Benefit Zones: There is only one zone for the District.

Improvements and Activities for 2014:

The following are the improvements and activities planned for the Historic Lincoln Heights Industrial Zone.

1. Sidewalk Operations, Beautification: The bulk of the budget \$62,400.00 (70%) has been allocated to sidewalk sweeping, trash removal, graffiti paint out, tree planting and watering and other special benefit services allocated between the curb and property lines.
2. Administration: 30% of the budget or approximately \$26,225.00 for FY 2014 has been allocated for Administration/personnel, accounting, City and County costs for overseeing the delivery of special benefit services in the District.

Reserve: The District will have a carry forward of approximately \$12,550.00.

Total Estimate of Cost for 2014: A 2014 budget is attached to this report as Appendix A.

Method and Basis of Assessment:

The method and basis for levying the assessment shall be on the basis of lot size and linear frontage. The Lincoln Heights Industrial Zone Property Owners have agreed to assess themselves a maximum of \$0.02 cents per square foot for lot size and \$1.00 per linear foot. There is 2,757,736 in total lot square feet in the district, yielding an estimated revenue of \$55,154.00. There is 18,421 in total linear feet in the district, yielding an estimated revenue of \$18,421.00, for a total of \$73,575.00.

Privately Owned Parcels:

Building Square Footage @ \$0.02 per square foot

Linear Square Feet @ \$1.00 per linear foot

Government Owned Parcels:

Building Square Footage @ \$0.02 per square foot

Linear Square Feet @ \$1.00 per linear foot

Amount of Surplus/Deficit from previous Fiscal Year:

The District will have a carry forward of approximately \$12,550 which will be used to fund Sidewalk Operations expenses and Special Projects.

Amount of Contributions from other sources:

The District anticipates receiving a grant of \$2,500.00 from Keep Los Angeles Beautiful for ten trash receptacles.

APPENDIX - A TOTAL ESTIMATE COST FOR THE LINCOLN HEIGHTS INDUSTRIAL ZONE BID – FY 2014

| | |
|--------------------------------------|---------------------|
| 2014 Assessments | \$73,575.00 |
| Keep Los Angeles Beautiful Grant | \$2,500.00 |
| 2013 Estimated Carryover | <u>\$12,550.00</u> |
| TOTAL ESTIMATED INCOME BUDGET | \$ 88,625.00 |

Estimated Expenditures:

Sidewalk Operations/Services:

| | | |
|---|--------------------|---------------------|
| Maintenance employees | \$ 45,000.00 | |
| Maintenance rent | \$ 6,000.00 | |
| Special Projects | \$ 4,500.00 | |
| Maintenance insurance/D and O | \$ 2,200.00 | |
| Vehicle repairs, gas and maintenance | \$ 2,000.00 | |
| Supplies | <u>\$ 2,700.00</u> | |
| Total Sidewalk Operations for FY 2014: | | \$ 62,400.00 |

Administration:

| | | |
|------------------------------------|--------------------|---------------------|
| New City America staffing 2012: | \$ 18,000.00 | |
| City/County Costs | \$ 3,700.00 | |
| Accounting Services | \$ 1,500.00 | |
| Tax Filings | \$ 200.00 | |
| Contingency | <u>\$ 2,825.00</u> | |
| Total Administration Costs: | | \$ 26,225.00 |

TOTAL ESTIMATED EXPENSE BUDGET \$ 88,625.00

****Special projects:***

- New trash receptacles, website development, banners

Lincoln Heights Industrial Zone Business Improvement District

Surrounding Boundaries
(Not included in district)

Railroad Tracks

