

**STAFF REPORT**

**To:** Coastside County Water District Board of Directors  
**From:** David Dickson, General Manager  
**Agenda:** August 10, 2010

Report

Date: August 4, 2010

**Subject: Request for Board to Provide Authorization to Write Off Bad Debts for Fiscal Year 2009-2010**

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**Recommendation**

Authorize staff to write off bad debts for fiscal year 2009-2010 (July 1 2009 through June 30, 2010) in the total amount of \$5,809.52.

**Background**

The process of writing off bad debts takes place at the end of each fiscal year as part of the year-end closeout and audit process. At this time, staff requests that the Board authorize the General Manager to write off the debts that have not been collected throughout the fiscal year.

The majority of the bad debts are customers which have discontinued service with the District without rendering payment of their final closing bills. Staff's efforts to locate the customers and collect payment on these accounts have been exhausted.

The following represents the bad debt amounts written off over the past five (5) fiscal years:

2009	\$8,784.62
2008	\$6,356.36
2007	\$6,621.91
2006	\$3,141.85
2005	\$3,191.88

**Fiscal Impact**

\$5,809.52. The FY09-10 budget (Account 5620) includes an allowance of \$6,000 for bad debt.

**BAD DEBT FOR FISCAL YEAR 2009 - 2010**

<u>Account #</u>	<u>Customer Name</u>		<u>Amount Due</u>
14742	Sundar Mandava	\$	616.12
6620	Harbor View Inn	\$	585.13
11045	Ernie's Liquor (Steve)	\$	300.15
13450	Jerry Faial	\$	207.70
14574	Jessica Tomsic	\$	199.48
15112	Nicolai Rodney	\$	193.80
14597	Renee Miyauchi	\$	190.70
14306	Jorge Rodas	\$	186.57
13953	Gilead Sciences Attn: Peter Shadday	\$	167.33
2552	Kendrick Johnson	\$	147.73
12668	Erlinda Cabebe	\$	135.60
3126	David/Sofia Luna	\$	133.99
12026	Rubin Muniz	\$	133.93
14989	Coastside Realty Mgmt c/o Chris	\$	131.91
13715	Tim Conway	\$	130.53
14266	Michael Promes (includes 1 NSF)	\$	127.80
14591	Dylan Haase	\$	125.44
14736	Minerva/Mayra Pacheco	\$	123.69
8808	Maureen Adams	\$	123.29
12872	Joy Johnson	\$	104.89
14710	Erin Omundson	\$	101.82
9243	Wayne Southerland	\$	96.42
14651	Jill Grant	\$	92.71
3445	Leonard Mendes	\$	92.60
12131	Robin Carr	\$	92.37
12669	Hilda Garcia	\$	91.25
13053	Kathy Merlo	\$	84.38
9968	Salvador Salazar Hernandez	\$	76.27
13910	Linda/Brandon Richards	\$	72.28
8714	Darlene/Tim Olafsen	\$	70.60
5449	Kathy Vega	\$	69.52
14380	MacNaughton Builders Inc.	\$	61.67
15028	Coastside Realty Mgmt	\$	61.43
12933	Linda Craven	\$	60.78
13686	Scott Ashley Ervin	\$	58.31
2007	David Gorn	\$	55.50
12495	Kristina McKenzie	\$	54.68
14679	Virginia Dueno	\$	53.16
14751	Andrei Soen	\$	50.75
14323	Kimberly Garcia	\$	48.57
3072	Gavin Long	\$	44.69
6619	Harbor View Inn	\$	38.80

15161	Del Mar Properties/Moriah	\$	35.21
14028	Courtney Gale	\$	30.79
15154	MacNaughton Builders	\$	26.40
13451	Kim Sutter	\$	23.24
15162	Del Mar Properties/Moriah	\$	21.49
14255	Brian Woitaszewski	\$	20.57
13213	Carmen Lopez	\$	19.31
6542	Michael McClellan	\$	15.97
14575	Jessica Tomsic	\$	11.70
14750	Andrei Soen	\$	10.50
		\$	<b>5,809.52</b>