



WEST DES MOINES WATER WORKS BOARD OF TRUSTEES MEETING COMMUNICATION

ITEM:**DATE:** November 20, 2017**6. Recommendations from Committees****a. Finance and Audit Committee**

2. Resolution – A Resolution Designating the Certifying Officer for Delinquent Water Charges

FINANCIAL IMPACT:

None.

SUMMARY:

Iowa Code Chapter 384 addresses the process by which city utilities may establish, impose, and collect rates and charges. House File 454, passed in 2011, amended the Code by adding language allowing the city utility's governing body to delegate its authority to certify unpaid charges to staff. Current procedures have required the Board to certify delinquent charges through resolution (generally 3-4 times per year), but approval of this item will allow the designated officer to certify delinquent accounts as often and as quickly as needed to conduct proper business.

BACKGROUND:

Currently, staff sends letters to property owners regarding delinquent accounts at their property, and must give the property owners 30 days to pay the delinquent account. After this time frame the unpaid, delinquent accounts are brought to the Board at the next available board meeting to certify as liens against the properties. Approving the General Manager as the Certifying Officer will shorten the time frame for the lien assessments, with the potential for additional revenue to be recovered from delinquent accounts.

RECOMMENDED ACTION BY THE BOARD OF TRUSTEES:

To concur with the recommendation from the Finance and Audit Committee and adopt the Resolution Designating the Certifying Officer for Delinquent Water Charges.

Prepared by: Paula M. [Signature]Approved for Content by: [Signature]

RESOLUTION

A RESOLUTION DESIGNATING THE CERTIFYING OFFICER FOR DELINQUENT WATER CHARGES

WHEREAS, Iowa Code Chapter 384, which addresses the process by which city utilities may establish, impose, and collect rates and charges was amended in 2011; and

WHEREAS, prior to the amendment, the Water Works Board was required to certify delinquent water charges on a periodic basis through formal resolution; and

WHEREAS, The amendment to the Iowa Code allows the Water Works Board to designate an officer to certify such delinquent accounts in order to conduct more timely, efficient business; and

WHEREAS, staff has determined that the Water Work's General Manager is the most appropriate designee for such a role,

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of West Des Moines Water Works that the General Manager is hereafter designated as the Certifying Officer for Delinquent Water Charges.

PASSED AND APPROVED this 20th day of November, 2017.

THE BOARD OF TRUSTEES, WEST DES MOINES WATER WORKS

Karen Novak Swalwell
Chair

ATTEST:

Diana J. Wilson
Secretary