

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, Assistant General Manager

Agenda: December 12, 2017

Report

Date: December 8, 2017

Subject: Request for Board to Provide Authorization to Write Off Bad Debts for Fiscal Year Ending 2016-2017

Recommendation:

Authorize staff to write off bad debts for fiscal year 2016-2017 (July 1, 2016 to June 30, 2017) in the total amount of \$10,403.82.

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 have not been collected throughout the fiscal year. The total for Fiscal Year 2016-2017 is \$ 10,403.82 (or 0.1% of Water Revenue) as detailed in the attached table.

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

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

Fiscal Year 2015-2016: \$4,480.84
Fiscal Year 2014-2015: \$7,428.21
Fiscal Year 2013-2014: \$4,617.87
Fiscal Year 2012-2013: \$8,404.28
Fiscal Year 2011-2012: \$57,084.74

Fiscal Impact:

Charge to expense of \$10,403.82. The budget includes an allowance of \$8,000 for bad debt.

Coastside County Water District

Bad Debt Write-Offs for Fiscal Year 2016-2017

Name	Amount Due
DARRELL BERGLUND	\$ 738.13
GREG SUMMERLIN	\$ 648.47
ROBERT DRESCHER	\$ 539.62
MARK/ANNETTE CARRIZOSA	\$ 533.92
KIM ROGERS	\$ 513.55
MICHELLE/BRADY WHITE	\$ 461.56
COLIN HARDMAN	\$ 435.12
ALEJANDRO GARCIA	\$ 392.35
FERNANDO CAPRISTO	\$ 383.81
ERIC VAUGHAN	\$ 383.80
PATRICIA MURPHY	\$ 346.52
LARISSA BROWN	\$ 319.27
STEPHEN/JORISA COLIVAS	\$ 299.71
ARTITI HORPRASERTKUL	\$ 280.30
TERRI VORIS	\$ 269.29
JOSE PRECIADO	\$ 249.25
JEFFERY ANDERSON	\$ 207.32
ERIK WARNKE/JENOVEVA ARROYO	\$ 204.06
KARENNA LYNN/GRAEM WESTWOOD	\$ 203.31
LINDA NOHR	\$ 193.52
KELLY DOLAN	\$ 187.05
<i>Deceased</i> - ESTATE OF CHRISTINE KLEAVER	\$ 184.91
<i>Deceased</i> - PAUL ARMSTRONG	\$ 184.89
DAWN HOGAN	\$ 183.67
REBECCA STAUNTON	\$ 183.44
MICHAEL/CRYSTAL ANDERSON	\$ 175.98
<i>Deceased</i> - ESTATE OF MONICA ACKERMAN	\$ 170.02
JEFF BLASKOWER	\$ 163.55
SEAN ANDEL	\$ 163.38
JESSICA PAUL	\$ 157.95
CHRISTINA SANDOVAL	\$ 155.54
CHELSIE CARNEY	\$ 148.89
SOPHIE ARCAND	\$ 127.51
<i>Deceased</i> - TONY BRAZIL	\$ 126.90
MEGAN CAUGHEY	\$ 122.34
CATHERINE MONE	\$ 86.38
GEOFF ELDRIDGE	\$ 83.96
LEE THOMPSON	\$ 59.86
ROSEMARIE McCARTHY	\$ 55.18
STACY RENTEL	\$ 33.64
ERIC VAUGHAN	\$ 24.22
GREG SUMMERLIN	\$ 21.68
	<u><u>\$ 10,403.82</u></u>