



## Request for Council Action

**TO:** Mayor and City Council  
**THROUGH:** Tim Murray, City Administrator  
**FROM:** Jeanne Day, Finance Director  
**MEETING DATE:** February 9, 2021  
**SUBJECT:** Resolution 2021-028 Approve Write-off of Special Assessment Balance

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### **Background:**

Resolution 2017-221 levying special assessments for the 2017 Bituminous Overlay was adopted on October 24, 2017. An assessment was levied on parcel 18.06.4.25.011.

A Special Assessment search was certified by the City for a closing of the property with a payoff balance of \$1,408.01 where the actual balance was \$1,480.01. The incorrect balance was paid on November 6, 2020 at closing. Staff is looking for Council authorization to write-off the \$72.00 difference as of November 6, 2020.

### **Recommendation:**

Staff recommends approval of Resolution 2021-028 Write-Off of Special Assessment Balance in the amount of \$72.00.

### **Attachments:**

- Resolution 2021-028 Approve Write-off of Special Assessment Balance

**CITY OF FARIBAULT**

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**RESOLUTION #2021-028**

**APPROVE WRITE-OFF OF SPECIAL ASSESSMENT BALANCE**

**WHEREAS**, the City of Faribault adopted special assessments for the 2017 Street Overlay and Sidewalk Improvement Project on October 24, 2017; and

**WHEREAS**, 1375 Albers Path, PID 18.06.4.25.011, was assessed; and

**WHEREAS**, the City received payment on November 6, 2020 based on an error in a certified special assessment search; and

**WHEREAS**, a balance of \$72.00 remains outstanding for said special assessment.

**NOW, THEREFORE BE IT RESOLVED**, that the remaining balance deemed uncollectible, attached hereto as Exhibit A in the amount of \$72.00, is hereby accepted and such balance shall be written-off of the accounts receivable ledgers for the City of Faribault as of November 6, 2020.

**Date Adopted:** February 9, 2021

**Faribault City Council**

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**Kevin F. Voracek, Mayor**

**ATTEST:**

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**Timothy C. Murray, City Administrator**

**CITY OF FARIBAULT  
SPECIAL ASSESSMENT WRITEOFF  
2020**

**Exhibit A**

<u>Customer</u>	<u>Description of Service</u>	<u>Reason for Write-off</u>	<u>Invoice Number</u>	<u>Invoice Date</u>	<u>Amount</u>
North American Title Jorgene Stadler Property	Special Assessment-2017 Bituminous Overlay 1375 Albers Path 18.06.4.25.011	Error on Special Assessment Search on Payoff Amount Closing Done Based on Search		11/6/2020	72.00
<b>TOTAL WRITEOFFS</b>					<u><u>72.00</u></u>