

## AGENDA

### COMMITTEE ON ACCOUNTS, ENROLLMENT AND REVENUE ADMINISTRATION

**January 17, 2012**  
**Aldermen O'Neil, Arnold,**  
**Long, Corriveau, Shaw**

**5:00 p.m.**  
**Aldermanic Chambers**  
**City Hall (3<sup>rd</sup> Floor)**

1. Chairman O'Neil calls the meeting to order.
2. The Clerk calls the roll.
3. Department travel/conference summary report:
  - Mark Brewer (Aviation), Southwest Air Service,  
Dallas, Texas  
(December 8, 2011 to December 9, 2011)**Ladies and Gentlemen, what is your pleasure?**
4. Communication from Lisa Sorenson, Financial Analyst, submitting Finance Department reports as follows:
  - Accounts Receivable over 90 days
  - Department Legend
  - Open Invoice report over 90 days
  - Outstanding Receivables**Ladies and Gentlemen, what is your pleasure?**
5. Communication from Lisa Sorenson, Financial Analyst, requesting the fiscal year 2012 second quarter write off list for the accounts receivable module be written off.  
**Ladies and Gentlemen, what is your pleasure?**
6. Communication from William Sanders, Finance Officer, regarding the City's Monthly Financial Report (unaudited) for the first six months of fiscal year 2012.  
**Ladies and Gentlemen, what is your pleasure?**

**TABLED ITEM**

*A motion is in order to remove this item from the table.*

7. Communication from Kevin Buckley, Independent City Auditor, submitting an audit of the Office of the City Clerk, Business License and Enforcement Division.

*(Tabled 10/21/08. Retabled 2/22/10 until the implementation of new software is completed.)*

*On file for viewing with Office of the City Clerk, One City Hall Plaza.*

8. There being no further business, a motion is in order to adjourn.