

RESOLUTION #2801
WRITE-OFF UNCOLLECTABLE RENT BALANCES FYE 9/30/16

WHEREAS, the Housing Authority of the Township of Woodbridge, New Jersey, (the “Authority”) has a number of accounts with balances consisting of rent, damages, and other charges owed by vacated residents; and

WHEREAS, the Authority is desirous of deleting these balances from the total Tenants Accounts Receivable for AMP 1 Woodbridge Garden Apts. and AMP 2 Olsen, Adams, Finn and Greiner Towers; and

WHEREAS, writing off these balances does not in any way constitute a waiver of obligation on the vacated resident to pay the balance owed; and

WHEREAS, the list of vacated residents owing a balance to the Authority for fiscal year end 9/30/16 is as follows:

<i>RESIDENT #</i>	<i>LOCATION</i>	<i>VACATED STATUS</i>	<i>ACCOUNT BALANCE</i>
16107	Woodbridge Gardens	Evicted	\$ 416.94
14530	“ “	Evicted	\$3108.00
14375	“ “	Evicted	\$5920.91
16311	“ “	Evicted	\$4570.07
10160	Olsen Towers	Moved	\$ 378.00
17983	Adams Towers	Deceased	\$ 248.89
17725	Adams Towers	Deceased	\$4050.98
18639	Adams Towers	Moved	\$ 103.66
10556	Finn Towers	Moved	\$ 383.00
11634	Finn Towers	Evicted	\$2790.66
17746	Greiner Towers	Deceased	\$ 279.93

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the Township of Woodbridge, New Jersey, that authorization to write off the above stated balances from vacated tenant accounts totaling \$22,251.04 is approved.

Motion to adopt Resolution #2801 moved by Commissioner Kenny and seconded by Commissioner Rosario and upon roll call, the vote was as follows:

ROLL CALL: Kenny Michelson Rosario Shah Briante Ficarra
AYES: Kenny Rosario Shah Ficarra
NAYS: None
Abstain: None
Absent: Michelson Briante

I hereby certify that the above Resolution is a true and exact copy of Resolution #2800 adopted by the Board of Commissioners of the Housing Authority of the Township of Woodbridge at their Regular Meeting of September 8, 2016.

Donna F. Brightman, Secretary

Approved as to legal form:

Terrence Corrison, Esq.

Housing Authority of the Township of Woodbridge

20 Bunns Lane, Woodbridge New Jersey 07095
Phone 732-634-2750

MEMORANDUM

To: The Board of Commissioners of the Woodbridge Housing Authority
From: Kathleen DiTomasso, Director of Finance
RE: Explanation to Resolution #2801 Write-Off Uncollectible Rent Balances
DATE: August 2, 2016

This is a description of the list of tenant accounts to be written off at the September 8, 2016 board meeting. This action is necessary to close our fiscal year ending 9/30/16.

The account balances identified with “moved ” status had security deposits applied to them once the unit was handed over. Clients have been billed for the remaining balance. These accounts have been placed with the collection agency of record.

The “evicted” status accounts were processed through the Superior Court of Middlesex County, Tenancy Division. Security deposits were applied to each outstanding balance and these accounts were referred to the collection agency to pursue.

It is possible that a portion of this total debt of \$22,251.04 may be recovered in future fiscal years.