

City Council Agenda Memo

From: Ashley Rentsch, Deputy Finance Manager

Council Meeting: November 10, 2020

Subject: Resolution approving special assessments for snow removal and mowing

Person(s) Responsible: Erick Rangel, Chief Financial Officer; Ashley Rentsch, Deputy Finance Manager

Summary:

Five property owners in the City of Brookings have outstanding invoices for mowing and snow removal services that were performed to bring properties into compliance with City ordinance. The City intends to collect payment on these outstanding invoices by including them on the annual special assessment roll to be applied to the property owner's property taxes.

Background:

The City of Brookings sends invoices to property owners for snow removal and mowing 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.

Item Details:

There are currently six property owners in the City of Brookings with outstanding invoices totaling \$2,620 for snow removal and mowing. These invoices will be added to the annual special assessment roll which is sent to the Brookings County Auditor to facilitate collection through property tax billed in 2021.

Legal Consideration:

None.

Financial Consideration:

This Resolution will support the City's efforts to collect payment on outstanding invoices for services rendered to bring properties into compliance with City ordinance.

Options and Recommendation:

The City Council has the following options:

1. Approve as presented
2. Deny

3. Amend
4. Move the item to a study session
5. Do nothing

Staff recommends approval of the resolution as presented.

Supporting Documentation:

Memo

Resolution