

RESOLUTION 22-118

RESOLUTION TO AUTHORIZE WRITE OFF OF RECEIVABLES DEEMED UNCOLLECTIBLE FOR CITY OF SPRING HILL UTILITY ACCOUNTS

WHEREAS, the City of Spring Hill charges its customers for monthly utility costs, including water, sewer, stormwater and sanitation; and,

WHEREAS, the City of Spring Hill has on its books numerous outstanding, inactive utility accounts that, after review and collection efforts by staff and a third-party vendor, have been deemed to be uncollectible; and,

WHEREAS, the delinquent balances for these inactive, outstanding utility accounts have been recorded as bad debt expense within the various funds; and,

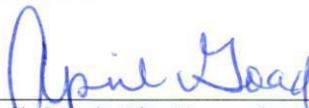
WHEREAS, it is the desire of City staff and the Board of Mayor and Aldermen to clean up the financial records and books of the City of Spring Hill and remove these uncollectible accounts.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF SPRING HILL, TENNESSEE, that City staff is authorized to take appropriate action to write off the uncollectible accounts not to exceed \$13,029.38 listed on Exhibit "A" attached hereto and incorporated herein.

Passed and adopted this 20th day of June, 2022.


Jim Hagaman, Mayor

ATTEST:



April Goad, City Recorder

LEGAL FORM APPROVED:



Patrick Carter, City Attorney



**City of Spring Hill
Budget & Finance Advisory Committee
and
Board of Mayor and Aldermen**

Date: May 23, 2022
Memo to: Budget & Finance Advisory Committee and BOMA
From: Patti Amorello, Finance Associate
Re: Write-off of receivables (utility accounts) deemed uncollectible

RESOLUTION 22-118 – A RESOLUTION TO AUTHORIZE WRITE-OFF OF RECEIVABLES DEEMED UNCOLLECTIBLE FOR CITY OF SPRING HILL UTILITY ACCOUNTS - FINANCE DEPARTMENT

BACKGROUND: On November 18, 2019, Resolution 19-186 authorized an agreement with Automated Collection Services, Inc. (ACSI), after the issuance of a Request for Proposals for debt collection services. The focus of these collection efforts is inactive, unpaid utility accounts.

All inactive accounts have first been worked in-house to try to collect from the account holders and also to establish a complete file of available information (bill copies, e-mails, available addresses and phone numbers, etc.) prior to sending to collection. These two groups of accounts were sent to collection in March and November of 2020. All of the accounts in this group terminated utility service between October 2019 and August 2020.

At the time of proposal award, staff shared with the BOMA that the typical utility account recovery rate is between 5 and 10%. ACSI's collection rate on this group of accounts was 5.8% (\$844.00 of \$14,496.73). Several of the accounts were collected by the City after being sent to collection, as well.

The agreement with ACSI provides that the City may recall accounts with no payment activity after 12 months. Staff is recommending write-off of the outstanding balances from these accounts in the estimated amount of \$13,029. The actual write-off amount will be reduced by payments received during the month of May, should any be made.

On a positive note, staff has had a success rate of collecting 60-80% of inactive accounts over the past two years. ACSI is currently working 122 additional inactive accounts totaling approximately \$19,080.

ATTACHMENTS: Resolution 22-118, A Resolution to Authorize Write-Off of Receivables Deemed Uncollectible for City of Spring Hill Utility Accounts, Attachment A.

RECOMMENDATION: Approve Resolution 22-118

UTILITY ACCOUNT - RECEIVABLE WRITEOFFS - JUNE 2022

Utility Acct	First Name	Last Name	Service Address	City	State	Zip	Balance	Termination Date
<u>Mar-20</u>								
01-001785-14	James	Jones	358 Beechcroft Rd Apt 2	Spring Hill	TN	37174	197.56	10/22/2019
02-003044-09	Terry	Evans	999 Old Kedron Rd	Spring Hill	TN	37174	796.34	11/19/2019
02-003275-06	Amberly	Schissler	818 Hughes St	Spring Hill	TN	37174	120.28	10/21/2019
02-011085-10	Tiffini	Johnson	1028 Vanguard Dr	Spring Hill	TN	37174	309.84	10/31/2019
03-002145-07	Scott	Hilla	1694 Win Hill Dr	Spring Hill	TN	37174	85.21	10/18/2019
03-003410-07	G411 LLC (Stephen McLaughlin)		5226 Main St D 1	Spring Hill	TN	37174	137.88	11/21/2019
05-001889-08	Terry	Tuck	2800 Sutherland Dr	Thompsons Station	TN	37179	274.01	10/22/2019
05-030107-01	Angela	Royal	7007 Kidman Lane	Spring Hill	TN	37174	208.47	12/19/2019
07-001452-06	William	Dutton	2099 Prescott Way	Spring Hill	TN	37174	76	10/10/2019
07-006558-09	Philetia	Prunt	2643 Churchhill Dr	Thompsons Station	TN	37179	90.73	9/30/2019
08-001046-15	Chris	Tordsee	2809 Tyler Court	Spring Hill	TN	37174	162.53	12/16/2019
08-001888-07	Michelle & Artemus	Edwards	1205 Chapmans Retreat Dr	Spring Hill	TN	37174	201.97	11/1/2019
09-003665-03	John	Green	1078 Misty Morn Circle	Spring Hill	TN	37174	123.78	10/1/2019
11-002060-03	Danny	Bragg	1021 Golfview Way	Spring Hill	TN	37174	158.77	10/15/2019
11-004057-08	Sarah	Gulbransen	707 Nicklans Way	Spring Hill	TN	37174	253.09	11/18/2019
12-009060-01	Maria	Williams	9000 Safe Haven Place	Spring Hill	TN	37174	301.62	10/21/2019
13-005820-04	Antha	Phillips	1002 Williford Ct	Spring Hill	TN	37174	85.21	6/21/2019
15-012141-01	Jessica	Parsons	2141 Longhunter Chase Dr	Spring Hill	TN	37174	53.72	9/30/2019
16-015860-09	Gerry	Ragsdale	1000 Daniel Lane	Spring Hill	TN	37174	221.24	12/2/2019
16-027515-03	Allyson	Summers	4014 Currant Ct	Spring Hill	TN	37174	91.54	11/4/2019
19-000080-09	Myia	Neilson	1956 Portway Rd	Spring Hill	TN	37174	187.78	10/7/2019
19-000650-12	Shawn	Roy	1701 Portway Ct	Spring Hill	TN	37174	120.18	12/3/2019
19-003565-02	Steven	Kupecz	3145 Appian Way	Spring Hill	TN	37174	69.59	7/16/2019
19-019255-08	Melena	Smith	924 Pinehurst Dr	Spring Hill	TN	37174	110.67	10/7/2019
19-019425-04	Cody/Sequoia	Lopez/Barnet	992 Pinehurst Dr	Spring Hill	TN	37174	110.59	11/13/2019
20-014325-06	Kody	Weidman	4053 Clinton Ln	Spring Hill	TN	37174	26.33	9/30/2019

Utility Acct	First Name	Last Name	Serving Address	City	State	Zip	Balance	Termination Date
01-001440-09	Amber	Hinson	520 Chester Ave	Spring Hill	TN	37174	70.41	5/22/2020
01-001785-15	Heleen	Simpson	358 Beechcroft Rd Apt 2	Spring Hill	TN	37174	191.02	4/13/2020
01-001785-16	Kayla	Guerra	358 Beechcroft Rd Apt 2	Spring Hill	TN	37174	84.15	6/5/2020
01-001790-22	Robert	O'Brien Jr	360 Beechcroft Rd Apt 1	Spring Hill	TN	37174	181.68	3/24/2020
01-004180-05	Brandon	Seagraves (diff names)	2005 Birch Ln	Spring Hill	TN	37174	52.30	8/13/2020
02-002700-07	Cheryl	Miller	112 Jackson St	Spring Hill	TN	37174	226.54	6/19/2020
02-003033-03	Jahanna	Cravens	3706 John Lunn Rd	Spring Hill	TN	37174	196.22	8/18/2020
02-003350-07	Chasney	Lyons	804 Hughes St	Spring Hill	TN	37174	196.52	8/18/2020
02-011430-05	Richard	Benfield	4007 Cadence Dr	Spring Hill	TN	37174	58.23	3/31/2020
03-003295-02	Alli D'Amico (Natalie Richardson)		5228 Main St B6	Spring Hill	TN	37174	146.74	6/16/2020
05-007630-17	Curtis	Breton	2881 Inouais Dr	Thompsons Station	TN	37179	295.84	12/16/2019
05-008271-06	Josh	Burns	2800 Inouais Dr	Thompsons Station	TN	37179	267.02	6/8/2020
05-009114-13	Albert	Roberts	2804 Astorwoods Ct	Thompsons Station	TN	37179	203.46	6/23/2020
05-012020-07	Alisa	Hensley	2703 Banks Court	Thompsons Station	TN	37179	104.53	1/28/2020
05-015020-04	Amy	Speece	3001 Mickey Rd	Spring Hill	TN	37174	125.75	5/29/2020
06-005130-03	Jenny & Jeffry's Tobacco & Beer		4910-G Port Royal Rd	Spring Hill	TN	37174	58.47	1/31/2020
06-007426-03	Anthony	Annarino	5081 Port Royal Rd	Spring Hill	TN	37174	46.40	5/12/2020
06-009322-08	Megan	Waycaster	4023 St. Andrews Ln	Spring Hill	TN	37174	105.81	6/5/2020
06-016154-01	Alternative Health Products (Linda Clark)		4886 Port Royal Rd 190	Spring Hill	TN	37174	13.10	2/11/2020
07-001446-06	Roxanne	Whittington	2073 Prescott Way	Spring Hill	TN	37174	62.03	5/15/2020
07-002382-04	G	Brown	1818 Basfia Lane	Spring Hill	TN	37174	58.03	6/15/2020
07-008102-09	Lindsay	Roberts	1011 Cashmere Court	Thompsons Station	TN	37179	51.83	0/9/2020
08-003058-04	John	Loeke	2828 Rippavilla Way	Spring Hill	TN	37174	124.44	2/5/2020
08-003158-06	Rigoberto	Magana Jr	2852 Cochran Trace Dr	Spring Hill	TN	37174	40.98	5/28/2020
08-003170-09	Joel	Smith	2923 Stapleton Dr	Spring Hill	TN	37174	98.27	12/30/2019
10-004555-07	Jaci	Donaho	2688 New Port Royal Rd	Spring Hill	TN	37174	139.93	8/14/2020
11-000575-03	Pamela	Hucks	4031 Deer Run Trace	Spring Hill	TN	37174	101.34	2/4/2020
13-005290-03	Jerica	Smith	2008 Field Farm Court	Spring Hill	TN	37174	584.95	4/20/2020
14-015765-05	Marian	Black	1015 Nealeesi Circle	Spring Hill	TN	37174	168.50	3/31/2020
14-017050-07	Kenneth	Golda	2021 Keene Circle	Spring Hill	TN	37174	167.05	7/2/2020
15-001399-09	Brian	Savage	2011 Cobblestone Cove	Spring Hill	TN	37174	115.66	12/3/2019
15-001435-02	Steven	Stange	4019 Sequoia Drive	Spring Hill	TN	37174	40.57	1/3/2020
15-001500-04	Gregory	Scott	4044 Sequoia Trail	Spring Hill	TN	37174	163.96	8/7/2020

Utility Acct	First Name	Last Name	Service Address	City	State	Zip	Balance	Termination Date
15-002090-04	Cassandra	Bonillas	4023 Sequoia Trail	Spring Hill	TN	37174	150.47	5/14/2018
15-006741-06	Dylan	Cox	3015 Dema Lane	Spring Hill	TN	37174	56.98	7/13/2020
16-011050-02	Margaret	McGill	1050 Daniel Ln	Spring Hill	TN	37174	65.88	4/24/2020
16-025205-07	Tina	Payne	2012 Lavender Court	Spring Hill	TN	37174	162.28	7/2/2020
16-028264-02	Stacy	Sutton	1104 Somerset Springs Dr	Spring Hill	TN	37174	168.06	1/31/2020
17-013027-01	David	Lature	3027 Granton Lane	Spring Hill	TN	37174	456.10	6/16/2020
19-000870-07	Jennifer	Darnell	1935 Portway Road	Spring Hill	TN	37174	235.06	7/31/2020
19-001610-04	Natasha	Gilardi	2117 Burgess Lane	Spring Hill	TN	37174	272.31	4/24/2020
19-002645-01	Adam	Cook	2874 Duplex Road	Spring Hill	TN	37174	61.71	2/3/2020
19-004375-14	Tricia	James	2234 Dewey Drive	Spring Hill	TN	37174	84.15	12/23/2019
19-004480-08	Peter	Duarte	3010 Romain Trail	Spring Hill	TN	37174	106.66	3/4/2020
19-004610-08	Justin	Sills	1033 Persimmon Dr	Spring Hill	TN	37174	115.33	2/5/2020
19-005565-07	Devon	Targgart	507 Dakota Drive	Spring Hill	TN	37174	95.30	6/2/2020
19-005615-10	Jennifer	Vogus	2271 Dewey Drive 1-1	Spring Hill	TN	37174	36.71	2/4/2020
19-005620-08	Richard	Lea	2271 Dewey Drive 1-2	Spring Hill	TN	37174	36.71	4/1/2020
19-005700-09	Edgar	Osborn III	2271 Dewey Drive F-1	Spring Hill	TN	37174	131.03	4/3/2020
19-006540-12	Jennifer	Anthony	1052 Pinehurst Drive D	Spring Hill	TN	37174	142.33	3/13/2020
19-018865-06	Damien	Lopez	916 Pinehurst Dr	Spring Hill	TN	37174	276.47	6/1/2020
19-019010-10	Harrison	Barley	974 Pinehurst Dr	Spring Hill	TN	37174	131.14	7/6/2020
19-019180-02	Mylika	Jolinson	2013 Oakmont Dr	Spring Hill	TN	37174	152.06	5/28/2020
19-020019-04	Jose	Bautista	1079 Aebreyer Circle	Spring Hill	TN	37174	601.90	7/29/2020
20-000655-11	Rebecca	Rickler	1010 Briggs Ln	Spring Hill	TN	37174	26.33	2/18/2019
20-000660-04	Amy & Richard	Brookman	1008 Briggs Ln	Spring Hill	TN	37174	105.41	4/1/2020
20-001050-06	Jarima	Hill	4025 Clinton Ln	Spring Hill	TN	37174	168.31	1/3/2020
20-001090-09	James	Rager	4009 Clinton Ln	Spring Hill	TN	37174	72.23	3/16/2020
							\$ 13,029.38	Total