

MEMORANDUM

TO: Joseph Villarreal, Executive Director

FROM: Elizabeth Campbell, Director of Managed Housing Programs

SUBJECT: Vacated Collection Loss Write-Offs

DATE: SEPTEMBER 30, 2017

I have reviewed the request for Vacated Collection Loss Write-Off Accounts submitted by the Housing Managers and recommend that the following amounts be written off/submitted as non-collectible:

PROJECT	RENT	LEGAL	MAINTENANCE	TOTAL	TENANT ACCOUNTS
Alhambra Terr. Martinez CAL 11-1	\$180.00	-0-	\$805.96	\$985.96	2
Bridgemont, Antioch CAL 11-3	-0-	-0-	-0-	-0-	0
Los Nogales, Brentwood CAL 11-4	\$313.00	-0-	-0-	\$313.00	1
El Pueblo, Pittsburg CAL 11-5	\$6,825.12	-0-	\$5,746.27	\$12,571.39	12
Las Deltas, N. Richmond CAL 11-6	\$1,075.00	-0-	\$1,365.98	\$2,440.98	2
Los Arboles, Oakley CAL 11-8	\$376.99	-0-	\$1,510.45	\$1,887.44	2
Las Deltas, N. Richmond CAL 11-9A	\$14,051.64	\$290.00	\$4,382.62	\$18,724.26	7
Las Deltas, N. Richmond CAL 11-9B	\$204.00	-0-	\$1,533.50	\$1,737.50	4
Bayo Vista, Rodeo CAL 11-10	\$53,261.06	-0-	\$36,429.88	\$89,690.94	23
Hacienda, Martinez CAL 11-11	\$55.00	-0-	-0-	\$55.00	1
Casa de Manana, Oakley CAL 11-12	\$705.92	-0-	\$1,997.26	\$2,703.18	4
Casa de Serena Bay Point CAL 11-13	\$4,871.36	-0-	\$2,096.01	\$6,967.37	3
Elder Winds, Antioch CAL 11-15	\$4,153.00	\$50.00	\$13,402.28	\$17,605.28	4
Vista del Camino San Pablo 4501	\$24,170.86	\$580.00	\$4,342.23	\$29,093.09	9
Kidd Manor, San Pablo 4502	\$3,521.60	\$435.00	\$4,497.10	\$8,453.70	8
TOTALS:	\$113,764.55	\$1,355.00	\$78,109.54	\$193,229.09	82