

City of Bandon

CITY COUNCIL AGENDA DOCUMENTATION	DATE: October 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 July 1st through September 30th of 2022 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.

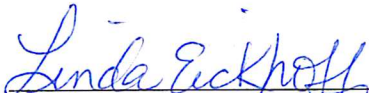
Below is a summary for the quarter ending September 30, 2022:

<u>WRITE-OFFS</u>	
Accounts Identified for Write-Offs	(\$4,550.98)
Total Deposits Applied (w/interest)	<u>\$1,567.68</u>
Total Proposed for Write-Offs	(\$2,983.30)
<u>COLLECTIONS</u>	
Collections for Quarter	\$949.47
Net Position for Quarter	<u>(\$2,033.83)</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 July 1 - September 30, 2022

RESIDENTIAL ACCOUNTS

Account No.	Account Holder	Service Began	Service Terminated	Last Payment Received	Amount Uncollected (after Deposit Applied)
12910010	Shawn Hall	6/10/2020	7/26/2022	4/27/2022	\$533.95
52540015	Lynda Hurley	10/10/2017	6/29/2022	5/17/2022	\$400.03
12240016	Patricia Lange	7/20/2020	5/5/2022	5/3/2022	\$344.92
70720021	Chad Manz	3/20/2019	7/1/2022	6/27/2022	\$399.00
100195001	Sandy Morton	3/21/1988	7/7/2022	5/26/2022	\$216.67
70182506	William Shindler	10/1/2014	6/1/2021	5/3/2021	\$251.95
111270003	Robert Smith	2/3/2022	5/16/2022	NONE	\$62.85
90025007	William Swenson	1/5/2009	5/16/2022	2/10/2022	\$234.81
70620006	Janice Wilson	3/14/2003	1/18/2022	10/25/2021	\$465.83
40930011	Marion Young	11/1/2016	6/6/2022	6/2/2022	\$73.29
					<u>\$2,983.30</u>

COMMERCIAL ACCOUNTS

Account No.	Account Holder	Service Began	Service Terminated	Last Payment Received	Amount Uncollected (after Deposit Applied)

None