

**Subject: Resolution #661 –  
 Write-Off of Uncollectible  
 Utilities Accounts**

**Dept. Origin:** Utilities Dept./City Clerk

**Prepared by:** Jennifer Robertson  
 City Attorney

**For Agenda of:** September 5, 2017

**Exhibits:** Attached Resolution #661

**Proposed Council Action:**

Adopt Resolution #661

**Concurred by Mayor:** \_\_\_\_\_

**Approved/form by City Atty:** JSR//8-15-17

**Approved by \_\_\_\_\_ Director:** \_\_\_\_\_

**Approved by Department Head:** \_\_\_\_\_

Initial & Date

**INFORMATION / BACKGROUND**

The City operates its own electric, sanitary sewer and garbage utilities. Bias is the contractor that performs the utilities billing for the City. When an account becomes delinquent, collection activities are commenced. For accounts over \$100, a collection agency is engaged to perform collections. For small accounts, the City utilities clerk attempt to collect the overdue balance. Over the past few years, there have been very few remaining accounts which the City and/or its collection agency have been unsuccessful at collecting. Only six such accounts currently exists. In order to “clean up” the utility accounts, the City Clerk is seeking Council approval to “write-off” these six “uncollectible” accounts which total \$1,131.07. The account details are in the attached Resolution No. 661.

**FISCAL CONSIDERATION**

This resolution should have no fiscal impact because these accounts have been deemed “uncollectible.”

**RECOMMENDATION / MOTION**

Adopt Resolution #661.

MOTION: I move to adopt resolution #661 authorizing the City Clerk to write-off six delinquent account balances totaling \$1,131.07 determined to be uncollectible.

**RESOLUTION NO. 661**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RUSTON, WASHINGTON, AUTHORIZING THE CITY CLERK TO WRITE-OFF SIX DELINQUENT ACCOUNT BALANCES TOTALING \$1,131.07 DETERMINED TO BE UNCOLLECTIBLE.**

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WHEREAS, the City operates its own electric, sanitary sewer and garbage utilities; and

WHEREAS, these three utility bills are combined for ease of the customer; and

WHEREAS, the City has a standard practice of sending delinquent accounts that exceed \$100 to a collection agency; and

WHEREAS, the City and/or its collection agency has attempted but has been unsuccessful in collecting certain delinquent accounts and desires to write off such accounts as uncollectible; and

WHEREAS, there are six (6) such “uncollectible” accounts which total \$1,131.07;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF RUSTON, WASHINGTON, DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. The City Clerk is authorized to write-off the following six delinquent utilities accounts as uncollectible:

<b>Accounts Sent to Collections in 2011 - 2014</b>	<b>Last Bill</b>	<b>Last Payment</b>	<b>Amount Due</b>
2749	10/11/2011	09/09/2011	326.74
3892	03/09/2011	01/19/2011	224.55
2340	04/16/2014	04/03/2014	244.66
4336	02/19/2014	02/19/2014	173.30
<b>Sub-Total All Accounts Sent to Collections in 2011 - 2014</b>			<b>\$969.25</b>

<b>Accounts Ineligible for Collections</b>	<b>Last Bill:</b>	<b>Last Payment</b>	<b>Amount Due</b>
4366	12/16/2014	12/05/2014	95.03
1657	10/23/2015	11/04/2015	66.79
<b>Subtotal Small Accounts Ineligible for Collections</b>			<b>\$161.82</b>
<b>Sub-Total All Accounts Sent to Collections in 2011-14</b>			<b>\$969.25</b>
<b>Total All Uncollectible Accounts</b>			<b>\$1,131.07</b>

RESOLVED this 5<sup>th</sup> day of September, 2017.

APPROVED:

\_\_\_\_\_  
Bruce Hopkins, Mayor

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Judy Grams, City Clerk

FILED WITH THE CITY CLERK: 8/24/2017

PASSED BY THE CITY COUNCIL: \_\_\_\_\_

RESOLUTION NO.: 661