



## Stanislaus Regional Housing Authority

ALPINE | AMADOR | CALAVERAS | INYO | MARIPOSA  
MONO | STANISLAUS | TUOLUMNE COUNTIES

DATE: September 28, 2023

TO: Board of Commissioners

FROM: Jim Kruse, Executive Director

SUBJECT: Action Items #7: Approving the Stanislaus Regional Housing Authority Write-Off of the Uncollectible Accounts From Tenants Vacating From Valley Manor

PREPARED BY: Linh Luong, Director of Finance

Resolution No. 22-23-59

### **RECOMMENDATION**

Staff recommends the Board of Commissioners the approval of Resolution No. 22-23-59, authorizing the write-off of \$5,741.49 tenant accounts receivable as uncollectible.

### **SUMMARY**

The attached resolution lists accounts to be written off. These accounts are being written off in accordance with the Stanislaus Regional Housing Authority (“Authority”) collection procedures. The amounts being written off reflect losses resulting in costs associated with move outs. These tenants have left the program owing the Authority varying amounts for back rent, maintenance charges, legal fees and miscellaneous charges.

### **FISCAL IMPACT**

The fiscal impact for Valley Manor Program is \$5,741.49

### **ATTACHMENT**

- Resolution No. 22-23-59
- Exhibit A





**Stanislaus Regional Housing Authority**

ALPINE | AMADOR | CALAVERAS | INYO | MARIPOSA  
MONO | STANISLAUS | TUOLUMNE COUNTIES

**RESOLUTION NO. 22-23-59**

**RESOLUTION APPROVING THE STANISLAUS REGIONAL HOUSING AUTHORITY  
WRITE-OFF OF THE UNCOLLECTIBLE ACCOUNTS OF TENANTS VACATED FROM  
VALLEY MANOR**

**WHEREAS**, the Stanislaus Regional Housing Authority has made every reasonable effort to collect the delinquent accounts; and

**WHEREAS**, the accounts listed in Exhibit “A” 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 Stanislaus Regional Housing Authority, that

1. Exhibit “A” includes the accounts are charged off to collection loss accounts of the books as of August 31, 2023.
2. This Resolution shall take effect immediately.

**DULY AND REGULARLY ADOPTED** by the Board of Commissioners of the Stanislaus Regional Housing Authority this 28<sup>th</sup> day of September, 2023. On a motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, and of the following roll call vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

Approved: \_\_\_\_\_  
Chairperson

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



**EXHIBIT A  
RESOLUTION NO. 22-23-59**

**STANISLAUS REGIONAL HOUSING AUTHORITY  
VALLEY MANOR  
UNCOLLECTIBLE ACCOUNTS RECEIVABLE WRITE-OFFS**

| <b>Tenant Number</b> | <b>Amount<br/>Owed</b> | <b>Rent</b>        | <b>Charges</b>   |
|----------------------|------------------------|--------------------|------------------|
| 0019354              | \$ 249.99              | \$ -               | \$ 249.99        |
| 0017197              | \$ 5,491.50            | \$ 5,245.00        | \$ 246.50        |
| <b>GRAND TOTALS</b>  | <b>\$ 5,741.49</b>     | <b>\$ 5,245.00</b> | <b>\$ 496.49</b> |