



ITEM SUMMARY

MEETING DATE: March 4, 2024

FROM: Teri Beiriger, Finance Director, Finance Department

SUBJECT: Accounts Receivable Write-offs for EMS

BACKGROUND

The City of Greenacres bills residents for ambulance transport and emergency life support services. The City switched to a third-party billing in 2022. Collection on outstanding EMS billing from the previous in-house software system(s) continued. Some of these items have been on the City books dating back as far as 2016. All efforts have been exhausted to collect these aged receivables. The Director of Finance shall have the authority to write off minor, uncollectible debts to the City, not to exceed two hundred dollars (\$200.00) per account per fiscal year. Prior city council approval shall be required for discharging debt greater than two hundred dollars (\$200.00) per account per fiscal year. Along with an aging debit, there is also a credit balance on accounts. Some of these were disputes with insurance companies and other were undetermined. Accounts date back as far as 2006.

ANALYSIS

Twenty-three (23) accounts total \$13,010.40 remain outstanding dating as far back as 2016. Twenty-two (22) accounts remain with a credit totaling (\$30,751.65) balance dating back as far as 2006. These accounts have been on the City's books in all efforts exhausted status for many years. The City cannot take any other collection or refund efforts and request approval to write-off the outstanding balance of (\$17,741.25)

FINANCIAL INFORMATION

Attached is a copy of the aging reports.

LEGAL

The memo has been prepared in accordance with applicable City Code requirements.

STAFF RECOMMENDATION

Approval of EMS write-offs.