



REQUEST FOR ACTION  
CITY COUNCIL

Agenda Date: 10/1/2024  
Agenda Section: Consent Agenda

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**Department Origination:** Finance

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**Agenda Item:** Schedule a Public Hearing for Certification of Delinquent Utility Bills, Invoices, and Abatements for Tuesday, November 19, 2024 at 7:00 p.m., or shortly thereafter

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**Approval Required:** Simple Majority Vote

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**BACKGROUND**

Historically, the city has certified unpaid, delinquent utility bills to the property owner's property taxes at least annually for collection the following year as authorized under state law. In addition, the city certifies unpaid services related to the rental inspection program, other outstanding nuisance abatements charges, and outstanding invoices. As required, a notice of the public hearing when the certification will be considered is sent to the property owner along with the outstanding amount due.

The first step in the certification process is to schedule the public hearing. The annual public hearing is typically scheduled for November. After holding the public hearing, the council considers adopting a resolution to certify the outstanding delinquent balance with accrued interest and fees to the following year's property taxes. The 2024 certification public hearing is recommended for the November 19, 2024 council meeting.

**FINANCIAL IMPLICATIONS**

Certifying the unpaid, delinquent utility bills and outstanding charges 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 scheduling the public hearing for the certification of the delinquent city utility bills for usage through July 2024 that was due on September 10, 2024 and outstanding invoices.

**COUNCIL ACTION REQUESTED**

Schedule a Public Hearing for the Certification of Delinquent Utility Bills, Invoices, and Abatements for Tuesday, November 19, 2024 at 7:00 p.m., or shortly thereafter