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CITY CLERK

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# City of Los Angeles CALIFORNIA



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January 26, 2015

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

Council District 12

**REGARDING: THE OLD GRANADA VILLAGE (PROPERTY-BASED) BUSINESS  
IMPROVEMENT DISTRICT'S 2015 FISCAL YEAR ANNUAL  
PLANNING REPORT**

Honorable Members:

The Office of the City Clerk has received the Annual Planning Report for the Old Granada Village Business Improvement District's ("District") 2015 fiscal year (CF 11-1180). 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 Old Granada Village Business Improvement District's Annual Planning Report for the 2015 fiscal year is presented with this transmittal for City Council's consideration as "Attachment 1."

## BACKGROUND

The Old Granada Village Business Improvement District was established on September 14, 2011 by and through the City Council's adoption of Ordinance No. 181879, 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 PLANNING 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 District's total budget has increased due to a large rollover of unspent funds from 2014 and a community beautification grant from the County of Los Angeles. The increased funding has not changed the description of the budget categories approved in the Management District Plan and the City Clerk does not recognize any adverse impacts to the special benefits received by property owners due to this action.

The attached Annual Planning Report 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 Planning 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.

#### FISCAL IMPACT

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

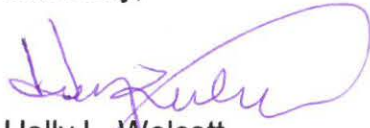
#### RECOMMENDATIONS

That the City Council:

1. FIND that the attached Annual Planning Report for the Old Granada Village Business Improvement District's 2015 fiscal year complies with the requirements of the State Law.
2. FIND that the increase in the 2015 budget concurs with the intentions of the Old Granada Village Business Improvement District's Management District Plan and does not adversely impact the benefits received by assessed property owners.
3. ADOPT the attached Annual Planning Report for the Old Granada Village Business Improvement District's 2015 fiscal year, pursuant to the State Law.

Honorable Members of the City Council  
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Sincerely,



Holly L. Wolcott  
City Clerk

HLW:GRA:MCP:RMH:ev

Attachment: Old Granada Village Business Improvement District's 2015 Fiscal Year  
Annual Planning Report



December 18, 2014

Holly L. Wolcott, City Clerk  
Office of the City Clerk  
200 North Spring Street, Room 224  
Los Angeles, CA 90012

Subject: Old Granada Village PBID 2015 Annual Planning Report

Dear Ms. Wolcott:

As required by the Property and Business Improvement District Law of 1994, California Streets and Highways Code Section 36650, the Board of Directors of the Old Granada Village Business Improvement District has caused this Old Granada Village Business Improvement District Annual Planning Report to be prepared at its meeting of December 15, 2014.

This report covers proposed activities of the Old Granada Village BID from January 1, 2015 through December 31, 2015.

Sincerely,

A handwritten signature in blue ink, appearing to read "Brian S. Miller", is written over a light blue horizontal line.

Brian S. Miller  
Executive Director  
Old Granada Village Business Improvement District

**Old Granada Village  
Business Improvement District**

**2015 Annual Planning  
Report**

**District Name**

This report is for the Old Granada Village Business Improvement District (District). The District is operated by the Granada Hills Improvement Association, a California non-profit corporation.

**Fiscal Year of Report**

This report applies to the 2015 Fiscal year. The District Board of Directors approved the 2015 Annual Planning Report at the December 15, 2014 Board of Director's meeting.

**Boundaries**

There are no changes to the District boundaries for 2015.

**Benefit Zones**

The District has three benefit zones. For 2015 there will be no changes to the District's benefit zones.

**2015 IMPROVEMENTS, ACTIVITIES AND SERVICES**

**Image Enhancement: \$174,567 (75.11%)**

These services are designed to increase foot traffic, improve the commercial core, increase marketing of commercial entities in the District and improve the aesthetic appearance of the District and include: a) Streetscape Improvements – inclusive of landscaped medians, parkways and sidewalks; additional street furniture and tree planting; decorative amenities such as medallions or flags; crosswalk enhancements and other improvements, as approved by the Owner's Association; b) The Marketing/Promotions budget will include newsletters and other promotional materials, seasonal decorations, special events and other programs that will promote the BID.

**Maintenance: \$21,218 (9.13 %)**

Landscaped medians will be kept clear of trash and debris, weeded weekly, and fertilized regularly. Irrigation systems will be continually checked and serviced. Sidewalks will be kept clean and benches will be wiped down and kept graffiti free.

**Administration: \$28,644 (12.32%)**

Included in the Administration component are the costs for a part-time Executive Director, bookkeeping, office expenses, legal and accounting fees, bank charges, preparation of required reports and insurance.

**Special Projects/Contingency: \$7,981 (3.43%)**

The Special Projects/Contingency budget includes City/County collection fees, and additional projects the Owners' Association deems appropriate.

**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 Levying the 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 footage for three (3) Benefit Zones. Assessments are determined by lot square footage. The assessment rates for 2015 are as follows:

**Zone 1**

Lot: \$0.1443 per square foot

**Zone 2**

Lot: \$0.0721 per square foot

**Zone 3**

Lot: \$0.0144 per square foot

**(There is No CPI increase for 2015)**

**Surplus Revenues**

At the end of 2014, the District will have an estimated \$78,916 of surplus revenue that will be rolled over into 2015 budget. The District Board of Directors authorized the rollover at the December 15, 2014 Board of Director's meeting.

**Anticipated Deficit Revenues**

There are no deficit revenues that will be carried over to 2015.

**Contributions from Sources other than assessments: \$35,000**

A \$35,000 community beautification grant was approved by LA County Supervisor Antonovich towards the White Oak Parkways improvement project to cover costs that exceeded available funding.

**APPENDIX A - TOTAL ESTIMATED REVENUES/EXPENDIURES FOR THE OLD GRANADA VILLAGE BID - FY 2015**

	<b>Zone 1</b>	<b>Zone 2</b>	<b>Zone 3</b>	<b>Total</b>	
<b>2015 Assessments</b>	\$79,056	\$15,546	\$23,892	<b>\$118,494</b>	
<b>Estimated Carryover from 2014</b>	\$78,916	\$0	\$0	<b>\$78,916</b>	
<b>Other Income</b>	\$35,000	\$0	\$0	<b>\$35,000</b>	
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$192,972</b>	<b>\$15,546</b>	<b>\$23,892</b>	<b>\$232,410</b>	
<b>2015 Estimated Expenditures</b>					<b>Pct.</b>
Image Enhancement	\$151,759	\$7,192	\$15,616	<b>\$174,567</b>	75.11%
Maintenance	\$18,218	\$3,000	\$0	<b>\$21,218</b>	9.13%
Administration	\$18,990	\$3,854	\$5,800	<b>\$28,644</b>	12.32%
Special Projects/Contingency	\$4,005	\$1,500	\$2,476	<b>\$7,981</b>	3.43%
<b>TOTAL ESTIMATED EXPENDITURES</b>	<b>\$192,972</b>	<b>\$15,546</b>	<b>\$23,892</b>	<b>\$232,410</b>	100.00%