

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: September 30, 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-	\$566.00	\$566.00	1
Bridgemont, Antioch CAL 11-3	\$9,022.50	-0-	\$125.00	\$9,147.50	1
Los Nogales, Brentwood CAL 11-4	-0-	-0-	\$566.00	\$566.00	1
El Pueblo, Pittsburg CAL 11-5	\$2,351.72	-0-	\$1,099.33	\$3,451.05	4
Las Deltas, N. Richmond CAL 11-6	-0-	-0-	-0-	-0-	0
Los Arboles, Oakley CAL 11-8	-0-	-0-	-0-	-0-	0
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	\$57,222.85	-0-	\$3,354.75	\$60,577.60	5
Hacienda, Martinez CAL 11-11	-0-	-0-	523.24	\$523.24	1
Casa de Manana, Oakley CAL 11-12	-0-	-0-	307.89	\$307.89	1
Casa de Serena Bay Point CAL 11-13	-0-	-0-	-0-	-0-	0
Elder Winds, Antioch CAL 11-15	\$4,842.46	-0-	\$309.06	\$5,151.52	3
Vista del Camino San Pablo 4501	\$105.00	-0-	\$1,187.76	\$1,292.76	1
Kidd Manor, San Pablo 4502	-0-	-0-	-0-	-0-	0
TOTALS:	\$73,544.53	-0-	\$8,039.03	\$81,583.56	18