

August 28, 2019

Patrice Lattimore, Chief
Business Improvement District Division
Office of the City Clerk
200 North Spring Street
Room 395
Los Angeles, CA 90012

RE: 2020 Annual Report for The Wilmington Commercial District (merchant-based) Business Improvement District

Dear Ms. Lattimore,

As required under our agreement with the City of Los Angeles, the Wilmington Chamber is pleased to submit the following report for the The Wilmington Commercial District Business Improvement District ("District") for the calendar year of 2020. This report outlines the District's proposed goals, plans, programs and budget.

The Wilmington Chamber presented the attached 2020 Annual Report to the District's Board of Directors at their meeting of August 20, 2019 at which time the Report was approved by a majority of the BID's Directors.

On behalf of the Board of Directors, I present this 2020 Annual Report for The Wilmington Commercial District Business Improvement District to the Office of the City Clerk and to the Los Angeles City Council for their review and approval.

Please call me if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Dan Hoffman".

Dan Hoffman, Executive Director
Wilmington Chamber of Commerce

2020 Annual Planning Report

The Wilmington Commercial District Business Improvement District

District Name: This report is for The Wilmington Commercial District Business Improvement District

Fiscal Year of Report: This report applies to the 2020 Fiscal year only.

Total estimate of Cost for 2020: A breakdown of the total estimated 2020 budget for the Wilmington Commercial District Business Improvement District is attached to this report as **Appendix A** and described in the **Improvement and Activities for 2020** section below.

Boundaries: The boundaries of The Wilmington Commercial District Business Improvement District will remain the same for the 2020 fiscal year as in previous fiscal years and are as follows: N Avalon Blvd. bounded by Opp Street on the North and "F" Street on the South and Anaheim Street which is bounded by Lakme Avenue on the East and Island Avenue on the West. . A map of the boundaries is attached to this report as **Appendix B**.

Benefit Zones: The Wilmington Commercial District Business Improvement District has one benefit zone.

Improvements and Activities for 2020: The following are the improvements and activities planned for The Wilmington Commercial District Business Improvement District by category:

Maintenance: The maintenance supplied in 2019 will continue in 2020. Three times per week, the contract service provider to the BID 'Clean Wilmington' will pick up debris and trash on sidewalk, curbs and easements; maintain tree wells; wipe off benches; remove advertisement/posters and tape off poles. The contract service provider will pressure wash sidewalks on Avalon and Anaheim once a year if needed. Trees will also be trimmed as needed on a rotating basis. The cost of providing the District's maintenance for 2020 is estimated at \$35,417.57 or 72% of the budget.

Marketing: We will contract with Derka Lite Industries for the Banner and Light installation and removal for the Holidays. The cost for putting up and taking down the Holiday Decorations is estimated at \$8,000.00.

Cost for production and distribution of newsletters and other marketing efforts is estimated at \$2,572.41. The total cost of Marketing for 2020 is \$10,572.41 or 21% of the budget.

Administration: The Wilmington Chamber will continue to administer the contracts, calls, accounting and verification of accounts. The cost of providing administration/accounting for 2020 is estimated at \$1,585.86 or 3% of the 2020 Budget.

Reserve: A small reserve for 2020 will be used to cover uncollected assessments and unexpected expenditures. The reserve for 2020 is \$1,759.16 or 4% of the budget.

Method and Basis of Assessment:

The assessment formula is based upon the number of workers employed by each of the businesses within the project area boundaries. There are one hundred and fifty two (152) operating businesses for which the projected total assessment value is \$44,850.00 attached to this report as **Appendix C**. New start ups for fiscal year 2020 shall be exempt for this year.

The rate is to be assessed based upon the number of full time employees as follows:

Sole Proprietor with No Employees	\$150.00
1 - 3 Employees	\$250.00
4 – 6 Employees	\$500.00
7 – 9 Employees	\$1,000.00
10 – 19 Employees	\$1,500.00
20 + Employees	\$3,000.00

Amount of Surplus/Deficit from previous Fiscal Year: Based on 2019 expenditures and the balance of accounts the District is projected to have a surplus from the 2019 fiscal year of \$4,485.00 to be carried over into the 2020 fiscal year. There is no deficit from 2019 to be carried over. The BID did not receive any other contributions other than the assessments levied.

Advisory Board Members for the Wilmington Commercial District Business

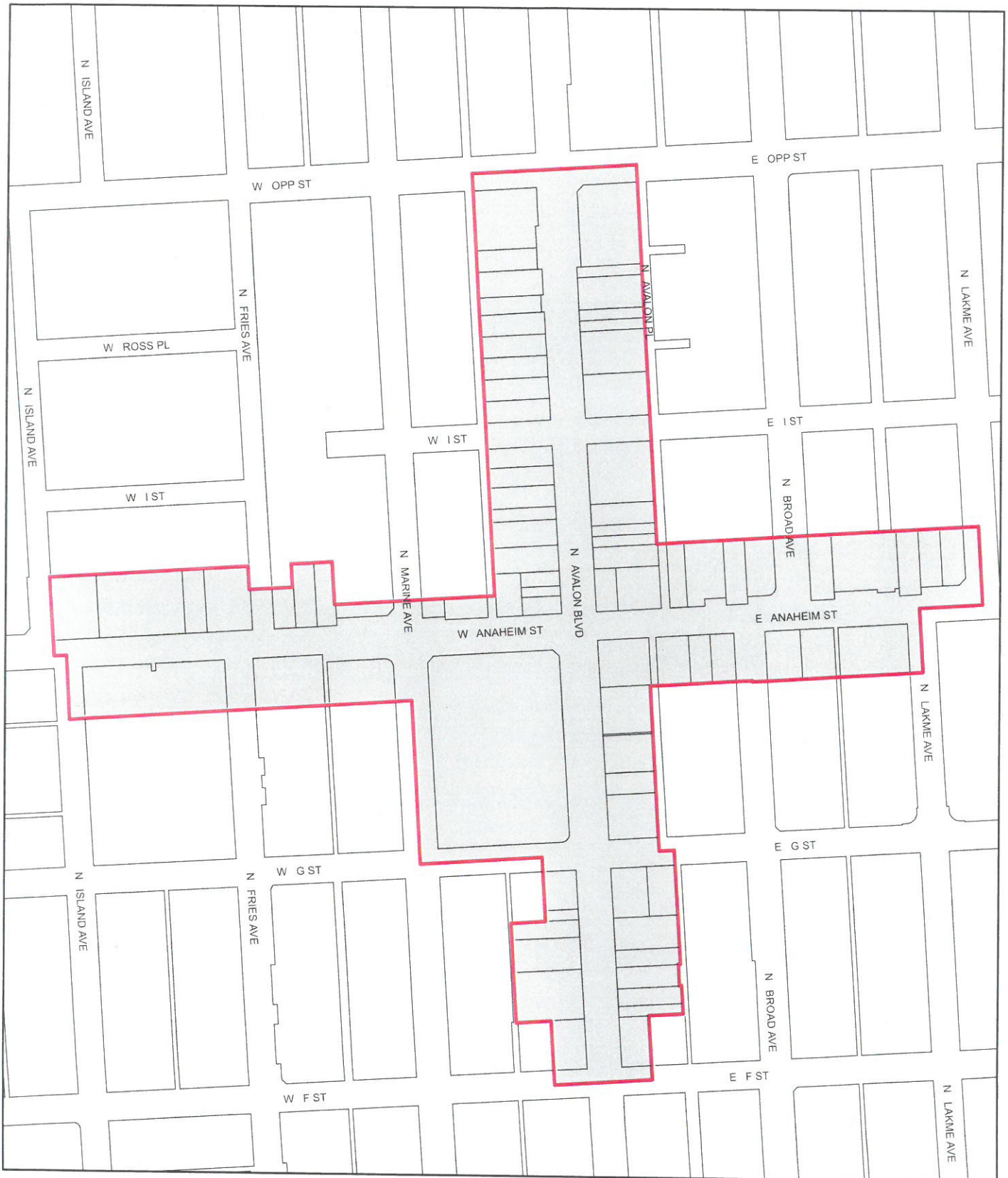
Improvement District: A list of the 2020 Advisory Board Members is attached to this report as **Appendix D**.

Appendix A

Wilmington MBID Budget Revenue and Expense Report for period 01.01.2020 to 12.31.2020

2020 Revenue		
	2020 B.I.D. Assessments	\$44,850.00
	Projected Balance Year END 12.31.19	\$ 4,485.00
	Total Revenue	\$49,335.00
2020 Expenses		
Administration	Accounting	\$ 1,585.86
	Total Administration	\$ 1,585.86
Maintenance	Cleanup Sidewalks, Gutters	\$16,800.00
	Tree Trimming	\$16,617.57
	Steam Cleaning	\$2,000.00
	Total Maintenance	\$35,417.57
Marketing	Holiday Lights and Banners	\$8,000.00
	Additional Marketing	\$2,572.41
	Total Marketing	\$10,572.41
	Reserve	\$1,759.16
2020 Total Budget		\$49,335.00

Appendix B



 B.I.D. PROPERTIES (MERCHANT BASED)

 B.I.D. BOUNDARY

WILMINGTON

BUSINESS IMPROVEMENT DISTRICT

Not to Scale



Council File 10-0084
Ordinance 182463

Appendix C

Wilmington Commercial District Business Improvement District Data

Site Address	Assessment
101 E Anaheim St	\$500
104 E Anaheim St	\$150
104 W Anaheim St #A	\$150
104 W Anaheim St #B	\$150
104 W Anaheim St #C	\$150
104 W Anaheim St #D	\$150
106 E Anaheim St	\$150
107 E Anaheim St #A	\$150
108 E Anaheim St	\$150
108 W Anaheim St	\$3,000
109 E Anaheim St	\$150
111 E Anaheim St	\$150
113 E Anaheim St	\$250
114 E Anaheim St	\$150
117 W Anaheim St	\$150
119 1/2 W Anaheim St	\$150
120 W Anaheim St	\$3,000
121 W Anaheim St	\$150
122 W Anaheim St	\$150
124 E Anaheim St	\$150
124 W Anaheim St	\$150
125 E Anaheim St #A	\$500
125 E Anaheim St #B	\$250
125 E Anaheim St #H	\$250
125 E Anaheim St #I&J	\$250
125 E Anaheim St #L	\$250
125 E Anaheim St #M	\$250
125 E Anaheim St #N	\$150
126 E Anaheim St	\$150
128 E Anaheim St	\$150
125 W Anaheim St	\$150
126 W Anaheim St	\$150
128 W Anaheim St	\$250
130 W Anaheim St	\$150
131 W Anaheim St	\$500
132 W Anaheim St	\$250
137 E Anaheim St	\$250
140 W Anaheim St #A	\$500
140 W Anaheim St #B	\$500
140 W Anaheim St #C	\$500

Site Address	Assessment
140 W Anaheim St #D	\$150
200 E Anaheim St	\$250
201 W Anaheim St	\$250
208 W Anaheim St #A	\$150
208 W Anaheim St #B	\$150
208 W Anaheim St #C	\$250
208 W Anaheim St #D	\$150
208 W Anaheim St #G	\$150
208 W Anaheim St #H	\$150
208 W Anaheim St #F	\$150
215 E Anaheim St	\$250
215 W Anaheim St	\$150
218 E Anaheim	\$150
220 W Anaheim St #A	\$150
220 W Anaheim St #B	\$250
220 W Anaheim St #C	\$250
221 W Anaheim St	\$250
222 E Anaheim St	\$150
223 W Anaheim St	\$150
224 E Anaheim St	\$150
225 W Anaheim St	\$250
228 E Anaheim St	\$150
229 W Anaheim St	\$500
232 E Anaheim St	\$150
233 E Anaheim St	\$150
233 E Anaheim St	\$150
233 E Anaheim St	\$500
305 W Anaheim St	\$500
313 W Anaheim St	\$150
329 W Anaheim St	\$1,000
336 W Anaheim St	\$3,000
339 W Anaheim St	\$1,500
600 N Avalon Blvd #A	\$150
600 N Avalon Blvd #D	\$150
601 N Avalon Blvd #A & D	\$150
601 N Avalon Blvd #A & D	\$150
601 N Avalon Blvd #A & D	\$150
601 N Avalon Blvd #C	\$150

Wilmington Commercial District Business Improvement District Data

Site Address	Assessment
612 N Avalon Blvd	\$150
616 N Avalon Blvd	\$150
617 N Avalon Blvd	\$250
618 N Avalon Blvd	\$150
620 N Avalon Blvd	\$150
621 N Avalon Blvd	\$150
623 N Avalon Blvd	\$150
626 N Avalon Blvd	\$150
628 N Avalon Blvd	\$150
629 N Avalon Blvd #A	\$150
629 N Avalon Blvd #C	\$150
629 N Avalon Blvd #D	\$150
634 N Avalon Blvd	\$150
636 N Avalon Blvd	\$250
640 N Avalon Blvd	\$250
640 N Avalon Blvd	\$250
642 N Avalon Blvd	\$150
645 N Avalon Blvd	\$250
702 N Avalon Blvd	\$250
702 N Avalon Blvd	\$250
714 N Avalon Blvd	\$250
714 N Avalon Blvd	\$250
730 N Avalon Blvd	\$250
734 N Avalon Blvd	\$250
736 N Avalon Blvd	\$150
738 N Avalon Blvd	\$150
801 N Avalon Blvd	\$250
802 N Avalon Blvd #2	\$150
802 N Avalon Blvd #12	\$150
804 N Avalon Blvd	\$150
805 N Avalon Blvd	\$250
808 1/2 N Avalon Blvd	\$150
808 N Avalon Blvd	\$150
807 N Avalon Blvd	\$150
809 N Avalon Blvd #A	\$150
810 1/2 N Avalon Blvd #3	\$150
810 N Avalon Blvd	\$250
811 N Avalon Blvd	\$150
812 N Avalon Blvd	\$150
813 N Avalon Blvd	\$500

Site Address	Assessment
815 N Avalon Blvd	\$250
818 N Avalon Blvd	\$150
822 N Avalon Blvd #E	\$150
822 N Avalon Blvd #G	\$150
822 N Avalon Blvd #I	\$150
822 N Avalon Blvd #W	\$150
824 N Avalon Blvd #K	\$150
825 N Avalon Blvd	\$150
827 N Avalon Blvd	\$150
829 N Avalon Blvd	\$150
831 N Avalon Blvd	\$500
900 N Avalon Blvd	\$250
905 N Avalon Blvd	\$150
907 N Avalon Blvd	\$150
909 N Avalon Blvd	\$500
920 N Avalon Blvd	\$150
922 N Avalon Blvd	\$150
926 N Avalon Blvd	\$150
927 N Avalon Blvd	\$150
927 N Avalon Blvd	\$150
927 N Avalon Blvd	\$150
927 N Avalon Blvd	\$150
929 N Avalon Blvd	\$150
933 N Avalon Blvd	\$250
934 N Avalon Blvd	\$250
935 N Avalon Blvd	\$150
950 N Avalon Blvd #101	\$500
950 N Avalon Blvd #102	\$150
950 N Avalon Blvd #103	\$150
950 N Avalon Blvd #104	\$150
950 N Avalon Blvd #105	\$150
950 N Avalon Blvd #106	\$250
950 N Avalon Blvd #108	\$150
950 N Avalon Blvd #109	\$150
950 N Avalon Blvd #110	\$150
950 N Avalon Blvd #111	\$150
951 N Avalon Blvd	\$3,000
2020 Total Assessment:	\$44,850

APPENDIX D

2020 Wilmington Commercial Business Improvement District
Advisory Board Members

Name / Company

Ricardo Sanchez, The Maya Restaurant

Ken Dami, Andeavor

Patrick Wilson, Fast Lane Trans.

Kevin Courtney, H.J. Baker & Bro., Inc.

Ingo Werk, Ingo Werk Company

Craig Louis, Louis Equipment

Anthony Santich, Vopak

Brissa Sotelo, Valero **(V.P. Membership)**

Shirley Atencio, Wilmington C. Council

Robert McKoy, Individual **(SEC)**

Amy Grat, ITEP **(President)**

Juan Rivas, ACX Pacific

Cecilia Moreno, Port of Los Angeles **(V.P. Special Events)**

Sergio Carrillo, Carrillo Strategies

Kaj Palsson, International Cargo Equipment **(V.P. Business Development)**

Janet Grothe, Phillips66

Jesse Moreno, Jesse Moreno CPA **(CFO)**