

City Council Agenda Item Memo

From: Ashley Rentsch, Finance Director

Council Meeting: October 22, 2024

Subject: Resolution 24-091: Special Assessments for Snow Removal and Lawn Care

Presenter: Ashley Rentsch, Finance Director

Summary and Recommended Action:

Staff recommends approval of this resolution authorizing special assessments for snow removal and lawn care. Eleven properties in the City of Brookings have outstanding invoices totaling \$3,065 for snow removal and lawn care services which were performed to bring properties into compliance with City ordinance. The City intends to collect payment on these invoices by including them on the annual Special Assessment Roll to be applied to the owner's property taxes.

Item Details:

The City of Brookings sends invoices to property owners for snow removal and lawn care when properties are out of compliance with City Ordinance and City employees are required to perform the services. Outstanding invoices at the end of each year can be included on the annual Special Assessment Roll to be applied to the property owner's property taxes in accordance with SDCL 9-32-12.

This resolution includes ten (10) properties with outstanding lawn care invoices totaling \$2,880 and one (1) property with an outstanding snow removal invoice for \$185 for a grand total of \$3,065 to be assessed to property taxes payable in 2025.

Legal Consideration:

None.

Strategic Plan Consideration:

- Fiscal Responsibility – The City of Brookings will responsibly manage resources through transparency, efficiency, equity, and exceptional customer service.
- Safe, Inclusive, Connected Community – The City of Brookings will create an environment for inclusive programs, gathering places, and events where the community can safely live, work and come together to participate in opportunities for learning, recreation and enjoyment.

Financial Consideration:

This resolution recovers \$3,065 in outstanding invoices to the City's General Fund for lawn care and snow removal services provided by City Staff.

Supporting Documentation:
Resolution