

M E M O

TO: Board of Directors

FROM: District Manager

SUBJECT: WRITE-OFF OF UNCOLLECTABLE ACCOUNTS
FISCAL YEAR 2005/2006

DATE: June 9, 2006

RECOMMENDATION:

It is recommended that the Board of Directors approve the attached list of accounts be written off in compliance with audit.

BACKGROUND:

By prior audit recommendations, the District annually reviews its uncollectible accounts to evaluate the possibility of collection. Accounts having no likelihood of collection should be written off after approval of the Board of Directors. Staff has reviewed the District's uncollected accounts and recommends that the attached list of accounts be written off for Fiscal Year 2005/2006. See Attachment 1.

It is recommended that the Board of Directors approve the attached Resolution which authorizes the write-off of uncollectable accounts for Fiscal Year 2005/2006.

James Mueller
District Manager

JAM/bsb

Attachment

SAN LORENZO VALLEY WATER DISTRICT

RESOLUTION NO. XX (05-06)

SUBJECT: WRITE-OFF OF UNCOLLECTABLE ACCOUNTS
FISCAL YEAR 2005-2006

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 uncollectable accounts should be before the end of the 2005-2006 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 uncollectable accounts in accordance with the staff report dated June 9, 2006.

* * * * *

PASSED AND ADOPTED by the Board of Directors of the San Lorenzo Valley Water District, County of Santa Cruz, State of California, on the 16th day of June, 2005, by the following vote of the members thereof:

AYES:
NOES:
ABSENT:

District Secretary
San Lorenzo Valley Water District

MEMO

TO: James Mueller
District Manager

FROM: Karen Alvarez
Finance Manager

DATE: June 6, 2006

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, 2003	\$ 550.33
2. Other Closed Accounts	1,024.76
3. Closed Accounts – balance less than \$11.00	<u>98.70</u>
TOTAL:	\$1,673.79

1. CREDIT BUREAU PRIOR TO 07/01/03

NAME	ACCOUNT NO.	DATE	AMOUNT
Jones, Vicki & Ron	54-0509-002	05/15/03	\$ 65.21
Northrop, Jonathan	55-0611-022	10/29/02	207.55
Rice, Alan & Karen	92-0050-001	03/31/03	41.21
Riser, Steve & Susan	51-0091-001	10/11/02	32.39
Seider, Dieter & Gabri	74-0616-001	09/13/02	75.59
Seider, Dieter & Gabri	74-0621-001	09/13/02	50.17
Sickler, Richard & Lyn	22-0194-001	10/22/02	36.44
Whiting, Lowell J & Jac	51-0041-001	06/12/03	41.77
		Total:	\$550.33

2. OTHER CLOSED ACCOUNTS

NAME	ACCOUNT NO.	REASON	AMOUNT
Coffield, Carey	22-0172-002	No known address. Changed hands in 1997	754.70
Jouron, Roger	52-0296-001	No known address. Changed hands over a year ago	12.77
Welch, D	75-0834-000	Customer is deceased	40.41
Reynolds, Mike	21-0014-032	Property Foreclosed 8/2/6/04	216.88
		Total:	\$1,024.76

3. CLOSED ACCOUNTS-BALANCES LESS THAN \$11.00

NAME	ACCOUNT NO.	AMOUNT
Adams, Julie	21-0093-001	\$ 4.25
Prevost, Kathy	30-0130-141	6.54
Parry, Peter J	40-0207-000	8.29
Harvey, Sharon	41-0317-001	-1.29
Coffey, Richard	41-0321-001	10.72
Lovvik, Paul	51-0044-002	-.15
O'Toole, T J	53-0326-000	2.13
Donner, Jan	53-0363-002	7.60
Mahon, Jeni M	54-0483-002	9.09
Fidrych, Tom	55-0583-001	3.58
Chang, Peggy	55-0695-004	9.04
Saso, Joseph D	61-0118-000	2.13
Kennedy, Trust of	61-0129-000	8.51
Fairbanks, Arthur H	62-0156-001	1.75
McClure, Brad	62-0317-092	2.13
Creighton, Edward	64-0531-000	-.88
Salvo, Barbara	65-0575-000	5.40
Cappelletti, Leslie	66-0820-002	3.62
Scherdtfeger, Sharon	71-0066-010	-2.09
Salzman, Lucille	73-0432-000	.53
Carson, Estate of D	73-0499-000	9.57
Penaat, W H	81-0083-000	4.25
Johnson, David	82-0279-000	-7.70
Karges, Jerould	84-0475-000	10.08
Danels, Jennifer	92-0041-071	1.60
	Total:	\$98.70

Karen Alvarez/ Finance Manager

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