



REQUEST FOR ACTION CITY COUNCIL

Agenda Date: 11/18/2025
Agenda Section: Other Business

Department Origination: Finance

Agenda Item: Certification of Delinquent Utility Bills, Invoices, and Abatement Charges

- Hold Public Hearing at 7:00 p.m. or shortly thereafter
- Adopt Resolution 2025-089, Adopting Assessments for Unpaid Delinquent Utility Bills, Invoices, and Abatement Charges

Approval Required: Simple Majority Vote

BACKGROUND

Historically, the city has certified unpaid, delinquent utility bills to the property owner's property taxes once or twice per year for collection the following year as authorized under state law. In addition, the city certifies unpaid invoices and services including those related to the rental inspection program and other outstanding nuisance abatement charges. As required, a notice of the public hearing when the certification will be considered is sent to the property owner.

After holding the public hearing, the council considers adopting a resolution (see attached) to certify the outstanding delinquent balance with accrued interest and fees to the following year's property taxes. The listing of outstanding, delinquent accounts and invoices will be updated prior to the public hearing. An updated list will be distributed at the public hearing.

FINANCIAL IMPLICATIONS

Certifying the unpaid, delinquent invoices, abatements, and utility bills to the related parcel's property taxes ensures the city collects for services provided and water, sewer, and storm water enterprise charges, along with sales tax and other state fees the city is required to collect and remit to the state. User charges are necessary to finance the ongoing operations, debt service, and capital costs of each of the city's three enterprise funds.

STAFF RECOMMENDATIONS

Finance Director Vacinek recommends holding the public hearing for the certification of the unpaid invoices, abatements, and delinquent city utility bills for usage through July 2025. Upon completion of the public hearing, it is further recommended to adopt the attached resolution certifying the unpaid delinquent utility bills and invoices to the 2026 property taxes of the respective parcels.

COUNCIL ACTION REQUESTED

- Hold Public Hearing for the Certification of Delinquent Utility Bills, Invoices, and Abatement Charges at 7:00 p.m. or shortly, thereafter.
- Adopt Resolution 2025-089, Adopting Assessments for Unpaid Delinquent Utility Bills, Invoices, and Abatement Charges for Collection with the 2026 Property Taxes