

# MANATEE COUNTY GOVERNMENT AGENDA MEMORANDUM

<b>SUBJECT</b>	REFUND CHECK TO BERT SMITH OLDSMOBILE	<b>TYPE AGENDA ITEM</b>	CONSENT
<b>DATE REQUESTED</b>	JANUARY 23, 2001	<b>DATE SUBMITTED/REVISED</b>	JANUARY 10, 2001
<b>BRIEFINGS?/WHO?</b>	NONE	<b>CONSEQUENCES IF DEFERRED</b>	DELAYED PAYMENT TO CUSTOMER
<b>DEPARTMENT/DIVISION</b>	PUBLIC WORKS/CUSTOMER SERVICE	<b>AUTHORIZED BY TITLE</b>	DAVE ROTHFUSS, INTERIM PUBLIC WORKS DIRECTOR <i>DR</i>
<b>CONTACT PERSON TELEPHONE/EXTENSION</b>	CAROL RENDON/GWEN PAGINGTON <i>CR</i> 5414/5428	<b>PRESENTER/TITLE TELEPHONE/EXTENSION</b>	CAROL RENDON CUSTOMER SERVICE MANAGER EXT. 5414

**ADMINISTRATIVE APPROVAL**

*[Signature]*

### ACTION DESIRED

INDICATE WHETHER <sup>1</sup>REPORT or <sup>2</sup>DISCUSSION, <sup>3</sup>FORM OF MOTION, or <sup>4</sup>OTHER ACTION REQUIRED:

**AUTHORIZATION TO REFUND \$346.31 TO BERT SMITH OLDSMOBILE, ACCOUNT #9164-9125; SERVICE ADDRESS: 7918 NORTH TAMiami TRAIL, SARASOTA 34243; DUE TO OVERPAYMENT.**

### ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.)

Water/Sewer Resolution R-99-113

### BACKGROUND/DISCUSSION

SEE PAGE 2

HAS COUNTY ATTORNEY REVIEW BEEN REQUESTED? Indicate "NO" or "YES" @ right. (If "NO," proceed to 1) below; and if "YES," proceed to 2) below)

NO

1) IF "NO" TO ABOVE,

A) PLEASE EXPLAIN BELOW: (see also following section 1B) re: contract, agreement, lease, etc.:

LEGAL ASSISTANCE NOT REQUIRED AS REQUEST IS IN COMPLIANCE WITH THE WATER/SEWER RESOLUTION AND SEWER ORDINANCE.

B) IF A CONTRACT, AGREEMENT, LEASE OR OTHER DOCUMENT WAS PREVIOUSLY APPROVED, STATE YEAR OF LAST USE @ RIGHT:

2) IF "YES" TO FIRST QUESTION IN THIS SECTION,

**APPROVED IN OPEN SESSION**

A) HAS ENTIRE MATTER, OR ONLY A PORTION, BEEN REVIEWED? IF ONLY A PORTION, WHICH PORTION?

**JAN 23 2001**

B) HAVE ALL COMMENTS/SUGGESTIONS RAISED BY COUNTY ATTORNEY BEEN ADDRESSED/INCORPORATED INTO COUNTY ATTORNEY MEMO RE THIS MATTER **MUST BE ATTACHED** (If comments were verbal, so indicate.)

**BOARD OF COUNTY COMMISSIONERS  
MANATEE COUNTY, FLORIDA**

**ATTACHMENTS: (List in order as attached)**

**INSTRUCTIONS TO BOARD RECORDS:**

1. LEDGER CARD HISTORY
2. TRANSMITTAL

SEND STAMPED COPY TO CAROL RENDON, PUBLIC WORKS, 66TH STREET WEST

**COST** \$346.31

**SOURCE (ACCT# & NAME)**

401-0000000-115000  
WATER RECEIVABLES

**COMMENTS** N/A

**AMT./FREQ. OF RECURRING COSTS  
(ATTACH FISCAL IMPACT STATEMENT)**

NONE

**DISCUSSION/BACKGROUND (Continued)**

- 12/29/00 - New clerk in the office mailed \$477.19 payment to the lockbox service for both FPL (\$346.31) and Public Works utility bill (\$130.88). The payment was posted to the customer's account leaving a credit balance of \$346.31 to be refunded.
- Staff is requesting a \$346.31 refund to Bert Smith Oldsmobile, Mailing Address: 3800 34th Street North, Saint Petersburg, Fl 33714-3702.
- Refunds on active accounts or cash refunds in excess of \$500 require approval by the Board of County Commissioners.

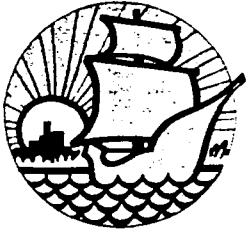


Account: **9164** **BERT SMITH LEASING INC** Status: **Active**  
 Address: **9125** **7918 NORTH TAMiami TRL** **3020**

Date	Trans Date	Code	Description	Trans Amt	Balance
	29-DEC-2000	N/A	Payment LBXB	346.31	-346.31
	29-DEC-2000	N/A	Payment LBXB	130.88	0.00
07-DEC-2000	06-DEC-2000	SCOM	Sewer Usage	29.45	130.88
07-DEC-2000	06-DEC-2000	GBC2	Solid Waste	22.00	101.43
07-DEC-2000	06-DEC-2000	WCOM	Water Usage	12.47	79.43
07-DEC-2000	15-NOV-2000	N/A	Payment LBOX	142.99	66.96
03-NOV-2000	02-NOV-2000	SCOM	Sewer Usage	31.50	209.95
03-NOV-2000	02-NOV-2000	GBC2	Solid Waste	22.00	178.45
03-NOV-2000	02-NOV-2000	WCOM	Water Usage	13.46	156.45
04-OCT-2000	04-OCT-2000	SCOM	Sewer Usage	31.04	142.99

Beginning Balance as of 02-OCT-1999 **.00**

Payment # 9125    06-DEC-2000    29-DEC-2000    15-NOV-2000    02-NOV-2000    04-OCT-2000



# MANATEE COUNTY GOVERNMENT

## Public Works Department

### TRANSMITTAL REQUEST FORM

DATE: 12/29/00  
 TO: Carol  
 FROM: JWC

*active acct.*

RE: Account #: 9164-9125 Customer Name: Best Smith Oldsmobile  
 Service Address \_\_\_\_\_  
 Telephone #: \_\_\_\_\_

- |   |   |
|---|---|
| <input type="checkbox"/> Field Check Needed (Service screen attached) | <input type="checkbox"/> Financial Adjustment Needed  |
| <input type="checkbox"/> \$15.00 Charge Yes ___ No ___                | <input type="checkbox"/> New Account Turn On Charge   |
| <input type="checkbox"/> Misc. Change Needed                          | Credit ___ Debit ___                                  |
| (Rev-Units-Rate-Class-Etc)  | <input type="checkbox"/> Clean On or Off Charge       |
| <input type="checkbox"/> Please Research                              | Credit ___ Debit ___                                  |
| <input type="checkbox"/> \$15.00 an Hour Charge To Customer           | <input type="checkbox"/> Final Bill Charges           |
| <input type="checkbox"/> Please File                                  | Credit ___ Debit ___                                  |
| <input type="checkbox"/> Please Handle                                | <input type="checkbox"/> Credit/Debit Landlord/Tenant |
| <input type="checkbox"/> Please Contact Customer                      | <input type="checkbox"/> Credit/Debit New Owner       |
|   | <input type="checkbox"/> Back Billing Needed          |

Additional Comments: The new office girl sent check for  
\$ 477.19 & only \$130.88 was for MCPWD - The  
\$ 346.31 was intended for FPL. She needs  
a refund. Active acct. Needs board approval

Action Taken: \_\_\_\_\_

Reply Requested: Yes \_\_\_ No \_\_\_

**MANATEE COUNTY GOVERNMENT**

**MEMORANDUM**

**DATE:** December 13, 2000  
**TO:** Sue Ciccione, Billing Department  
**FROM:** *TLL* Trelle L. Loucks, Fiscal Accounts Coordinator I  
**SUBJECT:** Bert Smith Oldsmobile, Inc. #9164-9125, Group B payment

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We received a payment, in the amount of \$346.31, from the above customer today. This payment was made to us in error, per Mavis at Bert Smith Oldsmobile. The customer has requested we refund them this payment amount.

Would you please prepare an agenda package requesting a refund check be issued to the customer?

Please see the attached information. If I can be of further assistance, please do not hesitate to call me at extension 5408.

Thank you.

TLL/tl

**PUBLIC WORKS DEPARTMENT**

**BERT SMITH OLDSMOBILE, INC.**

P.O. Box 10840  
 Telephone (727) 527-1111  
 St. Petersburg, Fla. 33733-0840

Bank of America  
 Tampa, Florida

**103866**

103866 83-812  
 83T

DATE  
 27DEC00

PAY THIS AMOUNT  
 \*\*\*\*\*477 DOLLARS 19 CENTS

AMOUNT OF CHECK  
 \*\*\*\*\*477.19

BERT SMITH OLDSMOBILE, INC.

TO THE ORDER OF

MCPWD  
 P. O. BOX 30061  
 TAMPA FL 33630-3061

*[Handwritten Signature]*  
 AUTHORIZED SIGNATURE

⑈103866⑈ ⑆063000047⑆ 2467112749⑈

⑆0000047719⑆

CHECK CONTROL NO. 103866

ISSUED BY: MAVIS, VANVERLIP BERT SMITH OLDSMOBILE, INC.  
 St. Petersburg, FL 33733

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INVOICE STOCK NO.	INVOICE DATE	PURCHASE ORDER NO.	COMMENT/V.I.N.	AMOUNT	DISCOUNT/ACCOUNT NO.	NET AMOUNT
	122700		ACCT NO 9164-9125 ✓			130.88
		346.31 }	ACCT NO 20488-36767 FPL TO BOX 50007 Miami ?			191.15
			ACCT NO 20508-30716 FPL " " "			139.12
			ACCT NO 20498-34795 FPL			16.04
					103866	20200
				101	22010	477.19
				<b>TOTAL</b>	<b>20200</b>	<b>477.19</b>

12/29/00 @ 1:49 spoke = MAVIS  
 posted \$346.31 to #9164-9125  
 have memo to see C to refund  
 Bert Smith \$346.31 pymt sent  
 to us in error

DETACH AT PERFORATION BEFORE DEPOSITING CHECK

REMITTANCE ADVICE

cc: C. Rendon  
1/24/0

(A)