

# MANATEE COUNTY GOVERNMENT AGENDA MEMORANDUM

<b>SUBJECT</b>	Refund to Regions Financial Corp.	<b>TYPE AGENDA ITEM</b>	Consent
<b>DATE REQUESTED</b>	March 27, 2001	<b>DATE SUBMITTED/REVISED</b>	March 16, 2001
<b>BRIEFINGS?/WHO?</b>	N/A	<b>CONSEQUENCES IF DEFERRED</b>	Credit balance remains on unpostable account
<b>DEPARTMENT/DIVISION</b>	Financial Management Department Utilities Customer Service	<b>AUTHORIZED BY TITLE</b>	Jim Seuffert, Director Financial Management Department
<b>CONTACT PERSON TELEPHONE/EXTENSION</b>	Dinorah DiFonzo/Dan Schlandt Ext. 5409/3732	<b>PRESENTER/TITLE TELEPHONE/EXTENSION</b>	Jim Seuffert, Director Financial Management Department

**ADMINISTRATIVE APPROVAL**

### 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 \$231.30 to Regions Financial Corporation due to an overpayment.

### ENABLING/REGULATING AUTHORITY

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

Resolution R-01-24 established rates, fees and charges for potable water, reclaimed water and wastewater services to the Manatee County Public Works Department.

### 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.:

County Attorney review not required. Procedure is adequately covered by R-01-24.

B) IF A CONTRACT, AGREEMENT, LEASE OR OTHER DOCUMENT WAS PREVIOUSLY APPROVED, STATE TO BOARD OF COUNTY COMMISSIONERS  
MANATEE COUNTY, FLORIDA

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

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

N/A

B) HAVE ALL COMMENTS/SUGGESTIONS RAISED BY COUNTY ATTORNEY BEEN ADDRESSED/INCORPORATED; IF NOT, PLEASE EXPLAIN. A COPY OF FINAL COUNTY ATTORNEY MEMO RE THIS MATTER **MUST BE ATTACHED** (If comments were verbal, so indicate.)

N/A

**APPROVED IN OPEN SESSION**

**MAR 27 2001**

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

1. Copy of Regions Financial's check in the amount of \$231.30
2. Notification letter to Regions Financial Corporation

**INSTRUCTIONS TO BOARD RECORDS:**

Copy to Dinorah DiFonzo, Accounts Control Manager,  
Financial Management Department, Utilities Customer Services

**COST** \$ 231.30

**SOURCE (ACCT# & NAME)**

4010000000-115000  
Water/Sewer Accounts Receivable

**COMMENTS** None

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

N/A

**BACKGROUND/DISCUSSION (Continued):**

- **02/06/01 - The Utilities Customer Service Division of Financial Management received an unidentifiable payment through the lockbox service in the amount of \$231.30 which was posted to the "unpostable" utility account.**
- **Staff researched this payment and determined the author of the check was Regions Financial Corporation.**
- **Staff sent a notification letter to the author of the check requesting additional information to assist the department in properly posting this payment.**
- **Upon receiving the notification letter, an employee of Regions Financial Corporation contacted the Department stating the payment was sent to Manatee County in error and requested a refund.**
- **The Department is requesting authorization to refund \$231.30 to Regions Financial Corporation.**

3/28/01 copy of aqua memo to General DeToro, FMD,  
ML

**ACCOUNTS PAYABLE**

**Regions Financial Corporation**

TWO HUNDRED THIRTY-ONE DOLLARS THIRTY CENTS

COUNTERSIGNATURE

TO THE ORDER OF  
 MCPWD  
 P.O. BOX 30061  
 TAMPA FL 33630-3061

DATE: 01/29/01 CHECK AMOUNT: \*\*\*\*\*231.30

DRAWER: REGIONS BANK  
*W. Neil Turner*  
 SENIOR VICE PRESIDENT - ACCOUNTING

Issued by Integrated Payment Systems Inc., Englewood, Colorado  
 To-Clearing (New York State): Buffalo, N.Y.

Not valid without issuer's signature.  
 Amounts over \$10,000 must be countersigned.

⑆022000868⑆68⑆113126 913321222 ⑆000023130⑆

THE VARIABLE COLOR BACKGROUND AREA OF THIS CHECK IS CHARGED COLOR GRADUALLY AND SMOOTHLY FROM DARKER TONES AT BOTH TOP AND BOTTOM TO THE LIGHTEST TONE IN THE MIDDLE

**Regions Financial Corporation**

Affiliated with: Regions Mortgage, Inc  
 Regions Bank

QUESTIONS REGARDING PAYMENTS:  
 IN MONTGOMERY: (334) 832-8513  
 OUTSIDE MONTGOMERY 1-800-392-5795

DATE: 01/29/01

CHECK NO. 913321222

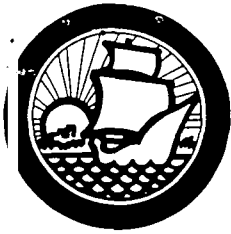
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9845798

DATE	INVOICE / CREDIT MEMO	TYPE	DESCRIPTION	GROSS	DISCOUNT	NET
01/20/01	010110413715854 C/ACCT# 104137-15854		012901 F1	1929	00	1929
01/19/01	0101104135619542 C/ACCT# 104135-619542		012901 F1	21201	00	21201
<b>TOTAL &gt;</b>				<b>23130</b>	<b>000</b>	<b>23130</b>

ATTACHED CHECK IS IN PAYMENT FOR ITEMS DESCRIBED ABOVE.

H



**MANATEE COUNTY**  
**GOVERNMENT**  
Public Works Department

February 6, 2001

Regions Bank  
PO Box 511  
Montgomery, Alabama 36101-0511

Dear Sirs:

Thank you for your recent payment. A photocopy of the item(s) has been enclosed. Please provide us with additional information to enable us to credit the appropriate account(s) with your payment.

The account number on bill: \_\_\_\_\_

Name under which the account is listed: \_\_\_\_\_

Address where Manatee County's services are provided: \_\_\_\_\_  
\_\_\_\_\_

Thank you for your assistance. An addressed envelope is enclosed for your convenience. **You may also fax us the above information at (941) 795-3485.**

Sincerely,

Trelle L. Loucks  
Fiscal Accounts Coordinator I

TLL/tl

cc: File