

# Old Granada Village 2021-2026 Business Improvement District

## 2022 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**

The report applies to the 2022 Fiscal Year. The District Board of Directors approved the 2022 Annual Planning Report at the October 27, 2021 Board of Director's meeting.

### **Boundaries**

There are no changes to the District boundaries for 2022.

### **Benefit Zones**

There are no changes to the District's benefit zone(s) for 2022.

### **2022 IMPROVEMENTS, ACTIVITIES AND SERVICES**

#### **Streetscape Service: \$79,234.81 (60.46%)**

Streetscape Services are described as follows: with the use of day porters, sidewalks will be kept clean and benches will be wiped down and kept graffiti free. Landscaped medians will be kept clear of trash, debris and weeds on a regular basis. Irrigation systems will be continually checked and serviced. Landscaping will be kept trimmed and shaped to maintain pedestrian clearance. Newly planted trees will be watered on a regular basis until mature enough to be self-sustaining. Hanging baskets (real or artificial flowers) will be maintained/replaced, as needed. Sidewalk and gutter areas will be pressure washed on a regular basis.

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The BID has put a total of \$13,000 into Reserve Fund #1 as outlined in the Management District Plan with \$5,400 coming from the previous BID's revenue. This line item was created to fund the replacement of the hanging flower baskets. The original cost of replacement was \$19,500 but that amount has doubled due to rising costs and continued inflation. The BID is seeking possible alternatives and may have to replace the baskets over a period of time to allow for the increased expenditure.

The BID has also placed \$5,000 into Reserve Fund #2 that will fund implementation of a more extensive single phased thematic streetscape improvement. It is yet to be determined

what this project may entail but the BID continues to investigate possibilities. If the cost of the hanging baskets does not align with original projections, the BID may use these funds to supplement Reserve Fund #1.

**Marketing: \$4,148.26 (3.17%)**

Marketing may include, but is not limited to, newsletters, website and social media management, development and distribution of promotional materials (such as event flyers, business coupon books, business directories/maps), seasonal decorations (Zone 1 only), special events, media advertising and other programs that will promote the array of goods and services available within the OGV BID.

**Program Management: \$28,799.93 (21.97%)**

Program Management includes the cost of personnel to oversee implementation of the various programs, services and improvement projects delineated in this Plan during the OGV BID's 6-year term. This element also includes oversight of the Owners' Association's compliance with the terms of its contract with the City. Program Management also includes accounting/bookkeeping fees and Directors & Officers and General Liability insurance.

**Operations: \$18,875.37 (14.40%)**

Operations includes the costs associated with operating a successful and professional OGV BID such as legal services, printing, postage, supplies, production of the Annual Planning Report and Budget and quarterly reports. It also covers the costs associated with OGV BID renewal, as well as City and/or County fees associated with their oversight of the OGV BID.

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The BID has reserved \$2,100 towards the cost of BID renewal in beginning in Year 4. The cost of renewal can run upwards of \$20,000 and funds must be reserved over the life of the BID to cover this expenditure.

**Total Estimate of Cost for 2022**

A breakdown of the total estimated 2022 budget is attached to this report as **Appendix A**.

**Method and Basis of Levying the Assessment**

The Method for levying the 2022 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 2022 are as follows:

Zone 1

Lot: \$0.159 per square foot

Zone 2

Lot: \$0.0795 per square foot

Zone 3

Lot: \$0.0159 per square foot

**(There is No CPI increase for 2022)**

**Surplus Revenues: \$0.00**

There are no surplus revenues that will be carried over to 2022.

**Anticipated Deficit Revenues**

There are no deficit revenues that will be carried over to 2022.

**Contribution from Sources other than assessments: \$2,602.00**

General Benefit

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**APPENDIX A- TOTAL ESTIMATED REVENUES/EXPENDITURES FOR THE Old Granada Village 2021-2026 BID- FY 2022**

	<b>Zone 1</b>	<b>Zone 2</b>	<b>Zone 3</b>	<b>Total</b>	
<b>2022 Assessments</b>	\$86,921.17	\$16,297.58	\$25,237.62	<b>\$128,456.37</b>	
<b>Estimated Carryover from 2021</b>	\$0.00	\$0.00	\$0.00	<b>\$0.00</b>	
<b>Other Income</b>	\$1,760.59	\$329.98	\$511.43	<b>\$2,602.00</b>	
<b>Total Estimated Revenues</b>	<b>\$88,681.76</b>	<b>\$16,627.56</b>	<b>\$25,749.05</b>	<b>\$131,058.37</b>	
<b>2022 Estimated Expenditures</b>					<b>Pct.</b>
<b>Streetscape Service</b>	\$53,613.15	\$10,053.54	\$15,568.12	<b>\$79,234.81</b>	<b>60.46%</b>
<b>Marketing</b>	\$2,808.14	\$525.64	\$814.48	<b>\$4,148.26</b>	<b>3.17%</b>
<b>Program Management</b>	\$19,487.83	\$3,653.82	\$5,658.28	<b>\$28,799.93</b>	<b>21.97%</b>
<b>Operations</b>	\$12,772.64	\$2,394.56	\$3,708.17	<b>\$18,875.37</b>	<b>14.40%</b>
<b>Total Estimated Expenditures</b>	<b>\$88,681.76</b>	<b>\$16,627.56</b>	<b>\$25,749.05</b>	<b>\$131,058.37</b>	<b>100%</b>

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