

MEMO

TO: James Mueller
District Manager

FROM: Karen Alvarez
Finance Manager

DATE: June 18, 2007

SUBJECT: REQUEST THE FOLLOWING ACCOUNTS BE WRITTEN-OFF
FISCAL YEAR 2006-2007

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

Attached is a resolution requesting that approval be given to write-off the following accounts for Fiscal Year 2006-2007:

SUMMARY OF ACCOUNTS

- | | |
|--|--------------|
| 1. Credit Bureau prior to July 1, 2004 | \$ 1,673.71 |
| 2. Other Closed Accounts | 1,014.25 |
| 3. Closed Accounts – balance less than \$11.00 | <u>14.38</u> |
| | \$2,702.44 |

1. CREDIT BUREAU PRIOR TO 07/01/04

NAME	ACCOUNT NO.	DATE	AMOUNT
Anderson, A & E	840483010	06/30/04	\$ 36.49
Breges, Loyus	720348000	07/02/03	348.96
Collins, Barbara	740671002	05/21/04	32.44
Copelyn, Kera	550594002	01/14/04	107.97
DaRosa, Louis	220259060	03/17/04	54.92
Diefendorf, Walter	410338002	05/12/04	24.40
Forslind, Fred	730428000	06/23/04	39.47
Hosale, Robert	710070002	11/11/03	72.10
Kornher, Gordon	210117001	12/26/03	106.39
McLean, Ted	650718003	11/21/03	97.37
Partee, Kathleen	720282001	02/05/04	51.12
Skinner, Michael	920040011	06/25/04	279.36
Stanske, Cindy	560731002	10/27/03	50.12
Wayland, E.	220165000	03/01/04	372.60
		TOTAL	\$1,673.71

2. OTHER CLOSED ACCOUNTS

NAME	ACCOUNT NO.	REASON	AMOUNT
Johnson, Janet	300045042	Sent to collection in error	30.34
Mantalvanos, Gerald	300057012	Foreclosure	187.32
Hoff, Nicholas	520296002	Foreclosure	566.25
Marsh, Sara	550716002	Foreclosure	32.37
Garcia, Louis	950271018	Foreclosure	198.07
		Total:	\$ 1,014.35

3. CLOSED ACCOUNTS-BALANCES LESS THAN \$11.00

NAME	ACCOUNT NO.	AMOUNT
Countrywide Bank	520296003	1.56
Locatelli, Estate of G.R.	650642000	.30
Franks, Pauline	720193000	6.91
Locker, Breeze	720330019	5.71
Schultz, Derek	840496002	.54
Page, H.G.	630406000	(.54)
Shults, Michael	910154003	(.10)
	Total:	\$14.38

Karen Alvarez/ Finance Manager

SAN LORENZO VALLEY WATER DISTRICT

RESOLUTION NO. (06-07)

**SUBJECT: WRITE-OFF OF UNCOLLECTABLE ACCOUNTS
FISCAL YEAR 2006-2007**

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 2006-2007 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 18, 2007.

* * * * *

PASSED AND ADOPTED by the Board of Directors of the San Lorenzo Valley Water District, County of Santa Cruz, State of California, on the 21st day of June, 2007, by the following vote of the members thereof:

AYES:

NOES:

ABSTAIN:

ABSENT:

District Secretary
San Lorenzo Valley Water District