



Item: 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: Martha Capps, Operations Supervisor

Action Requested: City Commission Conduct Public Hearing and Adopt Resolution 9759

Public Hearing:

1. Mayor conducts public hearing, calling three times each for opponents and proponents.
2. Mayor closes public hearing and asks the will of the Commission.

Suggested Motion:

1. Commissioner moves:

“I move the City Commission adopt or deny Resolution 9759.”

2. Mayor calls for a second, discussion, and calls for the vote.
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Staff Recommendation: Staff recommends following the public hearing and barring sufficient protests, that the City Commission adopt Resolution 9759 to Levy and Assess Special Improvement Portage Meadows Maintenance District No. 1195.

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, proposed 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: Park and Receptions staff is responsible for the operation expenses for the Portage Meadows District Fund. Fiscal Services staff is responsible for assessing and collecting the Revenues necessary to carry out the operations. The City Commissioners have received information regarding the condition of the District and the Portage Meadows District Fund operations during the annual budget process. .

Fiscal Impact: Adoption of Resolution 9759 will allow the City to finance the costs 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 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