



Item: Set Public Hearing for Resolution 9759 to Levy and Assess Special Improvement Portage Meadows Maintenance District No. 1195

From: Judy Burg, Account Technician

Initiated By: Annual Assessment Process

Presented By: Coleen Balzarini, Fiscal Services Director

Action Requested: City Commission Set Public Hearing Date for Resolution 9759 to Levy and Assess Special Improvement Portage Meadows Maintenance District No. 1195

Suggested Motion:

1. Commissioner moves:

“I move that the City Commission set a Public Hearing date on Resolution 9759 for August 5, 2008 at 7:00 p.m. to levy and assess Special Improvement Portage Meadows Maintenance District No. 1195.”

2. Mayor calls for a second, discussion, inquiries from the public, and calls the vote.

Staff Recommendation: Staff recommends the City Commission order publication of the Special Improvement Portage Meadows Maintenance District No. 1195 Notice and set a public hearing date for August 5, 2008.

Background: The Portage Meadows Fund is administered by the Park and Recreation Department. The purpose of the fund is to maintain the turf, trees, irrigation system and provide snow removal in the green belt park of the Portage Meadows Addition. The budget development process begins in January of each year when the Park and Recreation Department receives its midyear financial reports. The midyear reports are used to determine the current financial position of the Portage Meadows Fund and as a basis for projecting future earnings and expenditures. Information is gathered regarding the actual and anticipated expenses, future projects, goals and objectives of the Fund. After calculating all factors pertinent to the operation of maintaining the green belt park area, an assessment amount for the next fiscal year is calculated, budgeted and presented to the City Commissioners for approval.

In order to legally provide for the necessary assessment support, State laws require City Commission hearings and passage of authorizing resolutions. Sections 7-12-4102, 7-12-4176 and 7-12-4179 MCA authorize the City Commission to create and assess the costs of work, improvements, and maintenance to the owners of property within the boundaries of such district.

As part of the annual budget development and adoption procedures the Special Improvement Portage Meadows Maintenance Assessment Resolution must be submitted for City Commission action. A public notice and hearing is required prior to final passage of the assessment resolution.

Concurrences: Representatives from the City's Public Works, Community Development, Park and Recreation, Fiscal Services, Administration, Police and Fire Department, City Commissioners have all been involved throughout the review and approval process for the Budget.

Fiscal Impact: Adoption of Resolution 9759 will allow the City to finance the cost of work, improvements, and maintenance required to be made each year in the special improvement Portage Meadows Boulevard Maintenance District.

The anticipated assessment amount for Portage Meadows for the next fiscal year is the amount projected through the Budget Development Process. The Portage Meadows Area assessment for Fiscal Year 08/09 will remain at \$19,786, the same amount assessed in Fiscal Year 07/08. This will result in an approximate assessment of \$105.85 for an average lot of 7,500 square feet (7,500 sq ft x 0.023506 factor = \$105.85.)

Alternatives: The City Commission could choose to not set the public hearing and thereby deny the adoption of Resolution 9746 to Levy and Assess Portage Meadows Boulevard Maintenance; however, the services provided are the services the City agreed to provide when the land area was donated to the City.

Attachments/Exhibits: Resolution 9759
Notice of Public Hearing

Cc: Giles Salyer, Park Maintenance Supervisor