



CITY OF WASHINGTON, ILLINOIS
City Council Agenda Communication

Meeting Date: November 16, 2020

Prepared By: Joanie Baxter, Finance Director *JB*

Agenda Item: Write-off Uncollectible Accounts

Explanation: A listing of accounts receivable that are being recommended for write-off is attached. The list includes water and sewer receivables for final bills that were sent to collection between six and nine months ago and are now being recommended for write-off. This is the first of two write-offs for the fiscal year.

If the City Council approves write-off of these accounts, the accounts receivable will be adjusted accordingly, however, should any of the individuals attempt to settle the account or re-establish service in the City, records will be available with this information.

The total accounts being recommended for write-off are summarized below:

Water-utility	\$	1,715.54
Sewer-utility		1,749.95
General		0.00
Total	\$	<u>3,465.49</u>

These write-offs generally stem from accounts in which customers have skipped out or have left a final bill unpaid. The steps we have taken to turn off water between residents, make the landlord liable if there isn't a separate shutoff, and implementation of monthly billing and enhanced leak detection due to the Automated Meter System installed in 2006, have all contributed to a decrease in accounts required to be written off. The City continues to have a very high collection rate. The write-off of water utility bills represents a total of .26% and .15% of water and sewer billings, respectively.

Fiscal Impact: This is first write-off and the total fiscal impact will be determined after the final write-off in April 2021.

Recommendation/Committee Discussion Summary: Pending Finance & Personnel Committee recommendation for approval.

Action Requested: Approval by City Council as part of Consent Agenda.

**CITY OF WASHINGTON
301 WALNUT STREET
WASHINGTON, IL 61571**

ACCOUNTS SCHEDULED FOR WRITE OFF NOVEMBER 2020

NAME	ACCOUNT #	DUE DATE	GEN	CEM	WAT	SEW	TOTAL BALANCE
Boggs, Patricia	04-20-002400-14	9/3/2019	\$0.00	\$0.00	\$35.77	\$30.75	\$66.52
Brewer, Leslie / Chelsea	06-20-019100-06	10/4/2019	\$0.00	\$0.00	\$108.64	\$145.52	\$254.16
Buckingham, Catie	01-50-017600-06	9/3/2019	\$0.00	\$0.00	\$9.85	\$9.47	\$19.32
Byrd, Richard	01-50-007400-06	2/3/2020	\$0.00	\$0.00	\$79.16	\$65.79	\$144.95
Carson, Saudia	04-40-008520-05	12/5/2019	\$0.00	\$0.00	\$111.27	\$36.27	\$147.54
Casey, Amanda	03-10-002600-09	11/1/2019	\$0.00	\$0.00	\$26.04	\$44.35	\$70.39
Closner, Kevin	05-20-009006-01	11/1/2019	\$0.00	\$0.00	\$173.43	\$170.76	\$344.19
Cloud, Tina	02-20-013400-03	10/4/2019	\$0.00	\$0.00	\$76.51	\$23.80	\$100.31
Compton, Bryana	02-10-011500-08	10/4/2019	\$0.00	\$0.00	\$15.35	\$11.37	\$26.72
Dene, Patricia	05-20-022100-02	1/3/2020	\$0.00	\$0.00	\$86.51	\$79.03	\$165.54
Edwards, Alec / Meier, Gra	03-30-005300-03	10/4/2019	\$0.00	\$0.00	\$68.67	\$70.17	\$138.84
Gresham, Jennifer	05-20-024700-02	8/2/2019	\$0.00	\$0.00	\$37.83	\$76.64	\$114.47
Hunter, Jonny	05-20-011400-07	8/3/2018	\$0.00	\$0.00	\$9.18	\$12.22	\$21.40
Katto, Mohamed	05-10-006233-02	9/3/2019	\$0.00	\$0.00	\$98.11	\$8.07	\$106.18
Knapp, Heather	02-40-015400-14	9/3/2019	\$0.00	\$0.00	\$65.46	\$188.87	\$254.33
Misty's Family Restaurant	05-50-006850-03	10/4/2019	\$0.00	\$0.00	\$140.75	\$339.59	\$480.34
Morovati, Maryam	04-40-008370-03	9/3/2019	\$0.00	\$0.00	\$41.95	\$51.26	\$93.21
Mundwiller, Abby	05-30-010750-07	2/3/2020	\$0.00	\$0.00	\$9.85	\$38.30	\$48.15
Quiram, Jerr	04-30-011100-15	10/4/2019	\$0.00	\$0.00	\$18.04	\$17.04	\$35.08
Schoenbein, Alan	05-20-031310-00	11/1/2019	\$0.00	\$0.00	\$26.72	\$20.72	\$47.44
Sloan, Paige	01-50-010400-14	3/6/2020	\$0.00	\$0.00	\$113.16	\$43.02	\$156.18
Spatafore, Corey	05-20-016000-02	12/5/2019	\$0.00	\$0.00	\$44.71	\$66.11	\$110.82
Stone, Tammy	07-10-020400-06	2/3/2020	\$0.00	\$0.00	\$197.46	\$122.70	\$320.16
Thompson, Gabriel	02-20-015200-05	7/5/2019	\$0.00	\$0.00	\$9.85	\$25.31	\$35.16
Webb, Jennifer	04-10-002400-12	3/6/2020	\$0.00	\$0.00	\$111.27	\$52.82	\$164.09
			\$0.00	\$0.00	\$1,715.54	\$1,749.95	\$3,465.49

* Due to bankruptcy discharge / estate discharge.