



**TOWN OF PALMER LAKE
BOARD OF TRUSTEES - AGENDA MEMO**

DATE: June 12, 2025	ITEM NO.	SUBJECT: Resolution to Authorize Agreement for Debt Collection
Presented by: Town Administrator/Clerk		

Background

The Board previously approved Ordinance 2-2025 authorizing debt collection for unpaid Municipal fines. Staff conducted research on various debt collection agencies and recommends Integral Recoveries.

The proposed Collection Services Agreement charges a fee of 25% of the funds Integral Recoveries receives. This fee is

Recommended Action

Staff recommends approving Integral Recoveries as a third-party collection agency to provide independent collection services for delinquent accounts, specifically for unpaid municipal court fines and fees. Services will commence upon assignment and include standard correspondence and collection activities. While the primary intent is to collect outstanding court-related debts, the agreement also allows for the potential use of the agency to recover other types of municipal debt if deemed appropriate by Town Administration