

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: September 10, 2013

Report

Date: September 5, 2013

Subject: Request for Board to Provide Authorization to Write Off Bad Debts for Fiscal Year Ending 2012-2013

Recommendation:

Authorize staff to write off bad debts for fiscal year 2012-2013 (July 1, 2012 to June 30, 2013) in the total amount of \$8,404.28

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 total for Fiscal Year 2012-2013 is \$8,404.28, as detailed in the attached table.

The majority of the bad debts are customers which have discontinued service with the District without rendering payment of their final closing bills. Staff 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:

Year Ending 2012	\$57,084.74
Year Ending 2011	\$5,321.93
Year Ending 2010	\$5,809.52
Year Ending 2009	\$8,784.62
Year Ending 2008	\$6,356.36

Fiscal Impact

Charge to expenses of \$8,404.28. The Fiscal Year 2012-2013 budget (account No. 5620) includes an allowance of \$5,000 for bad debt.

COASTSIDE COUNTY WATER DISTRICT
BAD DEBTS
YEAR ENDING JUNE 30, 2013

ACCOUNT NO.	NAME	AMOUNT
13546	Suresh Jandial	\$1,033.57
15997	Lance White	\$753.86
16716	Dawn Drees	\$527.78
1	Jose Co	\$448.29
2153	W. B. Hamilton	\$440.46
4392	Robert Reitherman	\$345.86
15984	Christina Juarez	\$282.41
5566	Victor Watteyne	\$273.75
1151	Doug Adams	\$207.42
13938	Susan/Bob Bennett	\$191.24
14015	Lynn Crofton	\$183.52
16176	Zak/Gunilla Eisenberg	\$164.46
2887	Michele Lamirande	\$154.34
398	James Bell	\$153.65
5096	Patricia Stevens	\$153.40
13130	Cesar Sanchez	\$153.19
16769	Stephanie Hare	\$150.48
16612	Jeffery Campbell	\$141.27
16137	Diana Zamudio	\$139.08
4850	Tania Cortez	\$134.48
10202	Steve Shanks	\$134.18
16253	Blaine Ervin	\$133.12
16266	Martin Benavides	\$131.03
8413	Peter/Linda Rolley	\$130.36
13873	Christina Cocciardo	\$129.12
13939	Suresh Jandial	\$128.28
15285	Merit Draven	\$127.54
15425	Luz DeSalesa	\$115.87
10904	Victoria Milonas	\$102.42
16187	Gregorio Lopez	\$101.70
17308	Anges Sadeghi	\$94.26
17186	Tim Braun/Kim Bright	\$91.88
11977	Jeff Guttormsen	\$89.07
9258	Scott Bartels	\$84.77
12195	Richard Gaushell	\$81.57
16424	Shanti Parkash	\$77.05
16350	Jeff Gananian	\$68.45

16301	Darin Walker	\$67.09
4332	Angelina Ramos	\$63.19
409	Estate of Luis Belo	\$56.64
10602	Sean Micallef	\$52.12
16826	Danielle Greco	\$51.69
14747	Michael Edwards	\$51.52
16966	Kyle Henschel	\$39.99
6177	Johnson Family Trust	\$34.41
15999	Douglas Gonzalez	\$28.46
17815	TDR Properties -Tom DaRosa	\$24.29
16302	Darin Walker	\$16.79
17475	Susan/Bob Bennett	\$16.40
9259	Scott Bartels	\$15.81
13545	Suresh Jandial	\$12.67
16983	Sergio Rivas	\$12.50
16611	Jeffery Campbell	\$7.53

TOTAL:

\$8,404.28
