

April 10, 2018 - Regular Meeting  
Agenda Item #36

Approved in Open Session 4/10/18,  
Manatee County  
Board of County Commissioners

Subject

Write-Off of Uncollectable Debt

Briefings

None

Contact and/or Presenter Information

Cheryl Thompson - Ext. 1671

Chief Sarah Brown - Ext. 8346

Action Requested

Approve removal of bad debt in the amount of \$200.00

Enabling/Regulating Authority

Generally Accepted Accounting Principles

Background Discussion

The Animal Services Division accepts checks for adoptions, licenses, and animal redemption. Efforts have been made to collect on the bad checks through phone calls and certified letters. Animal Services is requesting to write-off four checks of \$15.00 each and service fees for those four checks of \$25.00 each for a total of \$160.00.

The Emergency Communication Center (ECC) accepts checks for 911 recordings. Efforts have been made to collect on the bad checks through phone calls and emails. ECC is requesting to write-off one check totaling \$15.00 plus a \$25.00 service fee for a total of \$40.00.

County Attorney Review

Not Reviewed (No apparent legal issues)

Explanation of Other

Reviewing Attorney

N/A

Instructions to Board Records

Copy of approved agenda item to Pam Wingo, [pam.wingo@manateeclerk.com](mailto:pam.wingo@manateeclerk.com), Lori Koutelis, [lori.koutelis@mymanatee.org](mailto:lori.koutelis@mymanatee.org), and Matthew Myers, [matthew.myers@mymanatee.org](mailto:matthew.myers@mymanatee.org)

Distributed 4/11/18, RT

Cost and Funds Source Account Number and Name

\$160.00 001.0000000.329001 Animal Services; \$40.00 001.0000000.341101 ECC

Amount and Frequency of Recurring Costs

\$0.00

Attachment: [Buonanno.pdf](#)

Attachment: [Disbrow.pdf](#)

Attachment: [Dowdell.pdf](#)

Attachment: [Kemper.pdf](#)

Attachment: [Patsko.pdf](#)



Public Safety Department  
Administration  
2101 47<sup>th</sup> Terrace East  
Bradenton, FL 34203  
Phone: (941) 749-3500  
www.mymanatee.org

**July 28, 2016**

To: Stephen P Buonanno  
127 North Roscoe Blvd  
Ponte Vedra Beach, FL 32082

You are being made aware that a check numbered 4093, in the amount of \$15.00 issued by you on 06/30/16, draw upon, SunTrust Bank and payable to Manatee County Government has been dishonored.

Pursuant to Florida Statutes, you have (7) days from receipt of this letter to tender payment in full amount of said check, and the service fee. In this case reference the above check, we are owed a \$25.00 service fee.

Unless paid in full within specified time above, the holder of said check may turn the dishonored check and all other available information relating to the incident to the States Attorney's Office for criminal prosecution.

Payment shall be made in cash at the following address:

Manatee County Animal Services  
305 25<sup>th</sup> Street West  
Palmetto, FL 34221

A receipt will be given upon payment.

Sincerely,

A handwritten signature in black ink, appearing to read "Joel Richmond", is written over a white background.

Joel Richmond, Supervisor  
Manatee County Animal Services  
941-742-5933

Amount: \$15.00

Sequence Number: 2133093684

Account: 8814182138

Capture Date: 07/25/2016

Reason Code: FROZEN/BLOCKED

ACCOUNT

Bank Number: 63100277

Check Number: 4093

STEPHEN P BUONANNO  
127 NORTH ROSCOE BLVD  
PONTE VEDRA BEACH, FL 32082

4093

64-10/610

6/30/16 Date

Pay to the order of

Manatee County Animal Care \$ 15.00  
Fi Steen Dollars



ACH RT 061000104

For

*[Signature]*

⑆061000104⑆ 8814182138⑈ 4093

Small text block containing terms and conditions or fine print.

Seq: 83  
Batch: 858253  
Date: 07/20/16

MANATEE CO BOA  
ANIMAL  
FC  
DEPOSIT ONLY  
OF COUNTY  
R/ICE'S LICENSING  
SSIONE

Electronic Endorsements:

Date	Sequence	Bank #	Endrs Type	TRN	RRC	Bank Name
07/25/2016	6137418785	111012822	Undetermined	N		BANK OF AMERICA, NA
07/21/2016	2477830316	61000146	Undetermined	N		FEDERAL RES BANK OF
07/21/2016	74026991	61000104	Undetermined	N	F	SUNTRUST BANK



Public Safety Department  
Animal Services  
P.O. Box 1000  
Bradenton, FL 34206  
Phone: (941) 749-3500 Ext 8314  
www.mymanatee.org

October 3, 2017

Mr. Richard Disbrow  
9717 Suncrest Street  
Parrish, FL 34219

Dear Mr. Disbrow:

This is to inform you that the following check was returned due to Not Sufficient Funds:

Check Number: 186  
Dated: September 5, 2017  
Payable To: Manatee County Animal Services  
In the amount of: \$15.00

We request you replace this check with cash or money order payment immediately. In addition, you are being charged with a \$25.00 service fee.

The total amount due to Manatee County is \$40.00. Unless we receive good funds for said amount within fourteen (14) days, we will begin legal action.

Payment shall be made at the following address:

Manatee County Animal Services  
305 25<sup>th</sup> Street West  
Palmetto, FL 34221

A receipt will be given upon payment.

Sincerely,

Lori Koutelis  
Administrative Specialist

Attachment

Certified Mail, Return Receipt Requested

\*111012822\*  
09/25/2017  
9540956648

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

\*18440001\*  
\*004605\*  
\*1\*

4652241435  
⑆111000025⑈09/15/2017

NSF

RICHARD A DISBROW OR  
DANIELLE L BENSON  
9717 SUNCREST ST.  
PARRISH, FL 34219

03-215/631

186

Date 9-5-17

Pay to the order of Monetta Animal Services \$ 10.00  
Fifteen dollars and 00/100 Dollars



ACH FT 08100014

Memo \_\_\_\_\_

Richard A Disbrow

⑆063102152⑆1000189597668⑈0186

4⑆063102152⑆1000189597668⑈0186 ⑆0000001500⑆

FEDERAL RESERVE BANK OF NEW YORK  
New York, New York

>111000025⑆09/15/2017  
4652241435  
Seq: 204  
Batch: 151589  
Date: 09/15/17

DO NOT WRITE IN THESE SPACES  
STATE CO. BO...  
COUNTRY COMMISSIONER  
LTS LICENSING

610000146 09/21/2017  
9504425594  
61000104 09/21/2017  
77029158 RR - A  
61000146 09/25/2017  
9540956648 RR - A  
\*111012822\* 09/25/2017  
2134103158 RR - A

↓ Do not endorse or write below this line. ↓



ORIGINAL TO  
Krista + Rory Dowdell  
DATE 6/16/16 JTB  
ANIMAL SERVICES DEPARTMENT

Public Safety Department  
Administration  
2101 47<sup>th</sup> Terrace East  
Bradenton, FL 34203  
Phone: (941) 749-3500  
www.mymanatee.org

June 16, 2016

To: Krista and Rory Dowdell  
13875 Feather Sound Dr.  
Clearwater, FL 33762

You are being made aware that a check numbered 447, in the amount of \$15.00 issued by you on 05/24/16, draw upon, SunTrust Bank and payable to Manatee County Government has been dishonored.

Pursuant to Florida Statutes, you have (7) days from receipt of this letter to tender payment in full amount of said check, and the service fee. In this case reference the above check, we are owed a \$25.00 service fee.

Unless paid in full within specified time above, the holder of said check may turn the dishonored check and all other available information relating to the incident to the States Attorney's Office for criminal prosecution.

Payment shall be made in cash at the following address:

Manatee County Animal Services  
305 25<sup>th</sup> Street West  
Palmetto, FL 34221

A receipt will be given upon payment.

Sincerely,

Joel Richmond, Supervisor  
Manatee County Animal Services  
941-742-5933

Amount: \$15.00

Sequence Number: 2134051172

Account: 1000078380879

Capture Date: 06/10/2016

Reason Code: CLOSED ACCOUNT

Bank Number: 63100277

Check Number: 447

KRISTA M. DOWDELL  
RORY DOWDELL  
13875 FEATHER SOUND DR.  
CLEARWATER, FL 33762

63-215/831

447

1000078380879

Date 5/24/16



Pay to the order of

Manatee County government

\$15.00

Fifteen and <sup>00</sup>/<sub>100</sub>

Dollars



Memo

L15-173471

*[Signature]*

⑆063102152⑆1000078380879⑆0447

\* FEDERAL RESERVE

Security Features:  
- Microprint  
- Color  
- Watermark  
- Security Thread  
- Security Glitter

Seq: 14  
Batch: 465279  
Date: 06/08/16

DO NOT WRITE IN THESE SPACES

FOR DEPOSIT ONLY  
CO. BOARD OF COUNTY  
ANIMAL SERVICES LICENSE  
COMMISSIONERS

ENDORSE HERE

EAT:465279 CC:0990003508  
WT:01 LTPS:Dallas CT  
BC:MacArthur/Kinwest BC

\* FEDERAL RESERVE

Security Features:  
- Microprint  
- Color  
- Watermark  
- Security Thread  
- Security Glitter

DO NOT WRITE IN THESE SPACES

Electronic Endorsements:

Date	Sequence	Bank #	Endrs Type	TRN	RRC	Bank Name
06/08/2016	76048954	61000104	Undetermined	N	D	SUNTRUST BANK
06/10/2016	6137246547	111012822	Undetermined	N		BANK OF AMERICA, NA





Public Safety Department  
Animal Services  
P.O. Box 1000  
Bradenton, FL 34206  
Phone: (941) 749-3500 Ext 8314  
www.mymanatee.org

January 19, 2018

Ms. Beverly Kemper  
9303 Bayshore Road, Lot A17  
Palmetto, FL 34221

Dear Ms. Kemper:

This is to inform you that the following check was returned due to Closed Account:

Check Number: 1067  
Dated: December 20, 2017  
Payable To: Manatee County Animal Licensing  
In the amount of: \$15.00

We request you replace this check with a cash or money order payment immediately. In addition, you are being charged with a \$25.00 service fee.

The total amount due to Manatee County is \$40.00. Unless we receive good funds for said amount within fourteen (14) days, we will begin legal action.

Payment shall be made at the following address:

Manatee County Animal Services  
305 25<sup>th</sup> Street West  
Palmetto, FL 34221

A receipt will be given upon payment.

Sincerely,

Lori Koutelis  
Administrative Specialist

Attachment

Certified Mail, Return Receipt Requested

Amount: \$15.00  
Account: 232702641

Sequence Number: 2134282664  
Capture Date: 01/18/2018

Reason Code: CLOSED ACCOUNT

Bank Number: 63100277

Check Number: 1067

63-7768/2831 1067  
BEVERLY KEMPER  
9303 BAYSHORE RD LOT A17  
PALMETTO, FL 34221  
Date 12-20-17

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Pay to the Order of Manatee County Animal Licensing \$ 15<sup>00</sup>/<sub>100</sub>  
*[Signature]*  
Dollars 15

MANATEE COMMUNITY  
FEDERAL CREDIT UNION  
604 13TH AVENUE EAST  
BRADENTON FL 34208

For \_\_\_\_\_ *[Signature]*

⑆263177660⑆ 232702641⑆ 1067

Seq: 12  
Batch: 447827  
Date: 01/12/18

Seq: 00012 01/12/18  
BAT: 447827 CC: 0990005492  
WT: 01 LTPS Dallas CT  
BC: Las Colinas Park BC & DU TX2-929

DO NOT WRITE IN THESE SPACES

FOR DEPOSIT ONLY  
MANATEE CC FACED OF COUNTY COMMISSION  
ANIMAL SERVICES LICENSING

ENDORSE HERE

\* FEDERAL RESERVE REGULATION CC

Electronic Endorsements:

Date	Sequence	Bank #	Endrs Type	TRN	RRC	Bank Name
01/16/2018	6074136	263177660	Undetermined	N	D	MANATEE COMMUNITY FC
01/17/2018	201801170006183	91000022	Undetermined	N	D	U.S. BANK NATIONAL A
01/16/2018	8573041771	91000019	Undetermined	N	D	WELLS FARGO BANK, NA
01/17/2018	96007077	64000059	Undetermined	N	D	U.S. BANK NATIONAL A
01/18/2018	2134282664	111012822	Undetermined	N	D	BANK OF AMERICA, NA

**From:** [Ernie McFarland](#)  
**To:** [Renee Isrel](#)  
**Subject:** FW: 7/1/16 911 Call  
**Date:** Thursday, February 22, 2018 7:43:12 AM

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Below is the email string requesting the call and advising them of the bounced check. They did not reply to the November 1, 2016 email.

Ernie  
749-3593

**From:** Ernie McFarland  
**Sent:** Tuesday, November 01, 2016 07:53  
**To:** Lucy Patsko <LPatsko@arplaw.us>  
**Subject:** RE: 7/1/16 911 Call

Good morning, there were insufficient funds to cover check you sent us for the 911 call. The check was submitted twice and bounced both times. Please advise if you want us to submit again or would you rather send us a money order?

Ernie  
749-3593

**From:** Lucy Patsko [<mailto:LPatsko@arplaw.us>]  
**Sent:** Thursday, September 22, 2016 15:35  
**To:** Ernie McFarland  
**Subject:** RE: 7/1/16 911 Call

Here is my check number 2418 drawn on Bank of America. I will mail today. Please email call. Thank you.

Lucy C. Patsko

**From:** Ernie McFarland [<mailto:ernie.mcfarland@mymanatee.org>]  
**Sent:** Thursday, September 22, 2016 3:34 PM  
**To:** Lucy Patsko <[LPatsko@arplaw.us](mailto:LPatsko@arplaw.us)>  
**Subject:** 7/1/16 911 Call

I located one call referencing this address. The cost is fifteen dollars to receive it via email. Make your check out to Manatee County Public Safety and send it to the address below. The reference number is 7-1-16 1907 e6, a redacted copy of the call emailed to you.

Manatee County Public Safety  
Ernie McFarland  
2101 47th Terrace East

Bradenton, FL 34203

**Ernie McFarland, ENP**

Manatee County Emergency Communications Center

2101 47<sup>th</sup> Ter. E., Bradenton, FL 34203

Office phone: (941) 749-3593

**ExchangeDefender** Message Security: [Check Authenticity](#)