

IN THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY AND COMMUNITY SERVICES AGENCY
OF LANE COUNTY, OREGON

RESOLUTION/ORDER NO. 94-3-16-1H)In the Matter of Approving the Write-
Off of Tenant Accounts Receivable in
the Conventional Housing Program

WHEREAS, in the Housing Authority and Community Services Agency of Lane County's Conventional Housing Program, tenants periodically leave with rent and damage claims owing; and

WHEREAS, efforts to collect on these accounts are sometimes exhausted and it becomes necessary to write-off the accounts; and

WHEREAS, it is necessary that the Board of Commissioners approve write-offs of tenant accounts receivable; and

WHEREAS, efforts to collect on tenant accounts listed in Exhibit A have been exhausted. THEREFORE, IT IS HEREBY

RESOLVED AND ORDERED, that the tenant accounts receivable listed in Exhibit A be written off as uncollectible.

DATED this 16th day of March, 1994.

APPROVED AS TO FORM
Date 3/1/94 Lane county
[Signature]
OFFICE OF LEGAL COUNSEL

[Signature]
Chairperson, HACSA Board of Commissioners

In the Matter of Approving the Write-Off of Tenant Accounts Receivable in the Conventional Housing Program.

FILED

MAR 29 1994

COUNTY CLERK
BY *[Signature]*

EXHIBIT A

TENANT ACCOUNTS RECEIVABLE RECOMMENDED FOR WRITE-OFF
Through June 30, 1993

S U M M A R Y

	<u>Amount Due</u>	<u>Rent</u>	<u>Maintenance</u>
<u>Project 6-1</u>			
1. Dorothy Bishop	575.00	102.00	473.00
<u>Project 6-2,3</u>			
2. Tammy Batten	555.21	225.33	329.88
3. Laquette Owens	303.34	193.34	110.00
4. Carol Petitti	1,068.50	397.50	671.00
5. Geneva Romane	211.81	103.81	108.00
6. Brenda Tadlock	36.27	36.27	0.00
<u>Project 6-4</u>			
7. Carl Gray	55.66	32.66	23.00
8. Robert Pearson	19.00	19.00	0.00
<u>Project 6-7</u>			
9. James Barnes	841.49	791.43	50.06
10. Herbert Lande	.03	.03	0.00
<u>Project 6-15</u>			
11. Tonya Ammons	851.74	851.74	0.00
12. Donna Doty	1,035.20	741.20	294.00
<u>Project 6-16</u>			
13. Davida Beede	445.98	16.98	429.00
<u>Project 6-17</u>			
14. William Hallford	300.19	15.74	284.45
<u>Project 6-18</u>			
15. Howard Scroggins	88.74	88.74	0.00

	<u>Amount Due</u>	<u>Rent</u>	<u>Maintenance</u>
<u>Project 6-023</u>			
16. Sharon Quest	365.58	185.58	180.00
<u>Project 6-24</u>			
17. Lori Huckins	387.07	16.07	371.00
18. Kelly Naldrett	<u>614.87</u>	<u>276.00</u>	<u>338.87</u>
TOTAL:	\$7,755.68	\$4,093.42	\$3,662.26

EXHIBIT A

BACKGROUND TO TENANT ACCOUNTS RECEIVABLE WRITE-OFFS1. Dorothy Bishop \$575.00 Debt

ENTERED PROGRAM: December 18, 1991 VACATE: April 30, 1993
REASON FOR VACATE: Eviction

BACKGROUND OF CHARGES: Monthly Rent: \$75. Eviction charges of approximately \$102.00. Maintenance charges for substantial cleaning, replacing broken storm doors, and hauling away trash and debris. Welfare recipient. No response to billing or a follow up reminder. Sent to Professional Credit for collection.

2. Tammy Batten \$555.21 Debt

ENTERED PROGRAM: April 28, 1992 VACATE: August 10, 1993
REASON FOR VACATE: Eviction

BACKGROUND OF CHARGES: Monthly Rent: 85.00. Rent charges for one month plus 10 days. Maintenance charges for replacing closet door; painting, mowing yard and removing discarded refuse from yard. Welfare recipient. No response to billing and reminder. Sent to Professional Credit for collection.

3. Laquetta Owens \$303.34 Debt

ENTERED PROGRAM: August 3, 1992 VACATE: April 20, 1993
REASON FOR VACATE: Eviction

BACKGROUND OF CHARGES: Monthly Rent: \$116. Rent charges for one month and 20 days. Maintenance charges for extensive cleaning including removing smudges, prints and stains from walls, repainting, cleaning range and refrigerator and hauling away debris. Welfare recipient. No response to billing and reminders. Sent to Professional Credit for collection.

4. Carol Petitti \$1,068.50 Debt

ENTERED PROGRAM: November 28, 1990 VACATE: April 15, 1993
REASON FOR VACATE: Eviction

BACKGROUND OF CHARGES: Monthly Rent \$145.00. Rent charges for two months and 15 days. Maintenance charges for removing excess stains and soil from carpet, walls, painting, removal of 8" hole in front door, remove and haul away excess discards from fenced area. Welfare recipient. No response to billing and reminders. Sent to Professional Credit for collection.

5. Geneva A. Romane \$211.81 Debt

ENTERED PROGRAM: November 9, 1971 VACATE: June 18, 1993
REASON FOR VACATE: Eviction

BACKGROUND OF CHARGES: Monthly Rent: \$173.00. Rent charges for 18 days. Maintenance charges for cleaning accumulated soil and stains from walls, floors and kitchen counters; replace dead bolt and haul away old wood floor and two boxes of discards.

6. Brenda Tadlock \$36.27 Debt

ENTERED PROGRAM: August 8, 1990 VACATE: January 4, 1993
REASON FOR VACATE: Voluntarily Left Program

BACKGROUND OF CHARGES: Monthly Rent: \$77.00. Rent charges for 4 days. Maintenance charges for replacing of screens, cleaning of unit and hauling away debris. Welfare recipient. No response to billing. No further action taken on such a small amount.

7. Carl O. Gray \$55.66 Debt

ENTERED PROGRAM: October 26, 1990 VACATE: February 9, 1993
REASON FOR VACATE: Deceased

BACKGROUND OF CHARGES: Monthly Rent: \$160.00. Rent charges for approximately 8 days. Maintenance charges for cleaning of kitchen cabinets, windows, floors; haul away books and miscellaneous discards. Social security recipient. No response to billing from family. No further action taken.

8. Robert C. Pearson \$19.00 Debt

ENTERED PROGRAM: March 4, 1993 VACATE: June 10, 1993
REASON FOR VACATE: Voluntarily Left Program

BACKGROUND OF CHARGES: Monthly Rent: \$120.00. Rent charges for 10 days. Maintenance charges for cleaning of kitchen including, cabinets, walls, stove and counters; removal of dismantled TV set. Welfare recipient. No response to miscellaneous billings and reminders. No further action taken on such a small bill.

9. James Barnes \$841.49 Debt

ENTERED PROGRAM: February 10, 1986 VACATE: February 1, 1993
REASON FOR VACATE: Eviction

BACKGROUND OF CHARGES: Monthly Rent: \$373.00. Rent charges for approximately two months. Maintenance charges for replacing ice

trays and boiler pans in kitchen, remove dust, dirt, and soil from walls and carpets. Wage recipient. No response to billings and reminder. Sent to Professional Credit for collection.

10. Herbert Lande \$.03 Debt

ENTERED PROGRAM: September 4, 1991 VACATE: April 11, 1993
REASON FOR VACATE: Voluntarily Left Program

BACKGROUND OF CHARGES: Monthly Rent: \$281.00. Rent charges for 11 days. Maintenance charges for replacing boiler pan and two ice trays. Social security recipient. Resident had a vacate billing of \$40.03 and paid the amount of \$40.00. Amount too small to turn over to collection.

11. Tonya Ammons \$851.74 Debt

ENTERED PROGRAM: April 7, 1992 VACATE: April 14, 1993
REASON FOR VACATE: Eviction

BACKGROUND OF CHARGES: Monthly rent: \$203.00. Rent charges for retroactive income earned and past due rent. Maintenance charges for miscellaneous cleaning of unit and mowing lawn of very tall grass. Wage recipient. No response to billing or reminder letters. Sent to Professional Credit for collection.

12. Donna M. Doty \$1,035.20 Debt

ENTERED PROGRAM: January 14, 1992 VACATE: April 8, 1993
REASON FOR VACATE: Voluntarily Left Program.

BACKGROUND OF CHARGES: Monthly Rent: \$251.00. Rent charges for approximately 4/92 - 4/93 of \$1,023.00. Maintenance charges for Miscellaneous cleaning of entire unit plus removing excess nail holes in walls; replace missing exterior door handle button on garage door and mowing of over-grown yard. Welfare recipient. No response to billing or reminder letters. Sent to Professional Credit for collection.

13. Davida Beebe \$445.98 Debt

ENTERED PROGRAM: April 19, 1991 Vacate: June 6, 1993
REASON FOR VACATE: Voluntarily Left Program

BACKGROUND OF CHARGES: Monthly Rent: \$85.00. Rent charges for six days. Maintenance charges for replacement of entry door; clean ceilings, remove stains and ink marks from walls, soil from floors, and hauling way trash and debris from yard. Welfare recipient. No response to billing or reminder letters. Sent to Professional Credit for collection.

14. William Hallford \$300.19 Debt

ENTERED PROGRAM: April 2, 1991
REASON FOR VACATE: Eviction

VACATE: January 14, 1993

BACKGROUND OF CHARGES: Monthly Rent: \$53.00. Rent charges for approximately 14 days. Maintenance charges for repairing holes in walls, replacing refrigerator crispers and "T" post, replacing bent screens, replacing closet door and replacing light bulbs. Welfare recipient. No response to billing and reminder letters. Sent to Professional Credit for collection.

15. Howard L. Scroggins \$88.74 Debt

ENTERED PROGRAM: November 11, 1988

VACATE: June 1, 1993

REASON FOR VACATE: Voluntarily Left Program

BACKGROUND OF CHARGES: Monthly Rent: \$152.00. Rent charges for one day. Maintenance charges for miscellaneous cleaning of unit including removing soil and food spills in kitchen, cleaning walls and replacing resident hand book. Wage recipient. No response to billing and reminder letter. Sent to Professional Credit for collection.

16. Sharon Quest \$365.58 Debt

ENTERED PROGRAM: November 13, 1991
REASON FOR VACATE: Eviction

VACATE: June 24, 1993

BACKGROUND OF CHARGES: Monthly Rent: \$182.00. Rent charges for approximately 24 days. Maintenance charges for replacing carpet, removing excess soil and stains on walls, cleaning windows and hauling away excess amounts of discards from garage. Social security recipient. No response to billing and reminder letter. Sent to Professional Credit for collection.

17. Lori Huckins \$387.07 Debt

ENTERED PROGRAM: March 5, 1992
REASON FOR VACATE: Eviction

VACATE: March 7, 1993

BACKGROUND OF CHARGES: Monthly Rent: \$86.00. Rent charges for approximately 7 days. Tenant had a credit rent. Maintenance charges for replacing stained drapes, replace under sink cabinet door; clean refrigerator - excess food spills, stains and grime, replace broken door jam at back door and haul away carpet and miscellaneous discards. Welfare recipient. No response to billing and reminder letter. Sent to Professional Credit for collection.

18. Kelly Naldrett \$614.87 Debt

ENTERED PROGRAM: March 18, 1991
REASON FOR VACATE: Eviction

VACATE: March 7, 1993

BACKGROUND OF CHARGES: Monthly Rent: \$180.00. Rent charges for approximately 7 days. Maintenance charges for repairing burnt counter-top in kitchen, refinish door in bedroom to remove ink markings and hole in door, and haul away carpets and debris left outside of unit. Welfare recipient. No response to billing and reminder letter. Sent to Professional Credit for collection.