



Baldwin County Commission

Legislation Text

File #: 18-0765, **Version:** 1

Meeting Type: BCC Work Session

Meeting Date: 8/14/2018

Item Status: New

From: Kimberly Creech, Clerk/Treasurer

Andrea Roberson, Personnel Director

Submitted by: Kimberly Creech, Clerk/Treasurer

ITEM TITLE

Baldwin County Commission Wilderness Fund 107 Employee Accounts Receivable

STAFF RECOMMENDATION

Approve the write off for the uncollectible balance from the Wilderness Fund 107 Employee A/R accounts, totaling (\$139.18).

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: The Employee A/R accounts are amounts due to employee for insurance benefits that were not collected or paid at the time of termination. The balances that are still in the accounts are from former employees, and are considered uncollectible. The Wilderness program ended in September 2016. Amounts need to be written off to close out fund. Personnel and Finance staff have been working these accounts.

FINANCIAL IMPACT

Total cost of recommendation: (\$139.18)

Budget line item(s) to be used: 52670.5499 Other Misc. Expenses

If this is not a budgeted expenditure, does the recommendation create a need for funding?

N/A

LEGAL IMPACT

Is legal review necessary for this staff recommendation and related documents?

N/A

Reviewed/approved by: N/A

Additional comments: N/A

ADVERTISING REQUIREMENTS

Is advertising required for this recommendation? N/A

If the proof of publication affidavit is not attached, list the reason: N/A

FOLLOW UP IMPLEMENTATION

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: Finance and Accountant Department and Personnel Department

**Action required (list contact persons/addresses if documents are to be mailed or emailed):
N/A**

Additional instructions/notes: N/A