



Administrative Services
Finance

Town of Nags Head

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Amy Miller
Finance Officer

To: Mayor and Board of Commissioners
From: Brittany Phillips, Water Services Coordinator
Date: May 25, 2021
Subject: Request for Write Off of Uncollectible Water Receivables
CC: Greg Sparks, Interim Town Manager
Amy Miller, Finance Director

At this time, it is requested that the Board of Commissioners approve the write-off of all accounts currently considered to be uncollectable. A detailed list of these accounts is attached hereto and made a part hereof.

The requested write-off total for water accounts over \$50.00 is \$244.23. Also attached is a list of accounts of \$50.00 or less totaling \$20.78 that has been written off.

In the past 12 months the total amount billed for water was \$2,520,023.60.

As in the past, if circumstances should change for any of these accounts, every effort shall be made to recover the bad debt.