

M E M O R A N D U M

TO: Joseph Villarreal, Executive Director

FROM: Elizabeth Campbell, Director of Asset Management

SUBJECT: Vacated Collection Loss Write-Offs

DATE: March 31, 2019

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-	-0-	-0-	0
El Pueblo, Pittsburg CAL 11-5	\$744.00	-0-	\$4,784.75	\$5,528.75	2
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	\$9,353.00	-0-	\$773.80	10,126.80	2
Las Deltas, N. Richmond CAL 11-9B	-0-	-0-	-0-	-0-	0
Bayo Vista, Rodeo CAL 11-10	\$58,470.25	-0-	\$15,000.11	\$73,470.36	12
Hacienda, Martinez CAL 11-11	\$2,056.67	-0-	\$1,382.20	\$3,438.87	1
Casa de Manana, Oakley CAL 11-12	-0-	-0-	-0-	-0-	0
Casa de Serena Bay Point CAL 11-13	\$1,663.85	-0-	\$1,626.71	\$3,290.56	5
Elder Winds, Antioch CAL 11-15	-0-	-0-	-0-	-0-	0
Vista del Camino San Pablo 4501	\$7,162.00	-0-	\$3,339.00	\$10,501.00	3
Kidd Manor, San Pablo 4502	-0-	-0-	\$372.75	\$372.75	1
TOTALS:	\$79,449.77	-0-	\$27,279.32	\$106,729.09	26