

CENTRAL BASIN MUNICIPAL WATER DISTRICT

SEPTEMBER 14, 2006 - Finance/Administration
Hawkins, Apodaca

SEPTEMBER 25, 2006 - Board Meeting

Prepared by: Aileen Hermoso

Submitted by: Aileen Hermoso

Approved by: Art Aguilar

ACTION CALENDAR

REQUEST FOR WAIVER OF LATE PENALTY

SUMMARY:

The District received a request from the City of Pico Rivera (City) to consider waiving the late penalty of \$148.59 that was assessed and billed to the City on the August 10, 2006 invoice. The City claims that the check was mailed on July 20, 2006, but the District did not receive the check. Historically, the City has consistently paid the billings in a timely manner. Because this happened during the District's transition period, the check may have been misplaced. Staff recommends that the Board consider waiving the \$148.59 penalty assessed to the City.

FISCAL IMPACTS:

None.

ENVIRONMENTAL COMPLIANCE:

None.

COMMITTEE STATUS:

This item was reviewed by the Finance/Administration Committee on September 14, 2006 and was recommended for approval at the September 25, 2006 Board meeting.

RECOMMENDED MOTION:

That the Board waive the penalty assessed to the City of Pico Rivera in the amount of \$148.59.

EXHIBIT:

Exhibit "A" - Letter from the City of Pico Rivera: Request for Waiver

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EXHIBIT “A”



FINANCE DEPARTMENT

CITY OF PICO RIVERA
P.O. BOX 1016
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PICO RIVERA, CA
90660-1016

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E-MAIL:
ZCALITLA@PICO-RIVERA.ORG

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WWW.PICO-RIVERA.ORG

August 21, 2006

VIA CERTIFIED MAIL

Central Water Basin Municipal Water District
Board of Directors
17140 South Avalon Blvd.
Suite 300
Carson, CA 90746-1296

Subject: City of Pico Rivera
Invoice # CB3920

Dear Sir/Madam:

With this letter, City of Pico Rivera is requesting a waiver of your late fees in the amount of \$148.59. On July 20, 2006, the City mailed you a check (#214220) dated the same date. The check was mailed three weeks prior to the due date. Attached is documentation showing proof of printing check on July 20, 2006.

If you have any questions, please contact me at (562) 801-4391.

Sincerely,

Robert S. Ridley
Director of Finance

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Enclosures