

FILED

SEP 29 1994

BOOK 155 PAGE 0116

COUNTY CLERK

Pat Duke

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

RESOLUTION/ORDER NO. 94-9-27-2H

)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 aggregating \$12,542.07 listed in Exhibit A be written off as uncollectible.

DATED this 27th day of September, 1994.

Jerry Rust

Chairperson HACSA Board of
Commissioners

In the matter of approving the write-off of tenant accounts receivable in the Conventional Housing Program.

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APPROVED AS TO FORM

Date 9/20/94 per county

Jessica Wilson
OFFICE OF LEGAL COUNSEL

EXHIBIT "A"

TENANT ACCOUNTS RECEIVABLE RECOMMENDED FOR WRITE-OFF
Through March, 1994

S U M M A R Y

	<u>Amount Due</u>	<u>Rent</u>	<u>Maintenance</u>
<u>Project 6-1</u>			
1. Lisa Allen	\$627.06	\$326.06	\$301.00
2. Lennet McFarland	\$572.50	\$257.20	\$315.30
3. Wendy Ruede	\$102.67	\$ 73.37	\$ 29.30
<u>Project 6-2,3</u>			
4. Nathan Brakefield	\$375.00	\$ 96.00	\$279.00
5. Ralph Cardiel & Valerie Cortez	\$386.47	\$ 53.00	\$333.47
6. Lavonne Gibson	\$1151.21	\$613.16	\$538.05
7. Kelli Luker	\$777.80	\$416.40	\$361.40
8. Heather Rowe	\$167.20	\$155.20	\$ 12.00
9. Barbara Townsend	\$163.24	\$163.24	
10. Rhonda Lane	\$573.00	\$147.00	\$426.00
<u>Project 6-4</u>			
11. Rose Beebe	\$131.00	\$119.00	\$ 12.00
12. Juanda Ennis	\$ 76.80	\$ 76.80	
13. Ora Sanford	\$312.00	\$230.00	\$ 82.00
14. Harold Stewart	\$890.20	\$713.20	\$177.00
15. Mary Wright	\$326.00	\$114.00	\$212.00
<u>Project 6-7</u>			
16. Alice Leopard	\$140.80	\$ 55.80	\$ 85.00
<u>Project 6-9</u>			
17. Joseph Vicenzi	\$126.95	\$ 41.43	\$ 85.52
18. Luther Yates	\$297.40	\$134.40	\$163.00
<u>Project 6-15:</u>			
19. Janet Dupret	\$ 42.67	\$ 42.67	
20. Melody Phillips	\$197.02	\$ 57.99	\$139.03

	<u>Amount Due</u>	<u>Rent</u>	<u>Maintenance</u>
<u>Project 6-16</u>			
21. Staci Barnes	\$261.66	\$195.66	\$ 66.00
22. Janet Brown	\$103.17	\$ 61.17	\$ 42.00
23. Anna Francis & Juan Guerra	\$195.90	\$ 79.90	\$116.00
24. Vivian May	\$470.83	\$243.83	\$227.00
25. Jean Petersen	\$303.00	\$ 34.00	\$269.00
26. Brian Shutt	\$254.50	\$ 37.50	\$217.00
27. Debbie Wood	\$140.66	\$107.66	\$ 33.00
<u>Project 6-17</u>			
28. Frank Belec	\$311.49	\$ 68.20	\$243.29
29. F.Gennett Thompson	\$816.01	\$547.20	\$268.81
30. Denise Melvin	\$331.36	\$ 3.36	\$328.00
<u>Project 6-18</u>			
31. Robert Saxton	\$419.81	\$178.81	\$241.00
<u>Project 6-023</u>			
32. Deborah Ishaq	\$291.90	\$136.90	\$155.00
33. Cynthia Quindlen	\$502.03	\$344.03	\$158.00
<u>Project 6-24</u>			
34. Anna Beattie	<u>\$572.50</u>	<u>\$257.20</u>	<u>\$315.30</u>
TOTAL	\$12542.07	\$6232.35	\$6309.72

EXHIBIT "A"

BACKGROUND TO TENANT ACCOUNTS RECEIVABLE WRITE-OFFS1. Lisa Allen

Vacated 11/8/93 owing \$326.06 in rent and \$301.00 in maintenance/vacate charges. Sent to Professional Credit 5/4/94.

2. Lennet McFarland

Vacated 8/21/93 owing \$257.20 in rent and \$315.30 in maintenance/vacate charges. Sent to Professional Credit 5/4/94.

3. Wende Ruede

Vacated 9/1/93 owing \$73.37 in rent and \$29.30 in maintenance/vacate charges. Sent to Professional Credit 11/16/93.

4. Nathan Brakefield

Vacated 12/15/93 owing \$96.00 in rent and \$279.00 in maintenance/vacate charges. Sent to Professional Credit 5/4/94.

5. Valerie Cortez & Ralph Cardiel

Vacated 3/1/94 owing \$53.00 in rent and \$333.47 in maintenance/vacate charges. Sent to Professional Credit 8/12/94.

6. Lavonne Gibson

Evicted 3/1/94 owing \$613.16 in rent and \$538.05 in maintenance/vacate charges. Sent to Professional Credit 6/22/94.

7. Kelli Luker

Evicted 8/12/93 owing \$416.40 in rent and \$361.40 in maintenance/vacate charges. Sent to Professional Credit 10/27/93.

8. Heather Rowe

Vacated 2/13/94 owing \$155.20 in rent and \$12.00 in maintenance/vacate charges. Sent to Professional Credit 6/22/94.

9. Barbara Townsend

Vacated 9/7/93 owing \$163.24 in rent and incurred no maintenance/vacate charges. Sent to Professional Credit 11/16/93.

10. Rhonda Lane

Vacated 8/30/93 owing \$147.00 in rent and incurred \$426.00 in maintenance/vacate charges. Sent to Professional Credit on 10/27/93.

11. Rose Beebe

Mrs. Beebe is deceased and her unit became vacant on 12/27/93. The amount of \$119.00 is owing in rent and \$12.00 in maintenance/vacate charges. A copy of her vacate statement was sent to Devin Beebe in Sacramento, California representing the estate but it was returned by the post office indicating no forwarding address. This account was not sent to Professional Credit.

12. Juanda Ennis

Vacated 10/21/93 owing \$86.80 in rent; vacate charges \$65.00, less \$75.00 security deposit left a balance owing of \$76.80. Ms. Ennis is currently in a nursing home and the Housing Representative for Mrs. Ennis indicated she would not comprehend the statement and to not send the account to collection but to write the account off.

13. Ora Sanford

Mrs. Sanford is deceased and the unit was vacated on 7/30/93. The amount of \$230 is owing in rent and \$82.00 in vacate/maintenance charges. A copy of the vacate billing was sent to her estate but no payments have been made.

14. Harold Stewart

Evicted 2/11/94 owing \$713.20 in rent and \$82.00 in maintenance/vacate charges. Sent to Professional Credit 5/4/94.

15. Mary Wright

Mrs. Wright is deceased and the unit was vacated on 12/28/93. Rent in the amount of \$114.00 and \$212.00 in maintenance/vacate charges were incurred. The estate had no funds available to pay the vacate billing.

16. Alice Leopard

Mrs. Leopard is deceased and the unit was vacated on 10/18/93. Rent in the amount of \$55.00 and \$85.00 in maintenance/vacate charges were incurred. A copy of the vacate billing was sent to her estate but no payments have been made.

17. Joseph Vicenzi

Vacated 12/22/93 owing \$41.43 in rent and \$85.52 in maintenance/vacate charges. Sent to Professional Credit 5/4/94.

18. Luther Yates

Mr. Yates vacated the unit on 10/01/93 when he entered a nursing home. Rent in the amount of \$134.40 and \$163.00 in maintenance/vacate charges were incurred. Vacate billing was returned from the nursing home marked "deceased". No address for the estate was identified. File has not been sent to Professional Credit.

19. Janet Dupret

Vacated 3/10/94 owing \$42.67 in rent. File has not been sent to Professional Credit because total charges owing were less than \$50.00.

20. Melody Phillips

Vacated 10/24/93 owing \$57.99 in rent and \$139.03 in maintenance/vacate charges. Sent to Professional Credit on 6/22/94.

21. Staci Barnes

Evicted 2/18/94 owing \$195.66 in rent and \$66.00 in maintenance/vacate charges. Sent to Professional Credit on 6/22/94.

22. Janet Brown

Vacated 8/11/93 owing \$61.17 in rent and \$42.00 in maintenance/vacate charges. Sent to Professional Credit on 10/27/93.

23. Anna Francis & Juan Guerra

Vacated on 10/5/93 owing \$79.90 in rent and \$116.00 in maintenance/vacate charges. Sent to Professional Credit on 5/4/94.

24. Vivian May

Vacated on 9/19/93 owing \$243.83 in rent and \$227.00 in maintenance/vacate charges. Several attempts were made to collect on this account but to no avail. Sent to Professional Credit on 5/4/94.

25. Jean Petersen

Vacated on 9/19/93 owing \$34.00 in rent and \$269.00 in maintenance/vacate charges. Several attempts by this Agency were made to collect the outstanding charges. It appeared that the attempts were going to be successful but when they were not the account was sent to Professional Credit on 5/4/94.

26. Brian Shutt

Vacated 7/12/93 owing \$37.50 in rent and \$217.00 in maintenance/vacate charges. Sent to Professional Credit on 10/27/93.

27. Debbie Wood

Vacated on 2/16/94 owing \$107.66 in rent and \$33.00 in maintenance/vacate charges. Sent to Professional Credit on 6/22/94.

28. Frank Belec

Vacated on 8/3/93 owing \$68.20 in rent and \$243.29 in maintenance/vacate charges. Sent to Professional Credit on 10/27/93.

29. F. Gennett Thompson

Vacated 3/3/93 owing \$547.20 in rent and \$268.81 in maintenance/vacate charges. Sent to Professional Credit on 6/22/94.

30. Denise Melvin

Vacated on 12/2/93 owing \$3.36 in rent and \$328.00 in maintenance/vacate charges. Attempts by this Agency resulted in a partial payment. Additional attempts gave a final deadline of 9/6/94. Sent to Professional Credit in September, 1994.

31. Robert Sexton

Vacated 7/19/93 owing \$178.81 in rent and \$241.00 in maintenance/vacate charges. Sent to Professional Credit on 10/27/93.

32. Deborah Ishaq

Evicted 1/3/94 owing \$136.90 in rent and \$155.00 in maintenance/vacate charges. Sent to Professional Credit on 5/4/94.

33. Cynthia Quindlen

Vacated 8/16/93 owing \$344.03 in rent and \$158.00 in maintenance/vacate charges. Sent to Professional Credit on 10/12/93.

34. Annie Beattie

Vacated on 12/2/93 owing \$257.20 in rent and \$315.30 in maintenance/vacate charges. Several attempts were made to collect on this account to no avail. Sent to Professional Credit on 5/4/94.