



Mayor Vernon Mosser

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Office Coordinator: *Debbie Bernard*  
Office Specialist: *Amber Deibel*  
Public Works Director: *Jeff Brown*.

**MEMO TO: CITY COUNCIL**

**DATE: NOVEMBER 8, 2012**

**FROM: SUE C HOLLIS, CITY RECORDER**

**SUBJECT: SECOND READING & ADOPTION, ORDINANCE #646, AN ORDINANCE AUTHORIZING CITY TO REFER DEBTS TO COLLECTION AGENCIES**

**Background:**

1. On June 14, 2012, City Council approved a contract with Credits, Inc., to do collections for the Municipal Court and utility accounts. At the time of the approval, it was noted that certain language may have to be added to our Municipal Code to enable the City to include the collection fee as part of the debt. The language was prepared as part of Ordinance #646, An Ordinance Authorizing City to Refer Debts to Collection Agencies, and the first reading of that ordinance was held on October 11, 2012.
2. Ordinance #646, is presented tonight for second reading and adoption:
  - a. Council should first have a motion to allow the reading of Ordinance No. 646 into the record by title only. After approval of the motion, a member of Council should read the following into the record:

“Ordinance No. 646, An Ordinance Authorizing City to Refer Debts to Collection Agencies An Ordinance Amending Section 31 of the Willamina Municipal Code”
  - b. Finally, a motion to approve the second reading and adoption of Ordinance No. 646 is required. The ordinance will take effect 30 days following the date of adoption.

**Action Requested**

Council conduct the second reading and adoption of Ordinance #646, An Ordinance Authorizing City to Refer Debts to Collection Agencies

Attachment

F/ORDINANCES/ORDINANCE.646.SECOND READING.ADOPTION.CCMEMO.11-08-12