



**MEMO**

**To:** Finance Committee  
**From:** Executive Director Mitch Stogner  
**Date:** May 12, 2010  
**Subject:** **Agenda Item E. 3 – Discussion and Possible Action Regarding Write-Off of Doubtful Accounts**

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At the February 2010 Finance Committee meeting, staff was asked to review outstanding accounts receivable and make efforts to collect on these accounts. After review of the outstanding accounts receivable, staff has prepared a list of accounts it believes are uncollectable and should be removed from the NCRA financials. The total amount staff is requesting the Committee write-off is \$13,630.95

**Staff Recommendation:** Approve write-off of \$13,630.95 in outstanding accounts receivable that staff has determined are uncollectable.

Doubtful Accounts  
Request to Write Off

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
A.R. Thomas Company	0.00	0.00	0.00	0.00	1,150.76	1,150.76
A.R. Thomas Company ceased operations in 2009. Savings bank of Mendocino County currently owns the property and is actively looking for a purchaser NCRA has been in touch with the realtor handling this property. It is understood that the roadways over the tracks will require a new lease agreement with new owner if they intend to use the roadways.						
Basuria, Carlos and Martha	0.00	0.00	0.00	0.00	370.88	370.88
Mr. Basuria removed all equipment that was stored on NCRA property. This was verified by Dave Anderson.						
Blass Wine Estates	0.00	0.00	324.00	0.00	1,140.52	1,464.52
continuing collection efforts						
City of Arcata	0.00	0.00	0.00	0.00	17,389.90	17,389.90
continuing collection efforts						
Due to NCRA's unmet maintenance responsibilities in Arcata, the City expended funds for clean-up of the ROW in various areas throughout Arcata. It is the city's position that this should be forgiven for their efforts on NCRA's behalf.						
City of Fortuna	0.00	0.00	0.00	0.00	794.59	794.59
no longer uses pipelines						
The city of Fortuna no longer uses the pipelines covered under this agreement.						
Claude Hoaglin	0.00	0.00	0.00	0.00	145.00	145.00
lease was terminated due to non payment						
Mr. Hoaglin had an agreement for lease of land. I spoke with him recently on another matter and he informed me that he is no longer using the property. There are a couple trailers on the property but he insisted he was no longer using the property and I had the water line that services the property capped.						
Comcast	0.00	0.00	0.00	0.00	835.00	835.00
continuing collection efforts						
Geyser Peak/Constellation Wines	0.00	0.00	0.00	972.00	1,017.00	1,989.00
continuing collection efforts						
Golden Vineyards - Joe Golden	0.00	0.00	0.00	0.00	391.03	391.03
continuing collection efforts						
Gordon Wagenet	0.00	0.00	0.00	0.00	3,600.00	3,600.00
no longer owns the property						
This property has been sold. We are in discussions with new owner about possible new lease arrangements. Property is not currently being used for rail shipments.						
J.W. Collins 78.75	0.00	0.00	0.00	0.00	391.03	391.03
continuing collection efforts						
Jack Noble	0.00	0.00	0.00	0.00	2,000.00	2,000.00
negotiations have ceased - not owed to NCRA						
Staff invoiced too soon. This agreement was never executed and property is not currently being used by Mr. Noble						
Martin Moyer	0.00	0.00	0.00	0.00	764.74	764.74
refusal to pay						

**Doubtful Accounts  
Request to Write Off**

I spoke to Mr. Moyer in 2008. He said that because trains were not running, he felt that he did not have to pay.						
Mattern Vineyards	0.00	0.00	0.00	645.00	645.00	no longer owns the property
I believe that Mattern Vineyards no longer owns the property - will confirm.						
Redwood Valley Cellars	0.00	0.00	0.00	675.12	675.12	no longer owns property
No longer owns the property						
Robert Bellisomo	0.00	0.00	0.00	369.00	369.00	refuses to pay
Mr. Bellisomo submitted an application for a Cable over the track. He was given permission for construction. I do not think the work was ever done This fee represents one year license fee and engineering associated with review of his application. I do not anticipate payment.						
Ron Sheets	0.00	0.00	0.00	1,153.72	1,153.72	refuses to pay
Mr. Sheets subdivided his property. He sold off the lots. It is his assertion that all property owners should now share the cost of the crossing because they all use it to get to their homes. I have not contacted the other property owners about his proposal.						
Seghisio	0.00	0.00	0.00	648.00	648.00	continuing collection efforts
Simpson Timber Co.	0.00	0.00	0.00	1,320.00	1,320.00	continuing collection efforts -engineering/permit fees
Stan and Valerie Ellis	0.00	0.00	0.00	669.00	669.00	no longer own the property
Sold the property. I have been unable to contact the new property owners.						
Steve Scilacci	0.00	0.00	0.00	755.00	755.00	refuses to pay
Insist that NCRA does not own the land under the trestle where he installed a pipeline. refuses to pay.						
Timothy Settles	0.00	0.00	0.00	518.14	518.14	refuses to pay
Refuses to pay or respond to any collection attempts by NCRA.						
<b>Requested Write-Off Amount</b>						<b>\$13,630.95</b>