

**DEPARTMENT OF UTILITIES
CUSTOMER SERVICE DIVISION**

June 9, 2013

To: Tom Pitlick, Finance Director
Kris Jones, Customer Service Supervisor

From: Chris Aaberg, Credit Manager

Re: Bad Debt Write-offs

Attached is a list of the Collection accounts that have had no activity since April of 2006 to June of 2006. Each account has been researched and determined to be non-collectable due to bankruptcy, or the statute of limitations has expired.

Included in the \$5,042.37 requested to be written off, .02% is due to Bankruptcy, and the remaining \$4,936.80, 99.98% is due to statute of limitations have expired or the account is non-collectable.