

MEMO

TO: James Mueller
District Manager

FROM: Karen Alvarez
Finance Manager

DATE: June 9, 2008

SUBJECT: REQUEST THE FOLLOWING ACCOUNTS BE WRITTEN-OFF

Uncollectible accounts are written off at the end of each fiscal year.

I am requesting that approval be given to write-off the following accounts:

SUMMARY OF ACCOUNTS

1. Credit Bureau prior to July 1, 2005	\$ 987.58
2. Closed Accounts – balance less than \$11.00	<u>34.89</u>
	\$1,022.47

1. CREDIT BUREAU PRIOR TO 07/01/04

NAME	ACCOUNT NO.	DATE	AMOUNT
Baskind, Martin	51-0053-000	01/05/05	\$ 16.18
Fellerson, Valeron	22-0496-070	03/18/05	137.31
French, William	66-0753-002	09/13/04	131.08
Hull, Estate of Barbara	82-0199-000	03/21/05	40.83
Kelly, Tom	75-0810-000	07/16/04	69.68
Kunz, Jack	66-0864-004	07/30/04	116.72
Kunz, Jack	66-0863-004	07/30/04	107.23
Pettinotti, Grant	71-0092-072	08/24/04	69.26
Preston, Scott	53-0322-000	08/02/04	77.20
Snyder, Wendy	74-0620-002	08/06/04	43.57
Webb, James	75-0865-003	07/30/04	178.52
		TOTAL	\$ 987.58

2. CLOSED ACCOUNTS-BALANCES LESS THAN \$11.00

NAME	ACCOUNT NO.	AMOUNT
Maciel, Peter	12-0190-024	\$.76
Leet, William Carlos	13-0556-002	9.75
Kent, Albert	22-0240-002	8.94
Vestner, Alex	61-0124-002	8.74
Harriman, Barbara	63-0404-000	.15
Murray, Elena	64-0545-012	1.95
Polus, Allan	65-0729-001	3.18
Polus, Alan R.	65-0730-000	.60
Ragus, Jean	72-0196-000	.44
Hopkins, Claire	73-0490-000	.78
Haefner, Charlotte	82-0199-002	(.40)
	Total:	\$34.89

Karen Alvarez/ Finance Manager

SAN LORENZO VALLEY WATER DISTRICT

RESOLUTION NO. xx (06-07)

**SUBJECT: WRITE-OFF OF UNCOLLECTABLE ACCOUNTS
FISCAL YEAR 2007-2008**

WHEREAS, the Audit results dated January 6, 1984 prepared by the Santa Cruz County Office of Auditor-Controller recommended that accounts with no likelihood of collection should be written off each year; and

WHEREAS, the Board has considered the recommendations of staff based upon review of uncollected accounts; and

WHEREAS, the timing for writing off these uncollectible accounts should be before the end of the 2007-2008 Fiscal Year in compliance with the Auditor-Controller's office recommendation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Lorenzo Valley Water District that the District Manager is hereby directed to write- off all uncollectible accounts in accordance with the staff report dated June 9, 2008.

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PASSED AND ADOPTED by the Board of Directors of the San Lorenzo Valley Water District, County of Santa Cruz, State of California, on the 19th day of June, 2008, by the following vote of the members thereof:

AYES:
NOES:
ABSTAIN:
ABSENT:

Brandon Barchi, District Secretary
San Lorenzo Valley Water District