

**CITY OF ST. FRANCIS  
ST. FRANCIS, MN  
ANOKA COUNTY**

**RESOLUTION 2024-38**

**A RESOLUTION AUTHORIZING AND DIRECTING  
CERTIFICATION OF MUNICIPAL UTILITY SERVICES, MAINTENANCE OF PRIVATE  
PROPERTY, ADMINISTRATIVE CIVIL NOTICE FEES, AND REPAIR OF LEAKS AS A  
LIEN UPON PREMISES**

WHEREAS, the City of St. Francis Code Section 3-1-4: H provides as follows:

**3-1-4: RULES AND REGULATIONS RELATING TO MUNICIPAL  
UTILITIES:**

**H. Municipal Utility Services and Charges a Lien:**

1. Payment for all municipal utility (as that term is defined in City Code, Section 3.01) service and charges shall be the primary responsibility of the owner of the premises served and shall be billed to him unless otherwise contracted for and authorized in writing by the owner and the tenant, as agent for the owner, and consented to by the City of St. Francis, Minnesota. The City may collect the same in a civil action or, in the alternative and at the option of the City, as otherwise provided in this Subdivision.

2. Each such account is hereby made a lien upon the premises served. All such accounts which are more than thirty (30) days past due may, when authorized by resolution of the Council, be certified by the City Clerk of the City of St. Francis, Minnesota, to the County Auditor, and the City Clerk\ in so certifying shall specify the amount thereof, the description of the premises served, and the name of the owner thereof. The amount so certified shall be extended by the Auditor on the tax rolls against such premises in the same manner as other taxes, and collected by the County Treasurer, and paid to the City along with other taxes.

**2-7-5: SPECIAL ASSESSMENT FOR COST RECOVERY:**

B. Assessment. Charges for any services unpaid after billing for at least ninety (90) days, and after notice and hearing, may be certified to the County Auditor and collected as any other special assessment.

and

WHEREAS, THE City of St. Francis Code Section 2-11-3: E. 3(a)

**2-11-3: ADMINISTRATIVE ENFORCEMENT OF CODE REGULATIONS-  
PROCEDURE**

E. PAYMENT AND PENALTY:

3. No Payment of Penalty and No Correction of Violation. If the owner fails to pay the administrative civil penalty but fails to correct the City Code violation, the City may do any of the following, or any combination thereof:  
a. Assess the administrative civil penalty against the property pursuant to Minnesota Statutes Chapter 429.

and

WHEREAS, the following accounts are more than thirty (30) days past due:

<u>Parcel Number</u>	<u>Property Address</u>	<u>Amount Owed</u>
See Exhibit 1 - Section 3-1-4 & 2-7-5	Delinquent Utility Bills	One Year Assessment
See Exhibit 2 - Section 3-1-4 & 2-7-5	Delinquent Storm Water Fees	One Year Assessment
See Exhibit 3 - Section 2-11-3	Delinquent Administrative Civil Penalty & Other	One Year Assessment

NOW, THEREFORE, BE IT RESOLVED by the City of St. Francis that the City Clerk of the City of St. Francis certify to the County Auditor of the County of Anoka, State of Minnesota, the amounts thereof, the description of the premises served and the name of the owner thereof.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 6<sup>th</sup> DAY OF NOVEMBER, 2023

APPROVED:

ATTEST:

\_\_\_\_\_  
Joseph Muehlbauer, Mayor

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Jennifer Wida, City Clerk

Attachments: Exhibits 1, 2 & 3