



MAYOR & COUNCIL COMMUNICATION

DATE: December 16, 2014

CONSENT

ITEM# 7

MOTION

AGENDA ITEM: Authorize Certification to Washington County Auditor for the Unpaid Water Utility Bills

SUBMITTED BY: Cathy Bendel, Finance Director

THROUGH: Cathy Bendel, Finance Director

REVIEWED BY: Patty Baker, Accountant

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item City Administrator
- Report/Presentation.....City Administrator
- Questions from Council to Staff Mayor Facilitates
- Call for Motion Mayor & City Council
- Discussion Mayor & City Council
- Action on Motion..... Mayor Facilitates

POLICY RECOMMENDER: Finance

FISCAL IMPACT: Up to \$25,142.16 to be assessed to Washington County for collection via 2015 tax rolls. Amount to be reduced for any payments received on or before December 19, 2014.

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, the City Council is asked to approve the certification of the delinquent water bills to the Washington County Auditor. No specific motion is needed as this is recommended to be part of the *Consent Agenda*.

BACKGROUND INFORMATION: The City of Lake Elmo has authority by Minnesota State statute 444.075, subd.3 to assess property owners for unpaid water utilities and services. Affected homeowners with past due balances were sent notification of the proposed assessment. Property owners have until December 19, 2014 to pay the balance due without additional fees.

The City operates the water, sewer and surface water under its Enterprise Funds. Enterprise funds account for specific City operations that are financed and operated similar to a private

business. Generally, the services are provided to identifiable beneficiaries, as well as the general public, and all or most of the costs come from user fees.

The user fees collected are utilized to operate the Cities respective water, sewer and surface water systems. Assessing the property owners listed on Exhibit A (attached) for unpaid services will assure collection of charged fees. The deadline to certify unpaid water utility bills to Washington County is December 28, 2014. Any payments received before the cutoff of December 19, 2014 will be removed from this list and not reported to Washington County for assessment.

The potential amount to certify for 2014 is 45% below the 2013 amount of \$46,003.22 due to diligent efforts to work to follow up on past due amounts throughout the year.

RECOMMENDATION: It is recommended that the City Council authorize the certification of the unpaid delinquent water accounts to the Washington County Auditor.

ATTACHMENTS:

1. Resolution No. 2014-97
2. Exhibit A