

# CITY OF DELRAY BEACH



100 N.W. 1st AVENUE

• DELRAY BEACH, FLORIDA 33444

• 561/243-7000



February 23rd, 2018

Melissa L. Nash, President/CEO  
Accounts Receivables, Inc. dba ARI  
2475 Mercer Ave, Suite B307  
West Palm Beach, FL 33401

Re: Termination of Agreement between the City of Delray Beach and Accounts Receivables Inc.,  
for Debt Collection Services

Ms. Nash:

This letter serves as official notice of termination of the above-referenced contract between the City of Delray Beach and Accounts Receivables, Inc. for Debt Collection Services, subject to City Commission approval.

Pursuant to section 7.1 of the Agreement, termination will be effective on the termination date stated on the written notice provided by the City, which shall not be less than thirty (30) days from the date of such written notice. Accordingly, notice of termination is hereby provided to Accounts Receivable Inc. effective 11:59 P.M. ET on March 24, 2018, subject to City Commission approval. Under the terms of the Agreement, Accounts Receivables, Inc. will receive payment for any services properly performed under the contract through the termination date.

Should you have any questions, you may contact me via email at [ferrellk@mydelraybeach.com](mailto:ferrellk@mydelraybeach.com).

Sincerely,

Kimberly Ferrell  
Finance Director

## Czencz, Lauren

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**From:** Gelin, Lynn  
**Sent:** Thursday, February 22, 2018 2:19 PM  
**To:** Czencz, Lauren  
**Cc:** Ferrell, Kimberly; Henry, Faye  
**Subject:** RE: Parking Collections Management request for termination memo  
**Attachments:** Parking Collections Management request for termination memo lg rev 2-22-18.docx

Please see attached with my revisions. Please make sure that this is sent out today as the 30 days commences today. I have spoken with Jen Alvarez and we agree that the 30 days-notice commences today subject to city commission approval on mar 6. Please do not hesitate to contact me if you have any questions.

**Lynn Gelin, Esq.** | Assistant City Attorney

☎ 561-243-7090 | ✉ [gelinL@mydelraybeach.com](mailto:gelinL@mydelraybeach.com) | 200 N.W. 1st Avenue, Delray Beach, Florida 33444

## CITY OF DELRAY BEACH



**PUBLIC RECORDS NOTE:** Florida has a very broad public records law. Most written communications to or from local officials, employees, or the general public regarding city business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.

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**From:** Czencz, Lauren  
**Sent:** Thursday, February 22, 2018 1:17 PM  
**To:** Gelin, Lynn <[GelinL@mydelraybeach.com](mailto:GelinL@mydelraybeach.com)>  
**Cc:** Ferrell, Kimberly <[ferrellk@mydelraybeach.com](mailto:ferrellk@mydelraybeach.com)>; Henry, Faye <[HenryF@mydelraybeach.com](mailto:HenryF@mydelraybeach.com)>  
**Subject:** FW: Parking Collections Management request for termination memo

Lynn,

Please see attached memo to ARI for contract termination for your review. I have also attached the agreement for reference.

Thank you,

*Lauren Czencz*

**Executive Assistant, Finance Department**

**City of Delray Beach**

**561-243-7115 Ext. 1741**

**[czencz@mydelraybeach.com](mailto:czencz@mydelraybeach.com)**



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**From:** Ferrell, Kimberly  
**Sent:** Thursday, February 22, 2018 1:14 PM  
**To:** Czencz, Lauren <[czencz@mydelraybeach.com](mailto:czencz@mydelraybeach.com)>  
**Subject:** RE: Parking Collections Management request for termination memo

Looks good, thank you

*Kimberly Ferrell*  
Kimberly Ferrell, CPA, CGFO, CPM  
Finance Director  
City of Delray Beach  
(561)243-7115  
[ferrellk@mydelraybeach.com](mailto:ferrellk@mydelraybeach.com)



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**From:** Czencz, Lauren  
**Sent:** Thursday, February 22, 2018 1:01 PM  
**To:** Ferrell, Kimberly <[ferrellk@mydelraybeach.com](mailto:ferrellk@mydelraybeach.com)>  
**Subject:** FW: Parking Collections Management request for termination memo

Kim,

See attached. Is this memo approved to forward to the CA office for review?

Thanks!

*Lauren Czencz*  
Executive Assistant, Finance Department  
City of Delray Beach  
561-243-7115 Ext. 1741  
[czencz@mydelraybeach.com](mailto:czencz@mydelraybeach.com)



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**From:** Henry, Faye  
**Sent:** Thursday, February 22, 2018 12:59 PM  
**To:** Czencz, Lauren <[czencz@mydelraybeach.com](mailto:czencz@mydelraybeach.com)>  
**Subject:** Parking Collections Management request for termination memo

Lauren,  
Here is the revised memo.  
Faye