

OFFICIAL ASSESSMENT BALLOT CITY OF LA HABRA HEIGHTS STREET MAINTENANCE ASSESSMENT DISTRICT NO. 7

Name and address of Record Owner:	Parcel Identification:
Record Owner: PROPERTY OWNER	Assessor’s Parcel Number: XXXX-XXX-XXX
Mailing Address: 123 MAIN STREET LA HABRA HEIGHTS, CA 99999	Total Benefit Points: X.XX
	Proposed Initial Annual Assessment Amount*: \$XXX.XX <i>*rate subject to annual inflation adjustment not to exceed 3% beginning FY 2019/20</i>
	Duration: 10 Years

The City is proposing to form an assessment district pursuant to the Benefit Assessment Act of 1982 to be known as Street Maintenance Assessment District No. 7. The proposed District will fund Citywide street maintenance and drainage improvements for the next ten years. The Roads Advisory Committee will provide resident oversight for the duration of the District. If approved, annual assessments will be collected via property tax bills beginning Fiscal Year 2018/19.

Please mark one box, sign and print your name below.

This ballot will be void if marks are found in both boxes or if not signed.

<input style="width: 40px; height: 20px; margin-bottom: 5px;" type="checkbox"/> Yes, I am in favor of the proposed assessment to fund street and drainage maintenance for ten years with resident oversight by the Roads Advisory Committee. <p style="text-align: center;">«APNYES»</p>	<input style="width: 40px; height: 20px; margin-bottom: 5px;" type="checkbox"/> No, I am opposed to the proposed assessment to fund street and drainage maintenance for ten years with resident oversight by the Roads Advisory Committee. <p style="text-align: center;">«APNNO»</p>
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The person completing and submitting this assessment ballot must be a record owner of the property identified above or a representative who is legally authorized to complete and submit this ballot on the record owner’s behalf.

The undersigned certifies under penalty of perjury that he/she is entitled to complete and submit this assessment ballot.

X	X
Signature of Record Owner or Representative	Printed Name

Fold and insert the completed ballot into the enclosed return envelope, seal and mail (or deliver in person) to:

CITY OF LA HABRA HEIGHTS, CITY CLERK
1245 N. HACIENDA ROAD
LA HABRA HEIGHTS, CALIFORNIA 90631

Please refer to the enclosed instructions for further details.
Ballots must be physically received prior to the conclusion of the Public Hearing on June 11, 2018.

ASSESSMENT BALLOT SUBMISSION INSTRUCTIONS AND PROCEDURES

CITY OF LA HABRA HEIGHTS STREET MAINTENANCE DISTRICT ASSESSMENT NO. 7

For your ballot to be counted, you must complete the following steps:

1. Ensure that you meet the entitlement requirements (that you are the title holder) for the property identified in the assessment ballot. If you satisfy the entitlement requirements, please sign and print your name in the spaces provided.
2. To complete the assessment ballot, mark one and only one of the squares provided.

The assessment ballot will be VOID and shall not be tabulated unless it is properly completed by signing and printing your name and marking ONLY one square – either “yes” or “no”.

3. Fold and insert the assessment ballot into the enclosed return envelope and seal the envelope.

Assessment ballots may be returned by mail in the enclosed pre-addressed return envelope. If you are returning your assessment ballot by mail, you must allow sufficient time to ensure that the assessment ballot is *received* by the City on or before June 11, 2018. **Regardless of the postmark, only ballots that are received prior to the close of the June 11, 2018 Public Hearing can be accepted.**

Alternatively, you may deliver your assessment ballot to the City Clerk in person at the following address:

CITY OF LA HABRA HEIGHTS
1245 N. HACIENDA ROAD
LA HABRA HEIGHTS, CALIFORNIA 90631

Ballots will also be accepted during the Public Hearing on June 11, 2018. The Public Hearing begins at 6:30 p.m. and will take place in the City Council Chambers located at 1245 N. Hacienda Road, La Habra Heights, California.

LOST, SPOILED, OR DAMAGED BALLOTS:

If you have lost, spoiled, or damaged your assessment ballot, or wish to change your assessment ballot, please call the telephone number below for information on how you may obtain a replacement assessment ballot.

IF YOU HAVE ANY QUESTIONS REGARDING THESE INSTRUCTIONS OR THE ASSESSMENT BALLOT PROCEDURE, PLEASE CONTACT:

TIFFANY ELLIS
NBS
32605 TEMECULA PARKWAY, SUITE 100
TEMECULA, CA 92592
TELEPHONE: (800) 676-7516

NOTICE OF PUBLIC HEARING AND ASSESSMENT INFORMATION

CITY OF LA HABRA HEIGHTS STREET MAINTENANCE ASSESSMENT DISTRICT NO. 7

ASSESSOR'S PARCEL NUMBER: XXXX-XXX-XXX

The City is proposing to form an assessment district pursuant to the Benefit Assessment Act of 1982 to be known as Street Maintenance Assessment District No. 7. The proposed District will fund Citywide street maintenance and drainage improvements for the next ten years. The Roads Advisory Committee will provide resident oversight for the duration of the District. If approved, annual assessments will be collected via property tax bills beginning Fiscal Year 2018/19.

The City Council will hold a public hearing on the proposed Street Maintenance Assessment District No. 7 in the City Council Chambers located at 1245 N. Hacienda Road, La Habra Heights, California on:

June 11, 2018 at 6:30 p.m.

You are invited to provide oral or written testimony at this hearing.

ASSESSMENT BALLOT PROCEEDING

Our records indicate that you are the record owner of the parcel indicated on this notice. An assessment ballot is enclosed on which you may indicate your support for, or opposition to, the proposed assessment. Instructions for completing the ballot are enclosed. Ballots must be *received* by the City Clerk prior to the close of public testimony at the June 11, 2018 hearing in order to be counted.

If the ballots submitted in opposition to the assessment exceed the ballots submitted in favor of the assessment, the assessment will not be imposed. In making this determination, ballots will be weighted by the proportional financial obligation (i.e. amount of the assessment) for the property for which the ballot is submitted.

ASSESSMENT INFORMATION

Oversight: The Roads Advisory Committee will provide resident oversight for the duration of the District. The Committee will review fund expenditures, hold regular public and transparent meetings, review annual project designs and costs, and meet with City's independent auditors to review annual audits.

Boundaries of the Proposed District: The District includes all parcels in the City of La Habra Heights.

Total Proposed Fiscal Year 2018/19 District Assessment: The total amount of the proposed assessment chargeable to the entire district for Fiscal Year 2018/19 is \$396,376.

Proposed Fiscal Year 2018/19 Parcel Assessment: The amount of the proposed assessment chargeable to the parcel identified above for Fiscal Year 2018/19 is \$XXX.XX.

Annual Assessment Inflation: The City's fiscal year begins July 1 and continues to the following June 30. Beginning July 1, 2019, and each July 1 thereafter, the maximum assessment rate per benefit point will be increased annually by the lesser of (i) three percent (3%) or (ii) the percentage change by which the Consumer Price Index for All Urban Consumers in the Los Angeles-Orange County area published by the Bureau of Labor Statistics of the U.S. Department of Labor, or any successor to that index, increases in the twelve (12) months prior to March of the year in which the adjustment is made. If the change in CPI effective for any fiscal year is determined to be negative,

ASSESSMENT INFORMATION (continued)

the maximum assessment rate will remain unchanged from the previous fiscal year. The actual assessment rate will be based upon budget needs, and will be no higher than the maximum rate.

Duration of Proposed District: The proposed assessment for the District will be levied annually for ten fiscal years beginning with Fiscal Year 2018/19 and ending with Fiscal Year 2027/28.

Purpose of Proposed District: The proposed District will provide funds for the maintenance and repair of public streets and appurtenant drainage systems throughout the City of La Habra Heights.

Basis of Proposed Assessment: Each parcel that has a special benefit conferred upon it as a result of the maintenance and operation of the improvements is identified and the proportionate special benefit derived by each identified parcel is determined in relationship to the entire costs of the maintenance and operation of the improvements. Only parcels that receive direct special benefit are assessed, and each parcel is assessed in proportion to the estimated benefit received. The annual assessment rate is calculated by dividing the net total to be assessed by the total Benefit Points assigned to parcels in the District based on land use type, location, lot size, and development status. For a complete description of the assessment formula, including further details on how the special benefit was derived, reference is made to the Engineer’s Report for the District, which is available at the Office of the City Clerk.

Benefit Points are assigned to each parcel in the District based on formulas designed to measure special benefit received for (1) Accessibility and (2) Emergency Response Ingress.

The amount of the proposed assessment against your parcel is shown on the enclosed ballot. The rate per Benefit Point for Fiscal Year 2018/19 is \$207.76. Most single-family residences are allocated a single Benefit Point.

The formula to compute Benefit Points for each parcel is as follows:

$$\frac{\left(\frac{\text{Access Factor} \times \text{Adjusted ADT}}{2} \right) + \left(\frac{\text{ERR Factor} \times \text{ERN}}{2} \right)}{2} = \text{Total Benefit Points}$$

AF stands for Access Factor. It is determined by the type of access to a parcel. The table below shows the four categories of AF:

Category	Description	Access Factor Assigned
Exclusive Access	Access to a parcel is directly via one of the streets within the City’s street network, and the driveway access point is a City maintained street.	1.00 per parcel
Non-Exclusive Access	Access to a parcel is taken from a point at which the City-maintained street meets a street maintained by another agency, or the parcel has two access points, one access point being via a City-maintained road and the second access point via a non-City maintained road.	0.50 per parcel
Private Road Access	Access to a parcel is directly via one of the streets within the City’s street network, and the driveway access point is a private road not maintained by the City.	0.75 per parcel
No Access	Access to a parcel is achieved without the use of City-maintained roads.	0.00 per parcel

ASSESSMENT INFORMATION (continued)

Adjusted ADT is the estimated equivalent daily trips generated by a parcel as compared to the trips generated by a single family residential parcel.

Land Use Type	Trip Generation Code ⁽¹⁾	ADT Formula	Adjusted ADT Formula
Ancillary Residential Property	N/A	0.00	0.00 per parcel
Assisted Living	254	2.74	0.29 per bed
City Hall	N/A	113.00	11.87 per parcel
City Park	411	1.89	0.20 per acre
Golf Course	430	35.74	3.75 per golf hole
Office	715	11.65	1.22 per 1,000 sq ft of building area
Open Space / Hiking Trails	N/A	0.39	0.04 per acre
Religious Institution	560	9.11	0.96 per 1,000 sq ft of building area
Resource Extraction/Utility	170	2.49	0.26 per acre
School	534	11.59	1.22 per 1,000 sq ft of building area
Single-Family Residential	210	9.52	1.00 per parcel
Undeveloped Land	N/A	0.10	0.01 per acre

(1) Corresponds to the ITE Trip Generation code when applicable.

ERRF stands for Emergency Response Route (ERR) Factor. It is determined by the route used by the City’s Fire Department to access a parcel. The table below shows the two categories of ERRF:

Emergency Route Type	Description	ERR Factor Benefit Points Assigned
Maintained Emergency Route	Route traveled by the Fire Department requires City-maintained streets	1.00 per parcel
No Maintained Emergency Route	Route traveled by the Fire Department does not use City-maintained streets	0.00 per parcel

ERN stands for Emergency Response Need. It is determined by the relative need for emergency response services as measured by actual incidents over five years. The table below shows the calculated ERN by land use type:

Land Use Type	Emergency Response Need (ERN)
Ancillary Residential Property	0.00 per parcel
Assisted Living	7.76 per parcel
City Hall	0.00 per parcel
City Park	10.87 per parcel
Golf Course	6.21 per golf course
Office	0.78 per parcel
Private Road	0.00 per parcel
Religious Institution	2.72 per parcel
Resource Extraction/Utility	0.17 per parcel
School	2.33 per parcel
Single-Family Residential	1.00 per parcel
Undeveloped/Open Space	0.03 per acre

ASSESSMENT INFORMATION (continued)

The total District-wide cost attributable to special benefit for Fiscal Year 2018/19 is \$396,376.

The total Benefit Points for the District for Fiscal Year 2018/19 are 1,907.86.

The rate per Benefit Point for Fiscal Year 2018/19 is \$207.76.

The assessment rate per benefit point is calculated by dividing the total costs to be assessed by the total benefit points assigned to the parcels within the District. The following formula provides the assessment rate per benefit point calculation:

Total Costs to be Assessed	/	Total District Benefit Points	=	Assessment Rate per Benefit Point
\$396,376	/	1,907.86	=	\$207.76

IF YOU HAVE ANY QUESTIONS REGARDING THE ASSESSMENT BALLOT PROCEDURE, PLEASE CONTACT:

TIFFANY ELLIS
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TELEPHONE: (800) 676-7516