

HOLLY L. WOLCOTT  
CITY CLERK  
-----  
PETTY F. SANTOS  
EXECUTIVE OFFICER

**City of Los Angeles**  
CALIFORNIA



ERIC GARCETTI  
MAYOR

OFFICE OF THE  
CITY CLERK  
  
Neighborhood and  
Business  
Improvement District  
Division  
200 N. Spring Street,  
Room 395  
Los Angeles, CA. 90012  
(213) 978-1099  
FAX: (213) 978-1130  
-----  
PATRICE LATTIMORE  
DIVISION MANAGER

[clerk.lacity.org](http://clerk.lacity.org)

October 26, 2020

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

Council Districts 1, 10

REGARDING:

**THE BYZANTINE LATINO QUARTER-PICO (PROPERTY BASED) BUSINESS  
IMPROVEMENT DISTRICT'S 2021 FISCAL YEAR ANNUAL PLANNING REPORT**

Honorable Members:

The Office of the City Clerk has received the Annual Planning Report for the Byzantine Latino Quarter-Pico Business Improvement District's ("District") 2021 fiscal year (CF 14-0101). The owners' association of the District has caused to be prepared the Annual Planning Report for City Council's consideration. In accordance with the Property and Business Improvement District Law of 1994, California Streets and Highways Code Section 36650, an Annual Planning Report for the District must be submitted for approval by the City Council. The Byzantine Latino Quarter-Pico Business Improvement District's Annual Planning Report for the 2021 fiscal year is presented with this transmittal for City Council's consideration as "Attachment 1."

**BACKGROUND**

The Byzantine Latino Quarter-Pico Business Improvement District was established on August 8, 2018 by and through the City Council's adoption of Ordinance No. 185687 which confirmed the assessments to be levied upon properties within the District, as described in the District's Management District Plan. The 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 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 contributions to be made from sources other than assessments levied.

The attached Annual Planning Report, which was approved by the District's Board at their meeting on September 14, 2020, 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

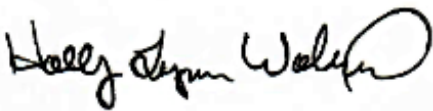
There is no impact to the General Fund associated with this action.

### RECOMMENDATIONS

That the City Council:

1. FIND that the attached Annual Planning Report for the Byzantine Latino Quarter-Pico Business Improvement District's 2021 fiscal year complies with the requirements of the State Law
2. FIND that the increase in the 2021 budget concurs with the intentions of the Byzantine Latino Quarter-Pico 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 Byzantine Latino Quarter-Pico Business Improvement District's 2021 fiscal year, pursuant to the State Law.

Sincerely,

A handwritten signature in black ink, appearing to read "Holly L. Wolcott". The signature is written in a cursive style with a large, looped final letter.

Holly L. Wolcott

City Clerk

Attachment:

Byzantine Latino Quarter-Pico Business Improvement District's 2021 Fiscal Year Annual Planning Report

October 26, 2020

Holly L. Wolcott, City Clerk  
Office of the City Clerk  
200 North Spring Street, Room 395  
Los Angeles, CA. 90012

Subject: Byzantine Latino Quarter-Pico PBID 2021 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 Byzantine Latino Quarter-Pico Business Improvement District has caused this Byzantine Latino Quarter-Pico Business Improvement District Annual Planning Report to be prepared at its meeting on September 14, 2020.

This report covers proposed activities of the Byzantine Latino Quarter-Pico BID from January 1, 2021 through December 31, 2021.

Sincerely,

A handwritten signature in cursive script that reads "Moises Gomez".

Moises Gomez

LANI

# Byzantine Latino Quarter-Pico Business Improvement District

2021 Annual Planning Report

### **District Name**

This report is for the Byzantine Latino Quarter-Pico Business Improvement District (District). The District is operated by the Los Angeles Neighborhood Initiative, Inc., a California non-profit corporation.

### **Fiscal Year of Report**

The report applies to the 2021 Fiscal Year. The District Board of Directors approved the 2021 Annual Planning Report at the September 14, 2020 Board of Director's meeting.

### **Boundaries**

There are no changes to the District boundaries for 2021.

### **Benefit Zones**

There are no changes to the District's benefit zone(s) for 2021.

## **2021 IMPROVEMENTS, ACTIVITIES AND SERVICES**

### **Lanscaping, Sanitation & Beautification: \$130,385.60 (68.80%)**

These activities may include, but are not necessarily limited to, the following: street sweeping; sidewalk sweeping; public alley sweeping; sidewalk pressure washing; graffiti removal; sticker removal; street litter pick-up; planting of new or replacement trees; and, irrigation and operation of landscaping, trees, public art, signage, lighting, and other improvements that may be installed by the District, the City, or other entities.

### **Marketing & Promotions: \$4,358.82 (2.30%)**

Marketing, promotions, and public relations initiatives may include, but are not limited to, the following: street branding “medallions;” street banners; roof top sign maintenance; public right of way clock repair; holiday decorations; a website; a newsletter for property owners; special printing, graphics or advertising; public relations activities; special events or activities; placement of promotional materials in various media; creation and operation of “shop local” incentive programs; etc.

### **Policy Development, District Management & Administration: \$36,007.65 (19.00%)**

The purpose of the Policy Development, Management, and Administration Program is to create a well managed District that optimizes the use of the assessment funds through

effective vendor selection and contract management, excellent communications with stakeholders, effective advocacy on behalf of parcel interests, effective board and committee coordination, and sound fiscal management.

**Office, Insurance, Accounting & Other: \$18,761.89 (9.90%)**

Various District office supply, printing, insurance, accounting, bookkeeping, service, rental, telephone, meeting expense, database, computer, furnishing, equipment, other necessary yet general expenses, and a reserve for non-collected assessments that will be incurred by the District are included in this budget category. These costs are incurred to implement all other District improvements and activities.

**Total Estimate of Cost for 2021**

A breakdown of the total estimated 2021 budget is attached to this report as **Appendix A**.

**Method and Basis of Levying the Assessment**

The Method for levying the 2021 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 square footage. Assessments are determined by lot square footage, building square footage and linear frontage. The assessment rates for 2021 are as follows:

Lot: \$0.0147 per square foot  
Building: \$0.0256 per square foot  
Frontage: \$1.4516 per linear foot

**(There is a 3.3% CPI increase for 2021)**

**Surplus Revenues: \$0.00**

There are no surplus revenues that will be carried over to 2021.

**Anticipated Deficit Revenues**

There are no deficit revenues that will be carried over to 2021.

**Contribution from Sources other than assessments: \$9,478.70**

General Benefit Payment

**APPENDIX A- TOTAL ESTIMATED REVENUES/EXPENDITURES FOR THE Byzantine Latino Quarter-Pico BID- FY 2021**

<b>2021 Assessments</b>	\$180,035.26	
<b>Estimated Carryover from 2020</b>	\$0.00	
<b>Other Income</b>	\$9,478.70	
<b>Total Estimated Revenues</b>	<b>\$189,513.96</b>	
<b>2021 Estimated Expenditures</b>		<b>Pct.</b>
<b>Lanscaping, Sanitation &amp; Beautification</b>	\$130,385.60	<b>68.80%</b>
<b>Marketing &amp; Promotions</b>	\$4,358.82	<b>2.30%</b>
<b>Policy Development, District Management &amp; Administration</b>	\$36,007.65	<b>19.00%</b>
<b>Office, Insurance, Accounting &amp; Other</b>	\$18,761.89	<b>9.90%</b>
<b>Total Estimated Expenditures</b>	<b>\$189,513.96</b>	<b>100%</b>