

**City Council Regular**

**Date:** 10/09/2023  
**Title:** Public Hearing and Resolution Setting PMD Annual Assessments for Fiscal Year 2024  
**Presented by:** Andy Zoeller, Finance Director  
**Department:** Finance  
**Presentation:** Yes  
**Legal Review:** No  
**Project Number:** N/A

---

**RECOMMENDATION**

Staff recommends the City Council conduct a public hearing and approve the resolution setting the assessments for the City's Park Maintenance Districts.

**BACKGROUND (Consistency with Adopted Plans and Policies, if applicable)**

The annual assessment resolution for the City's 36 Park Maintenance Districts (PMD's) has been calculated and allocated to each property within the district. Assessed amounts are consistent with the FY24 Budget adopted on June 22, 2023. The assessment method varies by district, as described in the attached resolution, consistent with the creation of each PMD.

**ALTERNATIVES**

City Council may:

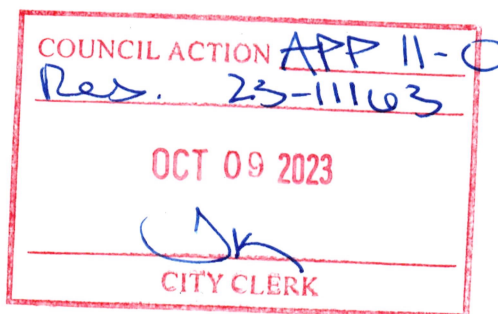
- Approve; or,
- Not Approve, the Parks Department could stop maintaining the PMD parks or Council could direct staff to continue maintaining the parks and use General Fund or other resources for that purpose.

**FISCAL EFFECTS**

The total amount to be assessed for these PMD's is \$1,344,825 for FY 24. Park maintenance district rates are calculated by estimating the expenses for maintenance, recovering actual expenditures, and planning for future equipment replacement within each district.

There are 6,495 properties in Billings that are within the boundaries of a Park Maintenance District. The average annual charge is \$204 and the median annual charge is \$148.

Gross amounts assessed for each PMD are shown below, with a comparison to prior year amounts:



PMD Name	FY23	FY24	Increase/ Decrease
Harvest	\$ 196,000	\$ 198,657	\$ 2,657
Olympic	172,000	180,960	8,960
Parkland West	46,000	47,651	1,651
Kiwanis/Durland	20,000	23,236	3,236
High Sierra	73,000	79,448	6,448
Forest Park	2,000	1,948	-52
Woodland Estates	4,000	4,653	653
Terra West	22,000	24,872	2,872
Aspen Grove	9,000	9,005	5
Lakeview Drain	500	2,155	1,655
Montana Avenue	62,000	64,953	2,953
Country Manor (Village West-Circle 50)	46,000	48,256	2,256
Broadway/City Hall	40,000	41,773	1,773
Rush/Shiloh Point	13,000	13,579	579
Howard Heights	8,700	8,618	-82
Mission United (West end Bike Trail)	10,000	11,772	1,772
South Gate	5,000	6,014	1,014
Frances Park	22,000	24,167	2,167
Rolling Hills (Silver Spur Trail)	9,000	10,387	1,387
Dokken (Town and Country)	8,000	8,966	966
Lutheran Park	9,500	11,204	1,704
Rimrock West	50,000	53,451	3,451
Walden Grove	27,000	29,503	2,503
Rehberg Ranch	24,000	28,870	4,870
Uinta and Twin Oaks	41,000	42,861	1,861
Ironwood	117,000	122,166	5,166
Vintage Estates	7,000	7,795	795
Cottonwood	2,000	1,950	-50
Kings Green	12,000	12,752	752
Copper Ridge	98,000	101,151	3,151
Riverfront Pointe	1,000	1,394	394
Falcon Ridge	42,000	46,625	4,625
Josephine Crossing	12,000	10,000	-2,000
Terra West Entrance	3,500	4,613	1,113
Yellowstone Family Park	36,000	37,315	1,315
Annafeld Parks	20,000	22,105	2,105
<b>Total Annual PMD Assesment</b>	<b>\$ 1,270,200</b>	<b>\$ 1,344,825</b>	<b>\$ 74,625</b>

## Attachments

Resolution PMDs

## RESOLUTION 23-

### A RESOLUTION LEVYING AND ASSESSING ALL PROPERTY WITHIN PARK MAINTENANCE DISTRICTS AN AMOUNT EQUAL TO THE COST OF MAINTAINING THE IMPROVEMENTS IN SAID PARK MAINTENANCE DISTRICTS WITHIN THE CITY OF BILLINGS, PROVIDING FOR NOTICE, HEARING AND FINAL ADOPTION.

WHEREAS, certain Park Maintenance Districts within the City have been created and constructed, and

WHEREAS, certain improvements within those Park Maintenance Districts require maintenance, and

WHEREAS, M.C.A. Section 7-12-4162 provides that the City may levy and assess the costs of maintenance against said districts.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BILLINGS, MONTANA, AS FOLLOWS:

1. MAINTENANCE OF IMPROVEMENTS. Certain improvements including trees, shrubs, grass and care thereof require maintenance with certain Park Maintenance Districts.
2. MAINTENANCE DISTRICT BOUNDARIES. The boundaries of the park maintenance districts are established by resolution and are on file in the City Clerk's office.
3. ASSESSMENT METHOD. The entire maintenance costs shall be assessed against the entire district, based on either square footage of the lot or a per lot basis of the entire district exclusive of streets, avenues, alleys and public places all as provided in M.C.A. Section 7-12-4162.
4. COST OF MAINTENANCE. The Parks Department estimates that the cost of maintenance for fiscal year 2024 for the following Park Maintenance Districts is:



PMD Name	Project Number	FY24	FY24 Assessment Rate	sq ft or per lot
Harvest	684001	198,657.00	0.046131	sq/ft
Olympic	684002	180,960.00	0.040512	sq/ft
Parkland West	684003	47,651.00	0.022584	sq/ft
Kiwanis/Durland	684004	23,236.00	0.033836	sq/ft
High Sierra	684005	79,448.00	0.010069	sq/ft
Forest Park	684006	1,948.00	0.003086	sq/ft
Woodland Estates	684007	4,653.00	0.005630	sq/ft
Terra West	684008	24,872.00	0.030025	sq/ft
Aspen Grove	684009	9,005.00	0.024312	sq/ft
Lakeview Drain	684010	2,155.00	0.008998	sq/ft
Montana Avenue	684011	64,953.00	0.117639	sq/ft
Country Manor (Village West-Circle 50)	684012	48,256.00	0.015623	sq/ft
Broadway/City Hall	684013	41,773.00	0.112813	sq/ft
Rush/Shiloh Point	684014	13,579.00	0.004779	sq/ft
Howard Heights	684015	8,618.00	0.007648	sq/ft
Mission United (West end Bike Trail)	684016	11,772.00	0.014346	sq/ft
South Gate	684017	6,014.00	0.002691	sq/ft
Frances Park	684018	24,167.00	129.93	per lot
Rolling Hills (Silver Spur Trail)	684019	10,387.00	346.23	per lot
Dokken (Town and Country)	684020	8,966.00	448.30	per lot
Lutheran Park	684022	11,204.00	157.80	per lot
Rimrock West	684023	53,451.00	220.87	per lot
Walden Grove	684024	29,503.00	0.036521	sq/ft
Rehberg Ranch	684025	28,870.00	0.011575	sq/ft
Uinta and Twin Oaks	684026	42,861.00	153.08	per lot
Ironwood	684027	122,166.00	0.018022	sq/ft
Vintage Estates	684028	7,795.00	69.60	per lot
Cottonwood	684029	1,950.00	0.001622	sq/ft
Kings Green	684030	12,752.00	255.04	per lot
Copper Ridge	684031	101,151.00	322.14	per lot
Riverfront Pointe	684032	1,394.00	13.40	per lot
Falcon Ridge	684033	46,625.00	300.81	per lot
Josephine Crossing	684036	10,000.00	0.006678	sq/ft
Terra West Entrance	684038	4,613.00	59.14	per lot
Yellowstone Family Park	684040	37,315.00	96.92	per lot
Annafeld Parks	684041	22,105.00	0.046394	sq/ft
<b>Total Annual PMD Assessments</b>		<b>\$1,344,825.00</b>		

5. DISPOSITION OF COLLECTIONS. The monies collected from the assessment shall be paid into the respective Park Maintenance Funds.

6. NOTICE OF HEARING. On Monday, October 9<sup>th</sup>, 2023, at 5:30 o'clock p.m., or as soon thereafter as the matter could be considered on the agenda in the Council Chambers of the City Hall, Billings, Montana, the City Council heard objections to the adoption of this resolution. The City Clerk published notice of the public hearing twice, at least six (6) days separating each publication in a newspaper of general paid



circulation with a periodicals mailing permit. The final publication was made no less than 5 days prior to the hearing as provided in Section 7-11-1025, MCA.

7. EFFECTIVE DATE. This Resolution shall be effective upon adoption.

PASSED AND APPROVED by the City Council on the 9<sup>th</sup> day of October, 2023.

CITY OF BILLINGS:

BY: \_\_\_\_\_  
William A. Cole, Mayor

ATTEST:

BY: \_\_\_\_\_  
Denise R. Bohlman, City Clerk

## RESOLUTION 23-11163

### **A RESOLUTION LEVYING AND ASSESSING ALL PROPERTY WITHIN PARK MAINTENANCE DISTRICTS AN AMOUNT EQUAL TO THE COST OF MAINTAINING THE IMPROVEMENTS IN SAID PARK MAINTENANCE DISTRICTS WITHIN THE CITY OF BILLINGS, PROVIDING FOR NOTICE, HEARING AND FINAL ADOPTION.**

WHEREAS, certain Park Maintenance Districts within the City have been created and constructed, and

WHEREAS, certain improvements within those Park Maintenance Districts require maintenance, and

WHEREAS, M.C.A. Section 7-12-4162 provides that the City may levy and assess the costs of maintenance against said districts.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BILLINGS, MONTANA, AS FOLLOWS:

1. MAINTENANCE OF IMPROVEMENTS. Certain improvements including trees, shrubs, grass and care thereof require maintenance with certain Park Maintenance Districts.
2. MAINTENANCE DISTRICT BOUNDARIES. The boundaries of the park maintenance districts are established by resolution and are on file in the City Clerk's office.
3. ASSESSMENT METHOD. The entire maintenance costs shall be assessed against the entire district, based on either square footage of the lot or a per lot basis of the entire district exclusive of streets, avenues, alleys and public places all as provided in M.C.A. Section 7-12-4162.
4. COST OF MAINTENANCE. The Parks Department estimates that the cost of maintenance for fiscal year 2024 for the following Park Maintenance Districts is:

PMD Name	Project Number	FY24	FY24 Assessment Rate	sq ft or per lot
Harvest	684001	198,657.00	0.046131	sq/ft
Olympic	684002	180,960.00	0.040512	sq/ft
Parkland West	684003	47,651.00	0.022584	sq/ft
Kiwanis/Durland	684004	23,236.00	0.033836	sq/ft
High Sierra	684005	79,448.00	0.010069	sq/ft
Forest Park	684006	1,948.00	0.003086	sq/ft
Woodland Estates	684007	4,653.00	0.005630	sq/ft
Terra West	684008	24,872.00	0.030025	sq/ft
Aspen Grove	684009	9,005.00	0.024312	sq/ft
Lakeview Drain	684010	2,155.00	0.008998	sq/ft
Montana Avenue	684011	64,953.00	0.117639	sq/ft
Country Manor (Village West-Circle 50)	684012	48,256.00	0.015623	sq/ft
Broadway/City Hall	684013	41,773.00	0.112813	sq/ft
Rush/Shiloh Point	684014	13,579.00	0.004779	sq/ft
Howard Heights	684015	8,618.00	0.007648	sq/ft
Mission United (West end Bike Trail)	684016	11,772.00	0.014346	sq/ft
South Gate	684017	6,014.00	0.002691	sq/ft
Frances Park	684018	24,167.00	129.93	per lot
Rolling Hills (Silver Spur Trail)	684019	10,387.00	346.23	per lot
Dokken (Town and Country)	684020	8,966.00	448.30	per lot
Lutheran Park	684022	11,204.00	157.80	per lot
Rimrock West	684023	53,451.00	220.87	per lot
Walden Grove	684024	29,503.00	0.036521	sq/ft
Rehberg Ranch	684025	28,870.00	0.011575	sq/ft
Uinta and Twin Oaks	684026	42,861.00	153.08	per lot
Ironwood	684027	122,166.00	0.018022	sq/ft
Vintage Estates	684028	7,795.00	69.60	per lot
Cottonwood	684029	1,950.00	0.001622	sq/ft
Kings Green	684030	12,752.00	255.04	per lot
Copper Ridge	684031	101,151.00	322.14	per lot
Riverfront Pointe	684032	1,394.00	13.40	per lot
Falcon Ridge	684033	46,625.00	300.81	per lot
Josephine Crossing	684036	10,000.00	0.006678	sq/ft
Terra West Entrance	684038	4,613.00	59.14	per lot
Yellowstone Family Park	684040	37,315.00	96.92	per lot
Annafeld Parks	684041	22,105.00	0.046394	sq/ft
<b>Total Annual PMD Assessments</b>		<b>\$1,344,825.00</b>		

5. DISPOSITION OF COLLECTIONS. The monies collected from the assessment shall be paid into the respective Park Maintenance Funds.

6. NOTICE OF HEARING. On Monday, October 9<sup>th</sup>, 2023, at 5:30 o'clock p.m., or as soon thereafter as the matter could be considered on the agenda in the Council Chambers of the City Hall, Billings, Montana, the City Council heard objections to the adoption of this resolution. The City Clerk published notice of the public hearing twice, at least six (6) days separating each publication in a newspaper of general paid



circulation with a periodicals mailing permit. The final publication was made no less than 5 days prior to the hearing as provided in Section 7-11-1025, MCA.

7. EFFECTIVE DATE. This Resolution shall be effective upon adoption.

PASSED AND APPROVED by the City Council on the 9<sup>th</sup> day of October, 2023.



CITY OF BILLINGS:

BY: William A. Cole  
William A. Cole, Mayor

ATTEST:

BY: Denise R. Bohlman  
Denise R. Bohlman, City Clerk