



May 25, 2019

Council Meeting of June 4, 2019

Subject: Certification of Delinquent Bills
to be added to the 2019 City Tax Roll

The Honorable Mayor
and
Members of the City Council

Ladies and Gentlemen:

The Special Assessment Ordinance directs the City Treasurer to submit a statement to the City Council indicating delinquent special assessments (as of March 1st) that are to be added to the tax roll. Attached are the Treasurer's warrants certifying the unpaid installments, interest, and penalties due to the various special assessment funds for collection on the 2019 City tax roll. Also attached are the Treasurer's warrants for delinquent accounts receivable, revenue bonds, water and sewer bills, legal fees and ordinance violations, and bills from other municipalities with parcels in Norton Shores. These bills and charges have been delinquent for at least three months, and the water and sewer bills for at least 6 months.

It is recommended the City Council adopt the attached resolution approving the certificates and authorizing the City Treasurer to add these items to the tax roll.

Respectfully submitted,

Mark C. Meyers
City Administrator

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Attachments

Administration/City Clerk (231) 798-4391	Assessing Division (231) 799-6806	Building Division (231) 799-6801	Finance/Treasurer (231) 799-6805	Fire Prevention (231) 799-6809	Fire Department (231) 798-2255
Parks/Recreation (231) 799-6802	Planning/Zoning (231) 799-6800	Police Department (231) 733-2691	Public Works (231) 799-6803	Streets Division (231) 798-2156	Water/Sewer (231) 799-6804

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby approves the following attached certifications of delinquent water and sewer bills, special assessments, revenue bond installments, and property transfer affidavits to the City Assessor and City Treasurer, for imposing the charges on the 2019 general property tax roll in the aggregate total of \$72,892.96.

At a regular meeting of the City Council of the City of Norton Shores, held at the Norton Shores Branch Library, 705 Seminole Road, on the 4th day of June 2019, the foregoing resolution was moved for adoption by Council Member . The motion was supported by Council Member and carried unanimously.

Ayes:

Nays:

Resolution declared adopted/denied.

Shelly Stibitz, City Clerk

**NORTON SHORES CITY COUNCIL
NORTON SHORES, MICHIGAN**

I hereby certify that the attached list is a true and correct statement of unpaid installments for charges imposed for 152-PAVING SPECIAL ASSESSMENT, unpaid on March 1, 2019, which became due on dates indicated and became delinquent on March 1, 2019. This certificate is given pursuant to the provisions of Ordinance No. 79 for the purpose of reimposing delinquent amounts including the statutory penalty of 6 percent on the 2019 general property tax roll.

Total Installments	\$ 2,918.24
Delinquent Interest	<u>\$ 471.73</u>
Total	<u>\$ 3,389.97</u>

Tina Ericksen, City Treasurer

Subscribed and sworn to this 29th day of May, 2019 before me, a Notary Public, in and for Muskegon County, Michigan.

M. D. Stibitz, Notary Public
My Commission Expires: December 13, 2019

Certificate of City Council

At a regular meeting of the City Council of the City of Norton Shores, said Council by motion regularly adopted the attached list aggregating \$3,389.97, held on June 4, 2019, and certified the same to City of Norton Shores Assessor, for reimposing of charges on the 2019 general property tax roll.

Shelly Stibitz, City Clerk

June 4, 2019

**NORTON SHORES CITY COUNCIL
NORTON SHORES, MICHIGAN**

I hereby certify that the attached list is a true and correct statement of unpaid installments for charges imposed for SEWER SPECIAL ASSESSMENT, unpaid on March 1, 2019, which became due on dates indicated and became delinquent on March 1, 2019. This certificate is given pursuant to the provisions of Ordinance No. 79 for the purpose of reimposing delinquent amounts including the statutory penalty of 6 percent on the 2019 general property tax roll.

Total Installments	\$ 2,780.61
Delinquent Interest	<u>\$ 416.84</u>
Total	<u>\$ 3,197.45</u>

Tina Ericksen, City Treasurer

Subscribed and sworn to this 29th day of May, 2019 before me, a Notary Public, in and for Muskegon County, Michigan.

M. D. Stibitz, Notary Public
My Commission Expires: December 13, 2019

Certificate of City Council

At a regular meeting of the City Council of the City of Norton Shores, said Council by motion regularly adopted the attached list aggregating \$3,197.45, held on June 4, 2019, and certified the same to City of Norton Shores Assessor, for reimposing of charges on the 2019 general property tax roll.

Shelly Stibitz, City Clerk

June 4, 2019

**NORTON SHORES CITY COUNCIL
NORTON SHORES, MICHIGAN**

I hereby certify that the attached list is a true and correct statement of unpaid installments for charges imposed for 135-WATER SPECIAL ASSESSMENT, unpaid on March 1, 2019, which became due on dates, indicated and became delinquent on March 1, 2019. This certificate is given pursuant to the provisions of Ordinance No. 79 for the purpose of reimposing delinquent amounts including the statutory penalty of 6 percent on the 2019 general property tax roll.

Total Installments	\$ 1,826.94
Delinquent Interest	<u>\$ 222.73</u>
Total	<u>\$ 2,049.67</u>

Tina Ericksen, City Treasurer

Subscribed and sworn to this 29th day of May, 2019 before me, a Notary Public, in and for Muskegon County, Michigan.

M. D. Stibitz, Notary Public
My Commission Expires: December 13, 2019

Certificate of City Council

At a regular meeting of the City Council of the City of Norton Shores, said Council by motion regularly adopted the attached list aggregating \$2,049.67, held on June 4, 2019, and certified the same to City of Norton Shores Assessor, for reimposing of charges on the 2019 general property tax roll.

Shelly Stibitz, City Clerk

June 4, 2019

**NORTON SHORES CITY COUNCIL
NORTON SHORES, MICHIGAN**

I hereby certify that the attached list is a true and correct statement of unpaid installments for charges imposed for Accounts Receivable, unpaid on March 1, 2019, which became due on dates indicated and became delinquent on March 1, 2019. This certificate is given pursuant to the provisions of Ordinance No. 79 for the purpose of reimposing delinquent amounts including the statutory penalty of 6 percent on the 2019 general property tax roll.

Total Installments	\$ 4,808.02
Delinquent Interest	<u>\$ 688.48</u>
Total	<u>\$ 5,496.50</u>

Tina Ericksen, City Treasurer

Subscribed and sworn to this 29th day of May, 2019 before me, a Notary Public, in and for Muskegon County, Michigan.

M. D. Stibitz, Notary Public
My Commission Expires: December 13, 2019

Certificate of City Council

At a regular meeting of the City Council of the City of Norton Shores, said Council by motion regularly adopted the attached list aggregating \$5,496.50, held on June 4, 2019, and certified the same to City of Norton Shores Assessor, for reimposing of charges on the 2019 general property tax roll.

Shelly Stibitz, City Clerk

June 4, 2019

**NORTON SHORES CITY COUNCIL
NORTON SHORES, MICHIGAN**

I hereby certify that the attached list is a true and correct statement of unpaid installments for charges imposed for Legal fees and ordinance violations, unpaid on March 1, 2019, which became due on dates indicated and became delinquent on March 1, 2019. This certificate is given pursuant to the provisions of Ordinance No. 79 for the purpose of reimposing delinquent amounts including the statutory penalty of 6 percent on the 2019 general property tax roll.

Total Installments	\$ 3,300.72
Delinquent Interest	<u>\$ 998.04</u>
Total	<u>\$ 4,298.76</u>

Tina Ericksen, City Treasurer

Subscribed and sworn to this 29th day of May, 2019 before me, a Notary Public, in and for Muskegon County, Michigan.

M. D. Stibitz, Notary Public
My Commission Expires: December 13, 2019

Certificate of City Council

At a regular meeting of the City Council of the City of Norton Shores, said Council by motion regularly adopted the attached list aggregating \$4,298.76, held on June 4, 2019, and certified the same to City of Norton Shores Assessor, for reimposing of charges on the 2019 general property tax roll.

Shelly Stibitz, City Clerk

June 4, 2019

**NORTON SHORES CITY COUNCIL
NORTON SHORES, MICHIGAN**

I hereby certify that the attached list is a true and correct statement of unpaid installments for charges imposed for REVENUE BOND, unpaid on March 1, 2019, which became due on dates indicated and became delinquent on March 1, 2019. This certificate is given pursuant to the provisions of Ordinance No. 79 for the purpose of reimposing delinquent amounts including the statutory penalty of 6 percent on the 2019 general property tax roll.

Total Installments	\$ 990.08
Delinquent Interest	<u>\$ 79.70</u>
Total	<u>\$ 1,069.78</u>

Tina Ericksen, City Treasurer

Subscribed and sworn to this 29th day of May, 2019 before me, a Notary Public, in and for Muskegon County, Michigan.

M. D. Stibitz, Notary Public
My Commission Expires: December 13, 2019

Certificate of City Council

At a regular meeting of the City Council of the City of Norton Shores, said Council by motion regularly adopted the attached list aggregating \$1,069.78, held on June 4, 2019, and certified the same to City of Norton Shores Assessor, for reimposing of charges on the 2019 general property tax roll.

Shelly Stibitz, City Clerk

June 4, 2019

**NORTON SHORES CITY COUNCIL
NORTON SHORES, MICHIGAN**

I hereby certify that the attached list is a true and correct statement of delinquent water and/or sewer bills that were delinquent 6 months or more on March 1, 2019, which became due on dates indicated and became delinquent on March 1, 2019. This certificate is given pursuant to the provisions of Sec. 20-75 and Sec. 28-28 of the City of Norton Shores Code of Ordinances for the purpose of assessment of delinquent amounts including penalties and interest accrued thereon, to the 2019 general property tax roll.

Total \$41,838.82

Tina Ericksen, City Treasurer

Subscribed and sworn to this 29th day of May, 2019 before me, a Notary Public, in and for Muskegon County, Michigan.

M. D. Stibitz, Notary Public
My Commission Expires: December 13, 2019

Certificate of City Council

At a regular meeting of the City Council of the City of Norton Shores, said Council by motion regularly adopted the attached list aggregating \$41,838.82 held on June 4, 2019, and certified the same to City of Norton Shores Assessor, for reimposing of charges on the 2019 general property tax roll.

Shelly Stibitz, City Clerk

June 4, 2019

**NORTON SHORES CITY COUNCIL
NORTON SHORES, MICHIGAN**

I hereby certify that the attached list is a true and correct statement of unpaid installments for charges imposed for the City of Muskegon utility bills, and Muskegon Township rental fees unpaid on March 1, 2019, which became due on dates indicated and became delinquent on March 1, 2019. This certificate is given pursuant to the provisions of Ordinance No. 79 for the purpose of reimposing delinquent amounts including the statutory penalty of 6 percent on the 2019 general property tax roll.

Total Installments	\$ 11,002.01
Delinquent Interest	\$ <u>550.00</u>
Total	\$ <u>11,552.01</u>

Tina Ericksen, City Treasurer

Subscribed and sworn to this 29th day of May, 2019 before me, a Notary Public, in and for Muskegon County, Michigan.

M. D. Stibitz, Notary Public
My Commission Expires: December 13, 2019

Certificate of City Council

At a regular meeting of the City Council of the City of Norton Shores, said Council by motion regularly adopted the attached list aggregating \$11,552.01 held on June 4, 2019, and certified the same to City of Norton Shores Assessor, for reimposing of charges on the 2019 general property tax roll.

Shelly Stibitz, City Clerk

June 4, 2019



Internal Memo

To: Mike Huston, Finance Director
From: Tina Ericksen, Treasurer
Date: May 29, 2019
Subject: Special Assessments added to 2019 Summer Tax Bills

Here is the explanation of each group of Special Assessments that will be added to the 2019 Summer Tax bills. Each of these assessments are over 90 days delinquent unless otherwise stated.

The 152-Paving assessments are for paving and brining on our local roads. Each property owner was assessed where the service was provided.

The 135-Sewer assessments are for areas that the City installed a sewer system and the property owner connected to that system.

The 135-Water assessments are for areas that the City installed a water system. Each property owner was assessed an amount for the system to be installed and an amount to hook up to that water system.

The 152-Miscellaneous assessments include account receivable invoices.

The 152-Legal/Ordinances include Court Judgements and Ordinance violations.

The 152-City of Muskegon includes water and sewer bills for the City of Muskegon. We will pay them the assessed amount and keep the interest added to the amount.

The Revenue Bond assessments are for water provided to property owners in a revenue bond area.

The delinquent Water and/or Sewer bills are the quarterly bills sent to each property owner that has Water and/or Sewer and are delinquent in their payments by 6 months or more.