



City Council Memorandum

To: Mayor Fasbender & City Councilmembers
From: Chris Eitemiller, Finance Manager and Kim Niederkorn, Accountant
Date: May 6, 2024
Item: Writing off old Accounts Receivable balances

Council Action Requested:

Council is requested to approve writing off old Accounts Receivable balances.

Background Information:

The City has outstanding receivable balances that are several years old. Due to their age, the City's collection agency no longer will pursue payment. Because of this, the Finance Department requests approval to write off these balances.

Financial Impact:

These outstanding balances total \$20,703.37.

Attachments:

1. Resolution authorizing staff to write off these balances.
2. Accounts Receivable Open Item Report 4/19/2024

**Resolution Authorizing Write-offs of
Hastings Accounts Receivable Balances in the Amount
of \$20,703.37**

WHEREAS, certain accounts receivable bills are determined uncollectable

NOW, THEREFORE BE IT RESOLVED, by the City Council of Hastings, Minnesota, \$20,703.37 as listed in the Accounts Receivable Open Item Report dated 4/19/2024 be written off the City's Accounts Receivable balance.

Adopted this 5th day of May 2024.

Mary Fasbender, Mayor

Attest:

Kelly Murtaugh, City Clerk

=====PAYMENT DATES===== =====ITEM DATES===== =====POSTING DATES=====

UNPAID ITEMS DATES : 0/00/0000 THRU 99/99/9999 0/00/0000 THRU 12/31/2021

--I.D.--	ITEM			=====APPLICATION ACTIVITY=====				
	--DATE--	---GROSS---	---BALANCE---	DATE	CODE	I.D.#	APPLIED	DISCOUNT/ADJ
1 -00699	ADVANCED DISPOSAL SERVICE STATUS: A							
H I-202111245296	11/24/21	350.00	350.00					
				G/L:		350.00	101-401-5001-5226	2021/22 WASTE HAULER LICE
	>>CURRENT ACCOUNT BALANCE:		385.00					
1 -01041	PETERSON, DAVID STATUS: A							
H I-201811060441	11/06/18	5.00	5.00					
				G/L:		5.00	101-230-2302-5220	LATE FEE - 2401 VERMILLIO
	>>CURRENT ACCOUNT BALANCE:		55.00					
1 -01353	TELECOM TRANSPORT MANAGEMENSTATUS: A							
H I-201511184857	11/18/15	8,040.58	8,040.58					
				G/L:		8,040.58	101-000-0000-5402	SITE ID: MSP-ZNX Minc Has
	>>CURRENT ACCOUNT BALANCE:		8,040.58					
1 -01635	PINI, KRISTINE STATUS: A							
H I-201808140104	8/14/18	5.00	5.00					
H I-201807129948	7/12/18	50.00	50.00					
				G/L:		5.00	101-230-2302-5220	LATE FEE - 2635 YELLOWSTO
				G/L:		50.00	101-230-2302-5220	RENTAL LIC-2635 YELLOSTON
	>>CURRENT ACCOUNT BALANCE:		55.00					
1 -01645	K & H ELECTRIC STATUS: A							
H I-201406042459	6/04/14	35.00	35.00					
				G/L:		35.00	101-230-2301-5225	REINSPECTION FINAL E2013-
	>>CURRENT ACCOUNT BALANCE:		35.00					
1 -01761	PEPIN, DONALD STATUS: A							
H I-201307310897	7/31/13	269.79	269.79					
				G/L:		269.79	600-300-3300-5485	7/13/13-HYDRANT DAMAGED
	>>CURRENT ACCOUNT BALANCE:		269.79					
1 -01791	CARL, ROBERT STATUS: A							
H I-201511184864	11/18/15	15.00	15.00					
				G/L:		5.00	101-230-2302-5220	LATE FEE-2495 YELLOWSTONE
						5.00	101-230-2302-5220	LATE FEE-2556 YELLOSTONE
						5.00	101-230-2302-5220	LATE FEE-2565 YELLOWSTONE
	>>CURRENT ACCOUNT BALANCE:		0.00					

=====PAYMENT DATES===== =====ITEM DATES===== =====POSTING DATES=====

UNPAID ITEMS DATES : 0/00/0000 THRU 99/99/9999 0/00/0000 THRU 12/31/2021

--I.D.--	ITEM	---	---	---	DATE	CODE	I.D.#	=====	=====	=====
	--DATE--	---GROSS---	---BALANCE---					APPLICATION ACTIVITY	APPLIED	DISCOUNT/ADJ
1 -02215	MITCHELL-LEWIS , DANA LANIC			STATUS: A						
H I-201702017065	2/01/17	6,536.16	6,536.16							
	>>CURRENT ACCOUNT BALANCE:	6,536.16			G/L:	6,536.16	101-302-3201-5830	12/22/16 LIGHT POLE DAMAG		
1 -02300	WEBERG, CHAD/KELLY			STATUS: A						
H I-201709078228	9/07/17	5.00	5.00							
	>>CURRENT ACCOUNT BALANCE:	55.00			G/L:	5.00	101-230-2302-5220	LATE FEE - 2607 YELLOWSTO		
H I-201708038097	8/03/17	50.00	50.00							
	>>CURRENT ACCOUNT BALANCE:	55.00			G/L:	50.00	101-230-2302-5220	RENTAL LIC - 2607 YELLOWS		
1 -02344	TRUST, CHRISTINA			STATUS: A						
H I-201805029650	5/02/18	50.00	50.00							
	>>CURRENT ACCOUNT BALANCE:	50.00			G/L:	50.00	101-230-2302-5220	RE-INSPECTION FEE- 305 CA		
1 -02414	SCHWEICH, ELIJAH			STATUS: A						
H I-201808020040	8/02/18	1,905.60	1,905.60							
	>>CURRENT ACCOUNT BALANCE:	1,905.60			G/L:	1,905.60	101-302-3201-5830	1/3/18 - LIGHT POLE DAMAG		
1 -02449	KX REAL DEALS			STATUS: A						
H I-201901030759	1/03/19	150.00	150.00							
	>>CURRENT ACCOUNT BALANCE:	250.00			G/L:	150.00	101-201-2010-5446	4TH FALSE ALARM - 12/29/1		
H I-201812190675	12/19/18	100.00	100.00							
	>>CURRENT ACCOUNT BALANCE:	250.00			G/L:	100.00	101-201-2010-5446	3RD FALSE ALARM - 12/4/18		
1 -02485	SECOND STREET PROPERTY LLC			STATUS: A						
H I-201907091700	7/08/19	7.50	7.50							
	>>CURRENT ACCOUNT BALANCE:	82.50			G/L:	7.50	101-230-2302-5220	LATE FEE-106-108 2ND ST E		
H I-201906041590	6/04/19	75.00	75.00							
	>>CURRENT ACCOUNT BALANCE:	82.50			G/L:	75.00	101-230-2302-5220	RENTAL LIC-106/108 2ND ST		
1 -02591	SERRES, RACHEL			STATUS: A						
H I-202011043846	11/04/20	270.71	290.00							
	>>CURRENT ACCOUNT BALANCE:	19.29			G/L:	270.71	200-401-4440-5402	FIELD RENTAL-MAX# 453		
						19.29	200-401-0000-2041	TAX:FIELD RENTAL-MAX# 453		

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--I.D.--	ITEM			=====APPLICATION ACTIVITY=====				
	--DATE--	---GROSS---	---BALANCE---	DATE	CODE	I.D.#	APPLIED	DISCOUNT/ADJ
>>CURRENT ACCOUNT BALANCE:				290.00				
1 -02622	OLIVE, ANGELA			STATUS: A				
H I-202105264583	5/26/21	5.00	5.00					
				G/L:		5.00	101-230-2302-5220	LATE FEE-502 5TH ST W INS
H I-202104154445	4/15/21	50.00	50.00					
				G/L:		50.00	101-230-2302-5220	RE-INSPECTION FEE 502 5TH
>>CURRENT ACCOUNT BALANCE:				55.00				

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UNPAID ITEMS DATES : 0/00/0000 THRU 99/99/9999 0/00/0000 THRU 12/31/2021

===== G R A N D T O T A L S =====

CUSTOMER SET	TOTAL REPORTED ITEMS BALANCE	TOTAL CURRENT ACCOUNT BALANCES
1	20,703.37	20,773.37
TOTAL	20,703.37	20,773.37

R E P O R T T O T A L S

TOTAL REPORTED ITEMS BALANCE	20,703.37
TOTAL CURRENT ACCOUNT BALANCES	20,773.37

U N P A I D R E C A P

UNPAID OPEN ITEM TOTALS	0.00
UNPAID INVOICE TOTALS	20,703.37
UNPAID DEBIT MEMO TOTALS	0.00
UNPAID FIN. CHG TOTALS	0.00
UNAPPLIED CREDIT MEMO TOTALS	0.00
UNAPPLIED PAYMENT TOTALS	0.00
** UNPAID TOTALS **	20,703.37

UNPAID G/L DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
101-000-0000-1300	ACCOUNTS RECEIVABLE	19,557.10
	** FUND TOTAL **	19,557.10
200-401-0000-1300	ACCOUNTS RECEIVABLE	290.00
	** FUND TOTAL **	290.00
600-300-3300-1300	ACCOUNTS RECEIVABLE	856.27
	** FUND TOTAL **	856.27

	** TOTAL **	20,703.37

G/L REVENUE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
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=====PAYMENT DATES===== =====ITEM DATES===== =====POSTING DATES=====

UNPAID ITEMS DATES : 0/00/0000 THRU 99/99/9999 0/00/0000 THRU 12/31/2021

*G/L REVENUE DISTRIBUTI

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
101-000-0000-5402	RENTAL INCOME-ANTENNA	8,040.58
101-201-2010-5446	FALSE ALARM	250.00
101-230-2301-5225	ELECTRICAL PERMITS	35.00
101-230-2302-5220	RENTAL PROPERTY LICENSE FEE	437.50
101-302-3201-5830	OTHER-UNCLASSIFIED	10,444.02
101-401-5001-5226	RECYCLING/GARBAGE LICENSES	350.00
200-401-0000-2041	SALES TAX PAYABLE	19.29
200-401-4440-5402	RENTAL INCOME	270.71
600-300-3300-5485	CHARGES FOR SERVICES	856.27
	** FUND TOTAL **	20,703.37

	** TOTAL **	20,703.37

NO ERRORS

SELECTION CRITERIA

SELECTION OPTIONS

CUSTOMER SET	1 -CITY OF HASTINGS
CUSTOMER NUMBER	THRU ZZZZZZZZZZ
A/R BALANCE AS OF	0/00/0000
DATE TO USE	POST DATE
HAS BALANCE OR CURRENT ACTIVITY	YES
CREDIT BALANCES ONLY	NO
ADVANCED SELECTION	YES
PAID	NO
PARTIALY PAID	NO
UNPAID	YES
PAYMENT DATE	0/00/0000 THRU 99/99/9999
ITEM DATE	0/00/0000 THRU 99/99/9999
POSTING DATE	0/00/0000 THRU 12/31/2021

PRINT OPTIONS

REPORT SEQUENCE	CUSTOMER #
PRINT APPLICATION ACTIVITY	YES
SORT TRAN. BY DATE	YES
G/L REVENUE DISTRIBUTION	YES
ONE CUSTOMER PER PAGE	NO