

ARLINGTON BUSINESS PARTNERSHIP

ANNUAL REPORT

ARLINGTON BUSINESS IMPROVEMENT DISTRICT

ASSESSMENT RENEWAL
NOVEMBER 1, 2019 – OCTOBER 31, 2020

Prepared by the advisory board of the Arlington Business Improvement District



The advisory board of the Arlington Business Improvement District (ABID) has caused this annual report to be prepared. The purpose of this annual report is to comply with the provisions of the State of California Streets and Highways Code Division 18, Part 6, City of Riverside Ordinance No. 6626, and the Riverside Municipal Code (RMC) Chapter 3.48, all of which require preparation of this annual report.





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Image One Camera and Video

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City of Riverside Parks, Recreation, and
Community Services Department

Chris MacArthur, Ex Officio Director
Riverside City Council - Ward 5

Jim Perry, Ex Officio Director
Riverside City Council - Ward 6

ADMINISTRATIVE STAFF

Andrew F. Guerra Jr.
Executive Director

Oswaldo D. Puerta
Communications & Outreach Coordinator

WELCOME

Arlington Business Partnership's (ABP) mission of representing and promoting Arlington businesses and the BID to stimulate the local economy, and initiate improvement projects, thus creating a sense of pride for all who live, work and do business in Arlington continued to serve as the foundation of our activities throughout the year. Never underestimating the importance of our role in the growth of the Arlington BID, we've maintained our commitment to serving as the voice of the diverse Arlington business community.

The components of the Arlington business community are varied and many. The businesses, residents, and property owners all contribute to the makeup of what makes the Arlington BID a desirable location to live, work, and shop. ABP continues to ensure that the Arlington business community has support through information, representation and contribution in keeping Arlington on its upward trajectory of economic growth.

With growth, ABP values the collaboration among our many stakeholders, residents, owners, community partners, and the City of Riverside. Our dedicated staff will continue to identify and address on-going needs and issues of our ever-changing business community; but it is through direct and consistent leadership from our Board of Directors and workings of our committees, that ABP will maintain a close tab on the pulse of the Arlington business community.

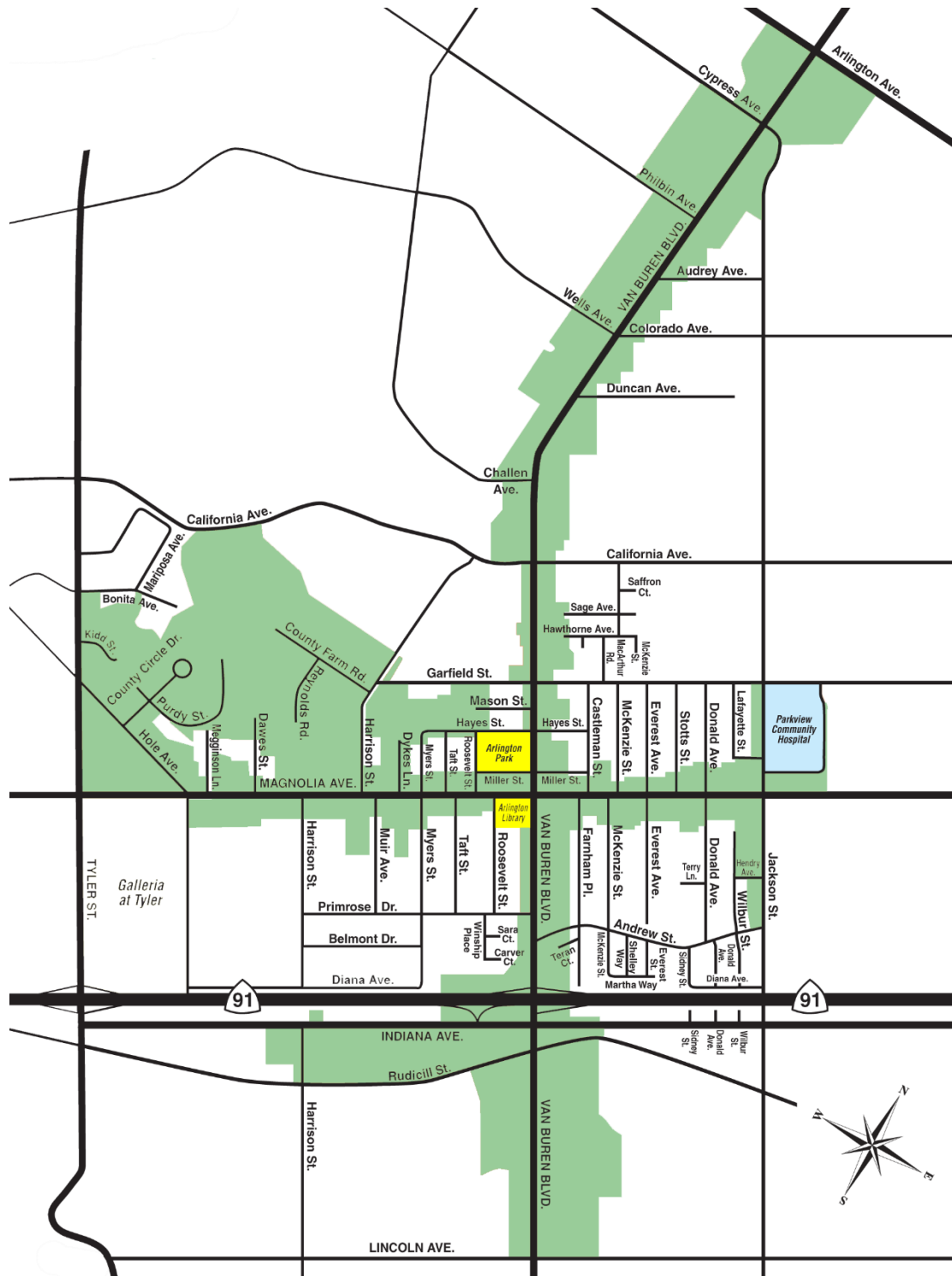
Whether providing Physical Improvement Program grants to business owners or producing informational business workshops and signature community events like the Annual Chili Cook-off & Car/Cycle Show; ABP seeks to equip our businesses with the resources and tools to succeed. This encompasses attention to core areas including advocacy; marketing and events; business recruitment and beautification.

With 2019 ending, we look to 2020 as an opportunity to furthering the mission of ABP and the continued promotion of the Arlington BID for your everyday need!

Respectful Submitted,

Andrew F. Guerra Jr.
Executive Director

Enrique "Henry" Ayala
Board President, 2018/19





(2) The improvements and activities to be provided for the year.

In accordance with City Ordinance No. 6626 and Chapter 3.48 of the R.M.C., we have outlined the activities, improvements, and new efforts being recommended for the year 2019/2020.

General and Administration - ABP recommends the continued budget allocation for existing staff (2 FT/1 PT) and office operations at Indiana Business Park, 9800 Indiana Ave., Suite 2, Riverside, CA 92503.

Contributions and Grants - ABP recommends the continued budget allocation for donation/sponsorship request for events/activities held within the Arlington BID or that allow the promotional opportunity for the Arlington BID area or businesses within the Arlington BID.

Physical Improvements and BID Projects - ABP recommends the continued maintenance of entry monument signs, bus shelters, murals, Arlington Park, and Arlington Village Paseo. The following activities will remain: Citrus Crate Label Installation and the Physical Improvement Program (PIP) grants. ABP recommends the continued discussion and development of the following improvements: Installation of a digital "Hope Wall" at the Youth Innovation Center at Arlington Park and American flag pole at Arlington Park monument sign featuring a foundation honoring all military branch's and Arlington's contributions towards military efforts, the re-establishment of a Clean and Safe Program, quarterly Ward 5 and 6 clean-up events, tree trimmings along Magnolia Ave. and Van Buren Blvd., and frequent drives of the BID to report graffiti, homelessness, dumping, etc. to Riverside's 311 Call Center.

Marketing, Events, and Activities - ABP recommends the continued publishing of *The Arlington Times* through Calameo, Constant Contact e-newsletter, social media (Facebook and Instagram), ABP website, and in-person business outreach. The following activities will remain: Winter Wonderland/Winterfest in partnership with the City of Riverside Parks, Recreations & Community Services Department, Annual Chili Cook-Off & Car/Cycle Show, and Movies in the Park in partnership with the Riverside Community Services Foundation. ABP recommends the discussion and advancement of the following activities: Grand opening/breaking ceremony assistance for Arlington BID developments and city facilities, Magnolia Avenue Banner Program, and the advancement and promotion of ABP's Full Occupancy Program featuring listings of commercial properties for lease/sale in the Arlington BID.



The above list of activities, improvements, and new efforts being recommended for the year 2019/2020 are subject to change by recommendation of the ABP Board of Directors or by Members at the Annual Meeting.

(3) An estimate of the cost of providing the improvements and activities for the year.

An estimate of the cost of providing improvements, programs and activities services for the year 2019/2020 are listed below. The cost of providing all improvements and activities is based on anticipated business tax levy revenue for that year.

Additional revenue received during the 2019/2020 year will be used to fund additional efforts in the areas of public events, promotion of business activities, and physical improvements.

PROJECTED REVENUES

Arlington BID Assessment Collection	\$213,000
City of Riverside Arlington BID Funding Agreement	\$100,000
Other Income	\$85,000
Total Revenues	\$398,000

ESTIMATED EXPENSES

General & Administration	\$175,000
Contributions & Grants	\$15,000
Physical Improvements & Projects	\$90,000
Marketing Activities & Events	\$80,000
Reserve Fund (10% of BID Assessment Collection)	\$38,000
Total Expenses	\$398,000

NET INCOME

\$0



(4) The method and basis for levying the assessment in sufficient detail to allow each business owner to estimate the amount of the assessment to be levied against his or her business for the year.

It is proposed that 90% of a business owner's current business tax, with a \$400 maximum cap be applied within the existing boundaries of the Arlington BID. The method for levying this 90% tax assessment is to take the base business tax levied by the City of Riverside and increase it by 90%. To provide business owners with a better understanding of the 90% assessment method, the following example has been provided:

CITY OF RIVERSIDE ARLINGTON BID EXAMPLE BUSINESS TAX PAYMENT – 90% ASSESSMENT WITH \$400 MAXIMUM CAP				
Base Business Tax		Arlington BID Assessment Fee <i>(Base multiplied by 0.90)</i>		Total Business Tax Due
\$650.00	+	\$585.00 (\$400)	=	\$1,235 (\$1,050)

To provide information to new and renewing business owners on the benefits of the Arlington BID, a brochure has been prepared by Arlington Business Partnership for the City of Riverside Finance Department's Business Tax Division to distribute to business license holders within the Arlington BID.

(5) The amount of any surplus or deficit revenues to be carried over from a previous year.

An operational surplus of approximately \$39,508 is reported as of June 30, 2019. The budget adopted by ABP for the fiscal year of November 1, 2018 to October 31, 2019 reflected a balanced budget for the year. Thus, it is anticipated that there will be no significant operational surplus or deficit carried over from the previous fiscal year, other than that due to timing of income and/or expenses.

(6) The amount of any contributions to be made from sources other than assessments levied pursuant to this part.

In addition to the 90% assessment funds levied, the Arlington BID receives funds and contributions from sources other than tax assessments. The contribution sources are listed below. Said funds are in addition to the assessments described above and covered by this part, however, they are spent on improvements and activities within the BID.

OTHER CONTRIBUTIONS	
City of Riverside BID Funding Agreement	\$100,000.00
Sponsorship and Event Income	\$85,000.00
TOTAL CONTRIBUTIONS FROM OTHER SOURCES	\$185,000.00



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