



Lincoln Heights Benefit Association of Los Angeles

5651 Fallston St., Los Angeles, CA 90042

323-359-3944, 323-257-1036 (Fax)

Attachment 1

November 1, 2014

Holy Wolcott, City Clerk
Office of the City Clerk
200 North Spring St., Room 360
Los Angeles, CA 90012

Subject: Lincoln Heights Business and Community Benefit District Alpha PBID 2015 Annual Planning Report

To Ms. Wolcott:

As required by Division 6, Chapter 9, Sections 6.600 to 6.620 of the Los Angeles Administrative code (LAAC), the Board of Directors of the Lincoln Heights Business and Community Benefit District Business Improvement District has caused this Lincoln Heights Business and Community Benefit District Business Improvement District Annual Planning Report to be prepared at its meeting of October 17, 2014.

This report covers proposed activities of the Lincoln Heights Business and Community Benefit District BID from January 1, 2015 through December 31, 2015.

Sincerely,

Misty Iwatsu, Executive Director
Lincoln Heights Business and Community Benefit District Business Improvement District

NBID

FEB 19 2015



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2015 Annual Planning Report

District Name: This report is for the Lincoln Heights Business and Community Benefit Business Improvement District (District). The district is operated by Lincoln Heights Benefit Association of Los Angeles, a 501(c) 3 organization.

Fiscal Year of Report: This report applies to the 2015 Fiscal year only. The District Board of Directors approved the 2015 Annual Planning Report at the October 17, 2014 Board of Directors meeting.

Boundaries: There are no changes to the District boundaries for 2015.

Benefit Zones: The District has three (3) benefit zones. For 2015 there will be no changes to the District's benefit zones.

Improvements & Activities for 2015

Sidewalk Operations & Beautification: \$501,390 (68%)

Maintenance: The maintenance supplied in 2014 will continue in 2015. The sidewalks will be swept and pressure washed for zones 1,2 & 3. The Lincoln Heights Benefit Assn. of Los Angeles has entered into a contract for 2015 with Chrysalis, to provide service. In addition to sidewalks, sidewalk furniture will also be cleaned on an as needed basis. Graffiti will be removed upon notification and identification. Trash will be removed and replaced with new liners. Bulky item will be called into 311 and removed as necessary. Plants and trees will receive watering, trenching and cleaning from H2O Pressure Washing. Gum removal will be done on as needed basis.

Security: The security supplied in 2014 will continue in 2015. Armed security guard will patrol the district in a patrol. Reports will be made by patrol and reports will be generated. The Lincoln Heights Benefit Assn. of Los Angeles has entered into a contract with General Security Services to provide this service.

District Identity: \$66,360 (9%)

The marketing plan will continue in 2015. Promotion of the districts is planned. The district will promote the district and produce 4 newsletter publications per year.

Administrative/Corporate Operations: \$103,227 (14%)

The district will continue to work in 2015 with the contracted BID management company for administration of the district services. The BID management company provides an office and a dedicated phone number for the district. It also holds contracts for Sidewalk Operations & Beautification and District Identity services with various companies and ensures that all work is completed. Additionally, the BID management company works with the City of Los Angeles and handles all financial and administrative requirements.

Contingency/ City Fees/ Reserve: \$66,360 (9%)

The contingency for 2015 will continue to be 9% of the budget and is used to cover slow and no pay assessments and unexpected expenditures as well as City Fees charged by the City of Los Angeles and County of Los Angeles for collection and distribution of revenue.

Total Estimate of Cost for 2015:

A breakdown of the total estimated 2015 budget is attached to this report as Appendix A.

Method and Basis of Assessment:

The method and Basis for levying the 2015 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 linear street frontage, lot square footage, building square footage & assessable single-family residential building square footage with different rates for each zone according to frequency and type of service and benefit received.

CPI Increase (5% max): 0%

Benefit Zone	Linear Frontage	Lot Square Footage	Building Square Footage	Single Family Residential Parcels – Sq. Ft. of building space
1	\$10.40	\$0.104	\$0.052	\$ 0.3121
2	\$ 5.20	\$0.0312	\$0.0312	\$ 0.3121
3	\$10.40	n/a	n/a	n/a

The District’s Management District Plan allows for a maximum annual assessment increase of 5%. The Board voted for no increase for 2015.

The District’s 2015 Total Assessment is \$622,742.07.

Surplus Revenues: At the end of 2014, the District will have an estimated \$111,596 of surplus revenue that may be rolled over into 2015 budget excluding November and December expenses. The District Board of Directors authorized the rollover at the October 17, 2014 Board of Directors meeting.

Anticipated Deficit Revenues: There are no deficit revenues that will be carried over to 2015.

Amount of Contributions from other sources: The District anticipates receiving a grant for the end of 2014. The approval of the grant is pending and the District expects notification of the award in August of 2015. If approved, the grant will be for \$3,000.

Appendix A

Total Estimate of Cost for the Lincoln Heights Business and Community Benefit District Fiscal Year 2015

Estimated Receivables

2015 Assessments	\$ 622,742.07
2014 Carryover (estimated)	\$ 111,596
2015 Estimated Contributions	\$ 3,000
Total Estimated Budget	\$ 737,338.07

Estimated Expenditures

Sidewalk Operations & Beautification	\$ 501,390.29 (68%)
District Identity	\$ 66,360.37 (9%)
Administrative/Corporate Operations	\$ 103,227.41 (14%)
Contingency/ City Fees/ Reserve	\$ 66,360 (9%)
Total Estimated Expenditures	\$737,338.07