

# CAPITOL HILL BUSINESS IMPROVEMENT DISTRICT

**MARCH 30  
2022**

## **5 YEAR RENEWAL PLAN**

### **Presented to:**

The Honorable Muriel Bowser,  
Mayor of the District of Columbia  
And Kristy Whitfield, Director, Department  
of Small & Local Business Development

Prepared pursuant to the District of  
Columbia Law 11-134, the District of  
Columbia Business Improvement Districts  
Act of 1996 (as amended), to renew a  
business improvement district in  
Washington, D.C. for five years.



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# INTRODUCTION

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## Executive Summary

The following renewal plan for the Capitol Hill Business Improvement District (BID) recommends continuing all of the safety and hospitality, maintenance and beautification, transportation, homeless services, and branding, promoting and marketing programs that the BID currently provides.

The past two years of the pandemic have proven that BIDs are absolutely essential to the health and well-being of the commercial public space. Whether working with the Mayor's office to distribute personal protection gear or wiping down public space furniture, bikes, ATM machines on a daily basis, our services have never been more needed.

At this renewal, no change in the rate, funding mechanism, or boundaries is proposed.

Formed in 2002, the Capitol Hill BID is renewing for the fifth time.



# Capitol Hill Business Improvement District Overview

## I. Vision and Goals

The Capitol Hill Business Improvement District will continue to supplement the services of the government of the District of Columbia in an effort to address the concerns laid out in the Business Plan. Customers and visitors to the BID area should recognize the BID area as clean, safe, and cohesive.

### Vision

- Continuing to create a clean, safe, and cohesive business district and promote Capitol Hill as a world-class destination.

### Goals

- To continue to make the commercial area of Capitol Hill clean, safe, and cohesive by providing a range of enhanced services designed to supplement the services provided by the District of Columbia government.
- To increase retail sales and lower vacancy rates throughout the Capitol Hill BID area.
- To facilitate public and private investment in commercial Capitol Hill.
- To contribute to improving the economic well-being of the City as a whole.

## II. Capitol Hill BID Activities

The Capitol Hill BID activities include the following services:

**Public Safety and Maintenance Programs** that enhance safety, help reduce crime, and enhance the overall cleanliness, maintenance, and condition of the BID area.

**Streetscape Improvements** beautify the public space through landscaping, maintenance of trash receptacles, and other streetscape improvements.

**Marketing and Promotion** enhances the image of Capitol Hill and promotes the area as a visitor destination by emphasizing the diversity of goods and services available.

**Homeless and Social Services** that assist various organizations that meet the needs of the homeless and provide programs that diminish aggressive panhandling. Additional programs include community service for court ordered youth offenders, and Ready, Willing & Working that provides work opportunities and supportive services to homeless and formerly incarcerated individuals.

### III. Method of Financing

Continue to levy a BID tax on all taxable commercial real properties and voluntary contributions and contracts for services from tax-exempt properties located within the BID boundaries, plus supplemental cleaning and service contracts with Main Streets, DSLBD, and other BIDs.

#### Revenue

\$2,900,000 total (\$1,700,000 in BID tax and the balance in supplementary service contracts, contributions and penalties and interest income) for the first year of the renewal (fiscal year 2018) and a conservatively estimated additional 2.5% per year of the taxes levied for the following four years of operation.

FY	REVENUE
2023	\$2,900,000
2024	\$2,939,350
2025	\$2,979,684
2026	\$3,021,036
2027	\$3,063,401

#### Tax Rate

Annual BID taxes are calculated for all non-exempt commercial properties based on a fee of \$0.15 per hundred dollars (\$100) of the assessed value for each property in the BID area. The assessment rate will not increase during the renewed five-year term of the BID unless the BID membership votes for an increase. There is a cap of \$125,000 that any property has to pay per year.

### IV. Organizational Overview

#### City Services

The Business Improvement District Act of 1996, as amended, requires that the District of Columbia maintain a level of services equal to that provided to similar parts of the City outside the BID boundaries. The BID has a track record of working with the City to maximize the impact of certain services to support and enhance the BID's efforts.

#### Governance

The Capitol Hill BID is a 501(c)(6) nonprofit corporation and is governed by a Board of Directors consisting of commercial property owners, tenants, and ex-officio representatives. The Board oversees all BID activities; however, it delegates day-to-day oversight to its Executive Committee, and day-to-day management to the President.



## **Legal Description**

The Capitol Hill BID corporation is named “The Capitol Hill BID, Incorporated” and has been organized, and will be operated, as an organization described in Section 501(c)(6) of the Internal Revenue Code. The BID is exempt from federal income taxation under Section 501(a) of the Code.

## **Management Team**

The Capitol Hill Business Improvement District is led by a President hired and supervised by the Board of Directors. The President oversees the Vice President of Operations and a Marketing and Program Associate Director.

## **Strategic Alliances**

The Capitol Hill BID Corporation is part of the DC BID Council which represents all eleven of the current BIDs in Washington, DC. In addition, the Capitol Hill BID works with public service providers including The Metropolitan Police Department, DC Department of Transportation, and the DC Department of Public Works, The Department of Small and Local Business Development, and the DC Office of Tax & Revenue in a coordinated effort to implement this Business Plan.

## **Board of Directors**

The nonprofit BID Corporation is governed by a Board of Directors consisting of commercial property owners, tenants, and several appointed ex-officio representatives. The Board oversees all BID activities. The BID issues an annual report on its progress to the Mayor, Council and all members of record, including owners and tenants of commercial properties that are subject to the BID tax.

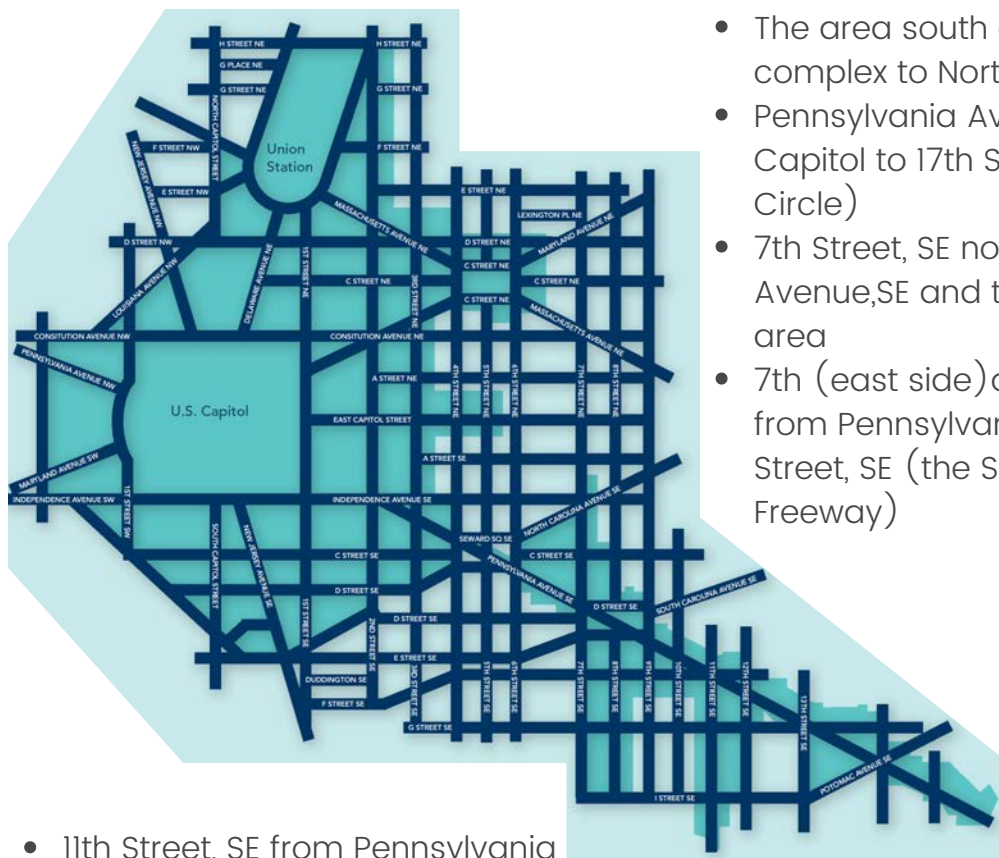


## V. Duration

The term of the Capitol Hill BID will continue from October 1, 2022 through September 30, 2027, upon acceptance of the re-registration by the Mayor. The BID may again be re-registered for additional five (5) year periods if approved by the BID membership and the Mayor and DSLBD approves the re-registration after holding a hearing.

## VI. Capitol Hill BID Boundaries

The Capitol Hill BID boundaries will not change for this renewal, and will encompass virtually all commercial property in the shaded boundaries below:



- The area south of the Capitol complex to North Carolina Avenue, SE
- Pennsylvania Avenue, SE from the Capitol to 17th Street, SE (Barney Circle)
- 7th Street, SE north of Pennsylvania Avenue, SE and the Eastern Market area
- 7th (east side) and 8th Street, SE from Pennsylvania Avenue, SE to I Street, SE (the Southeast/Southwest Freeway)

- 11th Street, SE from Pennsylvania Avenue, SE to I Street, SE (the Southeast / Southwest Freeway)
- The area east of the Capitol complex through 3rd Street, NE and SE
- East Capitol, NE and SE through 5th Street, NE and SE
- The area north of the Capitol complex to Union Station
- Massachusetts Avenue, NE from Union Station to (and including) Stanton Park; and 2nd Street, NE extending to H Street, NE.

In the future, the BID area boundaries may be adjusted to reflect changing needs in the commercial area.



## WHY RENEW THE CAPITOL HILL BUSINESS IMPROVEMENT DISTRICT?

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### I. Maintain the Services Capitol Hill Stakeholders Have Come to Expect

Since the inception of the Capitol Hill BID, the community that we serve has become more aesthetically pleasing and safe. As an organization, the Capitol Hill BID delivers a high level of service, both for our business constituents and the visitors to our neighborhood. The hospitality offered to residents and visitors from our friendly Safe and Clean Team Ambassadors has become a trademark of Capitol Hill. Businesses have come to rely on the Capitol Hill BID for cleaner streets and sidewalks while also routinely calling for any security issues or concerns.

Our Safety Ambassadors stay tuned-in to the neighborhood through regular merchant visits, which add to the overarching sense of wellbeing throughout Capitol Hill. With a special Homeless Outreach Ambassador, the Capitol Hill BID is able to further serve the business community by reaching out to those found on our streets. Special training allows this ambassador to connect with homeless individuals and work with them to find the services they need while ensuring that there is no negative impact on the businesses nearby. As an organization, the Capitol Hill BID spearheads connecting the various agencies and forces working in the Capitol Hill area to ensure information on security and homeless topics are shared amongst everyone.

Physical improvements, such as graffiti and posted bill removals, are being made on a daily basis to fulfill our mission of providing a clean and beautiful community. Landscaping and beautification efforts ensure the tree boxes around the commercial districts remain filled with attractive buds all-year long.

Through our marketing efforts, the Capitol Hill BID works to brand the Hill as a destination to attract consumers and provide businesses with added promotional opportunities. With increasing competition throughout the surrounding region, the stakeholders on Capitol Hill find it essential to renew the Capitol Hill BID to ensure continued economic growth in the area.



## **II. Continue to Market and Communicate Capitol Hill Attributes**

Over the last 19 years, Capitol Hill has emerged as a revitalized and unique neighborhood within the District of Columbia. With large amounts of residential and commercial development occurring both within the BID and surrounding areas, Capitol Hill is becoming the hub that connects each budding corridor. To best capitalize on this role, the Capitol Hill BID underwent an extensive updated branding process that resulted in the story and imagery of Capitol Hill as a one-of-a-kind destination encompassing many micro-neighborhoods with their own strong personalities and features. The updated branding allowed the Capitol Hill BID to develop marketing campaigns and attract consumers to all of the shopping, dining and entertainment opportunities in every unique part of the neighborhood. Furthermore, this branding process provided insights into what attracts visitors to the area and aids in directing future programming initiatives.

Social media has become an integral part of marketing the area and our followers on Instagram, Facebook and Twitter are constantly being updated on new attractions to the area.

## **III. Continue Private Sector Management and Accountability**

The Board of Directors will continue to develop and oversee activities and budgets to ensure that the CapitolHill BID remain accountable to the commercial business constituents. An open book policy existing within the organization allows for transparency and builds upon the confidence and trust we enjoy with the business community we serve. A highly professional staff will continue to manage the day-to-day operations to ensure the utmost level of service, programs and fiscal responsibility. Through participation in the DC BID Council, we are able to best leverage resources to most effectively provide services and collectively share best practices across the ten current BIDs in the city.



## CAPITOL HILL BID ACCOMPLISHMENTS, SERVICES & PROGRAMS SINCE 2002

### Safety and Hospitality:

- Safety Ambassadors provide an extra set of eyes and ears for the community
- Address security concerns/issues for businesses
- An average of 40k citizen assists annually
- Conduct regular visits with merchants
- Provide information for those visiting the area/answer questions/provide directions
- Capitol Hill Operations and Safety Network meetings bring together all of the security forces in the area to share information and find solutions to current safety concerns on the Hill

### Physical Improvement:

- New iron frame trash cans replaced the old cement receptacles
- Logo plates on trash cans identify them as BID serviced
- Dead trees removed and replaced with new seedlings
- Bricks replaced or repaired
- Bike racks installed

### Transportation:

- Facilitated the extension of Circulator bus route to encompass Capitol Hill
- Adopted bus shelters through WMATA program to ensure upkeep
- Participates in the discussion regarding the renovation of Eastern Market Metro Plaza
- Participates in Bike to Work Day as pit stop host

### Community Service:

- Created "Ready, Willing & Working" to provide work opportunities to homeless and formerly incarcerated men.
- Specially trained Homeless Outreach Ambassador
- Provide opportunities for court-appointed youth through Youth Empowerment for Success (Y.E.S) program(2004-2008)
- Employment opportunities for graduates of Y.E.S program—Junior Ambassadors

- Coordinate public information campaign to end panhandling
- Homeless Outreach Team meetings to address homeless population on Capitol Hill

### Maintenance:

- Clean Team Ambassadors work 7 days a week, 361 days a year to sweep, weed, water and remove graffiti and posted bills
- 6.41 million tons of trash collected
- Nearly 1,200 tons of recyclable materials collected
- Over 7,600 graffiti tags removed
- Tree box / hanging basket watering occurring 7 days/week

### Beautification:

- Tree boxes landscaped with both perennials and annuals
- Flowers added to hanging baskets on Barracks Row
- Banners attached to light poles
- Lighted snowflakes and "Season's Greetings" banners installed during the holiday season
- Landscaping projects to clean up EasternMarket Metro Plaza and area parks through community service programming
- Facilitated new trees to enhance area

### Events:

- Sponsorship and Participation: Barracks Row Festival; Capitol Hill Community 4th of July Parade; The Hilly Awards; Bike To Work Day
- Information breakfast seminars for businesses
- Annual Meeting and Presentations
- Produce Community Holiday Tree and Menorah Lighting Celebrations
- Support Eastern Market Metro Park activation

### Marketing:

- Weekly email newsletter updates
- Social Media Presence: Facebook/Twitter/Instagram
- Branding Initiative to market Capitol Hill as a destination within the city
- Advertisements in local media
- Seasonal banners throughout community

## OPERATING PLAN

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The BID experience has proven that the most important areas of need are making Capitol Hill cleaner, safer, and more recognizable as a destination. The Capitol Hill BID Operating Plan described below has been developed in response to these needs and has several key elements: public safety, cleaning and maintenance, transportation and parking management services, streetscape improvements, marketing and promotion, and working with homeless support groups.

### I. Public Safety

#### Goals

- Continue to provide increased safety personnel in the public areas of the BID using uniformed foot patrols; contribute to the maintenance of order; assist with personal emergencies, including injuries, auto problems and lost property.
- Continue to assist police with crime deterrence by providing additional uniformed presence on the street and improving communication between the police, private sector security providers and the public.
- Continue to improve the effectiveness of public safety forces as well as other "eyes and ears" on the street (e.g. street cleaners) through systematic coordination.

#### Needs

- Continue making Capitol Hill safer, both in terms of perception and reality
- Coordinate a higher level of public and private security and hospitality service
- Continue the maintenance of order
- Continue (and increase as needed) neighborhood public safety programs
- Secure funding to maintain Eastern Market Metro Park during extended hours

#### Programs

##### Continued Presence of Public Safety & Hospitality Personnel

The Capitol Hill BID plans to continue its focus on public safety and hospitality by providing a team of cell phone-equipped, uniformed (and unarmed) hospitality-public safety guides to patrol Capitol Hill's streets. These guides serve as additional eyes and ears on the street, and contribute to crime deterrence by their presence and surveillance. They also assist in a variety of other situations, such as providing directions, assisting lost/stranded motorists or assisting in the control of aggressive panhandling.



## Coordination of Public and Private Security

There are a number of public and private security organizations operating within the Capitol Hill BID boundaries. The BID participates in monthly information and resource sharing meetings (virtual and/or in person) with representatives from the Metropolitan Police Department 1st District, US Capitol Police, US Park Police and various private commercial security providers.

## Other Needs

As the BID identifies other needs related to public safety, special programs can be introduced on a temporary or permanent basis using discretionary funds.

## Performance Measurements

- Measure improvements in the public perception of safety and security through periodic surveys.
- Track monthly and annual changes in reported crimes.





## II. Cleaning and Maintenance

### Goals

- Continue to maintain and clean the area to a high standard in order to convey to the public that the area is under control and is being managed.
- Continue to coordinate with the District government with respect to the provision of cleaning and maintenance services.

### Needs

- Continue high-quality daily supplemental cleaning of sidewalks and curbs.
- Continued general maintenance of public furniture, light poles, trash receptacles, etc.
- Graffiti removal.
- Assist with compliance with street vending regulations.
- Tree box maintenance and other beautification projects.
- Additional cleaning and sanitation of tables and chairs at Eastern Market Metro Park and resetting of public space furniture.

### Programs

#### Supplemental Cleaning Personnel

To address the general lack of cleanliness and to ensure high public visibility, uniformed cleaning personnel will sweep the sidewalks and street gutters throughout the BID area seven days a week and power wash the areas on a scheduled basis.

#### Provide General Maintenance Services

The BID plans to provide supplemental maintenance services including painting of light poles, maintaining trash receptacles, and maintaining tree boxes. These services will be provided by a BID team that coordinates its work with the appropriate City departments and utility companies to maximize efficiency.

#### Graffiti Removal and Prevention Program

In order to decrease the amount of graffiti (including stickers and posters) in the BID area, the BID has developed a zero-tolerance policy that includes removal within 24 hours of first sighting. The swift removal also acts as a deterrent to vandals.

#### Performance Measurements

- Continue to measure against baseline for graffiti and poster removal.
- Monitor change in litter conditions throughout BID area.
- Continue to measure perception of cleanliness and attractiveness through surveys.

### III. Parking and Transportation

#### Goals

- Continue to work with Metro and District agencies to improve the accessibility of the Capitol Hill commercial area.

#### Needs

- Monitor and maximize the use of the Circulator bus service.
- Possible analysis of parking adequacy in the BID.

#### Programs

#### Work with and monitor current City transportation services

The BID works effectively with Metro and other city transportation-related departments to ensure continued, increased where needed, and accessible transport of visitors, residents and business owners throughout the BID area.

#### Performance Measurements

- Using base-year surveys, monitor changes in the perception of respondents who regard Capitol Hill as an accessible destination.

### IV. Streetscape Improvements

#### Goals

- Constantly increase landscape standards and continue plantings and maintenance that provide an attractive appearance throughout the area.
- Communicate with Federal and District agencies to continue to improve the streetscape in the Capitol Hill commercial area.

#### Needs

- Continued tree and tree box plantings and maintenance.
- Relocation and reduction in the number of newspaper vending boxes.
- Continue partnerships with public and private sectors.

## Programs

### Continue Seasonal Planting Programs

The BID works with landscape architects and has developed a seasonal planting program for nearly 500 tree boxes and planters throughout the BID area. The program includes comprehensive high-level maintenance of all areas.

### Other Streetscape Improvements

The BID will consider other streetscape beautification programs including installation of new bike racks, light pole flower baskets, the placement of newspaper boxes, and/or the addition of appropriate street furniture.

### Performance Measurements

- Continue surveys, monitor changes in the percent of respondents who regard Capitol Hill as an attractive destination.
- Monitor changes in daytime and evening pedestrian counts.



## V. Marketing and Promotion

### Goals

- Enhance the image of Capitol Hill as a destination for visitors.
- Emphasize the diversity of goods and services available on Capitol Hill.

### Needs

The BID planning process has identified the following needs to continue the marketing and promotion of Capitol Hill as a visitor destination:

- Continue marketing program to emphasize the quality and diversity of the Capitol Hill commercial area.
- Continue the light pole banner program throughout BID area.

### Programs

#### Continue Programs that Market and Promote Capitol Hill

The BID will continue programs for marketing and promoting Capitol Hill as a visitor destination. The BID will coordinate its activities with other organizations in the City that promote tourism in the Nation's Capital. This program will include advertisements in local publications and participation in events.

#### Identifying Banners

The BID will continue to design, produce and install identifying banners on approximately 100 light poles within the Capitol Hill BID boundaries to help orient visitors and promote the business district.

#### Performance Measurements

- Continue to survey visitor perceptions of Capitol Hill as a visitor destination.



## **VI. Homeless Services**

### **Goals**

- Reduce the number of people who sleep on sidewalks and loiter.
- Assist in the coordination of care service providers in the BID.

### **Needs**

- Coordination and system management.
- Public education on homelessness and panhandling.

### **Programs**

#### **Specially Designated Homeless Ambassador**

The BID has provided homeless outreach training to all Ambassadors and has designated one Ambassador to be the main liaison to assist with job referrals, programs and housing opportunities.

#### **Performance Measurements**

- Monitor the number of people who sleep on sidewalks and those who loiter.
- Monitor how the public perceives homelessness in the BID area.

## **VII. Administration**

### **Goals**

- Continue to provide high-quality professional management of BID activities at a reasonable cost.
- Continue to ensure that all BID activity is fully insured.
- Continue to effectively communicate with the BID membership, governance structure and general public.

### **Needs**

The BID process has identified the following administration needs:

- Reliable, responsive, hands-on management of all BID activities.
- Cost-effective administration.



## Programs

The Capitol Hill BID is managed by a full-time President.

The President maintains direct contact with BID members and acts as liaison to government agencies. He/she is accountable for providing effective management of BID services to ensure that a high level of consistent services is maintained throughout the BID area. The President directs day-to-day activities and is responsible for strategic planning, program development, government relations, public relations and personnel management. The BID administrative budget includes compensation, rent, insurance, supplies, printing and postage, production of materials and the cost of communicating with BID members.

## Performance Measurement

- Continue to monitor the quality of management provided by the President in terms of providing and developing leadership, managing growth and controlling costs.



## FINANCIAL PLAN

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The experience of BIDs in Washington, DC and around the country is that programs are fine-tuned, expanded or even reduced as needs in an area change. The Capitol Hill BID is successfully addressing the issues on which it initially focused (clean & hospitality/safe programs). It will continue to make those issues a priority, but will increase the focus of marketing Capitol Hill as a destination and will increase the percentage allocated to Homeless & Social Programs.

The BID will continue to investigate and pursue programs that provide direct and indirect benefits to its members and will also work with the City to ensure that effective economic development programs that benefit BID members are well integrated with other BID programs.

### **I. One-Year Operating Budget**

The summary for the 2023 operating budget for the Capitol Hill Business Improvement District is provided on the accompanying page. This operating year total budget is projected to be \$2,900,000. It includes the following components:

#### Hospitality and Public Safety

The total hospitality and public safety budget for the first year of the 5-years starting in 2023 of operations is approximately \$205,000 which represents 7% of the operating budget. This includes all costs for safety ambassador patrols, equipment and supervision for creating and maintaining a security network, purchasing of additional security equipment and all personnel.

#### Cleaning & Streetscape Maintenance

The total cleaning and maintenance budget for the 5th 5-years of operations is approximately \$747,000 which represents nearly 26% of the operating budget. This includes the cost of labor, supplies and equipment.

#### Marketing, Promotion and Streetscape Improvement

The projected marketing budget is approximately \$222,000 which is 7.5% of the operating budget. It includes marketing and program manager compensation, design, production and installation of banners, preparation of marketing materials, Branding, Placemaking, holiday decorations, events and sponsorships.

### Transportation Issues

The projected budget is approximately \$8,000 for the 2023 annual budget. These funds are used to support the operation the DC Sustainable Transit and of the DC Circulator which benefits Capitol Hill with its Union Station to Capitol Riverfront and Anacostia lines. The funds may also be used to fund studies on the viability of improving or modifying the existing DC Circulator to Capitol Hill or other programs that enhance the accessibility of businesses in the BID area.

### Homeless Services

The homeless program budget is approximately \$40,000 for 2023. This includes development of a public education campaign to assist service providers in encouraging the homeless to come off the streets. This does not include our commitment to providing work opportunities to homeless and formerly incarcerated individuals through our Ready, Willing & Working program, whose supportive services are separately funded.

### Administration

The annual BID budget for administration is approximately \$400,000 and represents 13.7% of the total BID budget. This includes the salary of the President, and funds for legal and accounting services. This also includes the BID's overhead (rent, insurance, supplies, printing and postage, production of materials and the cost of communicating with BID members).

### Discretionary Funds

**The recent pandemic has shown us that anything can happen and we need to prepare. Therefore, the BID Board of Directors elected to hold \$50,000 from the budget to be used as needed during the fiscal year. Such programs may include emergency outreach for people experiencing homelessness within our BID area; studies of economic conditions or other such projects or programs.**

### Maintenance Contracts with Other BIDs and Main Streets

The Annual budget for outside contracts is approximately \$1,200,000 and includes labor, equipment, supplies, insurance and administration.

## II. Fifth Five-Year Operating Budget

The projected operating budget for the Capitol Hill BID's s fifth five years is provided below. The projections are based on the assumption that the BID's annual expenses will grow slightly with increased assessments. These projections assume an increase in the taxable base due to increased property values. For the purposes of this budget, we are anticipating a conservative 2.5% increase in tax revenues and expenses with no increase in supplementary service and outside contracts as these are impossible to predict.

### Five-Year Operating Budget

Category	2023	2024	2025	2026	2027
Hosp & Safety	\$205,000	\$210,125	\$215,378	\$220,763	\$226,282
Maintenance	\$747,000	\$765,675	\$784,817	\$804,437	\$824,548
Marketing/ Streetscapes	\$222,000	\$227,550	\$233,239	\$239,070	\$245,046
Transportation	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000
Homeless & Social Program	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Administration	\$400,000	\$410,000	\$420,250	\$430,756	\$441,525
Other	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Outside Contracts	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000
Reserve	\$28,000	\$28,000	\$28,000	\$28,000	\$28,000
<b>Total Annual BID Budget</b>	<b>\$2,900,000</b>	<b>\$2,939,350</b>	<b>\$2,979,684</b>	<b>\$3,021,026</b>	<b>\$3,063,401</b>

### III. BID Tax Assessments

The BID tax rate has remained unchanged at .15 per \$100 of value since inception in 2003. No increase in the tax rate is being proposed at this renewal period.

#### Calculation of BID Tax Assessments

BID taxes are assessed on all non-exempt properties within the Capitol Hill BID boundaries using the following calculations:

#### Examples of Annual Assessments

Capitol Hill BID rate \$.15 (\$0.15per \$100 of adjusted assessed value)

Property with Assessed Value	\$500,000
Capitol Hill Rate	.0015
<b>Capitol Hill BID Tax</b>	<b>\$675</b>
Property with Assessed Value	\$5,000,000
Capitol Hill Rate	.0015
<b>Capitol Hill BID Tax</b>	<b>\$6,750</b>
Property with Assessed Value	\$20,000,000
Capitol Hill Rate	.0015
<b>Capitol Hill BID Tax</b>	<b>\$27,000</b>
Property with Assessed Value	\$50,000,000
Capitol Hill Rate	.0015
<b>Capitol Hill BID Tax</b>	<b>\$75,000</b>
Property with Assessed Value	\$83,333,333 and over
Capitol Hill Rate	CAPPED MAX
<b>Capitol Hill BID Tax</b>	<b>\$125,000 MAXIMUM/YEAR</b>



## Time and Manner of Collecting BID Taxes

As provided in the enabling legislation, the BID assessment is considered an additional real property tax, and is collected by the District. BID taxes are due semi-annually, at the same time District Real Property Taxes are due. Delinquent BID taxes are subject to interest and penalties and all applicable collection mechanisms, including District tax sale.

BID tax funds are deposited by the District's tax collection agent directly into a special account. At no time will BID taxes be commingled with District of Columbia general funds.

### **Exempt Properties (Nonprofit and Governmental)**

The BID Act allows the BID to solicit and accept voluntary contributions from exempt properties in the BID area and may provide services to exempt properties within the BID area.

## **IV. Management of BID Accounts**

The BID receives its revenues from the District Government's collection agent on a monthly basis. Wells Fargo Bank, as the District Government's collection agent, collects, separates and disburses all District of Columbia property tax funds.

The BID maintains its own accounts that are separate from the District Government at National Capital Bank in Washington, DC. BID funds may be carried over from one fiscal year to the next, and may be placed in special accounts in order to build reserves or save for capital expenditures.

The books and records of the BID are audited annually by a qualified CPA Firm and has received 19 straight clean audits.

## BID GOVERNANCE

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The Capitol Hill BID Corporation is registered as a 501(c)(6) organization governed by a voluntary Board of Directors. The Business Improvement Districts Act of 1996, as amended, requires that a majority of BID Board Members be property owners. The Act also provides that the BID board must include commercial tenants of non-exempt property. The Capitol Hill BID Board may also have representatives of community, civic, cultural, Religious and social service organizations. Consistent with legislative requirements, at least 67% of the Capitol Hill BID Board members represent commercial property owners. The balance will represent commercial tenants.

The Business Improvement Act of 1996 makes every property owner and every commercial tenant of non-exempt property a member of the BID. The BID holds an annual meeting where members elect Board members and review the annual budget and plan.

### I. Guidance the City's Role in Governance

The BID corporation is an independent nonprofit corporation. The BID Act gives the City and its representatives no formal role in its governance. However, in addition to annual receipt by the Mayor, Chief Financial Officer and Council of the BID's financial statements, the Mayor reviews any proposed changes to the BID plan or tax rates approved by the Board and the BID members. The BID will work closely with City agencies to ensure that City services are efficiently and effectively delivered to the BID area.

### II. Board of Directors

Following is the 2022 Board of Directors for the CapitolHill BID, Inc.

#### Property Owners

Last Name, First Name	Company
Abutaa, Hamood	Metro Motors
Boyle, John	Commercial Property Owner
Golding, Ken	Stanton Development
John Gordon	National Capital Bank
Heier, Jesse	Jade Fitness
Johnson, Brad	Johnson Law Group
Korsvall, Eric	The Heritage Foundation
Quillian-Helms, Mary	Commercial Property Owner
Smith, Phillip	Captel
Swaim-Staley, Beverley	Union Station Redevelopment

### Tenant Representatives

Last Name, First Name	Company
Blade, Gwendolyn	Bernstein Management
Denton, Don	Coldwell Banker Real Estate
Goodman-Johnson, Nathaniel	Johnson Law Group
Hirao, Risa	Pascal, Weiss & Hirao
Jankowski, Gary	Coldwell Banker Real Estate
Perry, Susan	Consultant
Phillips, Michael	The UPS Store
Warner, Michael	DCanter
Weinstein, Robert A.	architrave p.c. architects

### Ex Officio

Last Name, First Name	Company
Jarboe, Ken	Community
Executive Director	Barracks Row Main Street
Executive Director	Eastern Market Main Street
Tomelden, Tony	CHAMPS

## CONTINUATION OF CITY SERVICES

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Section 20 of the Amended BID Act states: "The District government shall not eliminate or reduce the level of any services customarily provided in the District to any similar geographic area because such area is subject to a BID, and shall continue to provide its customary services and levels of each service to such area notwithstanding that such area is or may be encompassed in a BID, unless a reduction in service is part of a District-wide pro rata reduction in services necessitated by fiscal considerations or budgetary priorities."

The Capitol Hill BID has both formal and informal relationships with city agencies to ensure that the base level of City services are enhanced, and not replaced, by BID activities. The Capitol Hill BID has a 19 year track record of coordinating services with city agencies effectively in order to realize better and more efficiently delivered services to the area.

## **CAPITOL HILL BID POLICIES**

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### **I. Competitive Bidding**

The Board of the Capitol Hill BID is developing and will implement a policy of competitive bidding for the purchase of services, products and equipment in excess of \$10,000. The policy will aim to maximize service quality, efficiency and cost effectiveness.

### **II. Equal Employment Opportunity**

The Capitol Hill Business Improvement District is an equal opportunity employer.

### **III. Lobbying Policy**

The Capitol Hill BID does not represent any position or interest to the Congress of the United States that is in conflict with, or is not a stated policy or preference of elected officials of the District of Columbia government.