

ECONOMIC DEVELOPMENT COMMITTEE REPORT relative to the Encino Commons (property-based) Business Improvement District's (BID) 2017 Fiscal Year (FY) Annual Planning Report.

Recommendations for Council action:

1. FIND that:

- a. The FY 2017 Annual Planning Report for the Encino Commons BID, attached to the Council file, complies with the requirements of the State Law.
- b. The increase in the 2017 budget concurs with the intentions of the Encino Commons BID's Management District Plan and does not adversely impact the benefits received by assessed property owners.

2. ADOPT the FY 2017 Annual Planning Report for the Encino Commons BID, attached to the Council file, pursuant to the State Law.

Fiscal Impact Statement: The City Clerk reports that there is no impact to the General Fund associated with this action.

Community Impact Statement: None submitted.

Summary:

On March 28, 2017, your Committee considered a February 17, 2017 City Clerk report relative to the Encino Commons (property-based) BID's 2017 FY Annual Planning Report. According to the City Clerk, the Encino Commons BID was established on April 13, 2016 by and through the City Council's adoption of Ordinance No. 184242 which confirmed the assessments to be levied upon properties within the BID, as described in the District's Management District Plan. Council established the BID pursuant to State Law.

State Law requires that the BID's owners' association shall cause to be prepared, for Council's consideration, an Annual Planning Report for each FY 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 FY, shall contain all of the following:

- a. Any proposed changes in the boundaries of the BID or in any benefit zones within the BID.
- b. The improvements and activities to be provided for that FY.
- c. An estimate of the cost of providing the improvements and activities for that FY.
- d. The method and basis of levying the assessment in sufficient detail to allow each real

