

AGENDA REPORT

DATE July 16, 2002

ITEM SET PUBLIC HEARING FOR RESOLUTION 9248 TO ASSESS STREET MAINTENANCE DISTRICT

INITIATED BY ANNUAL ASSESSMENT PROCESS

ACTION REQUESTED SET PUBLIC HEARING

PREPARED BY JUDY BURG, ACCOUNTING TECHNICIAN

PRESENTED BY COLEEN BALZARINI, CITY CONTROLLER

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RECOMMENDATION

Staff recommends the City Commission set a public hearing date for Resolution 9248 to assess the Street Maintenance District.

MOTION

"I move to set the public hearing on Resolution 9248 for August 6, 2002 at 7:00p.m."

SYNOPSIS

As part of the annual budget development and adoption procedures the Street Maintenance Assessment Resolution must be submitted for City Commission adoption.

A public notice and hearing is required prior to passage of the assessment resolution. Staff is requesting the City Commission order publication of such notice and set a public hearing date for August 6, 2002.

BACKGROUND

The annual assessment resolution provides for the authorization of assessments, authorization to contract for maintenance of sections of City streets adjacent to land owned by other governments or their agencies, assessment option specification, total assessment amount and listing of assessed property.

ASSESSMENT OPTION

Section 7-12-4425, MCA states: "...The council shall pass and finally adopt a resolution specifying the district assessment option and levying and assessing all the property within the several districts...". Section 7-12-4422, MCA provides for "assessable area" to be one of the options.

The Assessable Area method, defining assessable area by square footage caps, has proven to be the most

equitable method of assessment. Assessment parameters are:

- a. Square footage caps per parcel of 12,000 square feet for residential property. The 12,000 square feet cap for residential property is consistent with the cap set for storm drain utility charges.
- b. A 'mixed use' category which consists of property equal to or greater than 112,000 square feet but less than 50% commercially developed. For the 'mixed use' category, the Planning Department shall annually identify all property equal to or greater than 112,000 square feet which are 50% or less commercially developed. Those properties shall be assessed 50% commercial and 50% at capped residential.
- c. 1 million square foot cap for all other property. The 1 million square foot cap for all other property encourages large green areas on some private properties within the City.
- d. An 'interlocal contracted maintenance' category that designates properties owned by other governments or their agencies adjacent to City streets that are maintained by the other government or their agencies. This category's assessments include a 7.5% administrative fee as well as the annual contracted cost of maintenance. The maintenance cost portion is to be agreed upon by the City and the contracting entity.

ASSESSMENT ANTICIPATED

The FY 02/03 assessment will increase by 3.2%, which is being recommended to finance the match with the Sidewalk Repair Program anticipated collections will total \$1,630,680.00.

Cc: Jim Turnbow, Street Supervisor