

**RESOLUTION NO.**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRENTWOOD  
AUTHORIZING THE WRITE-OFF OF TWO UNCOLLECTIBLE ACCOUNT  
RECEIVABLES IN THE AMOUNTS OF \$7,319.20 AND \$7,497.79**

**WHEREAS**, all write-offs exceeding \$5,000 per transaction or \$50,000 in the aggregate for any individual debtor require City Council's approval to write-off; and

**WHEREAS**, staff has identified two uncollectible receivables over \$5,000 individually which requires City Council approval prior to being written off; and

**WHEREAS**, the amounts owed to the City of \$7,319.20 and \$7,497.79 are related to cost recoveries for Driving While Under the Influence "DUI" incidents; and

**WHEREAS**, collection efforts were made per Council/Administrative Policy 10-15, Collection Policy; and

**WHEREAS**, the total amount owed, \$14,816.99, will be written off in the General Fund; and

**WHEREAS**, the Council/Administrative Policy 10-5, Budget and Fiscal Policies, "Policy" allows the Director of Finance and Information Systems to make budget adjustments for write-offs in accordance with Section 5.9, Uncollectible Receivables and Section 3.3.5., Budget Administration, of the Policy.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Brentwood that the City Council authorizes the write-off of uncollectible account receivable "AR" invoice #AR13123 in the amount of \$7,319.20 and #AR13130 in the amount of \$7,497.79.

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Brentwood at a regular meeting held on the 10th day of September 2024 by the following vote: