

RESOLUTION NO. 97-010

**A RESOLUTION ADOPTING A COLLECTIONS POLICY FOR
THE CITY OF THE DALLES MUNICIPAL COURT**

WHEREAS, The City of The Dalles operates a Municipal Court; and

WHEREAS, the Municipal Court of the City levies fines and fees against defendants
judged guilty of crimes and violations; and

WHEREAS, the City wishes to collect fines and fees owed by individuals as ordered by
the Municipal Court Judge;

NOW THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL AS FOLLOWS:

Section 1: The City of The Dalles adopts the collections policy attached as exhibit "A" for
use in and by the Municipal Court of the City of The Dalles.

PASSED AND ADOPTED THIS 10TH DAY OF FEBRUARY, 1997


Voting Yes, Councilors: Davis, Van Cleave, Gosiak, McFadden

Voting No, Councilors: None

Absent, Councilors: Hill

Abstaining, Councilors: None

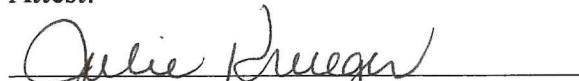
AND APPROVED BY THE MAYOR THIS 10TH DAY OF FEBRUARY, 1997



~~David R. Buckley, Mayor~~

Robb E. Van Cleave, Mayor pro-tem

Attest:


Julie Krueger, CMC, City Clerk



The following collection procedures shall be applied in and by the Municipal Court of the City of The Dalles. These procedures apply to payment of all fines, fees and costs as imposed under sentence of the Municipal Court Judge, and to be collected either directly by the City, or in conjunction with third parties.

1. Payment may be made in full at the time of judgment using cash, money order, travelers or personal check, or major credit card (Mastercard/VISA).
2. A payment agreement may be requested by the defendant if unable to pay assessed amounts at the time the judgment is rendered. The time payment agreement will specify amounts to be paid and on what dates payments are due, and carry additional charges or fees as specified in the judgment issued. Time payment agreements may be issued or denied at the discretion of the Municipal Court Clerk. If a time payment arrangement is requested, the following considerations will be made:
 - Judgments of \$100 or less will be paid in full unless defendant is unable to pay as ascertained by the Court Clerk.
 - A payment of 1/2 down will be requested for outstanding amounts of \$101 to \$500.
 - A payment of 1/3 down will be requested for outstanding amounts of \$501 to \$700.
 - A payment of 1/4 down will be requested for outstanding amounts of \$701 and above.
3. Payment is considered overdue after seven calendar days grace period past the stated due dates.
4. An assessment of \$20 may be assessed in addition to the original fines and fees after seven calendar days past the due date (when overdue).
5. A "court action against license" or warrant will be issued after seven days past the due date (when overdue).
6. Case will be sent to third party collection ten days after grace period expires for letter service, then for regular collections action after a subsequent 30 days.

7. In the event a defendant's account is turned over to collections, the following rules will apply while paying on installments. Any variance from the above listed schedule must be communicated to the Municipal Court Judge, and approved by the Finance Department.
 - Amounts due of \$300 or less must be paid in full before clearance is issued for collections.
 - Payment of 1/2 down will be **requested** for outstanding amounts of \$301 to \$500.
 - Payment of 1/3 down will be **required** for outstanding amounts of \$501 to \$700
 - A payment of 1/4 down will be **required** for outstanding amounts of \$701 and above.
 - Upon receiving down payment, the clerk may notify the collection agency payments are being made to the court, and discontinue third party collections.
8. Payment received for cases that have gone to suspension and/or collections will be by cash, money order or credit card only. If payment is received by personal check, there will be a ten day waiting period for the check to clear before clearance is issued to DMV and/or collections.
9. Any payment received by personal check that is returned for NSF, account closed, etc. will be charged an additional fee as established through Council Resolution