

# Housing Authority of the



City of Riverbank

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*Barney Villa Homes ▪ Henrietta F. Rossi Apts. ▪ Fred W. Schoala Apts*

DATE: June 18, 2017  
TO: Board of Commissioners  
FROM: Barbara S. Kauss, Executive Director  
SUBJECT: **Item # B** - Approval of Collection Loss Write-Offs  
PREPARED BY: Linh Luong, Director of Finance  
Resolution No. 724

## **RECOMMENDATION**

Staff is recommending approval of the Resolution No. 724 authorizing the write off of \$4,587.79 in the Public Housing Tenant Accounts Receivable as uncollectible.

## **DISCUSSION**

The attached resolution lists two accounts to be written off. These accounts are being written off in accordance with the Authority's collection procedures. The amounts being written off reflect losses resulting in costs associated with move outs.

## **FISCAL**

The amounts being written off total \$4,587.79.

## **ATTACHMENTS**

Resolution No. 724

# Housing Authority of the



## City of Riverbank

*Burney Villa Homes • Henrietta F. Rossi Apts. • Fred W. Scheala Apts*

### RESOLUTION NO. 724

#### RESOLUTION APPROVING THE HOUSING AUTHORITY OF THE CITY OF RIVERBANK WRITE-OFF OF THE UNCOLLECTIBLE ACCOUNTS FROM TENANTS VACATING FROM CONVENTIONAL PUBLIC HOUSING

**WHEREAS**, the Housing Authority of the City of Riverbank has made every reasonable effort to collect the delinquent accounts; and

**WHEREAS**, the accounts listed below are considered to be uncollectible; and

**WHEREAS**, as a part of year-end closing, accounts are written off of current accounts receivable as a matter of good accounting practice;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Housing Authority of the City of Riverbank, that

1. The following accounts are charged off to collection loss accounts of the books as of May 31, 2018.

<u>Tenant Number</u>	<u>Amount Owed</u>	<u>Rent</u>	<u>Charges/ Fees</u>
t0010296	4,267.04	1,093.00	3,174.04
t0010295	320.75	113.00	207.75
<b>Total</b>	<b>\$ 4,587.79</b>	<b>\$ 1,206.00</b>	<b>\$ 3,381.79</b>

2. This Resolution shall take effect immediately.

**DULY AND REGULARLY ADOPTED** by the Board of Commissioners of the Housing Authority of the City of Riverbank this 18<sup>th</sup> day of June, 2018

On a motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, and of the following roll call vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Attest: \_\_\_\_\_  
Secretary

Approved \_\_\_\_\_  
Chairman

