**CITY COUNCIL AGENDA REQUEST FORM**

**DATE OF COUNCIL MEETING: June 18, 2025**

**SELECT THE ROLE OF THE CITY COUNCIL ON THIS REQUEST:**

**(x) Legislative**

**() Administrative**

**( ) Quasi-Judicial**

**WHO IS REQUESTING: Audrey Camp, City Treasurer**

**TELEPHONE NUMBER: 801-465-5206**

**TITLE OF ITEM FOR AGENDA: Resolution writing off 2024-2025 bad debt.**

**LENGTH OF TIME REQUESTING: 10 minutes**

**DETAILED REASON FOR REQUEST & EXPLANATION:**

Mayor & Council:

At the close of each fiscal year, we compile a list of utility accounts to be written off as bad debt. Accounts qualify as bad debt when they have been sent to collections, the customer has filed for bankruptcy,or the customer is deceased, and the estate is unable to pay. Exhibit “A” includes the list of bad debt proposed for write-off for FY2024–2025, totaling $73,643.74. This amount represents a significant increase from last year’s total of $47,348.09.

In the past year, we have implemented improvements to our collection process, resulting in more customers paying off past-due balances through payment arrangements rather than being sent to collections. Attached are lists of “Payment Arrangements Paid in Full 2024-2025” and “Open Accounts\_Active Payment Arrangements 2024-2025”. As of May 31, 2025, $22,476.83 has been collected through payment arrangements, an increase from $14,530.32 collected the previous year. An additional $4,358.25 was collected on active payment arrangements. Also enclosed is a statistical report from our collection agency, The Cherrington Firm, showing $32,705.67 collected during FY2024–2025.

We are asking the Council to adopt the enclosed resolution writing off the bad debt.

Please let me know if you have any concerns or questions.

# Approved as to Form

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*City Attorney*

**\*\*\*\*\*\*\*\*\*MUST BE COMPLETED, APPROVED AS TO FORM BY CITY ATTORNEY, AND SUBMITTED TO THE CITY RECORDER BY THE THURSDAY PRIOR TO COUNCIL MEETING!**