

City of Bandon

CITY COUNCIL AGENDA DOCUMENTATION	DATE: January 3, 2022
SUBJECT: Authorization for Account Write-Offs	ITEM NO: 6.4.1

BACKGROUND:

Each quarter, the Utility Clerk reviews all terminated accounts and collection efforts and prepares a report of customer accounts with outstanding balances that have not been collected. The report for the period of October 1st through December 31st of 2021 is being presented to you for consideration of sending to Western Mercantile, the City's collection specialists.

FISCAL IMPACT:

Having Western Mercantile proceed with collection activity for the identified accounts will provide the City a percentage of any collections.

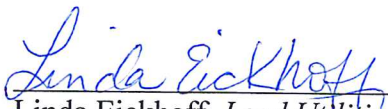
Below is a summary for the quarter ending December 31, 2021:

<u>WRITE-OFFS</u>	
Accounts Identified for Write-Offs	(\$2,790.57)
Total Deposits Applied (w/interest)	<u>\$756.87</u>
Total Proposed for Write-Offs	(\$2,033.70)
 <u>COLLECTIONS</u>	
Collections for Quarter	\$7,175.28
Net Position for Quarter	<u><u>\$5,141.58</u></u>

RECOMMENDATION:

Authorize the identified accounts be sent to Western Mercantile for collections and the accounts be written-off in the City's financial system.

SUBMITTED BY:



Linda Eickhoff, Lead Utilities Clerk

ACCOUNTS IDENTIFIED FOR WRITE-OFF
for Period October 1 - December 31, 2021

RESIDENTIAL ACCOUNTS

Account No.	Account Holder	Service Began	Service Terminated	Last Payment Received	Amount Uncollected (after Deposit Applied)
100875207	Brian Crumley	6/2/2020	10/1/2021	6/16/2021	\$159.18
***91467504	Robert Grassi - Deceased	2/1/2020	5/26/2021	3/22/2021	\$949.85
32010010	Janet Johnson	11/9/2011	9/1/2021	6/16/2021	\$195.64
110630013	John McKinley	9/3/2019	10/1/2021	8/5/2021	\$203.25
101750003	William Pennington	3/1/2021	10/5/2021	6/7/2021	\$370.01
31580009	Carmen Thomas - Deceased	5/4/2007	8/12/2021	5/13/2021	\$92.83
32066006	Pamela Wright - Deceased	9/12/2018	9/1/2021	8/16/2021	\$62.94
					\$2,033.70

COMMERCIAL ACCOUNTS

Account No.	Account Holder	Service Began	Service Terminated	Last Payment Received	Amount Uncollected (after Deposit Applied)
None					

***91467504 This customer's monthly bill ranged from \$350-\$450