



AGENDA REPORT
January 22, 2019

Request for Bad Debt Write-Off / Finance Department

SUBJECT:

Request for Bad Debt Write-Off.

DEPT/OFFICE:

County Manager

REQUESTED ACTION:

Approval of write-off of various uncollectible receivables identified by Board Departments.

SUMMARY EXPLANATION and BACKGROUND:

The removal of these receivables is in accordance with Ordinance 79.21 and generally accepted accounting principles. The receivables listed below have been provided to County Finance by the respective departments. County Finance has compiled these requests for bad-debt write-off, including any correspondence documenting collection efforts submitted by County departments. Any concerns or questions regarding specific uncollectible accounts should be addressed to the specific department director. A detailed permanent bad debt file containing all the uncollectible receivables shall be maintained by the Clerk of the Circuit Court as required by Ordinance 79.21.

0001	Public Safety	\$ 40.00
0016	Parks and Recreation-Manatee Hammock	277.99
0017	Parks and Recreation-North	26.63
1019	Parks and Recreation-South	436.25
1070	Library Services	118.05
1360	Fire Rescue-Ex Employee Payback	3,044.01
1363	Fire Rescue-Hazmat Emergency Response	4,062.50
1475	Housing and Human Services	8,008.08
4130	Space Coast Area Transit	48.00
	TOTAL	\$ 16,061.51

Contact: Steve Burdett

County Finance: 637-2002

ATTACHMENTS:

Description

- ▯ **Bad Debt backup**



Tammy Rowe, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972
Tammy.Rowe@brevardclerk.us

January 23, 2019

MEMORANDUM

TO: Stephen Burdett, County Finance Director

RE: Item F.6., Request for Bad Debt Write-Off

The Board of County Commissioners, in regular session on January 22, 2019, approved the write-off of various uncollectible receivables identified by Board Departments.

Your continued cooperation is greatly appreciated.

Sincerely yours,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Rowe

Tammy Rowe, Deputy Clerk

/cmw

cc: Budget
County Manager

Meeting Date
January 22, 2019



AGENDA	
Section	Consent
Item No.	

AGENDA REPORT
BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS

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DEPT/OFFICE:	County Finance Department

Requested Action:

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1475	Housing and Human Services	8,008.08
4130	Space Coast Area Transit	48.00
TOTAL		\$ 16,061.51

Contract /Agreement (If attached): Reviewed by County Attorney		Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	PR <input type="checkbox"/>
County Manager	Deputy County Manager			Department Director / Extension Steve Burdett County Finance, 637-2002		
Frank Abbate	Assistant County Manager					

Clerk to the Board Instruction:

Exhibits Attached:

Fund 0001



FLORIDA'S SPACE COAST



TO: Angela Carlile, Accountant
County Finance

THRU: Matthew Wallace, Department Director
Public Safety Services

From: Vaishali Patel, Accountant
Public Safety Services

A handwritten signature in dark ink, appearing to read "Vaishali Patel".

SUBJECT: Bad Debt Write-Offs for 2018

DATE: 11/29/18

Please write off the money order # 207170238132 in the amount of \$ 40 from Brandon Williams. The money order payment was stopped and turned into "stale item" per the bank. The backup paperwork is attached.

The community correction program collects the payment for the clients who are on probation. It is almost impossible for the department to search them thru postal address, and have them issue the replacement payment.

If you have any question, please feel free to contact me.

Thanks

Doc. Number	11111111111111111111	Doc. Number	11111111111111111111
Doc. Number	318307	Doc. Number	318307
Doc. Date	04/05/2018	Doc. Date	04/05/2018
Calculate Tax	<input type="checkbox"/>	Calculate Tax	<input type="checkbox"/>
Ref.Doc.	NSF 4/5/18	Ref.Doc.	NSF 4/5/18
Doc. Currency	USD	Doc. Currency	USD
Doc. Bdr Text	HOUSING NSF CHECK	Doc. Bdr Text	HOUSING NSF CHECK
Posted by	11111111111111111111	Posted by	11111111111111111111
Company Code	3D	Company Code	3D
Posting Date	04/05/2018	Posting Date	04/05/2018
Fiscal Year	2018	Fiscal Year	2018
Period	07	Period	07

Has this been collected on?

Housing & Human Services/Misdemeanor Probations Depos				0001-R30237	CI
				FY 17-18 deposit	
3/22/2018	Client Name	Money Order#	Det. Prob charges	Community Sup	By Vaishali
					Supervisin.
			3488814	3488815	Deposit Total
	John Rorner	251489135		10.00	
	Gary Zeffery	116891244		40.00	
	Paul Hendrix	17-679603537		40.00	
	Donald John	2191944457		40.00	
	Brandon Williams	207687561334		40.00	
	Brandon Williams	20745056421		20.00	
	Brandon Williams	20745056402		20.00	
	Brandon Williams	207564536762		40.00	
	Brandon Williams	207170238137		40.00	
	Brandon Williams	207173856490		40.00	
	Brandon Williams	207173856490		40.00	
	Brandon Williams	207173856490		40.00	
	Brandon Williams	207262431092		40.00	
	Brandon Williams	207262431092		20.00	
	Jerron Williams	2194684665		60.00	
	Justin Kerr	24634542172		40.00	
	Angel Zuretti	61570.00		40.00	
	Shawn Crane	206506894462.00		40.00	
			0.00	650.00	0.00
					650.00

CP318374

Lydia Maier 4/16/18

Post to April, per Donna.
The fee was refunded to the Beaches
in 35 days on 4/12/18.

* Stale dated item
3/30/2017

Date: Apr 05, 2018 Advice D-100182

Service Charge Total: Analysis

Acct.

2018 APR 13 PM 1:31

SEQ #	ITEM	AMOUNT
99001326		40.00

BREVARD CO BOARD OF CO COMM
CONSOLIDATED FUND
PO BOX 1498
TITUSVILLE FL 32781-1498

1 item charged totaling \$40.00

Adylen Total \$40.00

95091325

is a LEGAL COPY of your
ck. You can use it the same
/ you would use the original
ck.

RETURN REASON-X
REFER TO IMAGE

8702/20/40 1251207E90J
5887520E

[illegible][illegible]

062000146	04/03/2018
22748617017	
303101644	04/03/2018
7900113676	
061000146	04/05/2018
2225454931	
063102152	04/05/2018
79001325	RR - X

Do not underscore or write below this line.

Angela Carlile

From: Richey, Kaye <kaye.richey@brevardfl.gov>
Sent: Thursday, November 29, 2018 4:58 PM
To: Angela Carlile
Cc: Patel, Vaishali V
Subject: FW: Bad Debt request approval
Attachments: Comm Correction bad debt.pdf; CC-Comm Correction bad debt - initialed.pdf

Kaye Richey, Administrative Assistant
Brevard County, Public Safety Group
(321) 637-5390, X55545 or Option 7
(321-795-5662 cell)

From: Patel, Vaishali V
Sent: Thursday, November 29, 2018 2:56 PM
To: Richey, Kaye
Cc: Kennedy, Isabel
Subject: Bad Debt request approval

Kay,

Please have Matt initial the memo, and scan it to Angie in CF with CC me.

Thanks

Vaishali Patel
Accountant-II
Public Safety Services
(321) 633-2076 x 5-6338.

"Under Florida Law, email addresses are Public Records. If you do not want your e-mail address released in response to public record requests, do not send electronic mail to this entity. Instead, contact this office by phone or in writing."



BOARD OF COUNTY COMMISSIONERS

Parks and Recreation Administration

2725 Judge Fran Jamieson Way
Building B, Room 203
Viera, Florida 32940

Inter-Office Memo

October 23, 2018

TO: Angle Carlile, Fund Accountant, County Finance

THRU: Mary Ellen Donner, Parks and Recreation Department Director *Mary Ellen Donner*

FROM: Michelle Summers, Parks Financial Coordinator *MSA*

SUBJECT: Uncollectible Accounts Receivable Write-offs FY 2017-2018

Attached is the Uncollectible Accounts Receivable summary for the Parks and Recreation Department that collection efforts have been exhausted and we are requesting that they be submitted for bad debt write-offs for FY 2017-2018. The summary details the collection efforts and additional back-up is available if requested. In addition, I have included copies of the NSF checks, as requested.

If you need further information, please contact me at 633-2046 extension 23 or direct dial 55592,

Enclosures

Fund	1010	26.63
Fund	0022	277.99
Fund	1019	436.25
Total		<u>740.87</u>

;mrs

PARKS AND RECREATION DEPARTMENT

FY 2017/2018
UNCOLLECTIBLE ACCOUNTS RECEIVABLE

Fund	Cost Center	GL	GL Amount	Type of Service	Check Date	Check Total Amount	Ck#	NSF JE#	Name of User	Collection Efforts
North Area - NAPO										
1010	R30204	3620050	\$25.00	Rental	4/28/2016	\$25.63	237	304300	Peter Walsh	5/17/16-Phoned patron, acted like only speak spanish 5/18/16 Phoned patron, told wrong number don't call here again. 5/19/16 Mailed certified letter, received sign receipt card back 5/23/16 with no payment. No other phone numbers were locatæd for patron.
1010	R30204	3699001	\$1.63	Sales Tax						

1010

\$26.63

\$26.63 Fund Total

Fund 1010

NSF CHECK LOG

Date Received: 5/17/2016

Name on Check: Peter Walsh

Address on Check: 1630 Chacer Road
Titusville, FL 32780

Telephone # on Check: _____

Returned Check #: 237

Check Amount: \$26.63 + \$25.00 Service Fee = \$51.63 total due

Date of Check: 4/28/2016

Original Receipt #: 524038 & 524040

Financial Institution: Publix Employees Federal Credit Union

Facility where accepted: Sandrift - Rental at Space View Park on 10/8/16

Attempts to contact:

Date	Time	Phone #	Employee	Response
1. <u>5/17/16</u>	<u>3:27pm</u>	<u>321-747-4478</u>	<u>JFaya</u>	<u>"acted like he only speaks Spanish"</u>
2. <u>5/18/16</u>	<u>10:30am</u>	<u>321-747-4478</u>	<u>JFaya</u>	<u>"Told not the right number - don't call again."</u>
3. <u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

Date Certified Letter Mailed: 5/19/16

Certified Letter / Return Receipt: 7012 3460 0001 4974 3472 Signed Receipt
received. 5/23/16

Comments: 5/18 - No other phone number was found for patron

Date Returned to Accountant: _____

063102152

05/09/2016

99001101

This is a LEGAL COPY of your check. You can use it the same way you would use the original check.

RETURN REASON-A
NOT SUFFICIENT FUNDS

063102152 04/29/2016
74538064

NSF

PETER WALSH
1830 CHACER RD
TITUSVILLE FL 32780

237

63-7961/2631

04/28/16

DATE

PAY TO THE
ORDER OF

Bocc

\$26.43

Twenty Six & 43/100

DOLLARS



Publix Employees
Federal Credit Union

Located: 14-33842
Member Verification: 1-877-394-7110

FOR VET. MEM. BANK

pet a nobl

1-78

0237

Noted Date

[Redacted line]

PARKS AND RECREATION DEPARTMENT

FY 2017/2018
UNCOLLECTIBLE ACCOUNTS RECEIVABLE

Fund	Cost Center	GL	GL Amount	Type of Service	Check Date	Check Total Amount	Ck#	NSF JE#	Name of User	Collection Efforts
North Area - Manatee Hammock										
0022	R30203	3472910	\$27.32	Concession	5/19/2016	\$29.10	121	304528	George Rasmussen	6/2/16 Called number on file, told wrong number 6/2/16 Attempted to call number on file again, told wrong number. 6/6/16 mailed certified letter to address on file, received sign receipt card back on 6/20/16 with no payment. No other numbers on file.
0022	R30203	3699001	\$1.78	Sales Tax						
0022	R30203	3472910	\$18.52	Concession	5/18/2016	\$19.73	122	304529	George Rasmussen	
0022	R30203	3699001	\$1.21	Sales Tax						
0022	R30203	3472910	\$14.58	Concession	05/16/16	\$99.15	126	304530	George Rasmussen	
0022	R30203	3472200	\$75.00	Camping Fees						
0022	R30203	3699001	\$5.84	Sales tax						
0022	R30203	3699002	\$3.75	Tourist tax						
0022	R30203	3472200	\$75.00	Camping Fees	5/14/2016	\$83.63	127	304531	George Rasmussen	
0022	R30203	3699001	\$4.88	Sales Tax						
0022	R30203	3699002	\$3.75	Tourist tax						
0022	R30203	3472910	\$21.80	Concession	5/14/2016	\$23.23	128	304532	George Rasmussen	
0022	R30203	3699001	\$1.43	Sales Tax						
0022	R30203	3472910	\$21.72	Concession	5/15/2016	\$23.15	129	304533	George Rasmussen	
0022	R30203	3699001	\$1.43	Sales Tax						

0022

\$277.99

\$277.99 Fund Total

Fund 0022

NSF CHECK LOG

Date Received: 6/2/2016Name on Check: George Rasmussen HH #88320Address on Check: 4461 Olympic DriveCocoa, FL 32927Telephone # on Check: noneReturned Check #: 121, 122, 126, 127, 128, 129Check Amount: \$277.99 total + \$160.00 Service Fee (\$25 x 4 and \$30 x 2) = \$437.99 total dueDate of Check: 5/19, 5/18, 5/16, 5/14, 5/15/16Original Receipt #: 530274, 529939, 529529, 528861, 529005, 535036*Financial Institution: SunTrustFacility where accepted: Manatee Hammock Campground - camping and concession

Attempts to contact:

Date	Time	Phone #	Employee	Response
1. <u>6/2/16</u>	<u>11:30am</u>	<u>321-458-2144</u>	<u>CHERYL MILHOLLAND</u>	<u>WRONG NUMBER</u>
2. <u>6/2/16</u>	<u>2:30pm</u>	<u>321-458-2144</u>	<u>ROBERT WERDANN</u>	<u>WRONG NUMBER</u>
3. <u>6/7/16</u>	<u>Certified Letter mailed.</u>			

Date Certified Letter Mailed: 6/7/16.Certified Letter / Return Receipt: 70123460000149743489 -Signed Receipt received 6/20/16

Comments: *Rcpt #535036 is a replacement to original receipt #529269, purchase was originally entered on
wrong household (David Rasmussen)

Date Returned to Accountant: 6/7/16

Brevard County
RECEIVED
JUN 2 2016
North Area Parks
Operations

Fund 022

Notice of Returned Item

Date Returned: 6/1/16

Department: Manatee Hammock Park (Parks/Rec North)

Name: GEORGE H RASMUSSEN

Check Number: 122

Check Amount: 19.73

Attached you will find the original check that was returned for non-payment (NSF) by non-sufficient funds, account closed, etc. JE 304529 was entered by the finance department, debiting the receivable G/L account 1150050 and crediting cash in the appropriate fund(s). An NSF fee in the amount of 25.00 must also be collected per amendment to resolution 96-327. The fee was calculated as follows:

Checks 0.00 to 50.00 = \$25.00

Checks 50.01 to 300.00 = \$30.00

Checks over 300 equals \$40.00 or 5% of the face value of the check, whichever is greater

Once the customer has satisfied this NSF check, a copy of this memo needs to be sent to County Finance as part of the back-up for the deposit that includes this redeposit.

If you enter your CR's, the amount of the redeposit needs to credit G/L account 1150050 and the NSF fee needs to credit G/L account 3699000. In the "Text" field, record the name and check number for future reference.

If you have any questions, please call me at extension 49061.

Thank you,

Lisa Browning

County Finance

063102152

05/26/2016

99002450

a LEGAL COPY of your
You can use it the same
as you would use the original

RETURN REASON-A
SUFFICIENT FUNDS

75450029
0063102152 05/20/2016

NSE

GEORGE H RASMUSSEN
4481 OLYMPIC DR.
COCOA, FL 32927

83-215/831

122

100017992589

Date

May 18 2016

Shield™

Pay to the
order of

BREVARD COUNTY COMMISSIONERS
MANATEE HAMMOCK PARK

\$ 19.73

Manatee Hammock Park + 73/100

Dollars

SUNTRUST

ACH RT 081000104

Memo

George H Rasmussen

Fund 0022

Brevard County
RECEIVED
JUN 2 2016
North Area Parks
Operations

Notice of Returned Item

Date Returned: 6/1/16

Department: Manatee Hammock Park (Parks/Rec North)

Name: GEORGE H RASMUSSEN

Check Number: 121

Check Amount: 29.10

Attached you will find the original check that was returned for non-payment (NSF) by non-sufficient funds, account closed, etc. JE 304528 was entered by the finance department, debiting the receivable G/L account 1150050 and crediting cash in the appropriate fund(s). An NSF fee in the amount of 25.00 must also be collected per amendment to resolution 96-327. The fee was calculated as follows:

Checks 0.00 to 50.00 = \$25.00

Checks 50.01 to 300.00 = \$30.00

Checks over 300 equals \$40.00 or 5% of the face value of the check, whichever is greater

Once the customer has satisfied this NSF check, a copy of this memo needs to be sent to County Finance as part of the back-up for the deposit that includes this redeposit.

If you enter your CR's, the amount of the redeposit needs to credit G/L account 1150050 and the NSF fee needs to credit G/L account 3699000. In the "Text" field, record the name and check number for future reference.

If you have any questions, please call me at extension 49061.

Thank you,

Lisa Browning

County Finance

063102152

05/26/2016

79002451

is a LEGAL COPY of your
You can use it the same
ou would use the original

RETURN REASON-A
SUFFICIENT FUNDS

75450035
[063102152] 05/20/2016

NSF

GEORGE H. RASMUSSEN

4481 OLYMPIC DR.
COCOA, FL 32927

83-215/031

121

1000175962880

Date

MAY 19 2016

Shield™

REXVARD COUNTY COMMISSIONERS
MAYNARD HAMMOCK PARK

Pay to the
order of

\$ 29.10

Dollars

SUNTRUST

ACH RT 001000104

Memo

George H. Rasmussen

Brevard County
RECEIVED

JUN 2 2016

North Area Parks
Operations

Notice of Returned Item

Fund 022

Date Returned: 6/1/16

Department: Manatee Hammock Park (Parks/Rec North)

Name: GEORGE H RASMUSSEN

Check Number: 126

Check Amount: 99.15

Attached you will find the original check that was returned for non-payment (NSF) by non-sufficient funds, account closed, etc. JE 304530 was entered by the finance department, debiting the receivable G/L account 1150050 and crediting cash in the appropriate fund(s). An NSF fee in the amount of 30.00 must also be collected per amendment to resolution 96-327. The fee was calculated as follows:

Checks 0.00 to 50.00 = \$25.00

Checks 50.01 to 300.00 = \$30.00

Checks over 300 equals \$40.00 or 5% of the face value of the check, whichever is greater

Once the customer has satisfied this NSF check, a copy of this memo needs to be sent to County Finance as part of the back-up for the deposit that includes this redeposit.

If you enter your CR's, the amount of the redeposit needs to credit G/L account 1150050 and the NSF fee needs to credit G/L account 3699000. In the "Text" field, record the name and check number for future reference.

If you have any questions, please call me at extension 49061.

Thank you,

Lisa Browning

County Finance

063102152
05/23/2016
99001569

is a LEGAL COPY of your
You can use it the same
ou would use the original

RETURN REASON-A
F SUFFICIENT FUNDS

74439569

063102152 05/17/2016

NSE

GEORGE H RASMUSSEN

4481 OLYMPIC DR.
DOCOA, FL 32927

BREVARD COUNTY COMMISSIONERS
MANATEE HAMMOCK PARK

63-216/831

126

100017539583

Date

May 16 2016

Shield™

\$ 99.15

Dollars

A

Security Features
Check on back

SUN TRUST

ACH RT 081000104

Memo

George H Rasmussen

[REDACTED]

[REDACTED]

Brevard County
RECEIVED
JUN 2 2016
North Area Parks
Operations

Notice of Returned Item

Date Returned: 6/1/16

Department: Manatee Hammock Park (Parks/Rec North)

Name: GEORGE H RASMUSSEN

Check Number: 127

Check Amount: 83.63

Attached you will find the original check that was returned for non-payment (NSF) by non-sufficient funds, account closed, etc. JE 304531 was entered by the finance department, debiting the receivable G/L account 1150050 and crediting cash in the appropriate fund(s). An NSF fee in the amount of 30.00 must also be collected per amendment to resolution 96-327. The fee was calculated as follows:

Checks 0.00 to 50.00 = \$25.00

Checks 50.01 to 300.00 = \$30.00

Checks over 300 equals \$40.00 or 5% of the face value of the check, whichever is greater

Once the customer has satisfied this NSF check, a copy of this memo needs to be sent to County Finance as part of the back-up for the deposit that includes this redeposit.

If you enter your CR's, the amount of the redeposit needs to credit G/L account 1150050 and the NSF fee needs to credit G/L account 3699000. In the "Text" field, record the name and check number for future reference.

If you have any questions, please call me at extension 49061.

Thank you,

Lisa Browning

County Finance

Fund 0022

063102152
05/23/2016
99001568

is a LEGAL COPY of your
< You can use it the same
you would use the original
<

RETURN REASON-A
T SUFFICIENT FUNDS

9102/21/50 E251201E90J
22566472

NSE

GEORGE H RASMUSSEN
4481 OLYMPIC DR.
COCOA, FL 32927

63-215/631

127

1000172952588

Date MAY 14 2016 Shickl

Pay to the
order of

BREVARD COUNTY COMMISSIONERS
MANATEE HAMMOCK PARK

\$ 83.63

Eighty Three Dollars & 63/100

Dollars ☐ ☐ ☐

SUNTRUST

ACH RT 001000104

Memo

George H Rasmussen

Brevard County
RECEIVED
JUN 2 2016
North Area Parks
Operations

Fund 0022

Notice of Returned Item

Date Returned: 6/1/16

Department: Manatee Hammock Park (Parks/Rec North)

Name: GEORGE H RASMUSSEN

Check Number: 128

Check Amount: 23.23

Attached you will find the original check that was returned for non-payment (NSF) by non-sufficient funds, account closed, etc. JE 304532 was entered by the finance department, debiting the receivable G/L account 1150050 and crediting cash in the appropriate fund(s). An NSF fee in the amount of 25.00 must also be collected per amendment to resolution 96-327. The fee was calculated as follows:

Checks 0.00 to 50.00 = \$25.00

Checks 50.01 to 300.00 = \$30.00

Checks over 300 equals \$40.00 or 5% of the face value of the check, whichever is greater

Once the customer has satisfied this NSF check, a copy of this memo needs to be sent to County Finance as part of the back-up for the deposit that includes this redeposit.

If you enter your CR's, the amount of the redeposit needs to credit G/L account 1150050 and the NSF fee needs to credit G/L account 3699000. In the "Text" field, record the name and check number for future reference.

If you have any questions, please call me at extension 49061.

Thank you,

Lisa Browning

County Finance

063102152
05/23/2016
99001567

Is a LEGAL COPY of your
k. You can use it the same
you would use the original
k.

RETURN REASON-A
T SUFFICIENT FUNDS

9102/1/50 E251201E90D
7456E476

NSF

GEORGE H RASMUSSEN
4461 OLYMPIC DR.
COCOA, FL 32927

63-215/631

128

100017502808

BREVARD COUNTY COMMISSIONERS
MAKATEE HAMMOCK PARK

Date May 14, 2016

Pay to the
order of

\$ 23.25

Twenty Three Dollars 23/100

Dollars

SUNTRUST

ACH RT 001000104

Memo

George H. Rasmussen

Brevard County
RECEIVED

JUN 2 2016

Notice of Returned Item

North Area Parks
Operations

Date Returned: 6/1/16

Department: Manatee Hammock Park (Parks/Rec North)

Name: GEORGE H RASMUSSEN

Check Number: 129

Check Amount: 23.15

Attached you will find the original check that was returned for non-payment (NSF) by non-sufficient funds, account closed, etc. JE 304533 was entered by the finance department, debiting the receivable G/L account 1150050 and crediting cash in the appropriate fund(s). An NSF fee in the amount of 25.00 must also be collected per amendment to resolution 96-327. The fee was calculated as follows:

Checks 0.00 to 50.00 = \$25.00

Checks 50.01 to 300.00 = \$30.00

Checks over 300 equals \$40.00 or 5% of the face value of the check, whichever is greater

Once the customer has satisfied this NSF check, a copy of this memo needs to be sent to County Finance as part of the back-up for the deposit that includes this redeposit.

If you enter your CR's, the amount of the redeposit needs to credit G/L account 1150050 and the NSF fee needs to credit G/L account 3699000. In the "Text" field, record the name and check number for future reference.

If you have any questions, please call me at extension 49061.

Thank you,

Lisa Browning

County Finance

Fund 0000

063107152

05/23/2016

99001566

is a LEGAL COPY of your
ck. You can use it the same
you would use the original
ck.

RETURN REASON-A
OT SUFFICIENT FUNDS

74439573

063107152 05/17/2016

NSF

GEORGE H RASMUSSEN
4461 OLYMPIC DR.
COCOA, FL 32927

63-216/631

129

1000175962568

Date MAY 15 2016 Shield™

BREVARD COUNTY COMMISSIONERS
MANATEE HAMMOCK PARK

Pay to the
order of

1562 \$23.50

Twenty Three Dollars & 50/100

Dollars



ACH RT 061000704

Memo

George Rasmussen

[REDACTED]

PARKS AND RECREATION DEPARTMENT

FY 2017/2018
UNCOLLECTIBLE ACCOUNTS RECEIVABLE

Fund	Cost Center	GL	GL Amount	Type of Service	Check Date	Check Total Amount	Ck#	NSF JE#	Name of User	Collection Efforts
South Area - SAPO										
1019	R30597	3472100	\$194.00	Rodes Summer Camp	5/24/2016	\$194.00	1152	304711	Down to Earth Cable, Inc/Jason Cummings - Moved from fund 0019 JE 313161	By Phone: 06/24/16 Pat Brink called and the individual that answered said this was a new was new phone number and that she did not know the Cummings Family. 06/27/16 Suzy Milliken called 321.978.9623, a business number and was the phone disconnected. By Mail: Certified Letters were sent to 10 Crescent Dr., Melbourne, FL and 78 McClain Dr., West Melbourne, FL on 07/15/16. Signed by unknown parties and never paid.
1019	R30597	3472100	\$26.00	Viera Spring Fest	3/13/2017	\$26.75	121	310606	Schuyler Hardy	By Phone: 04/13/17, 04/17/17 and 09/17/17 Darryl Nugent. Left message each time. Certified Letter mailed 10/20/17. No payment received.
1019	R30597	3699001	\$1.75	Sales Tax						
1019	R30597	3472100	\$97.00	Rodes Summer Camp	4/12/2017	\$97.00	100	312675	Randall Alexander	By Phone: 07/26/17, 07/28/17 and 08/02/17 Tiffany Pace. Each call patron said he would pay. Certified Letter mailed 09/06/17. No payment received.
1019	R30597	3472100	\$118.50	Rodes Summer Camp	8/15/2017	\$118.50	110	313238	Daniel or Davita Owens	By Phone: 08/24/17, 08/25/17 and 08/26/17 Kayla and Brett. Left message each time. Certified Letter mailed 09/06/17. No payment received.

0019

\$436.25

\$436.25 Fund Total

Fund 1019

Notice of Returned Item

Date Returned: 6/9/16

Department: PARKS/REC SOUTH

Name: DOWN TO EARTH CABLE INC/JASON CUMMINGS

Check Number: 1152

Check Amount: 194.00

Attached you will find the original check that was returned for non-payment (NSF) by non-sufficient funds, account closed, etc. JE 304711 was entered by the finance department, debiting the receivable G/L account 1150050 and crediting cash in the appropriate fund(s). An NSF fee in the amount of 30.00 must also be collected per amendment to resolution 96-327. The fee was calculated as follows:

Checks 0.00 to 50.00 = \$25.00

Checks 50.01 to 300.00 = \$30.00

Checks over 300 equals \$40.00 or 5% of the face value of the check, whichever is greater

Once the customer has satisfied this NSF check, a copy of this memo needs to be sent to County Finance as part of the back-up for the deposit that includes this redeposit.

If you enter your CR's, the amount of the redeposit needs to credit G/L account 1150050 and the NSF fee needs to credit G/L account 3699000. In the "Text" field, record the name and check number for future reference.

If you have any questions, please call me at extension 49061.

Thank you,

Lisa Browning

County Finance



**SOUTH AREA PARKS & RECREATION
NSF CHECK LOG**

Date Received: 6/14/2016

Name on Check: Down to Earth Cable, Inc. Jason Cummings

Address on Check: 78 McClain Drive, West Melbourne, Fla. 32904

Telephone # on Check: 321-978-9623

Returned Check #: 1152

Check Amount: \$194.00

Date of Check: 5/24/2016

Original Receipt #: 531667

Financial Institution: Launch Federal

Facility where accepted: Rodes - Summer Camp WK 4

Attempts to contact:

	Date	Time	Phone #	Employee	Response
1.	06/24/16	5:30pm	321.745.0932	P. Brink	Individual that answered said this was new phone number for her and that she did not know the Cummings Family.
2.	06/27/16	3:11pm	321.978.9623	S. Milliken	Phone not in service.
3.					

Date Certified Letter Mailed: 07/15/16

Certified Letter / Return Receipt: 07/25/16

Comments: Mailed to home + business address.

Date Returned to Accountant:
REV: 4/05

Handwritten signature: Gary Miller

SUNTRUST BANK

1-800-786-8787

Date: Jun 02, 2016 Advice D-102192

Acct: 175/47000331058

The following deposited check(s) were
returned to SunTrust unpaid. The amount
of the check(s) has been deducted from
your account.

Service Charge Total: Analysis

SEQ #	ITEM	AMOUNT
99002883		194.00

2016 JUN -9 PM 2:03

BREVARD CO BOARD OF CO COMM
CONSOLIDATED FUND
PO BOX 1496
TITUSVILLE FL 32781-1496

1 Item charged totalling \$194.00

Advice Total \$194.00

063102152
06/02/2016
99002883

This is a LEGAL COPY of your
check. You can use it the same
way you would use the original
check.

RETURN REASON-A
NOT SUFFICIENT FUNDS

4141212121

9102/92/50 1251201E900

NSF

DOWN TO EARTH CABLE INC JASON CUMMINGS 78 MCCLAIN DRIVE WEST MELBOURNE, FL 32904 321-978-9623		R# 531677 5/24/2016 DATE	1152 62-79537631 14
PAY TO THE ORDER OF	BCPR	\$ 194.00	
ONE HUNDRED NINETY FOUR NO/100		DOLLARS	
LAUNCH			
FOR			

00

UNITED STATES POSTAL SERVICE

FL 328

22 JUL '15

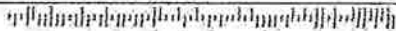
PM 2 L



First-Class Mail
Postage & Fees Paid
USPS
Permit No. G-10

• Sender: Please print your name, address, and ZIP+4 in this box •

Greg Minor
Parks + Recreation Depart
South Area Parks Operations
1515 Sarno Rd.
Bldg A
Melbourne, Fla. 32935



UNITED STATES POSTAL SERVICE

FL 328

18 JUL '15

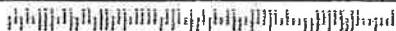
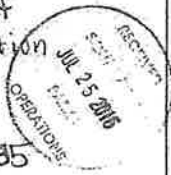
PM 3 L





First-Class Mail
Postage & Fees Paid
USPS
Permit No. G-10

• Sender: Please print your name, address, and ZIP+4 in this box •

Greg Minor
Parks and Recreation Dept
South Area Parks Operation
1515 Sarno Rd.
Bldg A
Melbourne, Fla. 32935



SENDER: COMPLETE THIS SECTION		COMPLETE THIS SECTION ON DELIVERY	
<p>■ Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.</p> <p>■ Print your name and address on the reverse so that we can return the card to you.</p> <p>■ Attach this card to the back of the mailpiece, or on the front if space permits.</p>		<p>A. Signature  <input type="checkbox"/> Agent <input type="checkbox"/> Addressee</p> <p>B. Received by (Printed Name) C. Date of Delivery</p> <p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, enter delivery address below:</p>	
<p>1. Article Addressed to:</p> <p>Down To Earth Cable Inc Jason Cummings 78 McClain Drive West Melbourne, Fla. 32904</p>			
<p>2. Article Number (Transfer from service label) 7012</p>		<p>7012 1640 0001 5210 4826</p>	
PS Form 3811, February 2004		Domestic Return Receipt 102595-02-M-154	

SENDER: COMPLETE THIS SECTION		COMPLETE THIS SECTION ON DELIVERY	
<p>■ Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.</p> <p>■ Print your name and address on the reverse so that we can return the card to you.</p> <p>■ Attach this card to the back of the mailpiece, or on the front if space permits.</p>		<p>A. Signature  <input checked="" type="checkbox"/> Agent <input type="checkbox"/> Addressee</p> <p>B. Received by (Printed Name) C. Date of Delivery</p> <p>E. KELLY 7-22-16</p> <p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If YES, enter delivery address below:</p>	
<p>1. Article Addressed to:</p> <p>Down To Earth Cable Inc Jason Cummings 10 Crescent Drive Melbourne, Fla. 32901</p>			
<p>2. Article Number (Transfer from service label)</p>		<p>7004 1350 0005 5963 7997</p>	
PS Form 3811, February 2004		Domestic Return Receipt 102595-02-M-154	

Fund 1019

Notice of Returned Item

Date Returned: 4/4/17

Department: Parks/Rec South

Name: Schuyler Hardy

Check Number: 121

Check Amount: 26.75

Attached you will find the original check that was returned for non-payment (NSF) by non-sufficient funds, account closed, etc. JE 310606 was entered by the finance department, debiting the receivable G/L account 1150050 and crediting cash in the appropriate fund(s). An NSF fee in the amount of 25.00 must also be collected per amendment to resolution 96-327. The fee was calculated as follows:

Checks 0.00 to 50.00 = \$25.00

Checks 50.01 to 300.00 = \$30.00

Checks over 300 equals \$40.00 or 5% of the face value of the check, whichever is greater

Once the customer has satisfied this NSF check, a copy of this memo needs to be sent to County Finance as part of the back-up for the deposit that includes this redeposit.

If you enter your CR's, the amount of the redeposit needs to credit G/L account 1150050 and the NSF fee needs to credit G/L account 3699000. In the "Text" field, record the name and check number for future reference.

If you have any questions, please call me at extension 49061.

Thank you,

Lisa Browning

County Finance

UNITE BANK

800-786-8787

ate: Mar 24, 2017 Advice D-100162

Acct: [REDACTED]

The following deposited check(s) were
returned to SunTrust unpaid. The amount
of the check(s) has been deducted from
your account.
Service Charge Total: Analysis

SEQ #	ITEM	AMOUNT
99001184		26.75
99001558		55.00

BREVARD CO BOARD OF CO COMM
CONSOLIDATED FUND
PO BOX 1496
TITUSVILLE FL 32781-1496

2 Items charged totaling \$81.75

Advice Total \$81.75

063102152

03/24/2017

99001184

is a LEGAL COPY of your
check. You can use it the same
way you would use the original

RETURN REASON-A
NOT SUFFICIENT FUNDS

1702/97/EO 12572016900
919897152

NSF

SCHUYLER HARDY
230 HIGH RD. NW
PALM BAY, FL 32907-2701

611023

121

68-7497/2560

Pay to
the order of

NAVY
FEDERAL
Credit Union

Money Market Savings

Martha Hardy

Not Sufficient Funds 03/13/17 Date
Pay to the order of Brevard County Parks, Recreation & 26.75
Twenty six dollars 75/100 Dollars

ENDORSE HERE

FOR DEPOSIT ONLY

PARKS AND RECREATION DIVISION
SOUTH SERVICE SECTOR
BOARD OF COUNTY COMMISSIONER

CHECK HERE IF M BILE DEPOSIT

DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE

061000146 03/22/2017
615894094
256074574 03/23/2017
18095849 RR/24/2017
061000146 03/24/2017
6158945016 RR - A
#063102152* 03/24/2017
99001184 RR - A

Do not endorse or write below this line

SOUTH AREA PARKS & RECREATION
NSF CHECK LOG



4/8/17
Date Received: 3/13/17
Name on Check: Schuyler Hardy
Address on Check: 230 High Rd / H.W
Palm Bay, FL 32907
Telephone # on Check: _____
Returned Check #: 121
Check Amount: 26.75
Date of Check: 3/13/17
Original Receipt #: 1011623
Financial Institution: Navy Federal Credit Union
Facility where accepted: PRCC

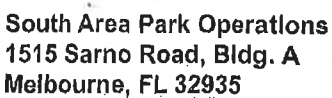
Attempts to contact:

	Date	Time	Phone #	Employee	Response
1.	4/13/17	8:29p	989-529-6145	Darryl Nugent	Left message.
2.	4/17/17	3:30p	989-529-6145	Darryl Nugent	Left message.
3.	9/29/17	10:45a	989-529-6145	Darryl Nugent	Left message.

Date Certified Letter Mailed: 10/20/17
Certified Letter / Return Receipt: Never received Funds. ... P.
Comments: Returned to sender 11/21/17.

Date Returned to Accountant: 11/21/17
REV: 4/05

26.75
30.00
56.75



7017 0530 0000 8122 8565



1000

7017 0530 0000 8122

Certified Mail Fee		\$5.00
Extra Services & Fees (check box and fee as appropriate)		\$ 7.50
<input type="checkbox"/> Return Receipt (hardcopy)	\$	\$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$	\$0.00
<input type="checkbox"/> Adult Signature Required	\$	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$	\$0.00
Postage	\$0.45	
Total Postage and Fees	\$0.50	
Send To:		
Street and Apt. No. or P.O. box		
City, State, ZIP+4 [®]		
Country		
Permit No. FL 33007-2701		
Postmark Here		

L/n
10/30/14

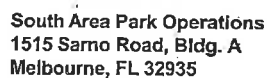
Ms. Miesha Hardy
230 High Rd. NW
PALM BAY, FL 32907-2701

NIXIE

UNC

EC: 32935

202913 2354 504 21712



U.S. POSTAGE
PAID
MELBOURNE, FL
32935
OCT 24, 17
AMOUNT
\$6.59
R2304H109313-2

L/n
10/30/14

Ms. Miesha Hardy
230 High Rd. NW
PALM BAY, FL 32907-2701



U.S. DEPT. OF JUSTICE

11

0011 / 17 / 17

RETURN TO SENDER
UNCLAIMED
UNABLE TO FORWARD

UNC
3293753705 2762

BC: 32935527299

* 1301-00213-24-45

Category	Sub-category	Item	Value
Operating Expenses	Selling Expenses	Salaries and Wages	\$100,000
		Advertising	50,000
	Administrative Expenses	Salaries and Wages	150,000
		Office Supplies	20,000
	Manufacturing Expenses	Direct Materials	200,000
		Manufacturing Overhead	100,000
	Interest Expense	Interest on Notes Payable	10,000
		Interest on Bonds Payable	5,000
	Income Tax Expense	Income Tax Expense	25,000
		Income Tax Expense	25,000
Other Expenses	Other Expenses	10,000	
	Other Expenses	10,000	
Total Operating Expenses	Total Operating Expenses	\$570,000	
	Total Operating Expenses	\$570,000	

*** A receipt that states "I am a Certified Mail recipient."**

A unique guarantee for your mailbox.

Electronic verification of delivery.

An e-record of delivery (including the recipient's signature) sent to you by postal service™ for a specified time.

Important disclaimer:

You must purchase Certified Mail services with First-Class Mail® or First-Class Priority Service®.

Certified Mail return is not available for purchases made at retail locations.

First-class Certified Mail services do not change the return address of the mail piece.

Insurance coverage is not available for purchases made at retail locations.

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ACTIVITY SALES RECEIPT



Receipt # 611023
Payment Date: 03/15/17
Household: 113967

Viera Regional Park
 2300 Judge Fran Jamieson Way
 Viera FL 32940
 Phone: (321)433-4891
 Visit us on the Web: www.brevardcounty.us/vrcc

Miesha Hardy
 230 High Rd NW
 Palm Bay FL 32907
 mnhardy09@aol.com

Hm Ph: (989)529-6145

Activity Enrollment Details: 426910-02 (Viera Spring Fest)

Enrollee Name:	Miesha Hardy	<u>New Fees</u>	<u>Total Fees</u>	<u>New Paid</u>	<u>Total Paid</u>	<u>Amount Due</u>
Enrollment Date:	03/15/2017	26.75	26.75	26.75	26.75	0.00
Enrollment Status:	Enrolled					

Class Location:	Viera CC Bulld All Viera Regional Park 2300 Judge Fran Jamieson Way Viera, FL 32940 (321)433-4891	Class Dates:	03/25/2017 to 03/25/2017 9:00am to 2:00pm Sa
		Scheduled Sessions:	1

Fee Details:	<u>Fee Description</u>	<u>Amount</u>	<u>Count</u>	<u>Discount</u>	<u>Sales Tax</u>	<u>Total Fee</u>
	Table Sale	25.00	1.00	0.00	1.75	26.75

Processed on 03/15/17 @ 12:54pm by sa11

Total New Fees	25.00
Discount Applied	0.00
Total New Taxes	1.75
Total Due	26.75

Total Fees Paid	25.00
Total Taxes Paid	1.75
Total Paid	26.75

Household Balance Information

Overall Household Credit Balance Available	0.00
Overall Household Balance Due	0.00

Payment of: 26.75 Made By: Check With Reference: 121

Sales Tax Summary
 SA Sales Tax Receipts GL Code: 190008 **\$1.75**

Tax ID# 59-6000523

ACTIVITY SALES RECEIPT



Receipt #
Payment Date:
Household:

611023
03/15/2017
113967

HAVING BEEN INFORMED OF THE ACTIVITY TO PROVIDE SUPERVISED RECREATION FOR BOYS/GIRLS, I/WE THE PARENTS OF THE CANDIDATE NAMED ABOVE, DO HEREBY GIVE MY/OUR APPROVAL IN HIS/HER PARTICIPATION IN ANY AND ALL OF THE ACTIVITIES. I/WE DO ASSUME ALL RISKS AND HAZARDS INCIDENTAL TO THE CONDUCT OF THE ACTIVITY, TRANSPORTATION TO AND FROM THE ACTIVITIES; AND I/WE DO FURTHER HEREBY RELEASE, ABSOLVE, INDEMNIFY, AND HOLD HARMLESS BREVARD COUNTY, ITS AGENTS AND EMPLOYEES, THE ORGANIZERS AND THE SPONSORS ANY AND ALL OF THEM. IN CASE OF INJURY TO MY/OUR SON/DAUGHTER, I/WE HEREBY WAIVE ALL CLAIMS AGAINST THE ORGANIZERS, THE SPONSORS OR ANY OF THE SUPERVISORS APPOINTED BY THEM. I/WE LIKEWISE RELEASE FROM RESPONSIBILITY ANY PERSON TRANSPORTING MY/OUR CHILD TO OR FROM THE ACTIVITIES.

PURSUANT TO CHAPTER 119, FLORIDA'S PUBLIC RECORDS ACT, THIS RECORD IS A PUBLIC DOCUMENT THAT MAY BE INSPECTED AND COPIED. IF YOU BELIEVE ANY PORTION OF THIS DOCUMENT CONTAINS INFORMATION THAT IS EXEMPT FROM DISCLOSURE, PLEASE NOTIFY IN WRITING NORTH AREA PARKS OPERATIONS, 475 N. WILLIAMS AVENUE, TITUSVILLE, FL 32796, 321-264-5105, SOUTH AREA PARKS OPERATIONS, 1515 SARNO ROAD, MELBOURNE, FL 32935. INFORMATION: 321-255-4400

DATE _____

Parents/Guardian/Participant (18 OR OVER)

MR. _____

MRS. _____

Notice of Returned Item

Date Returned: 7/21/17

Department: Parks/Rec South

Name: Name unreadable, address: 1042 Lava St. SE, Palm Bay, FL 32909

Randell Alexander

Check Number: 0100

Check Amount: 97.00

Attached you will find the original check that was returned for non-payment (NSF) by non-sufficient funds, account closed, etc. JE 312675 was entered by the finance department, debiting the receivable G/L account 1150050 and crediting cash in the appropriate fund(s). An NSF fee in the amount of 30.00 must also be collected per amendment to resolution 96-327. The fee was calculated as follows:

Checks 0.00 to 50.00 = \$25.00

Checks 50.01 to 300.00 = \$30.00

Checks over 300 equals \$40.00 or 5% of the face value of the check, whichever is greater

Once the customer has satisfied this NSF check, a copy of this memo needs to be sent to County Finance as part of the back-up for the deposit that includes this redeposit.

If you enter your CR's, the amount of the redeposit needs to credit G/L account 1150050 and the NSF fee needs to credit G/L account 3699000. In the "Text" field, record the name and check number for future reference.

If you have any questions, please call me at extension 49061.

Thank you,

Lisa Browning

County Finance

UNTRUST BANK

800-786-8787

ate: Jul 12, 2017 Advice D=101216

he following deposited check(s) were
turned to SunTrust unpaid. The amount
the check(s) has been deducted from
your account.
Service Charge Total: Analysis

Acct: [REDACTED]

2017 JUL 20 PM 2:09

SEQ # ITEM AMOUNT
99000727 97.00

BREVARD CO BOARD OF CO COMM
CONSOLIDATED FUND
PO BOX 1496
TITUSVILLE FL 32781-1496

FINANCE DEPT

1 Item charged totaling \$97.00

Advice Total \$97.00

063102152
07/12/2017
99000727

s a LEGAL COPY of your
You can use it the same
ou would use the original

RETURN REASON-A
T SUFFICIENT FUNDS

2022/90/20 12512016901
DEFL9192

NSF
1042 LEW ST SE A425-730-80-090-0 #649871
Palm Bay, FL 32909 8/5/16 0100
83-751/031 10982
Pay to the Order of B.C. P.R. \$97.00
Nancy Sain
For Seminar Camp
Well Fargo Bank, N.A.
Florida
wellfargo.com
00100

00100 0000009700

FOR DEPOSIT ONLY
PARKS AND RECREATION DIVISION
SOUTH SERVICE SECTOR
BOARD OF COUNTY COMMISSIONER

063102152 07/06/2017 761891300

063102152 07/10/2017
99000727 RR - A
063102152 07/10/2017
31165375
32127074 07/10/2017
6524057792 RR - A
063102152 07/12/2017
99000727 RR - A

Do not endorse or write below this line

SOUTH AREA PARKS & RECREATION
NSF CHECK LOG



Date Received: 7/5/17

Name on Check: Randell Alexander

Address on Check: 1042 Lava St SE Palm Bay FL 32909

Telephone # on Check: 321-557-6320

Returned Check #: 0100

Check Amount: \$ 97.00

Date of Check: 7/5/17

Original Receipt #: # 649871

Financial Institution: Wells Fargo Bank

Facility where accepted: Rodes Park Community Center

Attempts to contact:

	Date	Time	Phone #	Employee	Response
1.	7/26/17	2:30pm		Tiffany P.	Customer said he would pay.
2.	7/28/17	3:00pm		Tiffany P.	Customer said he would pay.
3.	8/2/17	10:52am		Tiffany P.	Customer did not answer.

Date Certified Letter Mailed: 09/06/17

Certified Letter / Return Receipt: Never received-return receipt

Comments: Returned to sender.

Date Returned to Accountant: _____

REV: 4/05

7017 0530 0000 6118 6334

U.S. Postal Service[®]
CERTIFIED MAIL[®] RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com.

OFFICIAL USE

Certified Mail Fee \$3.25 0461
\$2.75 06
Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$2.75
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
Postage \$0.49
Total Postage and Fees \$3.59
09/06/2017
SEP - Postmark Here
Sent to
Mr. Randall Alexander
1042 Lava Str SE
Palm Bay FL 32909
PS Form 3800, April 2013, PSN 7530-02-000-9000 See Reverse for Instructions

* Called 1515 Sarno Rd

1019/250400/5430200/501563

EAU GALLIE
681 SAINT CLAIR ST
MELBOURNE
FL
32935-9998
1157990461
(800)275-8777 11:43 AM
(09/06/2017)

Product Description	Sale Qty	Final Price
First-Class Mail Letter	1	\$0.49

(Domestic)
(PALM BAY, FL 32909)
(Weight: 0 Lb 0.50 Oz)
(Expected Delivery Day)
(Friday 09/08/2017)

Certified	1	\$3.35
(®USPS Certified Mail #)		
(70170530000081186339)		

Return Receipt	1	\$2.75
(®USPS Return Receipt #)		
(9590940233117196303849)		

First-Class Mail Letter	1	\$0.49
-------------------------	---	--------

(Domestic)
(MELBOURNE, FL 32904)
(Weight: 0 Lb 0.50 Oz)
(Expected Delivery Day)
(Friday 09/08/2017)

Certified	1	\$3.35
(®USPS Certified Mail #)		
(70170530000081186346)		

Return Receipt	1	\$2.75
(®USPS Return Receipt #)		
(9590940233117196303863)		

Total		\$13.18
-------	--	---------

Cash		\$15.00
Change		(\$1.82)

Text your tracking number to 28777 (2USPS) to get the latest status. Standard Message and Data rates may apply. You may also visit USPS.com USPS Tracking or call 1-800-222-1811.

In a hurry? Self-service kiosks offer quick and easy check-out. Ask Detail

ACTIVITY SALES RECEIPT



Receipt #
Payment Date:
Household:

649871
07/05/17
55765

Max K Rodes Park
3410 Flanagan Ave
West Melbourne FL 32904
Phone: (321)952-3215
Visit us online: www.brevardcounty.us/rpcc

Randell Alexander
1042 Lava St SE
Palm Bay FL 32909
randelljames@gmail.com

Hm Ph: (321)557-6320

Activity Enrollment Details: 413600-07 (RPCC Summer Camp Wk 7)

Enrollee Name:	Arianna Alexander	<u>New Fees</u>	<u>Total Fees</u>	<u>New Paid</u>	<u>Total Paid</u>	<u>Amount Due</u>
Number of Dates:	3	97.00	97.00	97.00	97.00	0.00
Class Location:	Rodes Park Gym Max K Rodes Park 3410 Flanagan Ave West Melbourne, FL 32904 (321)952-3215					
Enrollment Date(s):	Wed @ 7:00am - 6:00pm: 07/05 Thu @ 7:00am - 6:00pm: 07/06 Fri @ 7:00am - 6:00pm: 07/07					

Processed on 07/05/17 @ 9:17am by SA12

Total New Fees	97.00
Discount Applied	0.00
Total New Taxes	0.00
Total Due	97.00
Total Fees Paid	97.00
Total Taxes Paid	0.00
Total Paid	97.00

Household Balance Information

Overall Household Credit Balance Available	0.00
Overall Household Balance Due	0.00

Payment of: 97.00 Made By: Check With Reference: 0100; week 7 camp

Tax ID# 59-6000523

ACTIVITY SALES RECEIPT



Receipt # 655986
Payment Date: 07/21/17
Household: 55765

Brevard County
Parks & Recreation Admin
2725 Judge Fran Jameson Way
Viera, FL 32940
Phone: (321)637-5732
Visit us on the Web: www.brevardcounty.us/ParksRecreation

Randell Alexander
1042 Lava St SE
Palm Bay FL 32909
randelljames@gmail.com

Hm Ph: (321)557-6320

Activity Enrollment Change: 413600-07 (RPCC Summer Camp Wk 7)

Enrollee Name:	Arianna Alexander	<u>New Fees</u>	<u>Total Fees</u>	<u>New Paid</u>	<u>Total Paid</u>	<u>Amount Due</u>
Number of Dates:	1	30.00	30.00	0.00	0.00	30.00
Class Location:	Rodes Park Gym Max K Rodes Park 3410 Flanagan Ave West Melbourne, FL 32904 (321)952-3215					
Enrollment Date(s):	Wed @ 7:00am - 6:00pm: 07/05					

Processed on 07/21/17 @ 10:30am by sa05

Total New Fees	0.00
Discount Applied	0.00
Total New Taxes	0.00
Total Due	0.00
 Total Fees Paid	 0.00
Total Taxes Paid	0.00
Total Paid	0.00

Household Balance Information

Overall Household Credit Balance Available	0.00
Overall Household Balance Due	97.00

Tax ID# 59-6000523



BOARD OF COUNTY COMMISSIONERS

**Parks and Recreation Department
South Area Parks Operations**

1515 Sarno Road
Building A
Melbourne, Florida 32935

CERTIFIED MAIL

September 6, 2017

Mr. Randell Alexander
1042 LAVA STREET SE
PALM BAY FL 32909

Dear Mr. Alexander:

You are hereby notified that your check, numbered 0100, in the face amount of \$97.00, issued by you on August 5, 2017, drawn on Wells Fargo Bank and payable to Brevard County Parks & Recreation has been dishonored. In addition a \$30.00 NSF fee has been assessed per County policy. This check was payment for Arianna Alexander, week 7 Summer Camp, Rodes Park. **The total you owe for this returned check is \$127.00.**

Pursuant to Florida Law, you have (15) days from the date of this notice to tender payment of the full amount of \$127.00. Unless this amount is paid in full within the time specified above, the dishonored check and all other available information relating to this incident may be turned over to the State Attorney for criminal prosecution. You may be additionally liable in a civil action for the amount of the service charge, court costs, reasonable attorney's fees, and incurred bank fees as provided in s. 68.065, Florida Statutes.

In addition, **no member of your family may attend any Brevard County Parks & Recreation program** or reserve any of our facilities until this amount is paid in full.

Payment should be made at the office of Brevard County Parks & Recreation, which is located at the Government Complex at 1515 Sarno Road, Building A, Melbourne, FL 32935. As a matter of information, we require cash, money order or certified check for repayment, as a personal check can no longer be accepted. Please call 321-255-4400 and ask to speak to our Finance Manager, Suzy Milliken, if you wish to discuss this matter.

Sincerely,

Greg Minor, South Area Parks Operations Manager
GM/sm

Fund 1019

Notice of Returned Item

Date Returned: 8/22/17

Department: Parks/Rec South

Name: Daniel or Davita Owens

Check Number: 110

Check Amount: 118.50

Sent to Pat 08/04/17

Attached you will find the original check that was returned for non-payment (NSF) by non-sufficient funds, account closed, etc. JE 313238 was entered by the finance department, debiting the receivable G/L account 1150050 and crediting cash in the appropriate fund(s). An NSF fee in the amount of 30.00 must also be collected per amendment to resolution 96-327. The fee was calculated as follows:

Checks 0.00 to 50.00 = \$25.00

Checks 50.01 to 300.00 = \$30.00

Checks over 300 equals \$40.00 or 5% of the face value of the check, whichever is greater

Once the customer has satisfied this NSF check, a copy of this memo needs to be sent to County Finance as part of the back-up for the deposit that includes this redeposit.

If you enter your CR's, the amount of the redeposit needs to credit G/L account 1150050 and the NSF fee needs to credit G/L account 3699000. In the "Text" field, record the name and check number for future reference.

If you have any questions, please call me at extension 49061.

Thank you,

Lisa Browning

County Finance

UNTRUST BANK

800-786-8787

ate: Aug 15, 2017 Advice D-100109

Acct:

10 following deposited check(s) were
turned to SunTrust unpaid. The amount
the check(s) has been deducted from
our account.

Service Charge Total: Analysis

2017 AUG 21 PM 2:43

SEQ # ITEM AMOUNT
99000283 118.50

BREVARD CO BOARD OF CO COMM
CONSOLIDATED FUND
PO BOX 1496
TITUSVILLE FL 32781-1496

1 Item charged totaling \$118.50

Advice Total \$118.50

HH55176

063102152
08/15/2017
99000283

is a LEGAL COPY of your
You can use it the same
ou would use the original

RETURN REASON-A
SUFFICIENT FUNDS

74276819 08/08/2017 08/08/2017 08/08/2017

NSF

DANIEL OR DAVITA OWENS
1430 CORBETT LANE
WEST MELBOURNE, FL 32904

03-0410/2070

110

C. P. R.

One hundred eighteen dollars and 50/100

CHASE

JPMorgan Chase Bank, N.A.
www.Chase.com

MEMO: Camp Florida Gators Mike Owens

0110

0110 0000011850

FOR DEPOSIT ONLY
PARKS AND RECREATION DIVISION
SOUTH SERVICE SECTOR
BOARD OF COUNTY COMMISSIONER
DATE: 8/15/17
MEMO: CAMP FLORIDA GATORS MIKE OWENS

063102152 08/06/2017
74276819

111900057 08/11/2017
5690373465 RR - A
091000022 08/14/2017
201708140013404 RR - A
091300023 08/14/2017
96013936 RR - A
063102152 08/15/2017
99000283 RR - A

Do not endorse or write below this line.

ACTIVITY SALES RECEIPT



Receipt # 661608
Payment Date: 08/07/17
Household: 55176

Max K Rodes Park
3410 Flanagan Ave
West Melbourne FL 32904
Phone: (321)952-3215
Visit us online: www.brevardcounty.us/rpcc

Davita Owens
1430 Corbett Lane
West Melbourne FL 32904
davita.owens@yahoo.com

Hm Ph: (321)848-6223

Activity Enrollment Details: 413600-12 (RPCC Summer Camp Wk 12)

Enrollee Name:	Jacari Mixon	<u>New Fees</u>	<u>Total Fees</u>	<u>New Paid</u>	<u>Total Paid</u>	<u>Amount Due</u>
Number of Dates:	3	48.00	48.00	48.00	48.00	0.00
Class Location:	Rodes Park Gym Max K Rodes Park 3410 Flanagan Ave West Melbourne, FL 32904 (321)952-3215					
Enrollment Date(s):	Mon @ 7:00am - 6:00pm: 08/07 Tue @ 7:00am - 6:00pm: 08/08 Wed @ 7:00am - 6:00pm: 08/09					

Activity Enrollment Details: 413600-12 (RPCC Summer Camp Wk 12)

Enrollee Name:	Kordel Mixon	<u>New Fees</u>	<u>Total Fees</u>	<u>New Paid</u>	<u>Total Paid</u>	<u>Amount Due</u>
Number of Dates:	3	70.50	70.50	70.50	70.50	0.00
Class Location:	Rodes Park Gym Max K Rodes Park 3410 Flanagan Ave West Melbourne, FL 32904 (321)952-3215					
Enrollment Date(s):	Mon @ 7:00am - 6:00pm: 08/07 Tue @ 7:00am - 6:00pm: 08/08 Wed @ 7:00am - 6:00pm: 08/09					

Processed on 08/07/17 @ 9:41am by sa38

Total New Fees	186.00
Discount Applied	67.50
Total New Taxes	0.00
Total Due	118.50

Total Fees Paid	118.50
Total Taxes Paid	0.00
Total Paid	118.50

Household Balance Information

Overall Household Credit Balance Available 0.00
Overall Household Balance Due 0.00
Payment of: 118.50 Made By: Check With Reference: 110; week 12 camp

Tax ID# 59-6000523

SOUTH AREA PARKS & RECREATION
NSF CHECK LOG

Date Received: 8/21/17
Name on Check: Daniel or Davita Owens
Address on Check: 1430 Corbett lane West Melbourne,
FL 32904
Telephone # on Check: 321-848-6223
Returned Check #: 110
Check Amount: \$118.50
Date of Check: 8/7/17
Original Receipt #: 661608
Financial Institution: J.P Morgan Chase bank
Facility where accepted: Rodes Park Community Center

Attempts to contact:

	Date	Time	Phone #	Employee	Response
1.	<u>8/24/17</u>	<u>11:11am</u>	<u>321-848-6223</u>	<u>Hayla</u>	<u>left Voicemail</u>
2.	<u>8/25/17</u>	<u>4:07pm</u>	<u>321-848-6223</u>	<u>Brett</u>	<u>left Voicemail</u>
3.	<u>8/26/17</u>	<u>1:46pm</u>	<u>321-848-6223</u>	<u>Brett</u>	<u>left Voicemail</u>

Date Certified Letter Mailed: 09/06/17
Certified Letter / Return Receipt: _____
Comments: Return to Sender, unable to deliver.

Date Returned to Accountant: 09/17/17
REV: 4/05

7469 PTLR 0000 0500 2700

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only	
For delivery information visit our website at www.usps.com	
OFFICIAL USE	
Certified Mail Fee \$5.50 Extra Services & Fees (attach box and fee tag for each) <input type="checkbox"/> Return Receipt (hardcopy) \$0.00 <input type="checkbox"/> Return Receipt (electronic) \$0.00 <input type="checkbox"/> Certified Mail Restricted Delivery \$0.00 <input type="checkbox"/> Adult Signature Required \$0.00 <input type="checkbox"/> Adult Signature Restricted Delivery \$0.00	SEP 06 0461 Postmark Here
Postage \$1.47 Total Postage and Fees \$6.97	09/06/2017
Sent to Mrs. Davita Owens 1430 Corbett Lane West Melbourne, FL 32904	
PS Form 3800, April 2015 PSN 7530-02-000-9000 Reverse for Instructions	

1019/250400/6420000/501563

EAU GALLIE
 681 SAINT CLAIR ST
 MELBOURNE
 FL
 32935-9998
 1157990461
 (800)275-8777 11:43 AM
 09/06/2017

Product Description	Sale Qty	Final Price
---------------------	----------	-------------

First-Class Mail Letter	1	\$0.49
-------------------------	---	--------

(Domestic)
 (PALM BAY, FL 32909)
 (Weight:0 Lb 0.50 Oz)
 (Expected Delivery Day)
 (Friday 09/08/2017)

Certified	1	\$3.35
-----------	---	--------

(@USPS Certified Mail #)
 (7017053000081186339)

Return Receipt	1	\$2.75
----------------	---	--------

(@USPS Return Receipt #)
 (9590940233117196303849)

First-Class Mail Letter	1	\$0.49
-------------------------	---	--------

(Domestic)
 (MELBOURNE, FL 32904)
 (Weight:0 Lb 0.50 Oz)
 (Expected Delivery Day)
 (Friday 09/08/2017)

Certified	1	\$3.35
-----------	---	--------

(@USPS Certified Mail #)
 (7017053000081186346)

Return Receipt	1	\$2.75
----------------	---	--------

(@USPS Return Receipt #)
 (9590940233117196303863)

Total		\$13.18
-------	--	---------

Cash	\$15.00
Change	(\$1.82)

Text your tracking number to 28777 (2USPS) to get the latest status. Standard Message and Data rates may apply. You may also visit USPS.com USPS Tracking or call 1-800-222-1811.

In a hurry? Self-service kiosks offer quick and easy check-out. Any Detail



BOARD OF COUNTY COMMISSIONERS

**Parks and Recreation Department
South Area Parks Operations**

1515 Sarno Road
Building A
Melbourne, Florida 32935

CERTIFIED MAIL

September 6, 2017

Ms. Davita Owens
1430 CORBETT LANE
WEST MELBOURNE FL 32904

Dear Ms. Owens:

You are hereby notified that your check, numbered 110, in the face amount of \$118.50, issued by you on August 7, 2017, drawn on JP Morgan Chase Bank and payable to Brevard County Parks & Recreation has been dishonored. In addition a \$30.00 NSF fee has been assessed per County policy. This check was payment for Jacari and Kordel Mixon, week 12 Summer Camp, Rodes Park. **The total you owe for this returned check is \$148.50.**

Pursuant to Florida Law, you have (15) days from the date of this notice to tender payment of the full amount of \$148.50. Unless this amount is paid in full within the time specified above, the dishonored check and all other available information relating to this incident may be turned over to the State Attorney for criminal prosecution. You may be additionally liable in a civil action for the amount of the service charge, court costs, reasonable attorney's fees, and incurred bank fees as provided in s. 68.065, Florida Statutes.

In addition, **no member of your family may attend any Brevard County Parks & Recreation program** or reserve any of our facilities until this amount is paid in full.

Payment should be made at the office of Brevard County Parks & Recreation, which is located at the Government Complex at 1515 Sarno Road, Building A, Melbourne, FL 32935. As a matter of information, we require cash, money order or certified check for repayment, as a personal check can no longer be accepted. Please call 321-255-4400 and ask to speak to our Finance Manager, Suzy Milliken, if you wish to discuss this matter.

Sincerely,

Greg Minor, South Area Parks Operations Manager
GM/sm

ard
NTV
reation

Park Operations
Road, Bldg. A
FL 32935



7017 0530 0000 8118 6346



1000



32904

U.S. POSTAGE
PAID
MELBOURNE, FL
32935
SEP 06 17
AMOUNT
\$6.59
R2304H109313-06

L/A
09/08

Ms. Davita Owens
1430 CORBETT LANE
WEST MELBOURNE FL 32904

RETURN RECEIPT
REQUESTED

NIXIE 339 DE 1 0010/09/17

RETURN TO SENDER
UNCLAIMED
UNABLE TO FORWARD

9400922374281190

UNC

BC: 32935527299

*1401-10434-06-46

32904H109313-06





BOARD OF COUNTY COMMISSIONERS

Library Services Administration

308 Forrest Ave, 2nd Floor

Cocoa, Florida 32922

Jeff Thompson, Department Director

TO: Brad Pugh, Fund Accountant
Brevard County Finance

FROM: Brenda Mathews, Department Finance Manager
Brevard County Library Services

RE: Uncollectible Accounts Receivable Write-Offs FY 2018

DATE: October 10, 2018

Attached is the summary of Uncollectible Accounts Receivable for Library Services. Collection efforts have been exhausted for the NSF checks highlighted in yellow, and we are requesting that they be submitted for bad debt write-offs for FY 2017/18.

A brief summary of collection efforts and back up information is attached. If additional information is needed, please feel free to contact me at 633-1840.

LIBRARY BAD DEBT WRITE-OFFS FY18											
1150050	07/08/2016	07/08/2016	305400	JE	40	22.05	MARIA TRINIDAD CK#227	Palm Bay Library	Write Off FY 17/18		
1150050	09/21/2016	09/21/2016	306659	JE	40	13.80	LATARSHA WATSON CK#1017	Merritt Island	Write Off FY 17/18		
1150050	01/24/2017	01/24/2017	309360	JE	40	30.00	MARIA SARAH TRINIDAD CK#233	Palm Bay Library	Write Off FY 17/18		
1150050	02/21/2017	02/21/2017	309857	JE	40	3.50	BRENDA BOWEN CK#118	F T DeGrodt	Write Off FY 17/18		
1150050	06/23/2017	06/23/2017	312246	JE	40	48.00	EMMA HART CK#1002	West Melbourne	Write Off FY 17/18		
1150050	10/27/2017	10/27/2017	314690	JE	40	15.00	LIBRARY CARD CK#0100	Suntree/Viera	Still in collection		
1150050	03/27/2018	03/27/2018	318033	JE	40	86.99	MICHAEL AND TINA CARRELLA CK#1096	F T DeGrodt	Still in collection		
1150050	08/17/2018	08/17/2018	320880	JE	40	15.00	CECILIA B LOVETT CK#1894	Suntree/Viera	Still in collection		
NSF OUTSTANDING AS OF 9/30/18						\$ 235.04				\$ 235.04	
FY 17/18 NSF Write Offs						\$ 118.05					



BOARD OF COUNTY COMMISSIONERS

Palm Bay Public Library
1520 Port Malabar Blvd. NE
Palm Bay, FL 32905
321-952-4519

Inter-Office Memo

TO: Brenda Mathews, Finance Manager, Library Services Department

THRU: Christine Sullivan, Director Franklin T. DeGroodt Memorial Library

FROM: Elanya Bairefoot, Head Librarian, Palm Bay Public Library *Elanya Bairefoot 9-26-18*

DATE: September 26, 2018

SUBJECT: Uncollectible Returned Checks

I choose to write off as "Uncollectable" the two checks listed below:

Name	Ck #	Date	Check Amt.	NSF Fee	Write Off? Yes/No
Trinidad, Maria Sarah	233	1/11/17	30.00	25.00	YES
Trinidad, Maria Sarah	227	6/27/16	22.95	25.00	YES

Collection efforts for check #233 are listed on the attached sheet and include various phone calls and emails to the patron.

I am not able to locate any records for check #227 at the Palm Bay Public Library. A STOP has been placed on the patron's library card with note that checks are not to be accepted.



BOARD OF COUNTY COMMISSIONERS

Library Services Department-Accounting

308 Forrest Avenue
2nd floor South
Cocoa, Florida 32922
Mail Stop: #500F

Inter-Office Memo

Brevard County Library Services

NSF CHECK LOG

Date Received: 1/31/17
Name on Check: Maria Sarah TRINIDAD
Address on Check: 2751 Rhapsody ST NE
Palm Bay, FL 32905-5429
Telephone # on Check: 321-576-8458
Returned Check #: 233
Check Amount: 30⁰⁰ NSF Fee: 25⁰⁰ TOTAL DUE: 55⁰⁰
Date of Check: 1/11/17
Original Receipt # PPPL01112017000013
Financial Institution: BANK of America
Library Where Accepted: PALM Bay Public Library

Attempts to Contact: (Please document your attempts to collect below. You must make three contacts.)

	Date:	Time:	Phone #:	Employee:	Response:
1	2/2/17 2/3/17	3:55 9:45	321-576-8458 emailed sd79sj13@gmail.com	SANDY CLARK SANDY CLARK	Left mess. on Answ/machine to call Library
2	2/7/17	9:26	321-576-8458	SANDY CLARK	Left mess on Answ/machine to call me
3	2/17/17	3:00	321-576-8458	SANDY CLARK	Left mess on Answ/machine to call PB Library about check

Notice of Returned Item

Date Returned: 7/14/16

Department: Library Services

Name: Maria Trinidad

Check Number: 227

Check Amount: 22.95

Attached you will find the original check that was returned for non-payment (NSF) by non-sufficient funds, account closed, etc. JE 305400 was entered by the finance department, debiting the receivable G/L account 1150050 and crediting cash in the appropriate fund(s). An NSF fee in the amount of 25.00 must also be collected per amendment to resolution 96-327. The fee was calculated as follows:

Checks 0.00 to 50.00 = \$25.00

Checks 50.01 to 300.00 = \$30.00

Checks over 300 equals \$40.00 or 5% of the face value of the check, whichever is greater

Once the customer has satisfied this NSF check, a copy of this memo needs to be sent to County Finance as part of the back-up for the deposit that includes this redeposit.

If you enter your CR's, the amount of the redeposit needs to credit G/L account 1150050 and the NSF fee needs to credit G/L account 3699000. In the "Text" field, record the name and check number for future reference.

If you have any questions, please call me at extension 49061.

Thank you,

Lisa Browning

County Finance

SUNTRUST BANK

1-800-786-8787

Date: Jul 08, 2016 Advice D-101421

Acct:

The following deposited check(s) were returned to SunTrust unpaid. The amount of the check(s) has been deducted from your account.

Service Charge Total: Analysis

SEQ #	ITEM	AMOUNT
89001170		22.95
89000479		157.00

BREVARD CO BOARD OF CO COMM
CONSOLIDATED FUND
PO BOX 1498
TITUSVILLE FL 32781-1496

2016 JUL 14 PM 2:48

2 Items charged totaling \$179.95

Advice Total \$170.95

063102152
07/08/2016
99001170

This is a LEGAL COPY of your check. You can use it the same way you would use the original check.

RETURN REASON-A
NOT SUFFICIENT FUNDS

59225182

9102/EO/20 125120TE901

NSF

Maria Sarah Trinidad
2751 Kennedy St NE
Palmdale, CA 92305-5429

FD-1653-SSA-99-9130 6-27-16

Pay to the order of BOO \$ 22.95

Twenty two & ninety five

Bank of America

Signature

063102152* 07/08/2016

30033469

1110125322 07/08/2016

0560072017 07/08/2016

10047210342 07/08/2016

063102152 07/08/2016

99001170 RR - A

Credit to the Account of
the within named payee
Absence of Endorsement Guaranteed
SunTrust Bank

Do not endorse or write below this line.



Library Services Department-Accounting
308 Forrest Avenue
2nd floor South
Cocoa, Florida 32922
Mail Stop: #500F

BOARD OF COUNTY COMMISSIONERS

Inter-Office Memo

TO: Chris Sullivan, Director, Franklin T. DeGroodt Library

FROM: Brenda Mathews, Finance Manager, Library Services Department

DATE: September 25, 2018

SUBJECT: **UNCOLLECTIBLE RETURNED CHECKS**

County Finance has advised that it is time for our annual write-off of uncollectible returned NSF checks. Below is a list of the outstanding returned checks that Finance is currently showing for your library. **PLEASE ADVISE WHICH CHECKS (if any) YOU WISH TO WRITE OFF AS UNCOLLECTIBLE.**

Name	Ck #	Date	Check Amt.	NSF Fee	Write Off? Yes/No
Bowen, Brenda	118	2/10/17	3.50	25.00	YES

Please review carefully to decide, and indicate which checks, if any, you judge to be uncollectible. Factors you should consider in making this judgment include:

1. The age of the check.
2. Do we have a valid, current address and/or phone number for the patron?
3. Any responses or promises received from the patron.
4. Has the account been turned over to Unique Collection?
5. Have we exhausted all means to collect the money?

Please note that writing a check off as uncollectible is an internal accounting function only and does NOT relieve the patron of the responsibility to pay the debt. It simply means that, in your opinion, there is little or no realistic chance of collecting the money.

FOR ALL CHECKS TO BE WRITTEN OFF, PLEASE SCAN AND EMAIL a brief summary of your collection efforts.

If your records show that any of these checks have been paid, please advise the date paid.

Please respond via email as soon as possible, but no later than MONDAY, OCTOBER 1, 2018.

Thank you for your cooperation. Please let me know if you have any questions.

Phone (321) 633-1840 * Fax (321) 633-1791
Website: MyLibraryWorld.com



BOARD OF COUNTY COMMISSIONERS

Library Services Department-Accounting
308 Forrest Avenue
2nd floor South
Cocoa, Florida 32922
Mail Stop: #500F

Inter-Office Memo

Brevard County Library Services NSF CHECK LOG

Date Received: 3/1/17
Name on Check: Brenda Bowen
Address on Check: 458 Coral Ave SE
Palm Bay, FL 32909-4163
Telephone # on Check: 321-591-1870
Returned Check #: 118
Check Amount: 3.50 NSF Fee: 25.00 TOTAL DUE: 28.50
Date of Check: 2/10/17
Original Receipt #: _____
Financial Institution: Chase
Library Where Accepted: FPPL

Attempts to Contact: (Please document your attempts to collect below. You must make three contacts.)

	Date:	Time:	Phone #:	Employee:	Response:
1	3/1/17	9:25 AM	321-591-1870	L. Tambouler	left voicemail w/ details - no response
2	3/6/17	11:18 AM	emailed to amanda file	L. Tambouler	NO response
3	3/31	11:30 AM	321-591-1870	L. Tambouler	gave her until Monday 4/3 left voicemail no response

Reply all | Delete Junk |

BREVARD COUNTY LIBRARY FDPL RETURNED CHECK

Laurie Tomboulides

Reply all |

Mon 3/6, 11:16 AM

BRENDALOUBB@YAHOO.COM

Hello, we have recently received your check #118 in the amount of \$3.50 (for printing at the Franklin DeGroodt library) dated 2/10/17 returned for insufficient funds. Our bank has charged a fee of \$25 so your balance is 28.50 which must be paid in cash or credit/debit card at the Franklin DeGroodt library. It has been added to your library card as a debit. I also left you a voicemail on 3/1/17 on the phone number recorded on your account - 321-591-1870.

Please write or contact me at the phone number below if you have any questions.

Laurie Tomboulides
Circulation Supervisor
Franklin DeGroodt Library
321-952-6318

BREVARD COUNTY LIBRARIES/Franklin T Degroodt
Patron Information BOWEN BRENDA LOU

Printed On: 9/25/2018

Registration Details

ID:	26846009036704	Status:	SOFT BLOCKED
Name:	BOWEN BRENDA LOU	Type:	Adult
Address:	458 CORAL AVE SE PALM BAY, FL 32909	Expires:	1/26/2018
		Phone:	dnc
Secondary Address:		Secondary Phone:	321-591-1870
E-Mail:	BRENDALOUBB@YAHOO.COM		
Registered:	6/16/2012		
Last Activity:	8/30/2016		

Statistical Information

Gender:	Female
Residency:	Resident

Date	Note Type	Note
3/6/2017 11:06:02 AM	Standard	PATRON PAID 3.50 W/CHECK #118 FOR PRINTING; CHECK BOUNCED AND FEE IS NOW 28.50 LDT @FDPL NOTIFIED PATRON BY PHONE 3/1/17 VOICEMAIL NO RESPONSE
3/6/2017 12:53:12 PM	Standard	PHONE NUMBER UPDATED TO NUMBER GIVEN ON CHECK LDT @FDPL
3/31/2017 11:36:44 AM	Standard	PATRON EMAILED 3/6/17 AND PHONED AGAIN ON 3/31/17. LDT @FDPL
6/12/2017 4:23:43 AM	Standard	PATRON SENT TO COLLECTION AGENCY
9/25/2018 1:15:13 PM	Urgent	DO NOT ACCEPT CHECKS FROM THIS PATRON.

NotesGrid

Title	Call Number	Item Number	Status	Due/NNA/Posted	Fines	Fees	Branch
Manual Fine		#2800000512563	Manual Fine	3/6/2017	\$3.50		FD
Burnt Mountain : a novel F Sid		32474002695772	Fine	10/25/2016	\$5.40		FD
Manual Fine		#2800000512562	Manual Fine	3/6/2017	\$25.00		FD
Manual Fine		#2800000523801	Manual Fine	6/12/2017	\$10.00		FD

SUNTRUST BANK

1-800-766-8787

Date: Feb 21, 2017 Advice D=100123

Acct

The following deposited check(s) were returned to SunTrust unpaid. The amount of the check(s) has been deducted from your account.

Service Charge Total Analysis

2017 FEB 27 PM 1:50

SEQ # ITEM AMOUNT

99000326 3 50
99000431 25 00

BREVARD CO BOARD OF CO COMM
CONSOLIDATED FUND
PO BOX 1496
TITUSVILLE FL 32781-1496

2 Items charged totaling \$20.50

Advice Total \$28.50

0000

063102152

02/21/2017

99000326

This is a LEGAL COPY of your check. You can use it the same way you would use the original check.

RETURN REASON-A
NOT SUFFICIENT FUNDS

2702/ET/20 65952E0E

NSF FL Driver Lic B500-072-44-745-0

BRENDA L. BOWEN
458 CORAL AVE. SE
PALM BAY, FL 32909-4163
(407) 591-1870

PAY TO THE ORDER OF Board of County Commissioners \$ 3.50

Three Dollars + fifty Cents

CHASE
JPMorgan Chase Bank, N.A.
www.chase.com

Print Brenda L. Bowen

0118

118

80-0413 41710

2017

Feb 10, 2017

00000000350

FEDERAL RESERVE BOARD OF GOVERNORS REG CC

063102152< 02/13/2017
30325699

DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE

LIBRARY SVC/FRANKLIN DECADES - RA

ENDORSE HERE

PAY TO THE ORDER OF

SUNTRUST BANK

FOR DEPOSIT ONLY

BREVARD COUNTY SOCC

LIBRARY SVC/FRANKLIN DECADES - RA

111500057 02/16/2017
091000022 02/17/2017
091000022 02/17/2017
091000022 02/17/2017
091000022 02/17/2017
091000022 02/17/2017
091000022 02/17/2017
091000022 02/17/2017
091000022 02/17/2017
091000022 02/17/2017

Do not endorse or write below this line.

407-539
4352

Notice of Returned Item

Date Returned: 2/28/17

Department: Degroodt Library/Library Services

Name: Brenda Bowen

Check Number: 118

Check Amount: 3.50

Attached you will find the original check that was returned for non-payment (NSF) by non-sufficient funds, account closed, etc. JE 309857 was entered by the finance department, debiting the receivable G/L account 1150050 and crediting cash in the appropriate fund(s). An NSF fee in the amount of 25.00 must also be collected per amendment to resolution 96-327. The fee was calculated as follows:

Checks 0.00 to 50.00 = \$25.00

Checks 50.01 to 300.00 = \$30.00

Checks over 300 equals \$40.00 or 5% of the face value of the check, whichever is greater

Once the customer has satisfied this NSF check, a copy of this memo needs to be sent to County Finance as part of the back-up for the deposit that includes this redeposit.

If you enter your CR's, the amount of the redeposit needs to credit G/L account 1150050 and the NSF fee needs to credit G/L account 3699000. In the "Text" field, record the name and check number for future reference.

If you have any questions, please call me at extension 49061.

Thank you,

Lisa BrownIng

County Finance



Library Services Department-Accounting
308 Forrest Avenue
2nd floor South
Cocoa, Florida 32922
Mail Stop: #500F

BOARD OF COUNTY COMMISSIONERS

Inter-Office Memo

TO: Janice Murray, Director, Merritt Island Library

FROM: Brenda Mathews, Finance Manager, Library Services Department

DATE: September 25, 2018

SUBJECT: **UNCOLLECTIBLE RETURNED CHECKS**

County Finance has advised that it is time for our annual write-off of uncollectible returned NSF checks. Below is a list of the outstanding returned checks that Finance is currently showing for your library. **PLEASE ADVISE WHICH CHECKS (if any) YOU WISH TO WRITE OFF AS UNCOLLECTIBLE.**

Name	Ck #	Date	Check Amt.	NSF Fee	Write Off? Yes/No
Watson, Latarsha	1017	9/14/16	13.60	25.00	YES

Please review carefully to decide, and indicate which checks, if any, you judge to be uncollectible. Factors you should consider in making this judgment include:

1. The age of the check.
2. Do we have a valid, current address and/or phone number for the patron?
3. Any responses or promises received from the patron.
4. Has the account been turned over to Unique Collection?
5. Have we exhausted all means to collect the money?

Please note that writing a check off as uncollectible is an internal accounting function only and does NOT relieve the patron of the responsibility to pay the debt. It simply means that, in your opinion, there is little or no realistic chance of collecting the money.

FOR ALL CHECKS TO BE WRITTEN OFF, PLEASE SCAN AND EMAIL a brief summary of your collection efforts.

If your records show that any of these checks have been paid, please advise the date paid.

Please respond via email as soon as possible, but no later than MONDAY, OCTOBER 1, 2018.

Thank you for your cooperation. Please let me know if you have any questions.

Brenda Mathews

From: Janice Murray
Sent: Monday, October 8, 2018 12:52 PM
To: Brenda Mathews
Cc: Trina Judson; Qadi Glover
Subject: Re: Inter-Office Memo attached...

Brenda,

Latarsha Watson did not come in and pay her NSF debt on Friday, Oct5, 2018.

Janice

Janice Murray, Director
Merritt Island Public Library
1195 North Courtenay Parkway
Merritt Island, FL 32953
(321) 455-1369

From: Brenda Mathews
Sent: Monday, October 8, 2018 9:34 AM
To: Janice Murray
Cc: Qadi Glover
Subject: RE: Inter-Office Memo attached...

Good morning Janice,

I am following up on your email below that Latarsha Watson was going to pay her NSF debt on Friday, Oct 5, 2018.

Did she come in and pay? Thanks.

Brenda

Brenda Mathews
Libraries Finance and Facilities Manager
Lean Six Sigma Green Belt
Catherine Schweinsberg Rood Central Reference Library
308 Forrest Ave.
Cocoa, FL 32922
321-633-1840 - Phone
321-633-1791 - Fax
bmathews@brev.org

"Have patience. All things are difficult before they become easy." *Saadi*

From: Janice Murray
Sent: Friday, September 28, 2018 8:09 AM
To: Brenda Mathews <bmathews@brev.org>
Cc: Qadi Glover <qglover@brev.org>
Subject: Re: Inter-Office Memo attached...

URC Memo

According to the Uncollectible Returned Checks memo dated September 25, 2018: Watson,
Latarsha Check #1017 was dated 9/14/16.

Watson, Latarsha account was sent to Unique Collection agency April 3, 2017.

Library Director contacted Latarsha Watson on September 27, 2018 and informed her that according to her account the total fines and fees owed is \$145.03.

Latarsha Watson said that she will come in next Friday (OCT 5) and pay with her debit card.

Janice Murray, Director
Merritt Island Public Library
1195 North Courtenay Parkway
Merritt Island, FL 32953
(321) 455-1369

From: Brenda Mathews
Sent: Wednesday, September 26, 2018 2:59 PM
To: Qadi Glover; Brenda.Mathews@brevardfl.gov
Cc: Janice Murray
Subject: RE: Inter-Office Memo attached...

Thank you Q. Please scan and email a brief summary of your collection efforts. I will forward the information to County Finance.

Brenda Mathews
Libraries Finance and Facilities Manager
Lean Six Sigma Green Belt
Catherine Schweinsberg Rood Central Reference Library
308 Forrest Ave.
Cocoa, FL 32922
321-633-1840 - Phone
321-633-1791 - Fax
bmathews@brev.org

"Have patience. All things are difficult before they become easy." *Saadi*


From: Qadi Glover [mailto:qglover@brev.org]
Sent: Wednesday, September 26, 2018 11:10 AM
To: Brenda.Mathews@brevardfl.gov
Cc: Janice Murray <jmurray@brev.org>
Subject: Inter-Office Memo attached...

Good day,

Please view the attachment. Thanks

Q

Mr. Qadi H. Glover
Administrative Secretary
Merritt Island Library
1195 N. Courtenay Pkwy
Merritt Island, FL 32953
Phone: (321) 455-1369
Fax: (321) 449-4743
MS# 507

 *"Managers do things right. Leaders do the right things!"*

"Under Florida Law, e-mail addresses are public records. If you do not want your e-mail address released in response to public record requests, do not send electronic mail to this entity. Instead, contact this office by phone or in writing." Brevard County Libraries is a public entity subject to Chapter 119 of the Florida Statutes concerning public records. E-mail messages are covered under such laws and thus subject to disclosure. All email sent and received is captured by our servers and kept as public records. "Under Florida Law, email addresses are Public Records. If you do not want your e-mail address released in response to public record requests, do not send electronic mail to this entity. Instead, contact this office by phone or in writing." "Under Florida Law, e-mail addresses are public records. If you do not want your e-mail address released in response to public record requests, do not send electronic mail to this entity. Instead, contact this office by phone or in writing." Brevard County Libraries is a public entity subject to Chapter 119 of the Florida Statutes concerning public records. E-mail messages are covered under such laws and thus subject to disclosure. All email sent and received is captured by our servers and kept as public records.

"Under Florida Law, e-mail addresses are public records. If you do not want your e-mail address released in response to public record requests, do not send electronic mail to this entity. Instead, contact this office by phone or in writing." Brevard County Libraries is a public entity subject to Chapter 119 of the Florida Statutes concerning public records. E-mail messages are covered under such laws and thus subject to disclosure. All email sent and received is captured by our servers and kept as public records.

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Notice of Returned Item

Date Returned: 9/26/16

Department: Library Services

Name: LATARSHA WATSON

Check Number: 1017

Check Amount: 13.60

Attached you will find the original check that was returned for non-payment (NSF) by non-sufficient funds, account closed, etc. JE 306659 was entered by the finance department, debiting the receivable G/L account 1150050 and crediting cash in the appropriate fund(s). An NSF fee in the amount of 25.00 must also be collected per amendment to resolution 96-327. The fee was calculated as follows:

Checks 0.00 to 50.00 = \$25.00

Checks 50.01 to 300.00 = \$30.00

Checks over 300 equals \$40.00 or 5% of the face value of the check, whichever is greater

Once the customer has satisfied this NSF check, a copy of this memo needs to be sent to County Finance as part of the back-up for the deposit that includes this redeposit.

If you enter your CR's, the amount of the redeposit needs to credit G/L account 1150050 and the NSF fee needs to credit G/L account 3699000. In the "Text" field, record the name and check number for future reference.

If you have any questions, please call me at extension 49061.

Thank you,

Lisa Browning

County Finance

SUNTRUST BANK

1-800-786-8787

Date: Sep 21, 2016 Advice D-102158

Acct:

The following deposited check(s) were
returned to SunTrust unpaid. The amount
of the check(s) has been deducted from
your account.

Service Charge Total: Analysis

SEQ # ITEM AMOUNT
99002854 13.60

2016 SEP 26 PM 12:20

BREVARD CO BOARD OF CO COMM
CONSOLIDATED FUND
PO BOX 1496
TITUSVILLE FL 32781-1496

FINANCE DEPT

1 Item charged totaling \$13.60

Advice Total \$13.60

063102152
09/21/2016
99002854

is a LEGAL COPY of your
check. You can use it the same
way you would use the original
check.

RETURN REASON-D
CLOSED ACCOUNT

9102/61/60 12512016903
67866016

CLOSED ACCOUNT	
<p>LATARSHA WATSON 1155 N COURTENAY PKWY APT F103 MERRITT ISLAND, FL 32953-4503</p>	
<p>1017 63-7832/2131 12</p>	<p>9/14/16 Date</p>
<p>Pay to the order of <u>Ym 1 PL</u></p>	<p>\$ <u>13.60</u></p>
<p><u>thirteen</u></p>	<p><u>60/100</u> Dollars</p>
<p>LAUNCH MERRITT ISLAND, FLORIDA</p>	<p>Signature: <u>Latarsha Watson</u></p>
<p>Memo</p>	

<p>1017 67866016</p>	<p>*063102152* 09/21/2016 99002854</p>
<p>DO NOT WRITE DO NOT SIGN DO NOT STAMP</p>	<p>ENDORSE HERE X PAY TO THE ORDER OF SUNTRUST BANK FOR DEPOSIT ONLY BREVARD COUNTY BOOC LIBRARY SVC/MERRITT ISLAND LIBRARY CLT 0311</p>

0631000346 09/20/2016
3360227426
263779532 09/20/2016
100000003300 RR-D
051000346 09/21/2016
340258722 RR-D
063102152 09/21/2016
99002854 RR-D

Do not endorse or write below this line.



Library Services Department-Accounting
308 Forrest Avenue
2nd floor South
Cocoa, Florida 32922
Mail Stop: #500F

Inter-Office Memo

BOARD OF COUNTY COMMISSIONERS

TO: Mauri Baumann, Director, West Melbourne, Library

FROM: Brenda Mathews, Finance Manager, Library Services Department

DATE: September 25, 2018

SUBJECT: **UNCOLLECTIBLE RETURNED CHECKS**

County Finance has advised that it is time for our annual write-off of uncollectible returned NSF checks. Below is a list of the outstanding returned checks that Finance is currently showing for your library. **PLEASE ADVISE WHICH CHECKS (if any) YOU WISH TO WRITE OFF AS UNCOLLECTIBLE.**

Name	Ck #	Date	Check Amt.	NSF Fee	Write Off? Yes/No
Hart, Emma J.	1002	6/12/17	48.00	25.00	yes MB

Please review carefully to decide, and indicate which checks, if any, you judge to be uncollectible. Factors you should consider in making this judgment include:

1. The age of the check.
2. Do we have a valid, current address and/or phone number for the patron?
3. Any responses or promises received from the patron.
4. Has the account been turned over to Unique Collection?
5. Have we exhausted all means to collect the money?

Please note that writing a check off as uncollectible is an internal accounting function only and does NOT relieve the patron of the responsibility to pay the debt. It simply means that, in your opinion, there is little or no realistic chance of collecting the money.

FOR ALL CHECKS TO BE WRITTEN OFF, PLEASE SCAN AND EMAIL a brief summary of your collection efforts.

If your records show that any of these checks have been paid, please advise the date paid.

Please respond via email as soon as possible, but no later than MONDAY, OCTOBER 1, 2018.

Thank you for your cooperation. Please let me know if you have any questions.



BOARD OF COUNTY COMMISSIONERS

Library Services Department-Accounting
308 Forrest Avenue
2nd floor South
Cocoa, Florida 32922
Mail Stop: #500F

Inter-Office Memo

Brevard County Library Services NSF CHECK LOG

Date Received: June 12, 2017
Name on Check: EMMA J. HART
Address on Check: 491 SW Captain Brown Rd
Madison, FL 32340
Telephone # on Check: NONE
Returned Check #: 1002
Check Amount: \$48.00 NSF Fee: \$25.00 TOTAL DUE: \$73.00
Date of Check: 6/12/2017
Original Receipt # _____
Financial Institution: Fifth Third Bank
Library Where Accepted: West Melbourne Library

Attempts to Contact: (Please document your attempts to collect below. You must make three contacts.)

	Date:	Time:	Phone #:	Employee:	Response:
1	7/10/17	12:03 PM	352-222-6086	Ada Cuevas Birc/supervisor	Not a Working phone #
2	7/10/17	12:43 PM		Ada Cuevas	E-mail was send to Mrs Emma Hart
3	7/12	2:42 PM	352-222-6086	Ada Cuevas	Not a Working phone #

9/25/18 Spoke to Mauri who will send demand letter. If no response, then write off. Sent 9/26/18

Phone (321) 633-1840 • Fax (321) 633-1791

Website: MyLibraryWorld.com

RECEIVED
JUL 18 2017

Library Services



BOARD OF COUNTY COMMISSIONERS

Library Services Administration

308 Forrest Ave, 2nd Floor

Cocoa, Florida 32922

Jeff Thompson, Department Director

CERTIFIED MAIL

September 26, 2018

Emma J. Hart

491 SW Captain Brown Road

Madison, FL 32340

Dear Emma J. Hart:

You are hereby notified that your check, numbered 1002, in the face amount of \$48, issued by you on 06/12/17, drawn on Suntrust Bank and payable to Brevard County Board of County Commissioners has been dishonored. In addition a \$25 NSF fee has been assessed per County policy. **The total you owe for this returned check is \$73.**

Pursuant to Florida Law, you have (15) days from the date of this notice to tender payment of the full amount of \$73. Unless this amount is paid in full within the time specified above, the dishonored checks and all other available information relating to this incident may be turned over to the State Attorney for criminal prosecution. You may be additionally liable in a civil action for the amount of the service charge, court costs, reasonable attorney's fees, and incurred bank fees as provided in s. 68.065, Florida Statutes.

Payment should be made at West Melbourne Public Library, which is located at 2755 Wingate Blvd., West Melbourne, FL 32904. As a matter of information, we require cash, money order or certified check for repayment, as a personal check cannot be accepted for repayment. If you wish to discuss this matter, please call 321-952-4508 and ask to speak to Mauri Baumann, Library Director..

Sincerely,

Mauri Baumann
Library Director
West Melbourne Public Library
West Melbourne, FL 32904
321-952-4508

Mrs., Emma Hart

This noticed is to inform you about a Non-sufficient check for the amount of \$48.00 dollar that you wrote to the Board of County Commissioners for overdue books fee on June 12, 2017. An NSF fee in the amount of \$25.00 dollars must also be collected per amendment to resolution 96-327.

I had try to contact you by the telephone we got in our record #352-222-6086.

Thank you

Ada Cuevas

Circulation Supervisor

West Melbourne Library

321-952-4508

BREVARD COUNTY LIBRARIES/West Melbourne

Printed On: 7/15/2017

Patron Information HART EMMA J**Registration Details**

ID: 26846008772226
Name: HART EMMA J
Address: 830 TUPELO RD NE
PALM BAY, FL 32908

Status: SOFT BLOCKED
Type: Adult
Expires: 4/7/2020
Phone: 352-222-6086

Secondary
Address:

Secondary
Phone:

E-Mail: hartejus@yahoo.com

Registered: 4/7/2017

Last Activity: 7/10/2017

Statistical Information

Gender: Female
Residency: Resident

Notes

7/10/2017 12:04:02 PM	Standard	PLS VERIFY ADDRESS AND PHONE #352-222-6086 TRY TO CONTACT PATRON ON 7/10/7 PHONE# NO IN SERVICE AT 12:03PM / EMAIL WAS SEND AT hartejus@yahoo.com 7/10 AT 12:43/AC
7/10/2017 11:53:59 AM	Standard	NSF/ \$48.00 CHECK#1002 JUNE 12 2017/ AN NSF FEE IN THE AMOUNT OF \$25.00/AC
4/7/2017 5:00:56 PM	Standard	SIGNED FOR SANIYAH WILLIAMS 26119000118651
4/7/2017 4:57:06 PM	Standard	SIGNED FOR KAILYN MOORE 26119000118842
4/7/2017 4:54:02 PM	Standard	SIGNED FOR KEIRLYN MOORE 26119000118784
4/7/2017 4:33:07 PM	Standard	1 year lease shown

Notice of Returned Item

Date Returned: 6/30/17

Department: West Melbourne Library/Library Services

Name: Emma Hart

Check Number: 1002

Check Amount: 48.00

Attached you will find the original check that was returned for non-payment (NSF) by non-sufficient funds, account closed, etc. JE 312246 was entered by the finance department, debiting the receivable G/L account 1150050 and crediting cash in the appropriate fund(s). An NSF fee in the amount of 25.00 must also be collected per amendment to resolution 96-327. The fee was calculated as follows:

Checks 0.00 to 50.00 = \$25.00

Checks 50.01 to 300.00 = \$30.00

Checks over 300 equals \$40.00 or 5% of the face value of the check, whichever is greater

Once the customer has satisfied this NSF check, a copy of this memo needs to be sent to County Finance as part of the back-up for the deposit that includes this redeposit.

If you enter your CR's, the amount of the redeposit needs to credit G/L account 1150050 and the NSF fee needs to credit G/L account 3699000. In the "Text" field, record the name and check number for future reference.

If you have any questions, please call me at extension 49061.

Thank you,

Lisa Browning

County Finance

SUNTRUST BANK

1-800-786-8787

Date: Jun 23, 2017 Advice D-100998

Acct: [REDACTED]

The following deposited check(s) were returned to SunTrust unpaid. The amount of the check(s) has been deducted from your account.
Service Charge Total: Analysis

2017 JUN 30 AM 11:09

SEQ # ITEM AMOUNT
99000240 48.00

BREVARD CO BOARD OF CO COMM
CONSOLIDATED FUND
PO BOX 1496
TITUSVILLE FL 32781-1496

1 Item charged totaling \$48.00

Advice Total \$48.00

063102152
06/23/2017
99000240

is a LEGAL COPY of your ck. You can use it the same you would use the original ck.

RETURN REASON-D
CLOSED ACCOUNT

29160029
06/20/2017
063102152

CLOSED ACCOUNT
26846 008772226
Visit us at www.53.com

60-993/631 1002

EMMA J HART
491 SW CAPTAIN BROWN RD.
MADISON, FL 32340

June 12, 2017
Date

BOARD OF COUNTY COMMISSIONERS

Pay to the Order of \$ 48.00
Dollars

FIFTH THIRD BANK

For *Overdue Books* Emma J Hart

1002

1002 00000004800

063102152
06/20/2017
29160029

FOR DEPOSIT ONLY
SUNTRUST BANK
BREVARD COUNTY BOCC
LEGACY SVC/WEST MELBOURNE LEGACY

0420000314 06/22/2017
3002487935 RR - D
0910000022 06/22/2017
201706220002090 RR - D
0913000023 06/22/2017
960022284 RR - D
063102152 06/23/2017
99000240 RR - D

Do not endorse or write below this line.



BOARD OF COUNTY COMMISSIONERS

Brevard County Fire Rescue

1040 S. Florida Ave.

Rockledge FL 32955

Inter-Office Memo

Fund 1360

\$3,044,01

Date: September 28, 2016
To: Angela Carlile, Fund Accountant, County Finance
From: Cristina Olivero, Fiscal Analyst – Fire Rescue
SUBJECT: Ex-Employee Payback Uncollectible Accounts Receivable Write Off

When Brevard County Fire Rescue pays the tuition for an employee to attend paramedic school, the employee signs a Memorandum of Understanding that they will work for BCFR for 24 months after receiving their paramedic certification. If they leave before the 24 months, they owe the money back to BCFR. Any money not collected from the employee's final paycheck is due from the employee.

Brevard County Fire Rescue has the following outstanding receivables:

<u>Brian Kropff</u>	Ex-Employee Payback	\$184.96
484 Ironwood Drive	A/R Account #71028	
Melbourne FL 32935	Term Date: 9/14/2011	

Status: Employee left employment on 9/14/2011. Payroll collected \$972.37 from final check, leaving a balance of \$2,777.63. He was sent to National Recovery Agency 5/2/2012. He made payments of \$50 per month until the contract ended with NRA in 2015. A letter was sent to him 11/19/2015 requesting payment of the balance. No response was received. He was sent to Penn Credit 3/4/2016. He has not made any more payments on the account.

Total: \$184.96

<u>Jain McFarland</u>	Ex-Employee Payback	\$179.05
1205 Altman Drive	A/R Account #70823	
Merritt Island FL 32952		

Status: Employee left employment on 03/03/2012. The amount that he initially owe was \$1229.05. That amount consists of \$1039.50 for tuition and \$189.55 for books. He agreed to pay \$100 per month beginning March 15, 2011. He has not made any more payments on the account.

Total: \$179.05

Joe Turner
3495 Grant Rd.
Grant FL 32949

Ex-Employee Payback
A/R Account #71485

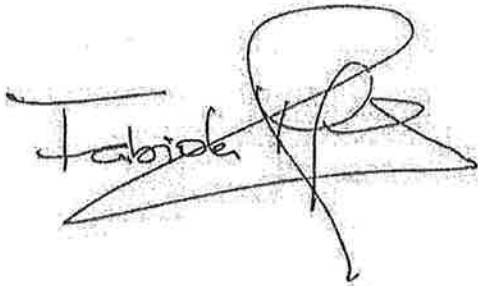
\$2,680.00

Status: Employee left employment on 01/19/2013. On January 18, 2013 he signed a Memorandum of Understanding agreeing to repay \$3,400.00 in expenses paid by BCFR for his Paramedic training since he left our employment within 24 months of becoming a Florida Certified Paramedic. The amount that he currently owes is \$2680.00 after Payroll retained \$720.00 from his final paycheck. He agreed to pay \$100 per month beginning February 15, 2013. As of this date He has not made any payments on the account.

Total:

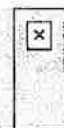
\$2,680.00

Total 3,044.01

A handwritten signature, likely of Joe Turner, is written over the printed name. The signature is stylized with a large loop and a long horizontal stroke.

Angela Carlile

From: Fabiola Mundo via Adobe Document Cloud <noreply@acrobat.com>
Sent: Thursday, October 11, 2018 11:42 AM
To: Angela Carlile
Subject: 2016 Ex Employee Payback Uncollectible Write Off



Fabiola Mundo has shared 2016 Ex Employee Payback Uncollectible Write Off.pdf

[View](#)

SENT BY

Fabiola Mundo

MESSAGE FROM SENDER

Please view this document.

SHARED ON

11 October 2018, 08:42 AM PDT

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Adobe Systems Incorporated, 345 Park Ave., San Jose, CA 95110 USA

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--CUSTOMER #71028

RECONCILIATION ACCOUNT #:

1150100

REPORT DATE:12/19/2018

RECON ACCT NAME: Miscellaneous A/R

GROUP NAME: Miscellaneous

SEARCH TERM: PAYBACKS

USER: ADCARLILE

BRIAN KROPPF
ANYWHERE

1

St	Year	Per	G/L	Fund	Account	Reference	DocumentNo	Typ	Doc. Date	Patng Date	LC amnt	Text	Clrng doc.
<input type="checkbox"/>	2011	12	1150100	1360	71028	11-4785	1800009570	DR	09/21/2011	09/21/2011	3,750.00	71028 BRIAN KROPPF ORIGINAL AMT TRAINING REPAY	
<input type="checkbox"/>	2011	12	1150100	1360	71028	TRAINING PAYBACK	1400006456	DZ	09/29/2011	09/22/2011	1,141.90-	71028 BRIAN KROPPF 1141.90 CK#890191	
<input type="checkbox"/>	2012	4	1150100	1360	71028	TRAINING PAYBACK	1400006931	DZ	01/21/2012	01/10/2012	100.00-	71028 BRIAN KROPPF CK# 1206 AMT\$100.00	
<input type="checkbox"/>	2012	9	1150100	1360	71028	EX EMP PAYBACK	1400007704	DZ	06/29/2012	06/18/2012	111.57-		
<input type="checkbox"/>	2012	10	1150100	1360	71028	EX EMP PAYBACK	1400007774	DZ	07/18/2012	07/13/2012	111.57-		
<input type="checkbox"/>	2012	11	1150100	1360	71028	TRAINING PAYBACK	1400007917	DZ	08/10/2012	08/10/2012	50.00-	71028 BRIAN KNOFF CK# NRA29800 AMT\$50.00	
<input type="checkbox"/>	2012	12	1150100	1360	71028	EX EMP PAYBACK	1400008051	DZ	09/17/2012	09/13/2012	50.00-		
<input type="checkbox"/>	2013	1	1150100	1360	71028	EX EMP PAYBACK	1400008205	DZ	10/23/2012	10/16/2012	50.00-		
<input type="checkbox"/>	2013	2	1150100	1360	71028	NRA CK #32849	1400008384	DZ	11/27/2012	11/16/2012	50.00-		
<input type="checkbox"/>	2013	3	1150100	1360	71028	EX EMP PAYBACK	1400008487	DZ	12/20/2012	12/14/2012	50.00-		
<input type="checkbox"/>	2013	4	1150100	1360	71028	EX EMP PAYBACK	1400008604	DZ	01/18/2013	01/11/2013	50.00-		
<input type="checkbox"/>	2013	5	1150100	1360	71028	TRAINING PAYBACK	1400008730	DZ	02/11/2013	02/11/2013	50.00-	71028 BRIAN KROFF TRAINING PAYBACK CK#35816 AMT\$50	
<input type="checkbox"/>	2013	6	1150100	1360	71028	EX EMP PAYBACK	1400008830	DZ	03/20/2013	03/19/2013	50.00-		
<input type="checkbox"/>	2013	7	1150100	1360	71028	EX EMP PAYBACK	1400008996	DZ	05/01/2013	04/16/2013	50.00-		
<input type="checkbox"/>	2013	8	1150100	1360	71028	EX EMP PAYBACK	1400009125	DZ	05/28/2013	05/17/2013	50.00-		
<input type="checkbox"/>	2013	9	1150100	1360	71028	EX EMPLOYEE	1400009232	DZ	06/21/2013	06/13/2013	50.00-		
<input type="checkbox"/>	2013	10	1150100	1360	71028	EX EMPLOYEE	1400009358	DZ	07/19/2013	07/15/2013	50.00-		
<input type="checkbox"/>	2013	11	1150100	1360	71028	EX EMPLOYEE	1400009470	DZ	08/20/2013	08/13/2013	50.00-		
<input type="checkbox"/>	2013	12	1150100	1360	71028	EX EMPLOYEE	1400009599	DZ	09/25/2013	09/20/2013	50.00-		
<input type="checkbox"/>	2014	1	1150100	1360	71028	EX EMPLOYEE	1400009748	DZ	10/23/2013	10/15/2013	50.00-		
<input type="checkbox"/>	2014	2	1150100	1360	71028	EX EMPLOYEE	1400009867	DZ	12/02/2013	11/15/2013	50.00-		
<input type="checkbox"/>	2014	3	1150100	1360	71028	EX EMPLOYEE	1400009980	DZ	12/31/2013	12/27/2013	50.00-		
<input type="checkbox"/>	2014	4	1150100	1360	71028	TRAINING PYBK	1400010139	DZ	01/21/2014	01/21/2014	50.00-	71028 TRAINING PYBK NRA CK#48058 AMT\$50.00	
<input type="checkbox"/>	2014	5	1150100	1360	71028	EX EMPLOYEE	1400010279	DZ	03/04/2014	02/18/2014	50.00-		
<input type="checkbox"/>	2014	6	1150100	1360	71028	EX EMPLOYEE	1400010322	DZ	03/18/2014	03/12/2014	50.00-		
<input type="checkbox"/>	2014	7	1150100	1360	71028	EX EMPLOYEE	1400010507	DZ	04/29/2014	04/16/2014	50.00-		
<input type="checkbox"/>	2014	8	1150100	1360	71028	EX EMPLOYEE	1400010606	DZ	05/22/2014	05/13/2014	50.00-		
<input type="checkbox"/>	2014	9	1150100	1360	71028	EX EMPLOYEE	1400010724	DZ	06/20/2014	06/16/2014	50.00-		
<input type="checkbox"/>	2014	10	1150100	1360	71028	EX EMPLOYEE	1400010771	DZ	07/22/2014	07/18/2014	50.00-		
<input type="checkbox"/>	2014	11	1150100	1360	71028	EX EMPLOY PAYBAC	1400010968	DZ	08/25/2014	08/15/2014	50.00-		
<input type="checkbox"/>	2014	12	1150100	1360	71028	EX EMPLOY PAYBAC	1400011101	DZ	09/30/2014	09/19/2014	50.00-		
<input type="checkbox"/>	2015	1	1150100	1360	71028	EX EMPLOY PAYBAC	1400011206	DZ	10/24/2014	10/16/2014	50.00-		
<input type="checkbox"/>	2015	2	1150100	1360	71028	EX EMPLOY PAYBAC	1400011284	DZ	11/18/2014	11/14/2014	50.00-		
<input type="checkbox"/>	2015	3	1150100	1360	71028	EX EMPLOY PAYBAC	1400011397	DZ	12/19/2014	12/12/2014	50.00-		
<input type="checkbox"/>	2015	4	1150100	1360	71028	EX EMPLOY PAYBAC	1400011516	DZ	01/30/2015	01/23/2015	50.00-		
<input type="checkbox"/>	2015	5	1150100	1360	71028	EX EMPLOY PAYBAC	1400011680	DZ	03/12/2015	02/26/2015	50.00-		
<input type="checkbox"/>	2015	6	1150100	1360	71028	EX EMPLOY PAYBAC	1400011737	DZ	03/25/2015	03/13/2015	50.00-		
<input type="checkbox"/>	2015	7	1150100	1360	71028	EX EMPLOY PAYBAC	1400011828	DZ	04/22/2015	04/14/2015	50.00-		
<input type="checkbox"/>	2015	8	1150100	1360	71028	EX EMPLOY PAYBAC	1400011986	DZ	05/29/2015	05/18/2015	50.00-		
<input type="checkbox"/>	2015	9	1150100	1360	71028	EX EMPLOY PAYBAC	1400012090	DZ	06/23/2015	06/19/2015	50.00-		
<input type="checkbox"/>	2015	10	1150100	1360	71028	EX EMPLOY PAYBAC	1400012169	DZ	07/15/2015	07/13/2015	50.00-		
<input type="checkbox"/>	2015	11	1150100	1360	71028	EX EMPLOY PAYBAC	1400012280	DZ	08/14/2015	08/13/2015	50.00-		
<input type="checkbox"/>	2015	12	1150100	1360	71028	EX EMPLOY PAYBAC	1400012367	DZ	09/15/2015	09/11/2015	50.00-		
<input type="checkbox"/>	2016	1	1150100	1360	71028	EX EMPLOY PAYBAC	1400012539	DZ	10/23/2015	10/20/2015	50.00-		
<input type="checkbox"/>	2016	2	1150100	1360	71028	EX EMPLOY PAYBAC	1400012649	DZ	11/25/2015	11/20/2015	50.00-		
<input type="checkbox"/>	2016	4	1150100	1360	71028	EX EMPLOY PAYBAC	1400012798	DZ	01/12/2016	01/08/2016	50.00-		

REPORT DATE:12/19/2018

USER: ADCARLILE

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	St	Year	Per	G/L	Fund	Account	Reference	DocumentNo	Typ	Doc. Date	Pstng Date	LC amnt	Text	Clrng doc.
<input type="checkbox"/>	■	2016	4	1150100	1360	71028	EX EMPLOY PAYBAC	1400012850	DZ	02/02/2016	01/25/2016	50.00-		
	*											184.96		

REPORT DATE:12/19/2018

USER: ADCARLLE

	St	Year	Per	G/L	Fund	Account	Reference	DocumentNo	Typ	Doc. Date	Pstng Date	LC amnt	Text	Clrng doc.
		2011	5	1150100	1360	70823	PARAMEDIC SCHOOL	1800008366	DR	02/04/2011	02/04/2011	3,000.00	BEGINNING BALANCE-TAIN MCFARLAND	
		2011	6	1150100	1360	70823	TRAINING PAYBACK	1400005700	DG	04/14/2011	03/15/2011	100.00	70823-TAIN MCFARLAND CK# 202 AMT \$ 100.00	
		2011	7	1150100	1360	70823	1800008366	1600000429	DG	04/14/2011	04/01/2011	1,770.95-	ADJUST RECEIVABLE TO REFLECT CORRECT BAL \$1,229.05	
		2011	8	1150100	1360	70823	DEPOSIT 04/22/11	1400005801	DZ	04/22/2011	05/01/2011	100.00	70823-TAIN MCFARLAND- CK# 207 AMOUNT \$ 100.00	
		2011	8	1150100	1360	70823	DEP 05/13/11	1400005859	DZ	05/27/2011	05/13/2011	100.00	70823 TAIN MCFARLAND CK 211 \$100.00	
		2011	8	1150100	1360	70823	TRAINING PAYBACK	1400005863	DZ	05/27/2011	05/20/2011	50.00	70823 TAIN MCFARLAND \$50.00 CK#0882964	
		2011	9	1150100	1360	70823	TRAINING PAYBACK	1400005951	DZ	06/17/2011	06/03/2011	50.00	70823 TAIN MCFARLAND \$50.00 CK#0883665	
		2011	9	1150100	1360	70823	TRAINING PAYBACK	1400006007	DZ	07/05/2011	06/30/2011	50.00	70823 TAIN MCFARLAND \$50.00 CK# 900030	1600000459
		2011	10	1150100	1360	70823	TRAINING PAYBACK	1400006115	DZ	07/20/2011	07/01/2011	50.00	70823 TAIN MCFARLAND 50.00 CK#885395	
		2011	10	1150100	1360	70823	TRAINING PAYBACK	1400006114	DZ	07/20/2011	07/14/2011	50.00	70823 TAIN MCFARLAND 50.00 CK#866229	
		2011	10	1150100	1360	70823	TRAINING PAYBACK	1400006179	DZ	08/01/2011	07/29/2011	50.00	70823 TAIN MCFARLAND 50.00 CK#887095	
		2011	11	1150100	1360	70823	TRAINING PAYBACK	1400006295	DA	08/19/2011	08/11/2011	50.00	70823 TAIN MCFARLAND 50.00 CK#887945	
		2011	11	1150100	1360	70823	TRAINING PAYBACK	1600000459	DA	07/05/2011	08/15/2011	50.00	70823 TAIN MCFARLAND \$50.00 CK# 900030	1600000459
		2011	11	1150100	1360	70823	TRAINING PAYBACK	1400006362	DZ	09/07/2011	08/25/2011	50.00	70823 TAIN MCFARLAND 50.00 CK#888724	
		2011	12	115010Q	1360	70823	TRAINING PAYBACK	1400006408	DZ	09/16/2011	09/09/2011	50.00	70823 TAIN MCFARLAND 50.00 CK#889386	
		2012	2	1150100	1360	70823	TRAINING PAYBACK	1400006788	DZ	12/05/2011	11/18/2011	50.00	70823 TAIN MCFARLAND 50.00 CK#894287	1600000510
		2012	3	1150100	1360	70823	TRAINING PAYBACK	16000000510	DA	12/05/2011	12/20/2011	50.00	70823 TAIN MCFARLAND 50.00 CK#894287	1600000510
		2012	6	1150100	1360	70823	TRAINING PAYBACK	1400007211	DZ	03/23/2012	03/23/2012	50.00	70823 TAIN MCFARLAND CK# 903043 AMT\$50.00	
		2012	7	1150100	1360	70823	TRAINING PAYBACK	1400007315	DZ	04/16/2012	04/06/2012	50.00	70823 TAIN MCFARLAND 50.00 CK#903781	
		2012	8	1150100	1360	70823	TRAINING PAYBACK	1400007496	DZ	05/18/2012	05/17/2012	50.00	70823 TAIN MCFARLAND 50.00 CK#906330	
		2012	9	1150100	1360	70823	TRAINING PAYBACK	1400007661	DZ	06/21/2012	06/15/2012	50.00	70823 TAIN MCFARLAND 50.00 CK#908039	
		2012	10	1150100	1360	70823	TRAINING PAYBACK	1400007771	DZ	07/16/2012	07/13/2012	50.00	70823 TAIN MCFARLAND 50.00 CK#909646	
		2012	10	1150100	1360	70823	TRAINING PAYBACK	1400007845	DZ	07/31/2012	07/26/2012	50.00	70823 TAIN MCFARLAND 50.00 CK#910530	
		2012	12	1150100	1360	70823	TRAINING PAYBACK	1400008041	DZ	09/13/2012	09/07/2012	50.00	70823 TAIN MCFARLAND 50.00 CK#914447	
	*											179.05		

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RECONCILIATION ACCOUNT #:      1150100
      RECON ACCT NAME:      Miscellaneous A/R
      GROUP NAME:      Miscellaneous
      SEARCH TERM:      PAYBACKS

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USER: ADCARLILE

St	Year	Per	G/L	Fund	Account	Reference	DocumentNo	Typ	Doc. Date	Pstng Date	LC amnt	Text	Clrng doc.
<input type="checkbox"/>	2013	4	1150100	1360	71485	TRAINING PAYBACK	1800012329	DR	01/18/2013	01/18/2013	3,400.00	71485 JON TURNER BEGINNING BALANCE	
<input type="checkbox"/>	2013	5	1150100	1360	71485	TRAINING PAYBACK	1400008704	DZ	02/14/2013	02/08/2013	720.00-	71485 JON TURNER 720.00 CK#925274	
*											2,680.00		



BOARD OF COUNTY COMMISSIONERS

Fund 1363

Brevard County Fire Rescue
1040 S. Florida Ave.
Rockledge FL 32955

Inter-Office Memo

Date: September 28, 2016
To: Angela Carlile, Fund Accountant, County Finance
Thru: Fabiola Mundo, Administrative Services Manager – Fire Rescue
From: Cristina Olivero, Fiscal Analyst – Fire Rescue
SUBJECT: Request to write-off of Uncollectible Hazmat Emergency Response
Accounts Receivable FY 17-18 and earlier.

The Fire Rescue Department requests, in accordance with Ordinance No. 79-21, that the Board approves the FY 2017-2018 uncollectible Hazmat Emergency Response write-off accounts receivable as noted below; and a report regarding collection action following mandatory write-offs of uncollectible accounts receivable.

The removal of these Hazmat Emergency Response accounts receivables is in accordance with Ordinance 79-21 and general accepted accounting principles. The total write-off is \$4,062.50 and is outlined below. A file containing all the County's uncollectible receivables shall be maintained by the Clerk of the Circuit Court, as required by ordinance.

Fiscal Impact: for FY 17-18: This financial action is a balance sheet write-off required to identify the difference between Hazmat Emergency Response revenue and actual collections. The removal of these receivables from the financial statements does not preclude continuing efforts to collect the receivables in future years. In accordance with BCC-37 County Policy, Fire Rescue presently sends uncollectible accounts to a collection agency.

Outstanding Uncollectible Hazmat Emergency Response Accounts Receivable for FY 17-18:

Client: RPM Transport
Address: 560 WOODLAND CREEK BLVD KISSIMMEE, FL 34744-0000
Invoice #: 2015-71
A/R Account #: 71815
Invoice Date: 9/1/2015
Invoice Amount: \$437.50
Status: In collections

Client: Pro Tech Underground LLC
Address: 701 FLAMINGO DR APOLLO BEACH, FL 33572-0000

Invoice #: 2016-38
A/R Account #: 71859
Invoice Date: 03/02/2016
Invoice Amount: \$625.00
Status: In collections

Client: Ayala Underground Const LLC
Address: 8907 OLD TEMPLE TERRACE HWY TAMPA, FL 33637-0000
Invoice #: 2016-56
A/R Account #: 71869
Invoice Date: 04/14/2016
Invoice Amount: \$500.00
Status: In collections

Client: Jakes Crab Shack
Address: 3830 HIGHWAY A1A MELBOURNE BEACH, FL 32951-0000
Invoice #: 2016-69
A/R Account #: 71884
Invoice Date: 9/20/2016
Invoice Amount: \$250.00
Status: In collections

Client: High Quality Trucking
Address: PO BOX 160117 HIALEAH, FL 33016-0000
Invoice #: 2017-68
A/R Account #: 71884
Invoice Date: 08/23/2017
Invoice Amount: \$1,000.00
Status: In collections

Client: Aziahr Communications Network
Address: 4816 LAKE SPARLING RD ORLANDO, FL 32810-0000
Invoice #: 2018-03
A/R Account #: 71944
Invoice Date: 09/30/2017
Invoice Amount: \$375.00
Status: In collections

Client: PNC Bank
Address: 5493 NW SAINT JAMES DR PORT SAINT LUCIE, FL 34983-0000
Invoice #: 2018-11
A/R Account #: 71950
Invoice Date: 12/11/2017
Invoice Amount: \$875.00
Status: In collections.

Total \$4,062.50

RPM Transport
Kissimmee

REPORT DATE:12/19/2018

USER: ADCARLILE

St	Year	Per	G/L	Fund	Account	Reference	DocumentNo	Typ	Doc. Date	Estng Date	LC amt	Text	Clrng doc.
<input type="checkbox"/>	2015	12	1150100	1363	71815	INVOICE 2015-71	1800016080	DR	09/01/2015	09/01/2015	437.50	71815-RFM Transport-Invoice 2015-71	
											437.50		
**											437.50		

PRO TECH UNDERGROUND LLC
APOLLO BEACH

1150100
Miscellaneous A/R
Miscellaneous
HAZMAT

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	St	Year	Per	G/L	Fund	Account	Reference	DocumentNo	Typ	Doc. Date	Pstng Date	LC amnt	Text	Clrng doc.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	2016	6	1150100	1363	71859	INVOICE 2016-38	1800016776	DR	03/02/2016	03/02/2016	625.00	71859-Pro Tech Underground Inv 2016-38	
<input type="checkbox"/>	<input type="checkbox"/>	2017	5	1150100	4151	71859	INT DUE 2/15/17	1800017939	DR	02/15/2017	02/13/2017	1.29	71859 ALBRIGHT INTEREST DUE 2/15/17	1800017958
<input type="checkbox"/>	<input checked="" type="checkbox"/>	2017	5	1150100	4151	71859	INT DUE 2/15/17	1800017958	DR	02/15/2017	02/13/2017	1.29	71859 ALBRIGHT INTEREST DUE 2/15/17	1800017958
												625.00		

RECONCILIATION ACCOUNT #: 1150100
RECON ACCT NAME: Miscellaneous A/R
ION LLC GROUP NAME: Miscellaneous
SEARCH TERM: HAZMAT

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USER: ADCARLILE

St	Year	Per	G/L	Fund	Account	Reference	DocumentNo	Typ	Doc. Date	Pstng Date	LC amnt	Text	Clrng doc.
<input type="checkbox"/>	2016	7	1150100	1363	71869	INVOICE 2016-56	1800016913	DR	04/14/2016	04/14/2016	500.00 500.00	71869-Ayala Underground Const - Inv 2016-56	
**											500.00		

JAKE'S CRAB SHACK
MELBOURNE BEACH

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RECONCILIATION ACCOUNT #:      1150100
      RECON ACCT NAME:         Miscellaneous A/R
      GROUP NAME:              Miscellaneous
      SEARCH TERM:             HAZMAT

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USER: ADCARLILE

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St	Year	Per	G/L	Fund	Account	Reference	DocumentNo	Typ	Doc. Date	Pstng Date	LC amnt	Text	Clrng doc.
<input type="checkbox"/>	2016	12	1150100	1363	71884	INVOICE 2016-69	1800017511	DR	05/20/2016	09/20/2016	250.00	71884-Jakes Crab Shack-Invoice 2016-69	
<input type="checkbox"/>											250.00		
<input type="checkbox"/>											250.00		

REPORT DATE:12/19/2018

USER: ADCARLILE

St	Year	Per	G/L	Fund	Account	Reference	DocumentNo	Typ	Doc. Date	Pstng Date	LC amnt	Text	Clrng doc.
<input type="checkbox"/>	2017	11	1150100	1363	71934	INVOICE 2017-68	1800018565	DR	08/22/2017	08/23/2017	1,000.00 1,000.00	71934-High Quality Trucking-HazMat Inv 2017-68	
**											1,000.00		

REPORT DATE:12/19/2018

Miscellaneous A/R

Miscellaneous

HAZMAT

USER: ADCARLILE

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St	Year	Per	G/L	Fund	Account	Reference	DocumentNo	Typ	Doc. Date	Pstng Date	LC amnt	Text	Clrng doc.
☐	2017	12	1150100	1363	71944	INVOICE 2018-03	1800018825	DR	10/10/2017	09/30/2017	375.00 375.00	71944-Aziahz Commun- Hazmat Inv 2018-03	
..											375.00		

REPORT DATE:12/19/2018

USER: ADCARLILE

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St	Year	Per	G/L	Fund	Account	Reference	DocumentNo	Typ	Doc. Date	Estng Date	LC amnt	Text	Clrng doc.
□	2018	3	1150100	1363	71950	INVOICE 2018-11	1800018989	DR	12/08/2017	12/11/2017	875.00 875.00	71950-PNC Bank-Haz Mat Response Inv 2018-11	
..											875.00		



BOARD OF COUNTY COMMISSIONERS

Housing and Human Services
2725 Judge Fran Jamieson Way
Building B, Room 103
Viera, Florida 32940

Inter-Office Memo

TO: Donna Hyatt, County Finance

THRU: Ian Golden, Housing and Human Services Director

FROM: Lydia Maler, Finance Manager, Housing and Human Services Department

SUBJ: Bad Debt Write-Off for FY 2017-2018

DATE: 12/03/2018

The following item comprised a bad debt situation and should be considered for write-off. Attempts to collect this debt with letters and/ or telephone calls have been unsuccessful. Copies of the letters are attached as back up.

Should this property be sold, a lien has been placed on the property and the County will recoup the funds.

<u>Customer</u>	<u>Balance Owed</u>	<u>Last Payment</u>
Major Fielder	\$8,000.08	09/27/2016
Total amount to be written off	\$8,000.08	

Attachments



BOARD OF COUNTY COMMISSIONERS

Housing and Human Services

2725 Judge Fran Jamieson Way

Building B, Suite 106

Viera, Florida 32940

Inter-Office Memo

TO: Melissa H. Powers, Assistant County Attorney

THRU: Ian Golden, Director
Housing and Human Services Department

FROM: Linda Graham, Community Development and Resource Manager
Housing and Human Services Department

DATE: December 4, 2018

SUBJECT: Major Fielder & Bernadene Fielder
1165 Manatee Drive
Rockledge, FL 32955

On August 25, 2014, Major Fielder and Bernadene Fielder executed a Mortgage Deed and Note (Book 7196, Page 1580) with Brevard County for purchase assistance associated with their home in Rockledge, FL. The amount of the Note was \$10,000.00, at 0% Interest, with a 10-year lien term. The Note required monthly payments over the 10-year period.

Initially the Fielders made payments on time, but in 2016 their payment record became spotty, and in September 2016 they stopped making payments altogether. The current balance on the Note is \$8,000.08.

On December 4, 2018, Housing and Human Services Department was notified by your office of a lis pendens against the Fielders. Please be advised that the terms and conditions of the Brevard County Mortgage Deed and Note remain in full force. We therefore respectfully request that you pursue the \$8,000.08 balance of the Brevard County lien, which is frozen as of the date of this Memo.

If you have any questions, please contact me at extension 56227. Thank you.

/jp



BOARD OF COUNTY COMMISSIONERS

November 2, 2018

Major and Bernadine Fielder
1165 Manatee Dr.
Rockledge FL 32955

Re: Housing & Human Services Department –Neighborhood Stabilization Program

Dear Mr. & Mrs. Fielder:

A second mortgage loan totaling \$10,000.00 was provided to you on August 27, 2014 for down payment and closing cost assistance associated with the purchase of your home under the Neighborhood Stabilization Program. Pursuant to the terms of your second Mortgage Deed and Note, payments were to be repaid monthly to Brevard County beginning in September 2014. To date, we have received 19 payments totaling \$1,999.92.

Our records indicate that you have not made a payment since September 27, 2016. Pursuant to the terms and conditions of your mortgage, you are in default of your second mortgage with Brevard County Housing and Human Services, and payments will need to resume immediately.

Please contact this office if you have any questions. We are available from 8:00 a.m. until 5:00 p.m. Monday through Friday.

Thank you for your prompt attention.

Sincerely,

Iva Mulla

Special Projects Coordinator

Cc:file

HOUSING AND HUMAN SERVICES-2725 JUDGE FRAN JAMIESON WAY, VIERA FL
32940, 321-633-2007

1165 Manatee Drive, Rockledge FL 32955

[illegible]

Customer	71745
Name	Major Fielder
City	ROCKLEDGE

ID	Year	Pct	S/W Type	Fund	Account	Description	Dollar Amt	Cy	Doc Date	Vouchr Date	A/C amt	Note		Cling doc
[]	B	2015	6	1150100	1474	71745	DEPOSIT 10/21/14	DA	11/07/2014	03/12/2015	166.66	71745-FIELDER NSP FMT CK#189 AMT \$166.66		1600000784
[]	B	2015	2	1150100	1474	71745	FIELDER-NSP	DR	08/25/2014	11/07/2014	10,000.00	71745-FIELDER NSP LOAN PAYBACK		1600015478
[]	B	2015	6	1150100	1474	71745	FIELDER-NSP	DR	08/25/2014	03/12/2015	10,000.00	71745-FIELDER NSP LOAN PAYBACK		1600015478
[]	B	2015	6	1150100	1475	71745		DR	04/08/2015	03/30/2015	10,000.00	71745-FIELDER NSP-3 LOAN PAYBACK		
[]	B	2015	1	1150100	1474	71745	DEPOSIT 10/21/14	DZ	11/07/2014	10/21/2014	166.66	71745-FIELDER NSP FMT CK#189 AMT \$166.66		1600000784
[]	B	2015	6	1150100	1475	71745	DEPOSIT 10/21/14	DZ	04/08/2015	03/01/2015	166.66	71745-FIELDER NSP3 FMT CK#189 AMT \$166.66		
[]	B	2015	6	1150100	1475	71745	DEPOSIT 01/14/15	DZ	04/08/2015	03/01/2015	166.66	71745-FIELDER NSP3 FMT CK#115 AMT \$166.66		
[]	B	2015	6	1150100	1475	71745	DEPOSIT 3/25/15	DZ	04/08/2015	03/25/2015	83.33	71745-FIELDER NSP3 FMT CK#208 AMT \$83.33		
[]	B	2015	7	1150100	1475	71745	DEPOSIT 04/03/15	DZ	05/04/2015	04/03/2015	83.33	71745-FIELDER NSP3 FMT CK\$210 AMT \$83.33		
[]	B	2015	7	1150100	1475	71745	DEPOSIT 04/28/15	DZ	05/07/2015	04/28/2015	83.33	71745-FIELDER NSP FMT CK\$212 AMT \$83.33		
[]	B	2015	8	1150100	1475	71745	DEPOSIT 5/27/15	DZ	06/10/2015	05/27/2015	83.33	71745-FIELDER NSP FMT CK#218 AMT \$83.33		
[]	B	2015	9	1150100	1475	71745	NSP FIELDER	DZ	06/20/2015	06/20/2015	83.33	71745-FIELDER NSP FMT CK\$2165677236 AMT \$83.33		
[]	B	2015	10	1150100	1475	71745	FIELDER NSP	DZ	07/24/2015	07/24/2015	83.33	71745-FIELDER NSAP PYMNT CK # 1722761102		
[]	B	2015	11	1150100	1475	71745	NSP 3 FIELDER	DZ	08/21/2015	08/21/2015	83.33	71745-FIELDER NSP 3 PYMNT CK # 21565682910		
[]	B	2015	12	1150100	1475	71745	NSP 3 FIELDER	DZ	09/28/2015	09/28/2015	83.33	71745-FIELDER NSP 3 PYMNT CK # 1002		
[]	B	2016	2	1150100	1475	71745	FIELDER NSP3	DZ	10/23/2015	11/06/2015	83.33	71745-FIELDER NSP 3 PYMNT CK # 1008		
[]	B	2016	3	1150100	1475	71745	NSP 3 FIELDER	DZ	12/04/2015	12/04/2015	83.33	71745-FIELDER NSP 3 PYMNT CK # 1014		
[]	B	2016	3	1150100	1475	71745	FIELDER NSP 3	DZ	12/31/2015	12/31/2015	83.33	71745-FIELDER NSP 3 PYMNT CK # 1017		
[]	B	2016	4	1150100	1475	71745	NSP 3 FIELDER	DZ	01/25/2016	01/31/2016	83.33	71745-FIELDER NSP 3 PYMNT CK # 1022		
[]	B	2016	6	1150100	1475	71745	FTBE FIELDER	DZ	03/11/2016	03/11/2016	83.33	71745-FIELDER NSP 3 PYMNT CK # 1028		
[]	B	2016	6	1150100	1475	71745	NSP 3 FIELDER	DZ	03/30/2016	03/30/2016	83.33	71745-FIELDER NSP 3 PYMNT CK # 1031		
[]	B	2016	9	1150100	1475	71745	NSP 3 FIELDER	DZ	06/14/2016	06/14/2016	166.66	71745-FIELDER NSP 3 PYMNT CK # 2175036580		
[]	B	2016	11	1150100	1475	71745	NSP 3 FIELDER	DZ	08/01/2016	08/01/2016	166.66	71745-FIELDER NSP 3 PYMNT CK # 1051		
[]	B	2017	1	1150100	1475	71745	NSP3 FIELDER	DZ	10/18/2016	10/18/2016	166.66	71745-FIELDER NSP 3 PYMNT CK # 1061		
[]	*										\$,000.08			

5522

d
NERS

IN SERVICES DEPARTMENT
leson Way, Bldg. B-106

11-7-18
LN
11-17
11-23

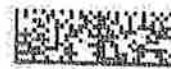
CERTIFIED MAIL



7018 0360 0001 7713 9647

Mr & Mrs M. FIELDER
1165 MANATEE DR
ROCKLEDGE FL 32955

Hasler FIRST-CLASS MAIL
11/05/2018
US POSTAGE \$006.67



ZIP 32901
011D12603831

RECEIVED

NOV 28 2018

HOUSING/HUMAN SERV

NIXIE 359 DE 1 0011/26/18

RETURN TO SENDER
UNCLAIMED
UNABLE TO FORWARD

UNC BC: 32940660599 *1301-09406-05-44
329406605
0295582226 000

MORTGAGE REPAYMENT NOTE
Housing Assistance Programs

\$10,000.00

Brevard County, Florida

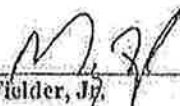
August 25, 2014

For value received, the undersigned promises to pay to the order of Brevard County Board of County Commissioners at 2725 Judge Fran Jamieson Way, Viera, Florida the principal sum of **Ten Thousand Dollars (\$10,000.00)** together with interest therein at the rate of zero (0) percent per annum. This Mortgage Note shall be repaid through scheduled monthly repayments over a ten (10) year period. This Mortgage Note shall become due in full upon violation of any condition of the Mortgage Deed including; sale or transfer or any other conveyance of title or failure to use as principal residence within 120 months from the date of execution of this Note. In the event of acceleration or default the County shall give prior written notice under the subordinate lien to the Senior Mortgage Holder(s). This Note is secured by a mortgage dated August 25, 2014 herewith and is to be construed and enforced according to the laws of the State of Florida; upon violation of the terms of the Mortgage or this Note the whole sum of the principal shall become immediately due and payable. Failure to exercise this option by the County of Brevard shall not constitute a waiver of the right to exercise the same in the event of subsequent default. Payable at:

Brevard County Housing and Human Services Dept., 2725 Judge Fran Jamieson Way B-106, Viera, FL 32940 or such other place as shall be designated by the holder of this note in writing.

Subordination. Agency and Borrower acknowledge and agree that this Mortgage Note is subject and subordinate in all respects to the liens, terms, covenants and conditions of the Senior Mortgage(s) and to all advances heretofore made or which may hereafter be made pursuant to the Senior Mortgage(s) including all sums advanced for the purpose of (a) protecting or further securing the lien of the Senior Mortgage(s), curing defaults by the Borrower under the Senior Mortgage(s) or for any other purpose expressly permitted by the Senior Mortgage(s) or (b) constructing, renovating, repairing, furnishing, fixturing or equipping the Property. The terms and provisions of the Senior Mortgage are paramount and controlling, and they supersede any other terms and provisions hereof in conflict therewith. In the event of a foreclosure or deed in lieu of foreclosure of the Senior Mortgage(s), any provisions herein or any provisions in any other collateral agreement restricting the use of the Property to low or moderate income households or otherwise restricting the Borrower's ability to sell the Property shall have no further force or effect on subsequent owners or purchasers of the Property. Any person, including his successors or assigns (other than the Borrower or a related entity of the Borrower), receiving title to the Property through a foreclosure or deed in lieu of foreclosure of the Senior Mortgage(s) shall receive title to the Property free and clear from such restrictions.

Further, if the Senior Mortgage Holder acquires title to the Property pursuant to a deed in lieu of foreclosure, the lien of this Mortgage Note shall automatically terminate provided that (i) the County has been given written notice of a default under the Senior Mortgage and (ii) the County shall not have cured the default under the Senior Mortgage(s), or diligently pursued curing the default as determined by the Senior Mortgage Holder(s), within the 30-day period provided in such notice sent to the Agency.


Major Fielder, Jr.


Bernadine L. Fielder



BOARD OF COUNTY COMMISSIONERS

Housing and Human Services

2725 Judge Fran Jamieson Way
Building B, Room 106
Viera, Florida 32940

March 8, 2018

Major and Bernadine Fielder
1165 Manatee Dr
Rockledge, FL 32955

VIA: CERTIFIED/RETURN RECEIPT

Dear Homeowner:

In accordance with the State and/or Federal guidelines, Brevard County Housing and Human Services is required to conduct yearly occupancy reviews. In accordance with the financial assistance you received for the acquisition of your home and as stated in the mortgage documents signed by you at closing, you are required to occupy, maintain property insurance and maintain the property in a condition satisfactory to the Housing and Human Services Department.

In order to verify your occupancy and property insurance and that you have met the standards of maintenance, you are required to certify your current residence and insurance by **providing a copy of the following:**

1. Current homeowners insurance, the insurance information on file expired 08/19/2017.
2. Any utility bill for service at your home with your name (FPL, water, phone, etc.)

Please mail this information to my attention within **TWO WEEKS upon receipt of this letter.**

Failure to respond to this request will require us to perform a home inspection to verify that you are in compliance with all mortgage requirements!

If you have any questions, please contact me at 321-633-2017.

Sincerely,

Christine Singletary, Contracts Administrator
Brevard County Housing and Human Services

cs: file

Black, Anita

From: Bernadene Fielder <fielderbernadene@yahoo.com>
Sent: Tuesday, March 13, 2018 5:30 PM
To: Black, Anita
Subject: Payment Arrangements

Hello Anita,

Sorry for the delay, my daughter was in the hospital at Winnie Palmer Hospital in Orlando. We are able to send 2 payments monthly until we are caught up, as I remain unemployed at this time. If this is acceptable I will mail out the first payments next week.

Thank you for your time on this matter.

Please feel free to contact me via email or phone (321) 591-7148.

Warmly,

Bernadene Fielder

Sent from Yahoo Mail on Android

1165 Manatee Dr.
Rockledge, FL

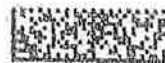


HOUSING AND HUMAN SERVICES DEPARTMENT
2725 Judge Fran Jamieson Way, Bldg. B-106
Viera, Florida 32940

42ED 425D 0000 0202 9102



Master
03/09/2018
US POSTAGE



UP
3/17
3/27

Major + Bernadine Fielder
1165 Manatee Dr.
Rockledge, FL 32955

RECEIVED
APR 02 2018
HOUSING/HUMAN SERV

NIXIE 359 DE 1 01

RETURN TO SENDER
UNCLAIMED
UNABLE TO FORWARD

UNC
32940660599

EC: 32940660599 *1301-01
|||



BOARD OF COUNTY COMMISSIONERS

December 20, 2017

Housing and Human Services

2725 Judge Fran Jamieson Way
Building B, Room 106
Viera, Florida 32940

Major and Bernadine Felder
1165 Manatee Dr.
Rockledge, FL 32955

Dear Mr. & Mrs. Fielder:

It has come to our attention that you are delinquent with your payment to the Brevard County Housing and Human Services Department NSP program. According to the Mortgage Repayment Note, (see attached) you are to be making monthly payments which we have not received a payment since September 2, 2016.

We will also need proof of your current homeowners insurance.

Please contact me at the number listed below so that we can make arrangements to bring your account current.

Regards,

Anita Black

Special Projects Coordinator III
321-633-2007

Xc: Lesley Singleton, Supervisor
Client file

Attachment-MORTGAGE REPAYMENT NOTE

Ellis, Clerk of Courts, Brevard County

Filing # 81186458 E-Filed 11/26/2018 01:11:26 PM

IN THE CIRCUIT COURT OF THE
18TH JUDICIAL CIRCUIT, IN AND FOR
BREVARD COUNTY, FLORIDA
CIVIL DIVISION:
CASE NO.:

FREEDOM MORTGAGE CORPORATION,

Plaintiff,

vs.

MAJOR FIELDER JR; BREVARD COUNTY
BOARD OF COUNTY COMMISSIONERS;
UNITED STATES OF AMERICA, ACTING ON
BEHALF OF THE SECRETARY OF HOUSING
AND URBAN DEVELOPMENT; BERNADENE
L. FIELDER; FRANKIE MENENDEZ;
UNKNOWN TENANT IN POSSESSION OF THE
SUBJECT PROPERTY,

Defendants.

NOTICE OF LIS PENDENS

TO THE ABOVE STYLED DEFENDANTS AND ALL OTHERS WHOM IT MAY CONCERN:

YOU ARE HEREBY NOTIFIED of the institution of this action by Plaintiff against you seeking to foreclose a mortgage recorded in Official Records Book 7196 at Page 1571 on the following property in Brevard County, Florida:

**LOT 15, BLOCK 6, MARLIN SUBDIVISION, ACCORDING TO THE PLAT THEREOF, AS
RECORDED IN PLAT BOOK 19, PAGE 58, OF THE PUBLIC RECORDS OF BREVARD
COUNTY, FLORIDA.**

Including the buildings, appurtenances, and fixtures located thereon.

DATED

11/24/18

Choice Legal Group, P.A.
P.O. Box 9908
Fort Lauderdale, Florida 33310-0908
Telephone: (954) 453-0365
Facsimile: (954) 771-6052
Toll Free: 1-800-441-2438

DESIGNATED PRIMARY EMAIL FOR SERVICE
PURSUANT TO FLA. R. JUD. ADMIN 2.516
eservice@clegalgroup.com

By:



Jason A. Storrings
Bar #27077

Filing # 53916241 E-Filed 03/20/2017 09:20:02 AM

FREEDOM MORTGAGE CORPORATION,
Plaintiff,

vs.

BERNADENE L. FIELDER; MAJOR
FIELDER JR; FRANKIE MENENDEZ;
BREVARD COUNTY BOARD OF
COUNTY COMMISSIONERS; ANY AND
ALL UNKNOWN PARTIES CLAIMING
BY, THROUGH, UNDER, AND AGAINST
THE HEREIN NAMED INDIVIDUAL
DEFENDANT(S) WHO ARE NOT KNOWN
TO BE DEAD OR ALIVE, WHETHER
SAID UNKNOWN PARTIES MAY CLAIM
AN INTEREST AS SPOUSES, HEIRS,
DEWISEES, GRANTEES, OR OTHER
CLAIMANTS,
Defendants.

IN THE CIRCUIT COURT OF THE
EIGHTEENTH JUDICIAL CIRCUIT IN
AND FOR BREVARD COUNTY, FLORIDA
GENERAL JURISDICTION DIVISION
CASE NO.

NOTICE OF LIS PENDENS

TO: THE DEFENDANTS NAMED ABOVE AND ALL OTHERS TO WHOM IT MAY
CONCERN:



1. YOU ARE HEREBY NOTIFIED of the institution of this action by the Plaintiff against you seeking to foreclose a note and mortgage encumbering the following described real property in **Brevard County, Florida**, in Official Record Book 7196, Page 1571.

LOT 15, BLOCK 6, MARLIN SUBDIVISION, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 19, PAGE 58, OF THE PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA.

-A/K/A 1165 MANATEE DR, ROCKLEDGE, FL 32955

Including the buildings and appurtenances located thereon.

Dated this ____ day of MAR 15 2017, 20__.

ROBERTSON, ANSCHUTZ & SCHNEID, P.L.

Attorney for Plaintiff

6409 Congress Ave., Suite 100

Boca Raton, FL 33487

Telephone: 561-241-6901

Facsimile: 561-997-6909

Service Email: mail@rasflaw.com

By: 

- ☐ Jonathan Meisels, Esq., Florida Bar No. 29235, Email Address: j.meisels@rasflaw.com
☐ Melissa Konick, Esq., Florida Bar No. 17569, Email Address: mkonick@rasflaw.com
☐ Sean M. Swartz, Esq., Florida Bar No. 112209, Email Address: sswartz@rasflaw.com
☒ Wendy Manswell, Esq., Florida Bar No. 12027, Email Address: wmanswell@rasflaw.com
☐ Olen McLean, Esq., Florida Bar No. 96455, Email Address: omclean@rasflaw.com

Maier, Lydia

From: Donna Hyatt <Donna.Hyatt@brevardclerk.us>
Sent: Friday, October 26, 2018 11:13 AM
To: Maier, Lydia
Cc: Singleton, Lesley D
Subject: RE: NSP3
Attachments: Bad Debt.pdf

Lydia,

Since this is the only one for Housing, you can get a head start on the Memo to Finance for FY 2018 write-offs. I have attached a copy of the memo from FY 2015, for your reference. As you know, please include all appropriate documentation (collection efforts) for backup. If you have any questions, let me know.

Thanks,
Donna

From: Maier, Lydia [mailto:Lydia.Maier@brevardfl.gov]
Sent: Thursday, October 25, 2018 4:57 PM
To: Donna Hyatt
Cc: Singleton, Lesley D
Subject: FW: NSP3

Donna,

Below is the history on the Fielder account, we can move to write this off. I will forward the email from the Client (as mentioned below) as soon as I receive it.

Thank you,

Lydia

From: Singleton, Lesley D
Sent: Thursday, October 25, 2018 3:49 PM
To: Maier, Lydia
Cc: Mulla, Iva
Subject: RE: NSP3

Lydia,

The following is a history of events for the Fielders:

- **March 2017** - property went into foreclosure.
- **May 2017** - Fielders received a mortgage modification.
- **Sept. 2017** - CAA provided emergency mortgage assistance to the Fielders in the amount of \$850.90.
- **Oct. 2017** - Fielders received a partial claim mortgage* (I had to research)
- **Nov. 2017** - Foreclosure was dismissed.
- **Dec. 2017** - Delinquent payment letter mailed to Fielders from HHS

- **March 2018** – HHS contacted the Fielders (via phone) regarding payment. HHS received a response from the Fielders (via email-3/13/18) stating that they would begin making two (2) payments monthly and that the first payments would be mailed next week.
- **Oct. 2018** – We have not received a payment from the Fielders.

A **partial claim is an interest-free loan from HUD to get caught up on the overdue payments. The loan does not have to be repaid until the first **mortgage** is paid off or until the borrower no longer owns the property. **Partial claims** are sometimes completed along with a loan modification.*

Lesley D. Singleton, Contracts Supervisor
 Brevard County Housing and Human Services
 Contracts Team
 2725 Judge Fran Jamieson Way -Bldg B
 Viera, FL 32940
 Phone: (321) 633-2076/Fax: (321) 633-2170

From: Maier, Lydia
Sent: Tuesday, October 23, 2018 4:29 PM
To: Singleton, Lesley D
Subject: FW: NSP3

Lesley,

Regarding Major Fielder NSP 3 client-I'm having déjà vu on this client. I believe we spoke about his payment status last fiscal year and I was asking to see if we have made an attempt to collect on his account. I *THINK* I remember you telling me he was in the midst of filing for bankruptcy (maybe I'm confusing him with another client).

Anyways, his account has been inactive for 2 years. Has any attempt been made to collect? If he is the one that is in bankruptcy, do you have any paperwork on that matter? Per County policy, any receivable account that is delinquent for more than year needs to be written off as bad debt (i.e a process to remove his balance from our financial records); however, attempts still needs to be made to collect (if he is not under the protection of bankruptcy).

Please let me know what is his status so I can let Donna in Finance know how we want to handle this account.

Thank you,

Lydia

From: Donna Hyatt [<mailto:Donna.Hyatt@brevardclerk.us>]
Sent: Tuesday, October 23, 2018 3:45 PM
To: Maier, Lydia
Cc: Majeed, Yasmin
Subject: RE: NSP3

Lydia,

In reference to Major Fielder (#71745), we still haven't gotten a payment since October 18, 2016. His balance is \$8,000.08. Can you give me an update on the progress of contacting the client? Should we include in this year's Bad Debt? Research and let me know.

Thanks,
Donna

From: Maier, Lydia [mailto:Lydia.Maier@brevardfl.gov]
Sent: Monday, December 11, 2017 9:17 AM
To: Donna Hyatt
Subject: RE: NSP3

Ya, I don't think it would hurt to keep it on the books for 1 more year.

I emailed the contract administrator to get the complete status.

From: Donna Hyatt [mailto:Donna.Hyatt@brevardclerk.us]
Sent: Monday, December 11, 2017 9:13 AM
To: Maier, Lydia
Subject: RE: NSP3

Thanks, trying to figure out if we need to send to Board to write off? I think maybe not this year since Housing is still trying to collect. What do you think?

From: Maier, Lydia [mailto:Lydia.Maier@brevardfl.gov]
Sent: Monday, December 11, 2017 9:11 AM
To: Donna Hyatt
Subject: FW: NSP3

Donna,

FYI on the Fielder letters.

The Notice of Voluntary dismissal cancels the Lis Pendens. The foreclosure lawsuit was dropped for some reason. Maybe they refinanced their mortgage-I will find out more information.

From: Ingalls, Joyce L
Sent: Monday, December 11, 2017 7:55 AM
To: Maier, Lydia
Subject: RE: NSP3

The letters to Mr. Fielder were sent 12/12/16, next 1/24/17, and lastly 7/25/17 with no responses.
JKI

From: Maier, Lydia
Sent: Friday, December 08, 2017 11:58 AM
To: Ingalls, Joyce L
Subject: RE: NSP3

Joyce,

Thank you for this information.

When was the first letter sent?

Thanks

Lydia

From: Ingalls, Joyce L
Sent: Thursday, December 7, 2017 12:43 PM
To: Maler, Lydia
Subject: RE: NSP3

Clouse is paying annually. His first payment was on receipt 42618 dated 9/22/16 for both SHIP & NSP: for \$90.00 for SHIP and \$14.15 for NSP.
That was on my deposit dated 9/23/16

His next payment was for SHIP Receipt #42689 dated 3/11/17 for \$584.25 and \$ 312.00 for NSP on receipt 42692 also dated 3/22/17
My deposit dated 3/24/17

Per Anita Black Fielders – no response to letter sent.

A search of the Clerk showed a Notice of Voluntary Dismissal dated 12/31/17 cancelling Lis Pendens (which Lis Pen was not an item shown).

Probably time for another letter now. ???

JKI

From: Maler, Lydia
Sent: Thursday, December 07, 2017 10:32 AM
To: Ingalls, Joyce L
Cc: Donna Hyatt
Subject: FW: NSP3

Joyce,

Would you take a look at the email below and let me know if this is something you can help us with?

Thanks,

Lydia

From: Donna Hyatt [<mailto:Donna.Hyatt@brevardclerk.us>]
Sent: Monday, November 27, 2017 4:55 PM
To: Patel, Vaishali V

Cc: Maier, Lydia
Subject: NSP3

Vaishali,

I was reviewing my receivable for Housing. Last fiscal year Adam Clouse (customer 71894) made only one payment in the amount of \$312 on 4/3/17. I looked at his agreement and he has 10 years to pay back. Since the monthly amount would only be \$14.75, I guess he is just paying once a year.

Then on Major Fielder (customer 71745), I don't show him making a payment since October 2016. Do you know what is going on?

Please review and let me know your thoughts.

Thanks,

Donna M. Hyatt

Fund Accountant
County Finance
(321) 637-2002, ext 49221
Fax (321) 264-5227

Under Florida law, all correspondence sent to the Clerk's Office, which is not exempt or confidential pursuant to Chapter 119 of the Florida Statutes, is public record. If you do not want the public record contents of your e-mail address to be provided to the public in response to a public records request, please do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

"Under Florida Law, email addresses are Public Records. If you do not want your e-mail address released in response to public record requests, do not send electronic mail to this entity. Instead, contact this office by phone or in writing."


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Administration Office
401 S. Varr Avenue
Cocoa, FL 32922
Office: 321.635.7815
Fax: 321.633.1905



December 12, 2018

TO: Chelsie Hanson
County Finance

THROUGH: Scott Nelson, Director 
Space Coast Area Transit

FROM: Karen Petters, Finance Officer 
Space Coast Area Transit

SUBJECT: Outstanding NSF - Bad Debt Write Off

In response to your email dated December 11, 2018, please submit the following three checks to the Board for write off approval.

Date	Amount	Issuer	Check #	Comments
9/16/16	\$21.00	Diana Weaver	#263	1 st Notice 9/23/16 - No response 2 nd Notice 10/23/16 - No response 3 rd Notice 1/23/17 - No response
2/06/16	\$21.00	Kevin Brennick	#677	1 st Notice 2/5/17 - No response 2 nd Notice 5/16/17- Letter returned, undeliverable
5/4/17	\$6.00	Nassia Simpson	#2018	1 st Notice 5/5/17 - No response 2 nd Notice 6/5/17 - No response 3 rd Notice 7/5/17 - No response

\$48.00

Space Coast Area Transit's policy is to not accept checks for greater than \$100.00 to avoid large losses. Please call me if you have any questions.

Thank you.



RideLine 321.633.1878

321Transit.com

Vanpool 321.952.4562

Notice of Returned Item

Date Returned: 5/4/17

Department: Scat

Name: NASSIA SIMPSON

Check Number: 2018

Check Amount: 6.00

Attached you will find the original check that was returned for non-payment (NSF) by non-sufficient funds, account closed, etc. JE 311205 was entered by the finance department, debiting the receivable G/L account 1150050 and crediting cash in the appropriate fund(s). An NSF fee in the amount of 25.00 must also be collected per amendment to resolution 96-327. The fee was calculated as follows:

Checks 0.00 to 50.00 = \$25.00

Checks 50.01 to 300.00 = \$30.00

Checks over 300 equals \$40.00 or 5% of the face value of the check, whichever is greater

Once the customer has satisfied this NSF check, a copy of this memo needs to be sent to County Finance as part of the back-up for the deposit that includes this redeposit.

If you enter your CR's, the amount of the redeposit needs to credit G/L account 1150050 and the NSF fee needs to credit G/L account 3699000. In the "Text" field, record the name and check number for future reference.

If you have any questions, please call me at extension 49061.

Thank you,

Lisa Browning

County Finance

SUNTRUST BANK

1-800-786-8787

Date: Apr 27, 2017 Advice D-101370

The following deposited check(s) were returned to SunTrust unpaid. The amount of the check(s) has been deducted from your account.
Service Charge Total: Analysis

Acct: [REDACTED]

2017 MAY -3 PM 1:32

SEQ # ITEM AMOUNT
99000674 8.00

BREVARD CO. FL
FINANCE DEPT.

BREVARD CO BOARD OF CO COMM
CONSOLIDATED FUND
PO BOX 1496
TITUSVILLE FL 32701-1496

1 Item charged totalling \$0.00

Advice Total \$0.00

063102152

04/27/2017

99000674

is a LEGAL COPY of your check. You can use it the same / you would use the original check.

RETURN REASON-D
CLOSED ACCOUNT

2102/52/40 12512016901
54541542

CLOSED ACCOUNT

Master Signature
201 South Broadway Ave
Titusville, FL 32780

2018

63-751631

4-24-17 Date

Pay to the
Order of

Scat
Siv donor

\$ 00.00

Dollars

WELLS FARGO BANK

For

Debbie Simpson

2018

For Deposit Only
Brevard County Board of
County Commissioners
Space Coast Area Transit

063102152 04/25/2017
74524349

321270742 04/25/2017
0324034103 RR - D
063102152 04/27/2017
99000674 RR - D

Do not endorse or write below this line.

Administration Office
401 S. Varr Avenue
Cocoa, FL 32922
Office: 321.635.7815
Fax: 321.633.1905



May 5, 2017

1st Notice

Nassia Simpson
505 South Broadway Avenue Apt. E
Bartow, FL. 33930

Subject: Dishonored Checks

Your bank, due to insufficient funds, returned your check # 2018 in the amount of \$6.00 unpaid.

In compliance with the State Law the County will charge a service fee of \$31.00 for dishonored checks.

Please send your payment with a **certified check or money order** in the amount of \$31.00, or come to our office if you prefer to pay cash at:

**401 S. Varr Avenue
Cocoa FL 32922**

If you have any questions, please call me at 321 635 7815 ext. 604.


Philip Price
Accounting Technician



RideLine 321.633-1878

RideSCAT.com

Vanpool 321.952.4562

Administration Office
401 S. Varr Avenue
Cocoa, FL 32922
Office: 321.635.7815
Fax: 321.633.1905



June 5, 2017

2nd Notice

Nassia Simpson
505 South Broadway Avenue Apt. E
Bartow, FL 33930

Subject: Dishonored Checks

Your bank, due to insufficient funds, returned your check # 2018 in the amount of \$6.00 unpaid.

In compliance with the State Law the County will charge a service fee of \$31.00 for dishonored checks.

Please send your payment with a **certified check or money order** in the amount of \$31.00, or come to our office if you prefer to pay cash at:

**401 S. Varr Avenue
Cocoa FL 32922**

If you have any questions, please call me at 321 635 7815 ext. 604.


Philip Price
Accounting Technician



RideLine 321.633-1878

RideSCAT.com

Vanpool 321.952.4562

Administration Office
401 S. Varr Avenue
Cocoa, FL 32922
Office: 321.635.7815
Fax: 321.633.1905



July 5, 2017

3rd Notice

Nassia Simpson
505 South Broadway Avenue Apt. E
Bartow, FL. 33930

Subject: Dishonored Checks

Your bank, due to insufficient funds, returned your check # 2018 in the amount of \$6.00 unpaid.

In compliance with the State Law the County will charge a service fee of \$31.00 for dishonored checks.

Please send your payment with a **certified check or money order** in the amount of \$31.00, or come to our office if you prefer to pay cash at:

**401 S. Varr Avenue
Cocoa FL 32922**

If you have any questions, please call me at 321 635 7815 ext. 604.


Philip Price
Accounting Technician



RideLine 321.633-1878

RideSCAT.com

Vanpool 321.952.4562

Notice of Returned Item

Date Returned: 9/22/16

Department: Scat

Name: Diana Weaver

Check Number: 263

Check Amount: 21.00

Attached you will find the original check that was returned for non-payment (NSF) by non-sufficient funds, account closed, etc. JE 306616 was entered by the finance department, debiting the receivable G/L account 1150050 and crediting cash in the appropriate fund(s). An NSF fee in the amount of 25.00 must also be collected per amendment to resolution 96-327. The fee was calculated as follows:

Checks 0.00 to 50.00 = \$25.00

Checks 50.01 to 300.00 = \$30.00

Checks over 300 equals \$40.00 or 5% of the face value of the check, whichever is greater

Once the customer has satisfied this NSF check, a copy of this memo needs to be sent to County Finance as part of the back-up for the deposit that includes this redeposit.

If you enter your CR's, the amount of the redeposit needs to credit G/L account 1150050 and the NSF fee needs to credit G/L account 3699000. In the "Text" field, record the name and check number for future reference.

If you have any questions, please call me at extension 49061.

Thank you,

Lisa Browning

County Finance

SUNTRUST BANK

1-800-786-8787

Date: Sep 16, 2016 Advice D-100232

Acct:

The following deposited check(s) were returned to SunTrust unpaid. The amount of the check(s) has been deducted from your account.
Service Charge Total: Analysis

SEQ # ITEM AMOUNT
99001586 21 00

BREVARD CO BOARD OF CO COMM
CONSOLIDATED FUND
PO BOX 1496
TITUSVILLE FL 32781-1496

2016 SEP 22 PM 1:56

1 Item charged totaling \$21.00

Advice Total \$21.00

063102152
09/16/2016
99001586

is a LEGAL COPY of your check. You can use it the same / you would use the original check.

RETURN REASON-A
NOT SUFFICIENT FUNDS

9102/90/60 C25T201E90J
51592547

DIANA J. WEAVER 1708 UNIVERSITY LN APT 601 COCOA, FL 32908		263 88-74872580
DATE 9/16/16		
PAY TO THE ORDER OF <i>NSF Not Sufficient Funds</i>		
<i>Twenty - one</i>		\$ 21.00
NAVY FEDERAL Credit Union		00/100 DOLLARS
FOR <i>Diana J. Weaver</i>		

EXPENSE ONLY
For Deposit Only
Brevard County Board of
County Commissioners
Space Coast Area Transit

DO NOT WRITE IN THESE SPACES

063102152 09/08/2016
99001586

061000146 09/24/2016
3289851046
256074974 09/25/2016
14100625 RR - A
061000146 09/26/2016
3312801576 RR - A
063102152 09/16/2016
99001586 RR - A

Do not endorse or write below this line.

Administration Office
401 S. Varr Avenue
Cocoa, FL 32922
Office: 321.635.7815
Fax: 321.633.1905



January 23, 2017

3rd
2nd Notice

Diana Weaver
1708 University Lane Apt. #501
Cocoa FL 32922

Subject: Dishonored Checks

Your bank, due to insufficient funds, returned your check # 263 in the amount of \$21.00 unpaid.

In compliance with the State Law the County will charge a service fee of \$25.00 for dishonored checks.

Please send your payment with a **certified check or money order** in the amount of \$46.00, or come to our office if you prefer to pay cash at:

**401 S. Varr Avenue
Cocoa FL 32922**

If you have any questions, please call me at 321 635 7815 ext. 604.


Philip Price
Accounting Technician



RideLine 321.633-1878

RideSCAT.com

Vanpool 321.952.4562



**Space Coast Area
Transit**

401 South Varr Avenue
Cocoa, FL 32922

Phone: (321) 635-7815
Bus Info: (321) 633-1878
Fax: (321) 633-1905



Space Coast
Commuter Assistance
460 S. Harbor City Blvd.
Melbourne, FL 32901
Phone: (321) 952-4563
Fax: (321) 952-4546



Volunteers In Motion

Volunteers In Motion
401 S. Varr Avenue
Cocoa, FL 32922
Phone: (321) 635-7999
Fax: (321) 633-1905



RideSCAT.com

MOVING BREVARD INTO THE FUTURE

October 23, 2016

2nd Notice

Diana Weaver
1708 University Lane Apt. #501
Cocoa FL 32922

Subject: Dishonored Checks

Your bank, due to insufficient funds, returned your check # 263 in the amount of \$21.00 unpaid.

In compliance with the State Law the County will charge a service fee of \$25.00 for dishonored checks.

Please send your payment with a **certified check or money order** in the amount of \$46.00, or come to our office if you prefer to pay cash at:

**401 S. Varr Avenue
Cocoa FL 32922**

If you have any questions, please call me at 321 635 7815 ext. 604.


Philip Price
Accounting Technician



**Space Coast Area
Transit**

401 South Varr Avenue
Cocoa, FL 32922

Phone: (321) 635-7815
Bus Info: (321) 633-1878
Fax: (321) 633-1905



Space Coast
Commuter Assistance
460 S. Harbor City Blvd.
Melbourne, FL 32901
Phone: (321) 952-4563
Fax: (321) 952-4546



Volunteers In Motion

Volunteers In Motion

401 S. Varr Avenue
Cocoa, FL 32922
Phone: (321) 635-7999
Fax: (321) 633-1905



MOVING BREVARD INTO THE FUTURE

September 23, 2016

1st Notice

Diana Weaver
1708 University Lane Apt. #501
Cocoa FL 32922

Subject: Dishonored Checks

Your bank, due to insufficient funds, returned your check # 263 in the amount of \$21.00 unpaid.

In compliance with the State Law the County will charge a service fee of \$25.00 for dishonored checks.

Please send your payment with a **certified check or money order** in the amount of \$46.00, or come to our office if you prefer to pay cash at:

**401 S. Varr Avenue
Cocoa FL 32922**

If you have any questions, please call me at 321 635 7815 ext. 604.

Philip Price

Philip Price
Accounting Technician

Notice of Returned Item

Date Returned: 2/6/17

Department: Scat

Name: Kevin Brennick

Check Number: 677

Check Amount: 21.00

Attached you will find the original check that was returned for non-payment (NSF) by non-sufficient funds, account closed, etc. JE 309499 was entered by the finance department, debiting the receivable G/L account 1150050 and crediting cash in the appropriate fund(s). An NSF fee in the amount of 25.00 must also be collected per amendment to resolution 96-327. The fee was calculated as follows:

Checks 0.00 to 50.00 = \$25.00

Checks 50.01 to 300.00 = \$30.00

Checks over 300 equals \$40.00 or 5% of the face value of the check, whichever is greater

Once the customer has satisfied this NSF check, a copy of this memo needs to be sent to County Finance as part of the back-up for the deposit that includes this redeposit.

If you enter your CR's, the amount of the redeposit needs to credit G/L account 1150050 and the NSF fee needs to credit G/L account 3699000. In the "Text" field, record the name and check number for future reference.

If you have any questions, please call me at extension 49061.

Thank you,

Lisa Browning

County Finance

SUNTRUST BANK

1-800-786-8787

Date: Jan 30, 2017 Advice D-100137

Acct:

The following deposited check(s) were returned to SunTrust unpaid. The amount of the check(s) has been deducted from your account.

Service Charge Total: Analysis

SEQ # ITEM AMOUNT
99000470 21.00

BREVARD CO BOARD OF CO COMM
CONSOLIDATED FUND
PO BOX 1496
TITUSVILLE FL 32781-1496

1 Item charged totaling \$21.00

Advice Total \$21.00

063102152

01/30/2017

99000470

This is a LEGAL COPY of your check. You can use it the same / you would use the original check.

RETURN REASON-A
NOT SUFFICIENT FUNDS

2102/42/TO 12512016907
2900452

NSF

KEVIN J BRENNICK
2401 Central Park Dr
Melbourne, FL 32935-2122

677
60-761/031 10947
1010214441750

1-10-2017

Pay to the Order of BREVARD COUNTY BOARD OF COUNTY COMM
TWENTY ONE 00/100 \$ 21.00

VETERAN US AIR FORCE
BUS PASS

00677

For Deposit Only
Brevard County Board of
County Commissioners
Space Coast Area Transit

063102152 01/24/2017
25470367

063102152 01/26/2017
99000768 RR-A
#063102152* 01/26/2017
29055134
321270742 03/26/2017
852226417 RR-A
#063102152* 01/30/2017
99000470 RR-A

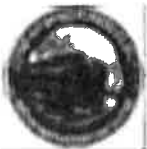
Do not endorse or write below this line.



**Space Coast Area
Transit**

401 South Varr Avenue
Cocoa, FL 32922

Phone: (321) 635-7815
Bus Info: (321) 633-1878
Fax: (321) 633-1905



Space Coast
Commuter Assistance
460 S. Harbor City Blvd.
Melbourne, FL 32901
Phone: (321) 952-4563
Fax: (321) 952-4546



Volunteers in Motion

Volunteers In Motion

401 S. Varr Avenue
Cocoa, FL 32922
Phone: (321) 635-7999
Fax: (321) 633-1905



RideSCAT.com

MOVING BREVARD INTO THE FUTURE

February 8, 2017

1st Notice

Kevin Brennick
2401 Central Park Drive
Melbourne, FL 32935

Subject: Dishonored Checks

Your bank, due to insufficient funds, returned your check # 677 in the amount of \$21.00 unpaid.

In compliance with the State Law the County will charge a service fee of \$25.00 for dishonored checks.

Please send your payment with a **certified check or money order** in the amount of \$46.00, or come to our office if you prefer to pay cash at:

**401 S. Varr Avenue
Cocoa FL 32922**

If you have any questions, please call me at 321 635 7815 ext. 604.


Philip Price
Accounting Technician

Administration Office
401 S. Varr Avenue
Cocoa, FL 32922
Office: 321.635.7815
Fax: 321.633.1905



May 16, 2017

2nd Notice

Kevin Brennick
2401 Central Park Drive
Melbourne, FL. 32935

Subject: Dishonored Checks

Your bank, due to insufficient funds, returned your check # 677 in the amount of \$21.00 unpaid.

In compliance with the State Law the County will charge a service fee of \$25.00 for dishonored checks.

Please send your payment with a **certified check or money order** in the amount of \$46.00, or come to our office if you prefer to pay cash at:

**401 S. Varr Avenue
Cocoa FL 32922**

If you have any questions, please call me at 321 635 7815 ext. 604.


Philip Price
Accounting Technician



RideLine 321.633-1878

RideSCAT.com

Vanpool 321.952.4562

MOVING BREVARD INTO THE FUTURE



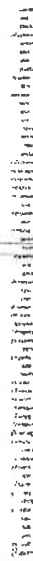
Space Coast Area Transit
401 South Varr Avenue
Cocoa, FL 32922
321Transit.com



Kevin Brennick
2401 Central Park Dr
Melbourne, FL 32935-2122

YAC

NIXIE 339 SE 1700 0207/23/17
ATTENTION TO FORWARD
*0374-04363-16-32



0625009341808
32922

