

September 15, 2020

Patrice Lattimore, Chief  
Business Improvement District Division  
Office of the City Clerk  
200 North Spring Street  
Room 395  
Los Angeles, CA 90012

**RE: 2021 Annual Report for The Wilmington Commercial District (merchant-based) Business Improvement District**

Dear Ms. Lattimore,

As required under our agreement with the City of Los Angeles, the Wilmington Chamber is pleased to submit the following report for The Wilmington Commercial District Business Improvement District ("District") for the calendar year of 2021. This report outlines the District's proposed goals, plans, programs and budget.

The Wilmington Chamber presented the attached 2021 Annual Report to the District's Board of Directors at their meeting of September 15, 2020 at which time the Report was approved by the majority of the BID's Directors.

On behalf of the Board of Directors, I present this 2021 Annual Planning Report for The Wilmington Commercial District Business Improvement District to the Office of the City Clerk and to the Los Angeles City Council for their review and approval.

Please call me if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads "Dan Hoffman". The signature is written in a cursive, flowing style.

Dan Hoffman, Executive Director  
Wilmington Chamber of Commerce

# 2021 Annual Report

## The Wilmington Commercial District Business Improvement District

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**District Name:** This report is for The Wilmington Commercial District Business Improvement District

**Fiscal Year of Report:** This report applies to the 2021 Fiscal year only.

**Total estimate of Cost for 2021:** A breakdown of the total estimated 2021 budget for the Wilmington Commercial District Business Improvement District is attached to this report as **Appendix A** and described in the **Improvement and Activities for 2021** section below.

**Boundaries:** The boundaries of The Wilmington Commercial District Business Improvement District will remain the same for the 2021 fiscal year as in previous fiscal years and are as follows: N Avalon Blvd. bounded by Opp Street on the north and "F" Street on the south and Anaheim Street which is bounded by Lakme Avenue on the east and Island Avenue on the west. A map of the boundaries is attached to this report as **Appendix B**.

**Benefit Zones:** The Wilmington Commercial District Business Improvement District has one benefit zone.

**Improvements and Activities for 2020:** The following are the improvements and activities planned for The Wilmington Commercial District Business Improvement District in order by category as listed in the Management District Plan:

**Maintenance:** The maintenance supplied in 2020 will continue in 2021. Three times per week, 'Clean Wilmington' will pick up debris and trash on sidewalk, curbs and easements; maintain tree wells; wipe off benches; remove advertisement/posters and tape off poles: \$18,638.75. The contract service provider will pressure wash sidewalks on Avalon and Anaheim twice a year as needed: \$10,000. The cost of providing this maintenance for 2021 is estimated at \$28,638.75, 63% of the budget.

**Marketing:** We will contract with Derka Lite Industries for the Banner and Light installation and removal for the Holidays. The cost for putting up and taking down the Holiday Decorations is estimated at \$6,764.24. cost for production and distribution of newsletters and other marketing efforts is estimated at \$1,413.57 (Includes production and distribution of newsletters), 18% of the budget.

**Administration:** The Wilmington Chamber will continue to administer the contracts, calls, accounting and verification of accounts. The cost of providing administration/accounting for 2021 is estimated at \$1,633.44, 4% of the 2021 Budget.

**Security:** The security for 2021 will be 11% of the budget and is used to provide an inviting and safe environment for two weeks during the holiday season. The 11% estimate for 2021 is \$5,000.

**Reserve:** The reserve for 2021 will be 4% of the budget and is used to cover uncollected assessments and unexpected expenditures. The 4% reserve for 2020 is \$2,036.26.

**Method and Basis of Assessment:**

The assessment formula is based upon the number of workers employed by each of the businesses within the project area boundaries. There are one hundred and fifty-two (152) operating businesses for which the projected total assessment value is \$43,450.00 attached to this report as **Appendix C**. New start ups for fiscal year 2021 shall be exempt for this year.

The rate is to be assessed based upon the number of full-time employees as follows:

Sole Proprietor with No Employees	\$150.00
1 - 3 Employees	\$250.00
4 – 6 Employees	\$500.00
7 – 9 Employees	\$1,000.00
10 – 19 Employees	\$1,500.00
20 + Employees	\$3,000.00

**Amount of Surplus/Deficit from previous Fiscal Year:** Based on expenditures for December 31, 2020 and the balance of accounts the District has a surplus from the 2020 fiscal year of \$2,036.26 to be carried over into the 2021 fiscal year. There is no deficit from 2020 to be carried over. The BID did not receive any other contributions other than the assessments levied.

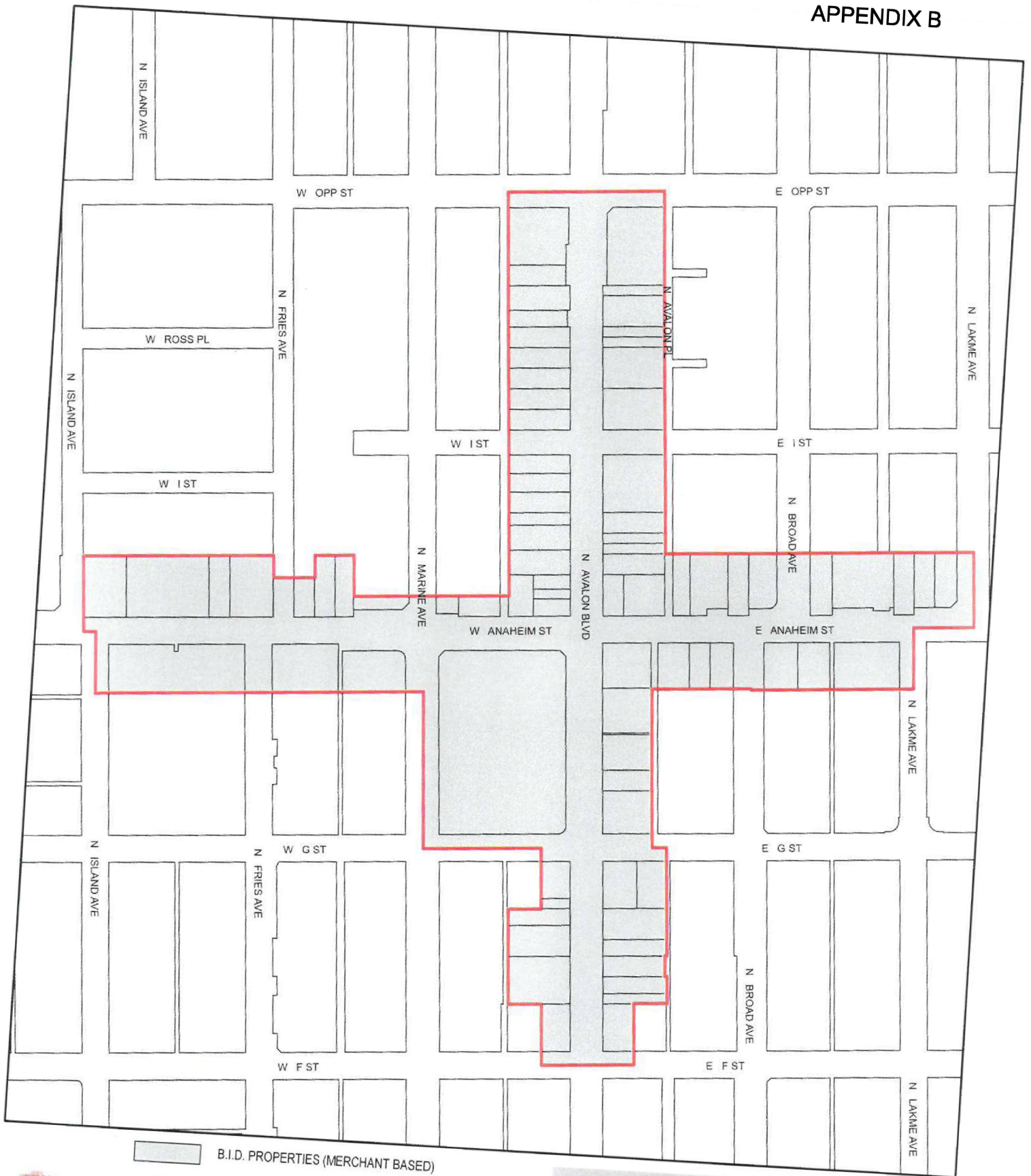
**Advisory Board Members for the Wilmington Commercial District Business Improvement District:** A list of the 2020/2021 Advisory Board Members is attached to this report as **Appendix D**.

## Appendix A

Revenue and Expense Report for period 01.01.2021 to 12.31.2021

<b>2021 Revenue</b>		
	2021 B.I.D. Assessments	\$43,450.00
	Balance Year END 12.31.20	\$ 2,036.26
	<b>Total Revenue</b>	<b>\$45,486.26</b>
<b>2019 Expenses</b>		
<b>Administration</b>	Accounting	\$ 1,633.44
	<b>Total Administration</b>	<b>\$ 1,633.44</b>
<b>Maintenance</b>	Cleanup Sidewalks, Gutters	\$18,638.75
	Steam Cleaning	\$10,000.00
	<b>Total Maintenance</b>	<b>28,638.75</b>
<b>Marketing</b>	Holiday Lights and Banners	\$6,764.24
	Additional Marketing	\$1,413.57
	<b>Total Marketing</b>	<b>\$8,177.81</b>
<b>Security</b>	Thanksgiving through Christmas Holidays	\$5,000
	<b>Total Security</b>	<b>\$5,000</b>
	<b>Reserve</b>	<b>\$2,036.26</b>
<b>2021 Total Budget</b>		<b>\$45,486.26</b>

# APPENDIX B



B.I.D. PROPERTIES (MERCHANT BASED)  
 B.I.D. BOUNDARY



**WILMINGTON**  
**BUSINESS IMPROVEMENT DISTRICT**  
 Not to Scale

Mapped By: DEPARTMENT OF CITY PLANNING - GIS DIVISION

# APPENDIX C

## Willmington 2021 Assessments

Business Address	2021 Assessment
104 E Anaheim St	\$150
104 W Anaheim St #A	\$150
104 W Anaheim St #B	\$150
104 W Anaheim St #C	\$150
104 W Anaheim St #D	\$150
105 E Anaheim St	\$150
106 E Anaheim St	\$150
107 E Anaheim St #A	\$150
108 E Anaheim St	\$150
108 W Anaheim St	\$3,000
108 W Anaheim St	\$150
109 E Anaheim St	\$150
110 E Anaheim St	\$150
111 E Anaheim St	\$150
113 E Anaheim St	\$250
114 E Anaheim St	\$150
115 W Anaheim St	\$150
117 W Anaheim St	\$150
119 1/2 W Anaheim St	\$150
120 W Anaheim St	\$3,000
122 W Anaheim St	\$150
124 E Anaheim St	\$150
124 W Anaheim St	\$150
125 E Anaheim St #A	\$500
125 E Anaheim St #B	\$250
125 E Anaheim St #H	\$250
125 E Anaheim St #I&J	\$250
125 E Anaheim St #L	\$250
125 E Anaheim St #M	\$250
125 E Anaheim St #N	\$150
125 E Anaheim St #O	\$150
125 W Anaheim St	\$150
126 E Anaheim St	\$150
126 W Anaheim St	\$150
128 E Anaheim St	\$150
128 W Anaheim St	\$250
130 W Anaheim St	\$150
131 W Anaheim St	\$500
132 W Anaheim St	\$250
137 E Anaheim St	\$250
140 W Anaheim St #A	\$500
140 W Anaheim St #B	\$500
140 W Anaheim St #C	\$500
140 W Anaheim St #D	\$150
200 E Anaheim St	\$250

201 W Anaheim St	\$250
208 W Anaheim St #A	\$150
208 W Anaheim St #B	\$150
208 W Anaheim St #C	\$250
208 W Anaheim St #D	\$150
208 W Anaheim St #F	\$150
208 W Anaheim St #G	\$150
208 W Anaheim St #H	\$150
215 E Anaheim St	\$250
215 W Anaheim St	\$150
216 E Anaheim St	\$150
220 W Anaheim St #A	\$150
220 W Anaheim St #C	\$250
221 W Anaheim St	\$250
222 E Anaheim St	\$150
223 W Anaheim St	\$150
224 E Anaheim St	\$150
225 W Anaheim St	\$250
228 E Anaheim St	\$150
229 W Anaheim St	\$500
232 E Anaheim St	\$150
233 E Anaheim St	\$150
233 E Anaheim St	\$150
233 E Anaheim St	\$500
234 E Anaheim St	\$150
305 W Anaheim St	\$500
313 W Anaheim St	\$150
329 W Anaheim St	\$1,000
336 W Anaheim St	\$3,000
336 W Anaheim St	\$150
336 W Anaheim St	\$150
339 W Anaheim St	\$1,500
600 N Avalon Blvd #A	\$150
600 N Avalon Blvd #D	\$150
601 N Avalon Blvd #A & D	\$150
601 N Avalon Blvd #A & D	\$150
601 N Avalon Blvd #A & D	\$150
601 N Avalon Blvd #C	\$150
612 N Avalon Blvd	\$150
616 N Avalon Blvd	\$150
618 N Avalon Blvd	\$150
620 N Avalon Blvd	\$150
621 N Avalon Blvd	\$150
623 N Avalon Blvd	\$150
626 N Avalon Blvd	\$150
629 N Avalon Blvd #A	\$150

629 N Avalon Blvd #C	\$150
629 N Avalon Blvd #D	\$150
634 N Avalon Blvd	\$150
636 N Avalon Blvd	\$250
640 N Avalon Blvd	\$250
640 N Avalon Blvd	\$250
702 N Avalon Blvd	\$250
702 N Avalon Blvd	\$250
710 N Avalon Blvd	\$150
714 N Avalon Blvd	\$250
714 N Avalon Blvd	\$250
734 N Avalon Blvd	\$250
736 N Avalon Blvd	\$150
738 N Avalon Blvd	\$150
801 N Avalon Blvd	\$250
802 N Avalon Blvd #12	\$150
802 N Avalon Blvd #9	\$150
804 N Avalon Blvd	\$150
805 N Avalon Blvd	\$250
807 N Avalon Blvd	\$150
808 1/2 N Avalon Blvd	\$150
808 N Avalon Blvd	\$150
809 N Avalon Blvd #A	\$150
810 1/2 N Avalon Blvd #3	\$150
810 N Avalon Blvd	\$250
811 N Avalon Blvd	\$150
812 N Avalon Blvd	\$150
813 N Avalon Blvd	\$500
815 N Avalon Blvd	\$250
818 N Avalon Blvd	\$150
822 N Avalon Blvd #E	\$150
822 N Avalon Blvd #G	\$150
822 N Avalon Blvd #I	\$150
824 N Avalon Blvd #K	\$150
825 N Avalon Blvd	\$150
827 N Avalon Blvd	\$150
829 N Avalon Blvd	\$150
831 N Avalon Blvd	\$500
900 N Avalon Blvd	\$250
905 N Avalon Blvd	\$150
920 N Avalon Blvd	\$150
922 N Avalon Blvd	\$150
926 N Avalon Blvd	\$150
927 N Avalon Blvd	\$150



927 N Avalon Blvd	\$150
927 N Avalon Blvd	\$150
929 N Avalon Blvd	\$150
933 N Avalon Blvd	\$250
934 N Avalon Blvd	\$250
935 N Avalon Blvd	\$150
950 N Avalon Blvd #101	\$500
950 N Avalon Blvd #102	\$150
950 N Avalon Blvd #103	\$150
950 N Avalon Blvd #104	\$150
950 N Avalon Blvd #105	\$150
950 N Avalon Blvd #106	\$250
950 N Avalon Blvd #108	\$150
950 N Avalon Blvd #109	\$150
950 N Avalon Blvd #110	\$150
950 N Avalon Blvd #111	\$150
951 N Avalon Blvd	\$3,000
<b>Total</b>	<b>\$43,450</b>

## APPENDIX D

### 2021 Wilmington Commercial Business Improvement District Advisory Board Members

#### **Name/ Company**

**Ricardo Sanchez, The Maya Restaurant**

**Olga Chavez, Marathon**

**Ken Dami, Phillips 66**

**Patrick Wilson, Fast Lane Transportation**

**Kevin Courtney, H.J. Baker & Bro., Inc.**

**Craig Louis, Louis Equipment Family Holdings**

**Anthony Santich, Vopak**

**Brissa Sotelo-Vargas, Valero (President Elect)**

**Robert McKoy, Wilmington Youth Sailing Center (Secretary)**

**Amy Grat, EXP**

**Juan Rivas, ACX Global**

**Cecilia Moreno, Port of Los Angeles (V.P. Special Events)**

**Sergio Carrillo, Carrillo Strategies (President)**

**Kaj Palsson, International Cargo Equipment**

**Moises Figueroa, SA Recycling**

**Jesse Moreno, Jesse Moreno CPA (CFO)**

**Elizabeth Hernandez Hanna, C.S.U. Dominguez Hills (V.P. Membership)**

**Damaris Zuluaga, Self Help Credit Union**

**George Kivett, Kivett Realty**

**Victor Aburto, Banc of California**

**Denish Madalia, Anchor Pointe Inn (V.P. Business Development)**

**Elizabeth Machuca, Synesthesia**