



**Item:** Resolution 9973 to Levy and Assess Special Improvement Portage Meadows Maintenance District No. 1195

**From:** Judy Burg, Taxes and Assessments

**Initiated By:** Annual Assessment Process

**Presented By:** Melissa Kinzler, Fiscal Services Director

**Action Requested:** City Commission conduct public hearing and adopt Resolution 9973

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**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/deny) Resolution 9973.”

2. Mayor calls for a second, discussion, and calls for the vote.
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**Staff Recommendation:** Staff recommends the City Commission adopt Resolution 9973.

**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. There are currently 186 parcels that directly benefit and are affected by the upkeep and maintenance of Portage Meadows. 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.

As part of the annual budget development and adoption procedures, the Special Improvement Portage Meadows Maintenance District 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 Recreation staff is responsible for the operation expenses of the Portage Meadows District Fund. Fiscal Services staff is responsible for assessing and collecting the revenues.

**Fiscal Impact:** Adoption of Resolution 9973 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 Maintenance District.

#### ASSESSMENT ANTICIPATED

The anticipated assessment amount used to assess Portage Meadows Maintenance for the next fiscal year is the amount projected through the budget development process. For Fiscal Year 12/13 the Portage Meadows Green Belt Area assessment will remain the same as last Fiscal Year's assessed amount of \$46,922. This will result in an assessment of \$251.28 for an average size lot of 4,501 square feet (4,501 sq ft x 0.055827 factor = \$251.28.)

**Alternatives:** The City Commission could choose to deny Resolution 9973 to Levy and Assess Portage Meadows Boulevard Maintenance; however, the City agreed to provide the services when the land area was donated to the City.

**Attachments/Exhibits:** Resolution 9973

Cc: Giles Salyer, Park Maintenance Supervisor

## RESOLUTION 9973

A RESOLUTION LEVYING AND ASSESSING THE COST OF MAINTAINING THE GREEN BELT PARK OF PORTAGE MEADOWS ADDITION IN THE CITY OF GREAT FALLS ON ALL REAL ESTATE IN SPECIAL IMPROVEMENT MAINTENANCE DISTRICT NO. 1195 FOR THE FISCAL YEAR BEGINNING JULY 1, 2012 AND ENDING JUNE 30, 2013.

WHEREAS, the City Commission did create and amend Special Improvement Maintenance District No. 1195 by Resolutions 6913, 6980, and 8426 on February 15 and July 17, 1977, and July 16, 1991 respectively; and,

WHEREAS, the City Commission intends to continue maintaining the Green Belt Park of Portage Meadows addition within said district; and,

WHEREAS, on July 17, 2012, the Commission of the City of Great Falls adopted its annual budget resolution in which the estimated cost of such maintenance within said district at a total of FORTY-SIX THOUSAND NINE HUNDRED NINETY-TWO DOLLARS (\$46,992).

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE CITY OF GREAT FALLS, MONTANA:

### Section 1 – Continuance

The City of Great Falls continues to care for and maintain the Green Belt Park in Special Improvement Maintenance District No. 1195.

### Section 2 – Costs Assessed

The costs of said care and maintenance in the district, totaling \$46,992 are hereby assessed upon the properties in said district.

The costs per property and the property list for Special Improvement District No. 1195 are set forth in the records of the City Clerk of the City of Great Falls. Said property is generally identified as each lot or parcel of land within Portage Meadows Additions #1, #2, and #3, excluding Blocks 4, 5, and 6 of Portage Meadows #1 Addition.

Assessments for each year may be reviewed on an annual basis and may be revised in amount according to the following formula: cost plus ten percent (10%) divided by the total square feet of all of the lots within said district times the square feet of each lot. Costs shall be for expendable material costs, snow removal labor, water, mowing labor, fertilizer costs and labor, aerification labor, and tree pruning costs.

### Section 3 – Assessments Due Date

These assessments are payable in two payments and will become delinquent at 5:00 o'clock p.m. on November 30, 2012 and May 31, 2013.

Section 4 – Assessment Hearing

The City Commission will hear objections to the final adoption of this resolution at 7:00 p.m., August 7, 2012, in the Commission Chambers of the Civic Center Building, Great Falls, Montana.

Section 5 – Notice of Hearing

The City Clerk is hereby authorized and directed to provide for two publications of the Notice of Resolution for Assessment in accordance with Section 7-1-4127, MCA, preceding the assessment hearing.

PASSED by the Commission of the City of Great Falls, Montana, on this 7<sup>th</sup> day of August, 2012.

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Michael J. Winters, Mayor

ATTEST:

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Lisa Kunz, City Clerk

(SEAL OF CITY)

APPROVED FOR LEGAL CONTENT:

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James W. Santoro  
City Attorney