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**To:** Mayor Nelson and Members of the City Council

**From:** Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

**Date:** November 14, 2024

**Subject:** Public Hearing – Certify Delinquent Utility Bills, Escrow Accounts and Administrative Citations

City staff has assembled an assessment roll of outstanding delinquent utility bills, escrow accounts and administrative citations for review and approval by the City Council.

The proposed assessment roll is \$103,491.18. Of that total, \$67,416.18 is related to outstanding utility bills and \$20,200 is related to unpaid Administrative Offense citations. The City's fee schedule calls for a \$125.00 administrative service charge to be levied against each property certified, resulting in \$15,875.00 in service fees.

A public hearing on the assessment roll has been scheduled for Monday, November 18, 2024 at 7:00pm (or as soon thereafter). Notices were sent to the affected property owners. A public hearing notice was also published in the Blaine/SLP Life on November 1, 2024. The public hearing provides an opportunity for the City Council to review any objections or concerns from the property owners regarding their unpaid balances. After consideration, the City Council may decide to adjust, reduce or certify the full amount of these charges.

As of the City Council agenda deadline, staff has received one objection to the assessments. That objection, and a staff response, is included with the packet.

If you have any questions, please do not hesitate to contact me at 763-784-6491.