

**DOWNTOWN RICHMOND PROPERTY AND BUSINESS IMPROVEMENT DISTRICT
PUBLIC NOTICE**

Developed by a coalition of property and business owners, the renewed Downtown Richmond Property and Business Improvement District (DRPBID) is a special benefit assessment district to improve and convey special benefits to properties located in the area. The DRPBID would provide the improvements and activities summarized below, above and beyond those currently provided by the City of Richmond.

**A PUBLIC HEARING ON THE DRPBID RENEWAL IS SCHEDULED FOR
JULY 11, 2017, AT 6:30 P.M.,
CITY COUNCIL CHAMBERS,
450 CIVIC CENTER PLAZA, RICHMOND, CA 94804.**

- Location:** The DRPBID generally includes parcels along portions of Nevin Avenue from 6th Street (in the west) to the BART tracks (in the east) from Macdonald Avenue and 16th Street; Macdonald Avenue from 6th Street (in the west) to the BART tracks (in the east); portions of 8th Street and Harbour Way from Barrett Avenue (in the north) to Bissell Avenue (in the south); portions of Marina Way from Nevin Avenue (in the north) to Bissell Avenue (in the south); and portions of 16th Street from Macdonald Avenue (in the north) to Bissell Avenue (in the south).
- Purpose:** The purpose of the DRPBID is to provide activities and improvements which constitute and convey a special benefit to assessed parcels. The DRPBID will provide Maintenance, Safety and Nuisance Abatement; Marketing, Promotions and Business Development; Capital Improvements; and related administration directly and only to assessed parcels within its boundaries.
- Budget:** The DRPBID annual assessment budget for the initial year of its five-year operation is anticipated to be \$199,869.53. The annual budget may be subject to an increase in assessment rates of no more than three percent (3%) per year. The assessment funds will be supplemented by non-assessment funds (such as grants and event income), so that the total budget for the initial year is estimated at \$212,317.68.
- Cost:** The assessment rate (cost to the parcel owner) is based on parcel type and square footage. The initial annual assessment rate applied to commercial parcels is \$0.13 per square foot per year, and applied to non-profit housing parcels is \$0.06 per square foot per year. Assessment rates may be subject to an increase of no more than three percent (3%) per year.
- Duration:** The renewed DRPBID will have a five-year-life beginning January 1, 2018 through December 31, 2022. Near the end of the term, the petition, ballot, and City Council hearing processes must be repeated for the DRPBID to be renewed.
- Management:** Richmond Main Street Initiative (RMSI) will continue to serve as the Owners' Association for the DRPBID.

The assessment shall not be imposed if the ballots submitted in opposition to the assessment exceed the ballots submitted in favor of the assessment, with the ballots weighted according to the proportional financial obligation of the affected property.

The Property Owner Ballot included in this packet contains important information concerning its completion, return, and tabulation, and the effect of casting ballots in support or in protest of the assessment. For more information on the documents in this packet, please call the City Clerk at (510)620-6513. For more information about the DRPBID, please call Civitas at (916) 437-4300.

**CITY OF RICHMOND
DOWNTOWN RICHMOND PROPERTY AND BUSINESS IMPROVEMENT DISTRICT**

ASSESSMENT BALLOT

This ballot is for the use of the property owner of the parcel or parcels identified below by Assessor Parcel Number (APN). The parcel or parcels are located within the proposed Downtown Richmond Property and Business Improvement District (PBID) in the City of Richmond. Please advise the City Clerk as soon as possible at (510) 620-6514 if the information set forth below is incorrect.

This ballot may be used to express either support for, or opposition to, the assessment in the proposed PBID. The assessment rate is described in the Notice included in this mailing and in the Engineer's Report found on pages 9 through 19 of the Management District Plan. The Management District Plan is on file and available for inspection with the City Clerk. To be counted, this ballot must be completed and signed below by an owner of the identified parcel or, if the owner is not an individual, by an authorized representative of the owner. The ballot must then be returned by mail or in person to the City Clerk at City Hall, 450 Civic Center Plaza, Richmond, California 94804.

Delivery by Mail: Seal the ballot in the envelope provided, affix first-class postage, and place in the mail so that it is received no later than the close of the public hearing on July 11, 2017 scheduled to begin at 6:30 p.m.

Personal Delivery: Seal the ballot in the envelope provided. Then deliver the sealed envelope to the City Clerk, City of Richmond, 450 Civic Center Plaza, Richmond, CA 94804.
Clerk's office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.
Please note: Ballot must be submitted prior to the close of the public hearing scheduled to consider this matter. The hearing is scheduled for July 11, 2017, at 6:30 p.m.

The City Council will not impose the assessment if the ballots submitted in opposition to the assessment exceed those submitted in favor of it. Each ballot is weighted according to the proportional financial obligation of the affected property.

THIS BALLOT MUST BE RECEIVED BY THE CITY CLERK BEFORE THE CLOSE OF THE PUBLIC HEARING SCHEDULED TO BEGIN ON JULY 11, 2017 AT 6:30 P.M. TO BE COUNTED.

To cast this ballot, return either this entire page or the portion below this line.

DOWNTOWN RICHMOND PBID ASSESSMENT BALLOT

Please mark in the box below to cast your vote. Don't forget to sign and date your ballot!

☐

YES, I approve of the proposed assessment on the parcel(s) identified in this ballot.

☐

NO, I do not approve of the proposed assessment on the parcel(s) identified in this ballot.

Property Ownership ID:

18

Total PBID Assessment
Amount (Votes Cast):

\$8,128.25

Assessor Parcel Number(s)
540082033

Owner of Record
CONTRA COSTA COUNTY

Assessment Per Parcel
\$8,128.25

The undersigned swears under penalty of perjury that the undersigned is the record owner of the parcel identified above or is the authorized representative of the record owner.

OWNER OR REPRESENTATIVE NAME (PRINTED)

OWNER OR REPRESENTATIVE SIGNATURE

DATE / /2017

Note: Property owners with multiple parcels may have additional pages attached - please leave attached and sign all appropriate pages.

Downtown Richmond PBID



BART Tracks

PBID Boundaries



Barrett Ave

Nevin Ave

Macdonald Ave

Bissell Ave

15th St

Marina Way

Harbour Way

9th St

8th St

6th St

PROCEDURES FOR COMPLETION, RETURN, AND
TABULATION OF THE ASSESSMENT BALLOT

The property owner should complete the attached assessment ballot. An explanation of who may complete the assessment ballot on behalf of the property owner is provided below.

To complete the assessment ballot process, property owners must complete the following steps:

- Verify that the parcel number(s), legal owner's name, legal owner's address, and site address listed on the assessment ballot are correct. If any of these items are not correct, please contact the City Clerk at (510)620-6513.
- Review the two assessment ballot options to approve or disapprove the Downtown Richmond Property and Business Improvement District assessment.
- Mark your option to approve or disapprove the proposed assessment.
- Sign the assessment ballot.
- Place the completed assessment ballot in the return envelope.
- Submit return envelope with assessment ballot inside to the City Clerk, City of Richmond.

Assessment ballots may be submitted in the following manner:

- ☐ By Mail: City Clerk, City of Richmond, 450 Civic Center Plaza, Richmond, CA 94804.
- ☐ In Person: City Clerk, City of Richmond, 450 Civic Center Plaza, Richmond, CA 94804. Clerk's office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday. Please note: Ballot must be submitted prior to the close of the public hearing scheduled to consider this matter. The hearing is scheduled for July 11, 2017 at 6:30 p.m.

The assessment shall not be imposed if the ballots submitted in opposition to the assessment exceed the ballots submitted in favor of the assessment. Ballots will be weighted according to the financial obligation of the owners of the affected properties.

WHO MAY COMPLETE THE ASSESSMENT BALLOTS

Assessment Ballots may be signed by the following parties:

1. If the property is owned by an individual, the individual may sign.
2. If the property is owned by a corporation, the ballot may be signed for the corporation by any officer or officers authorized to make contracts by the corporate by-laws or by resolution of the corporation's Board of Directors.
3. If the property is owned by a partnership, any general partner may sign.
4. If two or more persons own the property as tenants-in-common, any one tenant-in-common may sign for all.
5. If two or more persons own the property in joint tenancy, any one joint tenant may sign for all.