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**Monica Garcia**

Wilmington Chamber of Commerce  
544 North Avalon Blvd., Ste. 104  
Wilmington, CA 90744

**Patrice Lattimore**

Chief, BID Division  
Office of the City Clerk  
200 North Spring St., Room 395  
Los Angeles, CA 90012

Dear Ms. Lattimore,

24th November 2021

**RE: 2022 Annual Report for The Wilmington Commercial District (merchant-based) Business Improvement District**

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 2022. This report outlines the District's proposed goals, plans, programs, and budget.

The Wilmington Chamber presented the attached 2022 Annual Report to the District's Board of Directors at their meeting on November 16, 2021, 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 2022 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,

**Monica Garcia,**

Chief Executive Officer, Wilmington Chamber of Commerce

**Wilmington Chamber of Commerce**

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# 2022 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 2022 Fiscal year only.

**Total estimate of cost for 2022:** A breakdown of the total estimated 2022 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 2022** section below.

**Boundaries:** The boundaries of The Wilmington Commercial District Business Improvement District will remain the same for the 2022 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 2022:** 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 2021 will continue in 2022. 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: \$15,400. 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 2022 is estimated at \$25,400.00, 60.5% of budget.

**Marketing:** We will contract with Dekra Lite Industries for the Banner and Light installation and removal for the Holidays. The cost of lights, installation and tear down of holiday decorations is estimated at \$7,821.70 Cost for production and distribution of newsletters and other marketing efforts is estimated at \$1000.00 (includes production and distribution of newsletter), 21% of the budget.

**Administration:** The Wilmington Chamber will continue to administer the contracts, calls, accounting, audits and verification of accounts. The cost of providing administration/accounting for 2022 is estimated at \$1,578.30, 3.8% of the 2022 Budget.

**Security:** The security for 2022 will be 11.9% of the budget and is used to provide and inviting and safe environment for two weeks during the holiday season. The 11.9% estimate for 2022 is \$5000.

**Reserve:** The reserve for 2022 will be 2.8% of the budget and is used to cover uncollected assessments and unexpected expenditures. The 2.8% reserve for 2022 is \$1168.60 which includes \$168.60 of the 2021 surplus funds.

#### **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 sixty-one(161) operating businesses for which the projected total assessment value is \$41,800.00 attached to this report as **Appendix C**. New start-ups for fiscal year 2022 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, 2021, and the balance of accounts the District has a surplus from the 2021 fiscal year of \$168.60 from Maintenance to be carried over into the 2022 fiscal year and allocated to the Reserve. There is no deficit from 2021 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 2021/2022 Advisory Board Members is attached to this report as **Appendix D**.

## Appendix A

Revenue and Expense Report for period 01.01.2022 to 12.31.2022

### 2022 Revenue

2022 B.I.D. Assessments	\$41,800.00
Projected Balance Year END 12.31.2021	\$168.60
<b><u>Total Revenue</u></b>	<b><u>\$41,968.60</u></b>

### 2022 Expenses

<b>Administration</b>	Annual Audit	\$1,500.00
	Accounting	\$78.30
<b><u>Total Administration</u></b>		<b><u>\$1,578.30</u></b>

### Maintenance

Cleanup Sidewalks, Gutters	\$15,400.00
Steam Cleaning	\$10,000.00
<b><u>Total Maintenance</u></b>	<b><u>\$25,400.00</u></b>

<b>Marketing</b>	Holiday Lights and Banners	\$7,821.70
	Printing and Mailing	\$1000.00
<b><u>Total Marketing</u></b>		<b><u>\$8,821.70</u></b>

<b>Security</b>	Thanksgiving to Christmas Holidays	\$5,000.00
<b><u>Total Security</u></b>		<b><u>\$5,000.00</u></b>

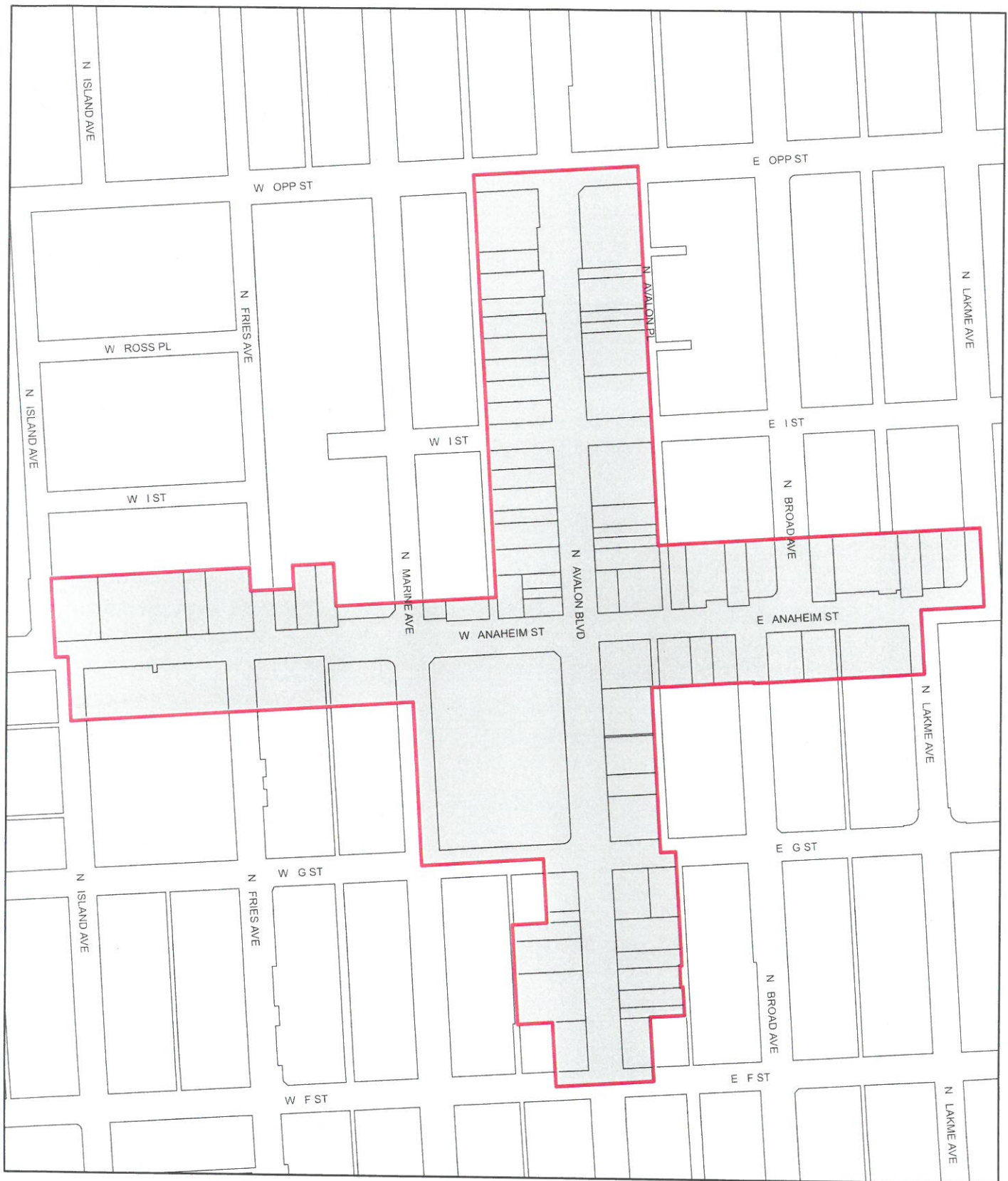
**Reserve**

**\$1,168.60**

**2022 Total Budget**

**\$41,968.60**

# Appendix B



 B.I.D. PROPERTIES (MERCHANT BASED)

 B.I.D. BOUNDARY



Council File 10-0084  
Ordinance 182463



**WILMINGTON**

**BUSINESS IMPROVEMENT DISTRICT**  
Not to Scale

Mapped By: DEPARTMENT OF CITY PLANNING - GIS DIVISION



## Appendix C

### Wilmington Commercial Business District Data

Site Address	2022 Assessment	New Businesses 2022
111 E Anaheim St	150	
104 W Anaheim St #A	150	
950 N Avalon Blvd #110	150	
636 N Avalon Blvd	250	
220 W Anaheim St #748	150	
629 N Avalon Blvd #C	150	
140 W Anaheim St #C	500	
950 N Avalon Blvd #102	150	
808 1/2 N Avalon Blvd	150	
822 N Avalon Blvd #G	150	
224 E Anaheim St	150	
600 N Avalon Blvd #D	150	
601 N Avalon Blvd #A	250	
125 E Anaheim St #A	500	
951 N Avalon Blvd	3000	
140 W Anaheim St #A1	250	
140 W Anaheim St #D	150	
824 N Avalon Blvd #W		
824 N Avalon Blvd #O		
829 N Avalon Blvd	150	
208 W Anaheim St #C	250	
125 W Anaheim St	150	
104 W Anaheim St #B	150	
222 E Anaheim St	150	
950 N Avalon Blvd #111	150	
208 W Anaheim St #H	150	
131 W Anaheim St	150	
131 W Anaheim St	500	
336 W Anaheim St	150	
113 E Anaheim St	250	
126 W Anaheim St	150	
927 N Avalon Blvd	150	
104 W Anaheim St #C	150	
124 E Anaheim St	150	
811 N Avalon Blvd	150	
813 N Avalon Blvd	500	
104 W Anaheim St #D	150	



810 N Avalon Blvd	250	
336 W Anaheim St		
220 W Anaheim St #734	150	
128 W Anaheim St	250	
821 N Avalon Blvd		
907 N Avalon Blvd		
120 W Anaheim St	3000	
950 N Avalon Blvd #104	150	
208 W Anaheim St #F	150	
119 1/2 W Anaheim St	150	
934 N Avalon Blvd	250	
736 N Avalon Blvd		
114 E Anaheim St	150	
336 W Anaheim St	3000	
950 N Avalon Blvd #101	500	
802 N Avalon Blvd #12	150	
810 1/2 N Avalon Blvd #3	150	
640 N Avalon Blvd	250	
600 N Avalon Blvd #A	150	
805 N Avalon Blvd	250	
120 E Anaheim		
926 N Avalon Blvd	150	
950 N Avalon Blvd #109	150	
710 N Avalon Blvd	150	
313 W Anaheim St	150	
822 N Avalon Blvd #I	150	
950 N Avalon Blvd #101	150	
623 N Avalon Blvd	150	
125 E Anaheim St #M	250	
810 N Avalon Blvd	150	
911 N Avalon Blvd		
601 N Avalon Blvd #C	150	
808 N Avalon Blvd	150	
714 N Avalon Blvd	250	
225 W Anaheim St	250	
621 N Avalon Blvd	150	
950 N Avalon Blvd #105	150	
125 E Anaheim St #I&J	250	
933 N Avalon Blvd	250	
108 E Anaheim St	150	
117 W Anaheim St	150	

221 W Anaheim St	250	
950 N Avalon Blvd #108	150	
220 W Anaheim St #C	250	
818 N Avalon Blvd	150	
233 E Anaheim St	150	
228 E Anaheim St	150	
124 W Anaheim St	150	
920 N Avalon Blvd	150	
809 N Avalon Blvd #A	150	
125 E Anaheim St #H	250	
601 N. Avalon Blvd #D	150	
130 W Anaheim St	150	
200 E Anaheim St	150	
629 N Avalon Blvd #D	150	
801 N Avalon Blvd	250	
626 N Avalon Blvd	150	
730 N Avalon Blvd	150	
109 E Anaheim St	150	
329 W Anaheim St	1000	
122 W Anaheim St	150	
738 N Avalon Blvd	150	
927 N Avalon Blvd	150	
215 E Anaheim St	250	
702 N Avalon Blvd	250	
208 W Anaheim St #D	150	
336 W Anaheim St	150	
325 E Anaheim St		
305 W Anaheim St	500	
125 E Anaheim St #O	150	
825 N Avalon Blvd	150	
108 W Anaheim St	3000	
702 N Avalon Blvd	250	
734 N Avalon Blvd	250	
822 N Avalon Blvd #G	150	
125 E Anaheim		
824 N Avalon Blvd #K		
922 N Avalon Blvd	150	
928 N Avalon Blvd	150	
223 W Anaheim St	150	
208 W Anaheim St #A	150	
106 E Anaheim St	150	

208 W Anaheim St #B	150	
927 N Avalon Blvd	150	
929 N Avalon Blvd	150	
229 W Anaheim St	500	
233 E Anaheim St	500	
132 W Anaheim St	250	
216 E Anaheim St	150	
827 N Avalon Blvd	150	
107 E Anaheim St #A	150	
618 N Avalon Blvd	150	
708 N Avalon Blvd		
804 N Avalon Blvd	150	
900 N Avalon Blvd	250	
600 N Avalon Blvd #C		
120 E Anaheim		
821 1/2 N Avalon Blvd #5		
905 N Avalon Blvd	250	
137 E Anaheim St	250	
201 W Anaheim St	250	
629 N Avalon Blvd #A	150	
815 N Avalon Blvd	150	
125 E Anaheim St #L	250	
935 N Avalon Blvd	150	
927 N Avalon Blvd		
125 E Anaheim St #B	250	
233 E Anaheim St	150	
232 E Anaheim St	150	
640 N Avalon Blvd	150	
950 N Avalon Blvd #106	250	
339 W Anaheim St	1500	
125 E Anaheim St #C/D/E		
812 N Avalon Blvd	150	
102 E Anaheim		
831 N Avalon Blvd	500	
819 N Avalon Blvd		
714 N Avalon Blvd	250	
140 W Anaheim St #A	500	
601 N Avalon Blvd #D	150	
140 W Anaheim St #B	500	
807 N Avalon Blvd	150	
234 E Anaheim St	150	

	<b>41800</b>	
	<b>2022 BID Assessment</b>	<b>New Business</b>
	<b>=\$41,800.00</b>	<b>= 0</b>

## **Appendix D**

### **2022 Wilmington Commercial Business Improvement District Advisory Board Members**

#### **Name, Company**

Ricardo Sanchez, The Maya Restaurant (VP Membership)

Ken Dami, Phillips 66

Patrick Wilson, Fast Lane Transportation

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

Craig Louis, Louis Equipment Family Holdings

Kevin Lattner, 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 (VP Special Events)

Sergio Carrillo, Carrillo Strategies (President)

Kaj Palsson, International Cargo Equipment

Moises Figueroa, SA Recycling

Jesse Moreno, Jesse Moreno CPA (CFO)

Damaris Zuluaga, Self Help Credit Union

George Kivett, Kivett Realty

Victor Aburto, Banc of California

Denish Mandalia, Anchor Pointe Inn (VP Business Development)

Faviola Ochoa, SoCal Gas

Ted Smith, Potential Industries