

**Tarzana Safari Walk  
Business Improvement District  
Management District Plan**

**For  
A Property Based  
Business Improvement District  
In Tarzana**

**SEPTEMBER 2017**

**Prepared by  
Tarzana Improvement Association**

## TABLE OF CONTENTS

### For the Tarzana Safari Walk Business Improvement District (District) Tarzana, California

#### CONTENTS

Section Number	Page Number
1. Management District Plan Summary	3-5
2. Business Improvement District Boundaries	6-8
3. District Improvement and Activity Plan	9-13
4. Assessment Methodology	14-16
5. District Rules	17
6. Implementation Timetable	17
7. Parcel Number Assessment Roll	18
<b>Attachment</b>	
A. District Boundary Map	19-20
B. Engineer's Report	

## **Section 1 Management District Plan Summary**

**Name of District:** The name of the proposed renewed Property-based Business Improvement District is the **Tarzana Safari Walk Business Improvement District** (the “District”). The District is being renewed pursuant to Section 36600 et seq. of the California Streets and Highways Code. The “Property and Business Improvement District Law of 1994 as amended”, hereinafter referred to as State Law.

**Governance:** Developed by the Tarzana Safari Walk Business Improvement District Renewal Committee and Board of Directors, the Tarzana Safari Walk Business Improvement District Plan is proposed to continue to improve and convey special benefits to assessed parcels located within the Tarzana Safari Walk Business Improvement District area. The District will provide new and continued improvements and activities which include beautification and streetscape improvements, district identity/marketing/promotions, administration and management for the assessed parcels in the District. Each of the programs is designed to meet the goals of the District: to improve the image of the District, to retain existing businesses, to stimulate ancillary businesses and services, and to increase building occupancy which will improve lease rates to the assessed parcels within the District.

The District Renewal Committee determined it was in the best interest of the majority of assessed parcels within the proposed district to maintain the historic boundaries of the District to better serve parcels. Therefore, the District will not eliminate or include any additional parcels. This District was selected because it has the unique designation of being a pedestrian oriented area according to the Los Angeles Department of City Planning. These properties are part of the Tarzana Community Central Business District.

The Owners Association will review District budgets and policies annually within the limitations of the Management District Plan. Annual and quarterly reports, financial statements and newsletters will be filed with the City of Los Angeles (City). The Owners Association will oversee the day-to-day implementation of services as defined in the Management District Plan

**Boundary:** The overall boundary in the proposed District is the same boundary as the boundary in the current District. See Section 2, Page 6 and map as attachment A.

**Budget:** The total District budget for the 2018 year of operation is approximately \$70,570.83.

The Operating Budget for 2018 is composed of the following elements:

**Improvements, Activities, Services:**

**Beautification and Streetscape Improvements      \$ 29,639.75                      42%**

**Enhanced Beautification Programs**

- Trash removal
- Tree trimming
- Weed abatement
- Trash receptacle repair and replacement
- Medallion repair and replacement
- Graffiti removal

**Streetscape Improvements**

- Street signal improvements
- Special crosswalks enhancement
- Sidewalk Pavers
- Tree Planting
- Decorative Lighting

**District Identity/Marketing and Promotions      \$ 16,937.00                      24%**

- Website
- Social media
- Newsletters
- Advertising banners
- District events

**Administration and Management                      \$ 23,994.08                      34%**

- City fees
- Accounting and insurance
- Office space and supplies
- Consulting fees

**Method of Financing:** A levy of special assessments upon real property that receives special benefits from the improvements and activities. (See Section 4, for assessment methodology)

**Benefit Zones:** The State Law and State Constitution Article XIID require that special assessments be levied according to the special benefit each parcel receives from the improvements. All assessed parcels within the Tarzana Safari Walk Business Improvement District receive the same service at a proportional level resulting in only one benefit zone. The District includes a total of 36 assessed parcels represented by 27 individual property owners.

**Cost:** Annual assessments are based upon an allocation of program costs and a calculation of assessable footage.

**Cap:** Assessments will be subject to an annual increase not to exceed 5% per year. Increases will be determined by the Business Improvement District Owners Association Board of Directors and will vary between 0% and 5% in any given year.

**District Renewal:** District renewal requires submission of favorable petitions from property owners representing more than 50% of total assessments to be paid and the return of mail ballots evidencing a majority of weighted ballots cast in favor of the assessment. Ballots are weighed by each property owner's assessment as proportionate to the total proposed District assessment amount.

**Duration:** The District will have a 5 year life beginning January 1, 2018 and ending December 31, 2022.

**Section 2**  
**Tarzana Safari Walk**  
**Business Improvement District Boundaries**

**Summary** - The District boundaries include all parcels fronting Ventura Blvd. bordered by:

1. The east side of the Burbank Blvd./Crebs Avenue intersection as the western boundary;
2. The west side of Reseda Blvd. intersection as the eastern boundary;
3. Parcels on the south side of Ventura Blvd. which includes lots north of the alley.
4. Parcels on the north side of Ventura Blvd. which includes lots south of the alley.

**Benefit Zones** - The Safari Walk Business Improvement District includes all 36 parcels on Ventura Blvd. (one parcel deep) known as the Tarzana Safari Walk Business Corridor between Burbank Blvd./Crebs Avenue on the west and Reseda Blvd. on the east. There is one benefit zone within the proposed renewed District.

**District Boundary Rationale**

The District boundaries include all parcels fronting along Ventura Boulevard in the community of Tarzana between Crebs Avenue and Burbank Boulevard and Reseda Boulevard. In addition, the corner parcels on Reseda Boulevard, Mecca Avenue, Amigo Avenue, Yolanda Avenue, Crebs Avenue and Burbank Boulevard will be assessed for frontages on said side streets in addition to frontages on Ventura Boulevard. The assessed parcels currently are a mix of retail, office, service, restaurant and commercial parking uses. Services and improvements provided by the District are designed to provide special benefits to the retail, office, service, restaurant and commercial parking uses. These services and improvements provided are in the form of improving the economic and environmental vitality by increasing building occupancy and lease rates. They also encourage new business development, attract residential serving businesses and services and encourage commerce to the commercial uses within the District. These properties are considered part of the Tarzana Community Central Business District and have different marketing needs and receive special benefits from the improvement and activities provided to the District.

In order to ensure parcels outside the District will not specifically benefit from the improvements and services funded within the assessment, improvements and services will only be provided within the boundaries of the District. The Central Business District has the unique designation of being a pedestrian oriented area according to the Los Angeles Department of City Planning. Specifically, beautification and similar service providers employed in connection within the District will not provide services outside District boundaries, nor will District promotional efforts promote activities outside District boundaries.

**Northern Boundary:** The northern boundary of the Tarzana Safari Walk Business Improvement District abuts the southern boundary of the alley way that is between Clark Street and Ventura Boulevard, as well as the alley way that is between Burbank Boulevard and Ventura Boulevard. The properties which are north of these alley ways are primarily zoned residential. The Ventura Boulevard corridor is comprised of commercially zoned parcels. Parcel No. 2160-006-037 is zoned both C2-1L and R3-1. The northern portion of this parcel is used primarily for parking. No residential units exist on this parcel. In addition, this parcel abuts Clark Street since no public alley way exists.

All of the services provided, such as trash removal, tree trimming and weed abatement in Tarzana Safari Walk are services that are over and above the City's baseline level of services and are not provided by the City. These services are not provided outside the District and because of the unique nature of these services focusing on each property within the District they provide particular and distinct benefits to each of the assessed parcels within the District. Each assessed parcel within the District is assessed regardless of property use. In order to ensure that parcels outside of the District will not specially benefit from the unique improvements and services funded with the assessment, improvements and services will only be provided to individual assessed parcels within the boundaries of the District.

**Eastern Boundary:** The eastern boundary of the Tarzana Safari Walk Business Improvement District abuts the boundary of Reseda Boulevard. The properties which are east of Reseda Boulevard and outside the eastern boundary of the Tarzana Safari Walk Business Improvement District are commercial. These properties are not considered part of the Tarzana Community Central Business District and have different marketing needs and do not receive special benefits from the improvement and activities provided to the District. The businesses to the east are not designated as a pedestrian oriented area. The type of retail and commercial activities allowed in a pedestrian oriented area are more restrictive than would be permitted for these commercial establishments to the east.

All of the services provided, such as trash removal, tree trimming and weed abatement of Tarzana Safari Walk are services that are over and above the City's baseline level of services and are not provided by the City. These services are not provided outside the District and because of the unique nature of these services focusing on each property within the District they provide particular and distinct benefits to each of the assessed parcels within the District. Each assessed parcel within the District receives these special benefits and is assessed regardless of property use. In order to ensure that parcels outside of District will not specially benefit from the unique improvements and services funded with the assessment, improvements and services will only be provided to individual assessed parcels within the boundaries of the District.

**Southern Boundary:** The southern boundary of the Tarzana Safari Walk Business Improvement District was determined by the zoning and use of the parcels south of the

District boundaries. The parcels south of the district boundaries are zoned primarily residential. Commercial zoning along the Ventura Boulevard Corridor is generally only one parcel deep. The public alley ways separate the residential from the commercial zoned properties. These parcels are zoned as commercial. There is no public alley way to Parcel No. 2161-026-005. Directly south of this parcel is Redwing Street with single family homes.

Pertaining to air space, Parcel No. 2161-026-006 within the District boundaries is being excluded from any assessments. This air space on the southern portion of this parcel has been rezoned, subdivided and developed with 10 residential condominiums (APN 2161-026-006 to 020). State law concludes that residential zoned parcels will not benefit from the District programs. These programs are designed to provide special benefits to retail, office, service, restaurant and commercial parking uses to the assessed parcels within the District. In order to ensure that parcels outside of the District will not specially benefit from the unique improvements and services funded with the assessment, improvements and services will only be provided within the boundaries of the District.

**Western Boundary:** The properties which are west of Burbank Boulevard/Crebs Avenue are commercial. The businesses to the west represent a different culture with auto related uses and other businesses that do not promote the pedestrian friendly environment of the selected Property Business Improvement District. These properties are not considered part of the Tarzana Community Central Business District and have different marketing needs and would not receive benefits from the improvement and activities to be provided to the District. The Central Business District has the unique designation of being a pedestrian oriented area according to the Los Angeles Department of City Planning. The type of retail and commercial activities allowed in this pedestrian oriented area are more restrictive than would be permitted for the commercial establishments to the west.

All of the services provided, such as trash removal, tree trimming and weed abatement of Tarzana Safari Walk are services that are over and above the City's baseline level of services and are not provided by the City. These services are not provided outside the District and because of the unique nature of these services focusing on each property within the District they provide particular and distinct benefits to each of the assessed parcels within the District. In order to ensure that parcels outside of District will not specially benefit from the unique improvements and services funded with the assessment, improvements and services will only be provided to individual assessed parcels within the boundaries of the District.



### **Section 3 District Improvements and Activity Plan**

#### **Process to Establish the Improvement and Activity Plan**

Through a series of property owner meetings the Tarzana Safari Walk Business Improvement District Renewal Committee collectively determined the priority for improvements and activities to be delivered by the Business Improvement District. The primary needs as determined by the property owners were: beautification and streetscape improvements, and district identity/marketing and promotions. All of the improvements and activities detailed below are provided only to the properties defined as being within the boundaries of the District and provide benefits which are particular and distinct to each of the properties within the proposed District. No improvements or activities are provided to properties outside the District boundaries. All assessments outlined in this Management District Plan are only for services directly benefiting each of the assessed parcels within the District. None of the beautification, marketing, promotions, district identity, and streetscape improvements will be provided outside the District boundaries.

All benefits derived from the assessments outlined in the Management District Plan are for services directly benefiting the assessed parcels within this area and support increased commerce, business attraction, business retention, district identity and increased business investment of individual parcels within the commercial core. All beautification and streetscape improvements, district identity/marketing and promotions, and administration and management are provided solely to assessed parcels within the District to enhance the image and viability of these parcels and businesses within the Tarzana Safari Walk Business Improvement District. They are designed only for the direct special benefit of the assessed commercially zoned parcels in the District. No services will be provided to parcels outside the district boundaries.

The total adjusted improvement and activity budget for 2018 is projected at \$71,773.05. Of the total adjusted budget, special benefit to parcels within the District totals \$70,570.83. General benefit from the District budget is calculated to be \$1,202.22 and is not funded by assessment revenue from District parcels. The costs of providing each of the budget components was developed from actual experience obtained in providing these same services over the last five years of operation of the Tarzana Safari Walk Business Improvement District. Actual service frequency may vary in order to match varying District needs over the five year life of the District. The budget is made up of the following components.

## **Beautification and Streetscape Improvements**

### **Enhanced Beautification Program**

In order to consistently deal with beautification and cleaning, the enhanced beautification will continue to be provided as it has since 1998. A multi-dimensional approach has been developed consisting of the following elements: trash removal, tree trimming, weed abatement, trash receptacle and medallion repair and replacement and graffiti removal. These services will only be provided to properties with District boundaries. The special benefit to parcels from these services is increased commercial activity which directly relates to increases in lease rates and customer usage.

**Trash Removal:** A service provider picks up trash from the special Tarzana Safari Walk trash receptacles that have been provided by the Owners Association along the Business Improvement District boundaries. In addition, a second service provider sweeps litter, debris, and refuse from sidewalks and gutters. This service has substantially decreased the amount of litter along the District's walkways. A cleaner environment for businesses, employees, visitors and shoppers will increase commerce in the District. Dirty and unclean sidewalks deter pedestrians and commercial activity.

**Tree Trimming:** Professional tree trimming crews periodically prune and trim the trees located in the Tarzana Safari Walk Business Improvement District. This service will produce a more aesthetically pleasing commercial venue for each individual assessed parcel in the District and, as a result, will increase commerce to the District's business community.

**Weed Abatement:** Weeds are removed as they become unsightly. Removal of weeds will enhance the District and make it more attractive for customers and pedestrian shoppers, and thereby, increase commerce to the District.

**Trash receptacle and medallion repair and replacement:** Trash receptacles and medallions in the district are repaired and maintained on a regular basis. Maintenance of these distinctive Tarzana Safari Walk streetscape identification items will promote commerce to the District because of the increase in the pedestrian activity within the District.

**Graffiti Removal:** The service provider removes graffiti by painting and using solvents. This maintenance program will keep the District from visual blight and enhance pedestrian activity within the District. When there is an increase in pedestrian activity, this usually increases commerce to the District's businesses.

Commercial parcels benefit from the District's beautification programs that work to provide greater pedestrian traffic, increased sales, an enhanced business climate, new business attraction, business retention and increased business investment.

## **Streetscape Improvements**

Streetscape improvements will be implemented within the District in an effort to increase pedestrian activity and attract customers to the individually assessed parcels within the District boundaries. The District will work with various City departments in order to continue the beautification programs and streetscape improvements that brand the District with its unique identity. Such improvements have already been done in other Business Improvement Districts throughout the City by creating unique demarcations for each District and helping them to define their unique District identity from neighboring areas that compete for commerce.

These improvements will include, but are not limited to:

- Decorative District-branded pedestrian crosswalks
- Unique District-branded sidewalk paver installations
- Improvements to street signals
- Tree plantings for beautification
- Decorative lighting

## **District Identity/Marketing and Promotions**

It is important to not only provide the services needed in the district, but to tell the story of improvement in the District. The special benefit to District assessed parcels from these services is increased commercial activity which directly relates to increases in lease rates and enhanced commerce. Some of the District identity/marketing and promotions programs currently in place or being considered are:

- Quarterly “Tarzana Safari Walk” Newsletter
- “Tarzana Safari Walk” Web Site
- Outreach through social media
- Promotional Banners for “Tarzana Safari Walk”
- Special Events
- Property Owner Communication
- Property Owner Survey
- Business Owner Communication

## **Administration and Management**

The improvements and activities of the District are managed by a small volunteer staff. Management staff oversees the District’s services which in part are contracted for by third party professional vendors. Management staff works on behalf of the District assessed parcels to insure that City and County services and policies support the District. Costs to renew the District, insurance, occupancy costs, office costs, professional services, costs to conduct a yearly financial review as well as City fees and uncollectible assessments are included in this budget item.

All of the services, programs and projects will create a more pleasing environment within the District that is conducive to future viability of each individual assessed parcel within the District. This will increase commerce to each individual assessed parcel and as a result attract and retain new business and make a more attractive area for shoppers, visitors and workers.

**Five Year Operating Budget**

A projected five-year operating budget for the Tarzana Safari Walk Business Improvement District is provided below. The projections are based upon the following assumptions:

As indicated previously, assessments will be subject to annual increases not to exceed 5% per year. Increases will be determined by the Owners Association and will vary between 0% and 5% in any given year. The projections below illustrate a maximum 5% annual increase for all budget items. Any change will be approved by the Owners Association Board of Directors and submitted to the City of Los Angeles within its annual planning report.

The cost of providing programs and services may vary depending on the market cost for those programs and services. Expenditures may require adjustment up or down to continue the intended level of programs and services. The Owners Association shall have the right to reallocate up to 10% by the line item of the budget allocation within the budgeted categories. Any change will be approved by the Owners Association Board of Directors and submitted to the City of Los Angeles within its annual planning report, pursuant to Section 36650 of the California Streets and Highways Code. The overall budget shall remain consistent with this Management District Plan. Each assessed parcel pays for 100% of the special benefit received based on the level of benefit received.

**Benefit Service Percentages**

<b>Beautification and Streetscape Improvements</b>	<b>42%</b>
<b>District Identity/Marketing and Promotions</b>	<b>24%</b>
<b>Administration and Management</b>	<b>34%</b>

**Year 1-5 Maximum District Assessments for Each of the Three Categories**

<b>TARZANA SAFARI WALK BID</b>					
<b>BID Year</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
Operation Year	2018	2019	2020	2021	2022
<u>Work Plan Elements</u>					
1. Administration/Management	\$23,994.08	\$25,193.78	\$26,453.47	\$27,776.15	\$29,164.95
2. District Identity/Marketing/Promotions	\$16,937.00	\$17,783.85	\$18,673.04	\$19,606.69	\$20,587.03
3. Beautification/Streetscape Improvements	\$29,639.75	\$31,121.74	\$32,677.83	\$34,311.72	\$36,027.31
<b>Total Assessments</b>	<b><u>70,570.83</u></b>	<b><u>74,099.37</u></b>	<b><u>77,804.34</u></b>	<b><u>81,694.56</u></b>	<b><u>85,779.29</u></b>
4. General Benefits	<u>\$1,202.22</u>	<u>\$1,262.33</u>	<u>\$1,325.45</u>	<u>\$1,391.72</u>	<u>\$1,461.30</u>
<b>Grand Total</b>	<b><u>\$71,773.05</u></b>	<b><u>\$75,361.70</u></b>	<b><u>\$79,129.79</u></b>	<b><u>\$83,086.28</u></b>	<b><u>\$87,240.59</u></b>

**Year 1-5 Maximum District Assessment Rates (assumes 5% annual increase)**

	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
<b>Land Area Rate (per SF)</b>	<b>\$0.09305</b>	<b>\$0.09770</b>	<b>\$0.10259</b>	<b>\$0.10772</b>	<b>\$0.11310</b>
<b>Street Frontage Rate (per LF)</b>	<b>\$0.94892</b>	<b>\$0.99637</b>	<b>\$1.04618</b>	<b>\$1.09849</b>	<b>\$1.15342</b>

**\*Assumes 5% yearly increase on all budget items.** Note: Any accrued interest or delinquent payments will be expended in the above categories

**Budget Adjustments**

Any annual budget surplus will be rolled into the following year's District budget. The budget will be set accordingly, within the constraints of the management plan to adjust for surpluses that are carried forward.

**Bonds**

The Owner's Association will not issue bonds to finance any services or improvements in the District.

## Section 4 Assessment Methodology

The method of financing the special services is based upon the levy of assessments on real property that benefit from proposed improvements and activities. This represents a “benefit assessment district” as defined in the California Streets and Highway Code. The assessments for the Tarzana Safari Walk BID are based upon two variables, which have been endorsed by the property owners as the most fair and equitable for apportionment of assessments to participating assessed parcels within the District. Linear frontage will be assessed on all “street” sides and lot size will be assessed based upon the data verified by the City of Los Angeles.

**The first year annual costs for the Tarzana Safari Walk BID property variables are anticipated to be as follows:**

<i>Property Variable</i>	<i>Total in District</i>	<i>1<sup>st</sup> Year Annual Costs</i>	<i>Revenue Generated by Variable, First Year</i>
<b>Land Area Rate (per SF)</b>	<b>698,072 sq. feet</b>	<b>\$.09305 per square foot</b>	<b>\$64,955.60</b>
<b>Street Frontage (per LF)</b>	<b>5,917.5 linear feet</b>	<b>\$.94892 per linear foot</b>	<b>\$ 5,615.23</b>
<b>Total</b>			<b>\$70,570.83</b>

### Assessment Formula

(lot size x lot size rate per square foot) + (linear frontage x linear rate per linear foot) = annual assessment

### Example

(5,000 square feet x \$.09305) + (100 linear feet x \$.94892) = \$560.14

### Calculation of Assessments

Only special benefits are assessable and these benefits must be separated from any general benefits. The Engineer’s Report has calculated the 1.68% of the programs provided by the District provide general benefits. (See page 8 of the Engineer’s Report for a discussion of general and special benefits.)

### Maximum Annual Assessment Adjustments

The Owners Association will be given the option to increase the assessments annually by an amount not to exceed 5% from the previous year’s assessments. The amount may vary between 0% and 5% in any given year.

### Maximum Assessment Table

See table on page 13.

### **Future Development**

As future new development occurs within the District, current property characteristics and parcel configurations may also change. This may occur due to various land related modifications such as new subdivisions, lot line adjustments, reversions to acreage and parcel consolidations. In turn, parcel size and street frontage measurements may also change. Any such modifications will result in recalculation of assessments for new and/or modified parcels based on assessment rates in affect when such changes occur in accordance with future maximum rates and the assessment methodology delineated in this Plan and the Engineer's Report.

It is noted that any change in assessment formula methodology or rates other than as stipulated in this Plan and the Engineer's Report would require a new Proposition 218 ballot procedure in order to approve such changes.

### **Time and Manner for Collecting Assessments**

As provided by State law, the District assessment will appear as a separate line item on annual property tax bills prepared by the County of Los Angeles. The Los Angeles City Clerk's office will direct bill any property owners whose special assessment does not appear on the tax rolls.

The assessments shall be collected at the same time and in the same manner as for the ad valorem property tax paid to the County of Los Angeles. These assessments shall provide for the same lien priority and penalties for delinquent payment as is provided for the ad valorem property tax.

However, assessments may be billed directly by the City for the first fiscal year of operation and then by the County for all subsequent years. Any delinquent assessments owed for the first years will be added to the property tax roll for the following year. The "property owner" means any person shown as the owner/taxpayer on the last equalized assessment roll or otherwise known to be the owner/taxpayer by the City.

### **Renewal/Disestablishment**

Streets and Highways Code section 36670 provides for the disestablishment, expiration, or renewal of the District. If the District is renewed, any remaining revenues shall be transferred to the new district pursuant to Streets and Highways Code section 36600(b). Prior to or at the end of the District term, any remaining assessment funds may be used to renew the District. Upon District renewal, any remaining assessment funds will be rolled over into the new District. If the District is not renewed, or is terminated for any reason prior to the expiration date, any unexpended and unobligated funds shall be returned to property owners based upon each parcels' percentage contribution to the most recent year's assessments.

### **Government Assessments**

The Tarzana Safari Walk Business Improvement District Management Plan assumes that the City of Los Angeles and other governmental entities will pay assessments for property owned within the boundaries of the District. Article XIII D of the California Constitution was added in November of 1996 to provide for these payments.

Proposition 218, also known as “The Right to Vote on Taxes Act states *“Parcels within a district that are owned or used by any agency, the State of California or the United States shall not be exempt from assessment unless the agency can demonstrate by clear and convincing evidence that those publicly owned parcels in fact receive no special benefit.”*

Currently there are no governmental owned parcels in the Tarzana Safari Walk Business Improvement District.



## **Section 5 District Rules and Regulations**

Pursuant to the Property and Business Improvement law of 1994, as amended, a business improvement district may establish rules and regulations that uniquely apply to the District. The Tarzana Safari Walk Business Improvement District has not adopted any rules.

## **Section 6 Implementation Timetable**

The Tarzana Safari Walk Business Improvement District is expected to begin implementation of the Management District Plan on January 1, 2018. Consistent with State law the Tarzana Safari Walk Business Improvement District will have a five-year life through December 31, 2022.

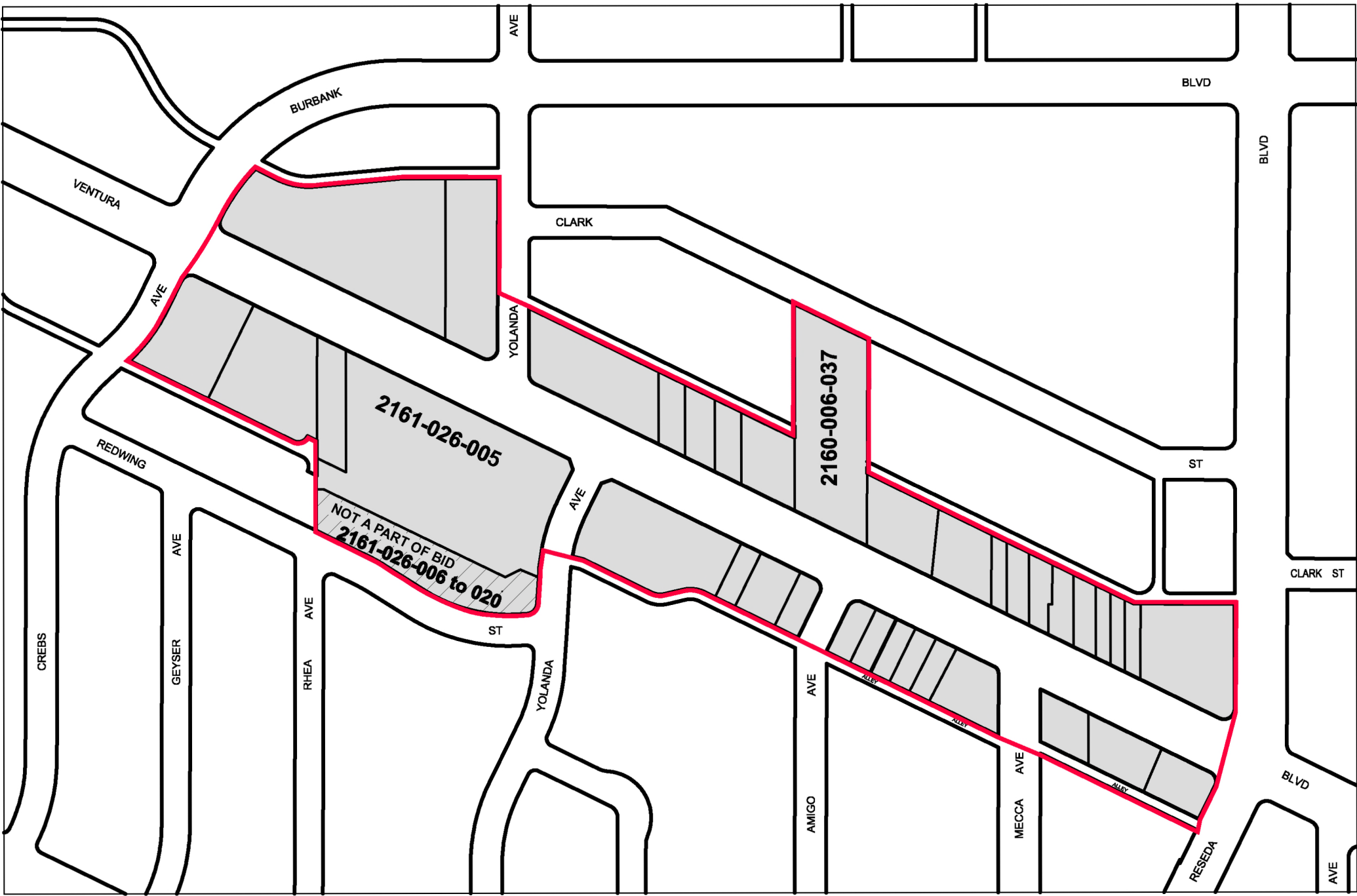
<u><b>Date</b></u>	<u><b>Action/Task</b></u>
Mid '17	• Develop District Management Plan and Engineers Report
Fall '17	• Collect petitions signed by property owners
Fall '17	• Submit majority support petitions to City
Fall '17	• City Council adopts Ordinance of Intention to renew the District
Late Fall '17	• City sends notice and ballot to District property owners
Late Fall '17	• City Council conducts public hearing (ballots due by this date)
Late Fall '17	• Providing no majority ballot protest is filed at the hearing, Council approves Ordinance of Renewal for the District
Late Fall '17	• City Direct Bills Year 1 Assessments

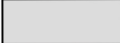

**Section 7  
Parcel Roll**


<b>APN</b>	<b>Annual Assessment</b>	<b>Percentages</b>
2160-002-005	\$3,420.81	4.85%
2160-002-050	\$8,283.83	11.74%
2160-006-009	\$698.91	0.99%
2160-006-010	\$782.67	1.11%
2160-006-011	\$628.64	0.89%
2160-006-028	\$1,398.37	1.98%
2160-006-037	\$4,276.64	6.06%
2160-006-038	\$3,591.97	5.09%
2160-007-007	\$388.44	0.55%
2160-007-008	\$625.79	0.89%
2160-007-010	\$625.79	0.89%
2160-007-011	\$418.20	0.59%
2160-007-026	\$421.57	0.60%
2160-007-027	\$388.44	0.55%
2160-007-028	\$586.93	0.83%
2160-007-029	\$663.23	0.94%
2160-007-034	\$3,483.88	4.94%
2160-007-036	\$1,650.35	2.34%
2160-007-037	\$1,680.20	2.38%
2161-008-018	\$3,050.54	4.32%
2161-008-020	\$3,413.72	4.84%
2161-015-010	\$674.88	0.96%
2161-015-011	\$978.57	1.39%
2161-015-012	\$489.29	0.69%
2161-015-019	\$4,361.11	6.18%
2161-016-003	\$493.01	0.70%
2161-016-004	\$493.01	0.70%
2161-016-006	\$493.19	0.70%
2161-016-007	\$677.34	0.96%
2161-016-050	\$464.31	0.66%
2161-016-051	\$29.08	0.04%
2161-016-052	\$1,534.86	2.17%
2161-017-009	\$1,214.99	1.72%
2161-017-023	\$1,269.10	1.80%
2161-017-024	\$1,039.81	1.47%
2161-026-005	\$15,879.38	22.50%
	<b>Total</b>	<b>100%</b>

# **ATTACHMENT A**

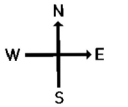
## **TARZANA SAFARI WALK DISTRICT BOUNDARY MAP**



 B.I.D. PARCELS  
 B.I.D. BOUNDARY  
 Ordinance: 172154  
 Council File: 96-0490

CAD GRAPHICS BY  

**JPL Zoning Services**  
 8257 Van Nuys Blvd #101  
 Van Nuys, CA 91401  
 (818)781-0016

**TARZANA**  
 SAFARI WALK BUSINESS IMPROVEMENT DISTRICT

  
 NOT TO SCALE  
 JPL- 8119

# **ATTACHMENT B**

## **TARZANA SAFARI WALK BUSINESS IMPROVEMENT DISTRICT**

### **ENGINEER'S REPORT**