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March 9, 2020

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

Council Districts 3

REGARDING:

THE TARZANA SAFARI WALK (PROPERTY BASED) BUSINESS IMPROVEMENT DISTRICT'S 2020 FISCAL YEAR ANNUAL PLANNING REPORT

Honorable Members:

The Office of the City Clerk has received the Annual Planning Report for the Tarzana Safari Walk Business Improvement District's ("District") 2020 fiscal year (CF 17-1306). 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 Tarzana Safari Walk Business Improvement District's Annual Planning Report for the 2020 fiscal year is presented with this transmittal for City Council's consideration as "Attachment 1."

BACKGROUND

The Tarzana Safari Walk Business Improvement District was established on January 2, 2018 by and through the City Council's adoption of Ordinance No. 185424 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 an 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 December 11, 2019, 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

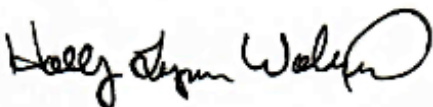
There is no impact to the General Fund associated with this action.

RECOMMENDATIONS

That the City Council:

1. FIND that the attached Annual Planning Report for the Tarzana Safari Walk Business Improvement District's 2020 fiscal year complies with the requirements of the State Law
2. FIND that the increase in the 2020 budget concurs with the intentions of the Tarzana Safari Walk 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 Tarzana Safari Walk Business Improvement District's 2020 fiscal year, pursuant to the State Law.

Sincerely,



Holly L. Wolcott
City Clerk

Attachment:

Tarzana Safari Walk Business Improvement District's 2020 Fiscal Year Annual Planning Report

March 9, 2020

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

Subject: Tarzana Safari Walk PBID 2020 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 Tarzana Safari Walk Business Improvement District has caused this Tarzana Safari Walk Business Improvement District Annual Planning Report to be prepared at its meeting on December 11, 2019.

This report covers proposed activities of the Tarzana Safari Walk BID from January 1, 2020 through December 31, 2020.

Sincerely,

Anne Osman

Anne Osman

Tarzana Improvement Association

Tarzana Safari Walk
Business Improvement District

2020 Annual Planning Report

District Name

This report is for the Tarzana Safari Walk Business Improvement District (District). The District is operated by the Tarzana Improvement Association, a California non-profit corporation.

Fiscal Year of Report

The report applies to the 2020 Fiscal Year. The District Board of Directors approved the 2020 Annual Planning Report at the December 11, 2019 Board of Director's meeting.

Boundaries

There are no changes to the District boundaries for 2020.

Benefit Zones

There are no changes to the District's benefit zone(s) for 2020.

2020 IMPROVEMENTS, ACTIVITIES AND SERVICES

Beautification and Streetscape Improvements: \$32,384.07 (42.10%)

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. 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.

District Identity/Marketing and Promotions: \$19,335.93 (25.14%)

Services and activities include a quarterly newsletter, website, outreach through social media, promotional banners, special events, and various forms of communication with property owners such as surveys, and other activities.

Administration and Management: \$25,193.79 (32.76%)

Included are costs associated with the administration of the District, renewal of the District, insurance, occupancy costs, office costs, professional services, costs to conduct a yearly financial review, as well as City fees and uncollectible assessments.

Total Estimate of Cost for 2020

A breakdown of the total estimated 2020 budget is attached to this report as **Appendix A.**

Method and Basis of Levying the Assessment

The method of financing the special services is based upon the levy of assessments on real property that benefit from proposed improvements and activities. Assessments are determined by linear frontage, including all “street” sides, and lot size according to County Assessor data.

The assessment rates for 2020 are as follows:

Frontage Linear Foot: 0.9537

Lot Square Foot: 0.0935

(There is a 5.0% CPI increase for 2020)

Surplus Revenues: \$1,552.08

In past years surplus revenues were earmarked for a pedestrian hybrid beacon. Since there was a change of policy regarding surplus revenues Tarzana Safari Walk will explore other options to fund this crosswalk.

There was a small surplus revenue of \$1552.08 from revenues allocated for district identity/marketing and promotion. The Board of Directors voted to use these funds specifically for a website update. Unfortunately, the webmaster (Web Corner) was unable to work on these updates due to his December schedule, but has promised to begin work on the website as soon as possible.

Anticipated Deficit Revenues

There are no deficit revenues that will be carried over to 2020.

Contribution from Sources other than assessments: \$1,262.33

General Benefit

APPENDIX A- TOTAL ESTIMATED REVENUES/EXPENDITURES FOR THE Tarzana Safari Walk BID- FY 2020

2020 Assessments	\$74,099.38	
Estimated Carryover from 2019	\$1,552.08	
Other Income	\$1,262.33	
Total Estimated Revenues	\$76,913.79	
2020 Estimated Expenditures		Pct.
Beautification and Streetscape Improvements	\$32,384.07	42.10%
District Identity/Marketing and Promotions	\$19,335.93	25.14%
Administration and Management	\$25,193.79	32.76%
Total Estimated Expenditures	\$76,913.79	100%