



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE ~~9/28/10~~ 10/5/10

SUBJECT: Proposed Write off of Bad Debts

DEPARTMENT: Finance Department

RECOMMENDED MOTION:

City Council authorization for Staff to write off utility accounts receivable and miscellaneous accounts receivable balances that have been deemed uncollectable.

SUMMARY:

During the past few weeks City Staff has evaluated the potential of collecting certain accounts receivable. During this process we have concluded that \$76,915.92 utility account receivable and \$14,778.76 miscellaneous receivables, totaling \$91,694.68 proposed for write off. Utility receivables originated from 2004-2006 and miscellaneous revenues from 2003-2008. These receivables were not able to be secured by property, business, or other assets.

We will continue to attempt collection of these accounts. Please see the attached memorandum for more detail. Specifics of these accounts are maintained by the City Clerk.

ATTACHMENTS: Ordinance Resolution Budget Resolution

Other Support Documents/Contracts Available for Review in Manager's Office

DEPARTMENT HEAD	<i>[Signature]</i> John A. Shelley, Finance Director	Date	9/17/10
FINANCE DEPARTMENT	Approved as to Budget Requirements <i>[Signature]</i>	Date	<i>[Signature]</i>
CITY ATTORNEY	Approved as to Form and Legality	Date	
CITY MANAGER	Approved Agenda Item For:		9/28/10

COUNCIL ACTION: Approved as Recommended Disapproved Tabled Indefinitely
 Continued to Date Certain Approved with Modification:



The City of Port Orange

CUSTOMER SERVICE

Memorandum

To: John Shelley – Finance Director
From: Betty Barnhart – Customer Service Manager
Subject: Utility Account Write Offs *[Signature]*
Date: 09/1/10

We have been evaluating utility accounts receivable for the last month in order to determine those accounts that are uncollectible. These receivable amounts relate to the time period of January 1, 2004 to December 31, 2006 from utility customers who have left the area, gone bankrupt or out of business. As these are rental accounts no property has been located that may be liened and all related deposits have been applied.

Below is a summary of the recommended account write-offs:

City of Port Orange	\$ 870.00
M.J. Altman	<u>\$76,045.92</u>
	\$76,915.92

This dollar amount represents 914 individual accounts. Detail of recommended write offs will be in the Clerks Office for review.