



**NOTICE OF PUBLIC HEARING AND ASSESSMENT BALLOT PROCEDURE  
REGARDING THE PROPOSED FORMATION AND NEW ASSESSMENTS  
City of Shasta Lake  
Shasta Gateway Industrial Park Landscape Maintenance District**

**Purpose of this Notice**

The purpose of this notice that includes both this document and the accompanying Assessment Ballot, which also includes Instructions for Completion and Delivery of Assessment Ballot, is:

- to provide information to the record owners of property within the planned development area of the City of Shasta Lake ("City") known as Shasta Gateway Industrial Park, regarding proceedings being undertaken by the City for the formation of **Shasta Gateway Industrial Park Landscape Maintenance District** ("District") and to levy annual assessments for this District which includes your property; and
- to transmit an Assessment Ballot to the owner or owners of each property within the proposed District, to enable such owner or owners to express support for or opposition to the proposed assessment on such property, by completing and returning the accompanying Assessment Ballot; and,
- to identify the time and place of the scheduled public hearing on these matters and to provide instructions to the owner or owners to assist in completing the Assessment Ballot and returning it to the City.

**Reason for the Assessment**

The purpose of this District and proposed new assessment on properties with the District will provide a stable revenue source to fund the ongoing special benefit expenses associated with the servicing and maintenance of local landscaping which includes sixty-four thousand four hundred (64,400) square feet of landscaping (shrubs, and ground cover) and sixty-six (66) irrigated trees. These improvements are considered a particular and distinct special benefit to properties within the District and the assessments are intended to support the maintenance for these improvements.

**Basis upon which the assessments are Calculated**

Each year the City determines the estimated cost to maintain and service the improvements within the District to appropriately allocate those costs to only the benefiting properties. The cost of providing the improvements determined to be of special benefit are allocated to parcels within the District based on a benefit formula that equitably distributes those costs based on the proportional special benefits to each parcel. Parcels within the District are assigned an Equivalent Benefit Unit (EBU) that reflects each parcel's proportional special benefits as compared to other parcels that benefit from those improvements. In this District, the benefiting properties assessed are identified as existing and future non-residential properties with each non-residential parcel being assigned 4.0 EBU per net acre. Vacant parcels shall be assigned 1.0 EBU per net acre where a tentative or final tract map has not been submitted and/or approved. The total eligible special benefit expenses ("Balance to Levy"), is divided by the total EBU of all parcels within the District. The result of this calculation establishes an assessment rate per Equivalent Benefit Unit ("Levy per EBU" or "Assessment Rate"). This Assessment Rate multiplied by each parcel's assigned EBU equals each parcel's annual assessment amount.

$$\text{Total Balance to Levy} / \text{Total EBU} = \text{Levy per EBU (Assessment Rate)}$$
$$\text{Levy per EBU} \times \text{Parcel EBU} = \text{Parcel Assessment Amount}$$

A more detailed description of the improvements and basis upon which the assessments have been calculated is described in the Engineer's Report, which is on file with the City Clerk.

**The Total Annual Assessment Proposed to be Charged**

**The total annual amount of the assessments being balloted to properties within District is \$52,907.38.** This total amount balloted divided by the total number of Equivalent Benefit Units (EBUs) results in a proposed new/increased assessment rate of \$420.30 per EBU (Maximum Assessment Rate for Fiscal Year 2023/2024). The amount of the proposed assessment identified on the accompanying Assessment Ballot as "Your Parcel's Balloted Assessment Amount" is based upon this new Maximum Assessment Rate and your property's proportional special benefit based on your parcel's EBU assignment.

**Inflationary Adjustment**

Because the cost of servicing and maintaining local landscaping improvements are impacted by inflation over time, the proposed maximum assessment rate of \$420.30 per EBU and your parcel's corresponding assessment includes an annual inflationary adjustment based on the greater of three (3) percent or the annual change in the Consumer Price Index, All Urban Consumers, for the San Francisco-Oakland-Hayward, CA area. As part of your support or opposition to the assessment described in this notice and presented on the accompanying Assessment Ballot, you are also indicating your support or opposition to this annual inflationary adjustment that may be applied to future assessments. If the assessment is

approved, this annual inflationary adjustment shall be applied in fiscal year 2024/2025 to the maximum assessment rate established in these proceedings (maximum assessment rate for Fiscal Year 2023/2024) and your calculated assessment each year may be adjusted accordingly.

### **Duration of the Assessments**

If approved, the proposed assessment plus inflationary adjustment indicated on the accompanying ballot may be assessed and appear on your property tax bill annually beginning in Fiscal Year 2024/24. For this Fiscal Year 2023/24 assessments will be manually billed if approved. At the City Council's discretion, a lesser amount may be assessed. Because the proposed assessments will provide annual funding for the ongoing maintenance and operation of the improvements, there is no sunset (no end date) on the assessments, but the annual budget and assessments shall be presented at a public hearing each fiscal year, which is open to the public for comment and testimony.

### **Public Hearing**

**Notice is hereby given that a public hearing regarding the proposed District and assessment amounts will be held during a regular meeting of the Shasta Lake City Council, in the City Council Chambers, located at 4488 Red Bluff Street, Shasta Lake, California, on the following date and commencing at the following time:**

**Tuesday, March 19, 2024, starting at 6:00 P.M.**

The City Council shall consider all objections and protests, if any, to the proposed District and assessment which has been deemed necessary for the operation and maintenance of the District landscaping improvements. Any interested person shall be permitted to present written and oral testimony regarding these proceedings. The City Council may impose reasonable time limits on both the length of the entire public hearing and the length of each interested person's oral testimony. The City Council may also continue the public hearing from time to time.

### **Protest Provisions**

Pursuant to California Constitution Article XIID, Section 4 (e), at the Public Hearing, the City Council shall consider all protests against the proposed assessment. In addition to the property owner assessment ballots, written protests regarding the District and assessments may be filed with the City Clerk prior to or during the Public Hearing. The City shall not impose an assessment and will abandon the formation of the District, if there is a majority protest, as calculated set forth below.

### **Assessment Ballot**

The amount of the assessment identified on the accompanying Assessment Ballot as "Your Parcel's Balloted Assessment Amount" represents your parcel's proportional special benefit of the total amount being balloted at the maximum assessment rate. Any time before the end of the Public Hearing, you may submit the Assessment Ballot to the City Clerk. To do so: mark the Ballot either " YES — IN FAVOR OF THE ASSESSMENT" or " NO — OPPOSED TO THE ASSESSMENT", sign the Ballot, seal the Ballot in the enclosed return envelope, and mail or deliver it to the City Clerk. If you do not use the envelope provided, the return envelope should have the words "ASSESSMENT BALLOT, DO NOT OPEN" printed on the outside to ensure it is not opened in advance of the Public Hearing. The Ballot may be submitted, changed or withdrawn at any time before the end of the Public Hearing. If you need a replacement Ballot, call the "Contact Person" listed below.

Any Ballot returned unmarked or unsigned, or not received by the City Clerk before the end of the public hearing will be rejected and not counted. **The proposed District will be abandoned and new maximum assessment will not be imposed if the Ballots submitted in opposition to the assessment exceed the Ballots submitted in favor of the assessment, with each Ballot weighted according to the dollar amount of the assessment on the property to which that Ballot relates.** Only valid ballots received by the City Clerk before the end of the public hearing shall be counted. In addition to the property owner assessment ballots, written protests regarding the District and assessments may be filed with the Office of the City Clerk prior to or during the Public Hearing. Please ensure that your Assessor's Parcel Number (APN) listed on the accompanying Assessment Ballot is included on any written protest or correspondence so that your property can be correctly identified for the record.

### **Additional Information and Contact Person**

For more information contact: Jessaca Lugo, City Manager, City of Shasta Lake at (530) 275-7411 or by email at [jlugo@cityofshastalake.org](mailto:jlugo@cityofshastalake.org).