City Council Item

October 27, 2025

Item	Resolution 2025-XX: Certification of Delinquent Utility Accounts and Code Enforcement Charges to the County Auditor	
File No.		**Item No:** G.1
Agenda Section	**PUBLIC HEARINGS**	
Prepared By	Danielle Washburn, Assistant Finance Director	
Reviewed By	Laurie Hokkanen	

SUGGESTED ACTION

"The Chanhassen City Council adopts a resolution certifying delinquent utility accounts and code enforcement charges to the County Auditor."

Motion Type	Simple Majority Vote of members present
Strategic Priority	N/A

SUMMARY

BACKGROUND

DELINQUENT UTILITY ACCOUNTS

Chanhassen City Code provides that in the event any utility service is not paid within three (3) months after the time it is rendered, the city council may certify the amount due together with penalties to the county auditor to be collected with other real estate taxes levied against the premises served.

The city bills for water, sanitary sewer, and storm sewer. For accounts that are past due, the city sends a letter after the fall billing (September and October) notifying the property owner of the delinquency and that non-payment will result in certification to property taxes with certification fees. Property owners may speak at this public hearing to dispute the certification. Owners may avoid certification by paying

the amount due by November 1, 2025. A final delinquent list is then prepared and sent to the county by December 1, 2025.

The list of delinquent properties is available in the Finance Department.

As of October 22, 2025, no property owners had notified the city that they planned to dispute these delinquent utility charges.

Current practice is to certify the amount due to the property taxes, as allowed by Minnesota State Statute Section 444.075 Subd. e. There are 188 accounts with a total value of $214,317.57 to be collected this year. This compares to 177 accounts with a total dollar amount of $261,465.81 last year. Staff expects that several accounts will be paid in full by the time that the final list is established in December. The other accounts will be certified to the county for collection with a fee of 10% added for the administrative costs incurred plus an additional $5.00 Carver County Certification Fee (for properties within Carver County).

DELINQUENT CODE ENFORCEMENT CHARGES

Chanhassen City Code states, “After giving the owner or occupant of a lot not in compliance with the previous sections seven days' advance written notice of the noncompliance, the city may cut, or cause to be cut the grass, weeds, or plants and may assess the cost against the property in accordance with Minnesota State Statute 429.101.”

The procedure for collecting code enforcement costs is to send an invoice stating the charges incurred by the city. If not paid by the due date, statements are mailed. We then send letters in the fall (September and October) notifying the property owner of the delinquency and the consequences of non-payment. They are allowed to attend a public hearing to dispute the certification. The list is then sent to the county by December 1, 2025. The list of delinquent properties is available in the Finance Department or in the attachment.

As of October 22, 2025, no property owners had notified the city that they planned to dispute these delinquent code enforcement charges.

Current practice is to certify the amount due to the property taxes. There are four accounts with a total value of $1,969.20 to be collected this year. This compares to two accounts with a total dollar amount of $1,771.99 last year. These accounts will be certified to the county for collection with a fee of 10% added for the administrative costs incurred plus an additional $5.00 Carver County Certification Fee (for properties within Carver County).

DISCUSSION

BUDGET

RECOMMENDATION

ATTACHMENTS

Resolution