

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, 2020

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	\$200.00	-0-	\$950.00	\$1,150.00	1
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	\$6,540.00	-0-	\$125.00	\$6,665.0	1
Las Deltas, N. Richmond CAL 11-6	\$510.50	-0-	\$477.50	\$988.00	3
Los Arboles, Oakley CAL 11-8	\$198.00	-0-	\$1,209.31	\$1,407.31	1
Las Deltas, N. Richmond CAL 11-9A	-0-	-0-	-0-	-0-	0
Las Deltas, N. Richmond CAL 11-9B	\$3,397.00	-0-	\$672.97	\$4,069.97	5
Bayo Vista, Rodeo CAL 11-10	\$17,023.25	-0-	\$2,805.25	\$19,828.50	5
Hacienda, Martinez CAL 11-11	\$781.34	-0-	\$2,583.86	\$3,365.20	3
Casa de Manana, Oakley CAL 11-12	-0-	-0-	-0-	-0-	0
Casa de Serena Bay Point CAL 11-13	-0-	-0-	-0-	-0-	0
Elder Winds, Antioch CAL 11-15	\$400.91	-0-	\$2,770.00	\$3,170.91	1
Vista del Camino San Pablo 4501	-0-	-0-	-0-	-0-	0
Kidd Manor, San Pablo 4502	-0-	-0-	-0-	-0-	0
TOTALS:	\$29,051.00	-0-	\$11,593.89	\$40,644.89	20