

M E M O R A N D U M

TO: Joseph Villarreal, Executive Director

FROM: Elizabeth Campbell, Director of Managed Housing Programs

SUBJECT: Vacated Collection Loss Write-Offs

DATE: March 31, 2018

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	-0-	-0-	-0-	-0-	0
Bridgemont, Antioch CAL 11-3	-0-	-0-	-0-	-0-	0
Los Nogales, Brentwood CAL 11-4	-0-	-0-	\$566.00	\$566.00	1
El Pueblo, Pittsburg CAL 11-5	\$3,507.00	-0-	\$2,742.03	\$6,249.03	3
Las Deltas, N. Richmond CAL 11-6	-0-	-0-	-0-	-0-	0
Los Arboles, Oakley CAL 11-8	-0-	-0-	\$4,802.00	\$4802.00	1
Las Deltas, N. Richmond CAL 11-9A	-0-	-0-	-0-	-0-	0
Las Deltas, N. Richmond CAL 11-9B	-0-	-0-	-0-	-0-	0
Bayo Vista, Rodeo CAL 11-10	\$18,151.12	-0-	\$4,496.93	\$22,648.05	5
Hacienda, Martinez CAL 11-11	-0-	-0-	-0-	-0-	0
Casa de Manana, Oakley CAL 11-12	\$202.44	-0-	-0-	\$202.44	1
Casa de Serena Bay Point CAL 11-13	\$1,006.00	-0-	\$403.35	\$1,409.35	1
Elder Winds, Antioch CAL 11-15	\$1,835.46	-0-	\$32.75	\$1,868.21	1
Vista del Camino San Pablo 4501	\$9,301.98	\$290.00	\$2,978.00	12,569.98	3
Kidd Manor, San Pablo 4502	\$66.00	-0-	-0-	\$66.00	1
TOTALS:	\$34,070.00	\$290.00	\$16,021.06	\$50,381.06	17