To: Contra Costa County Housing Authority Board of Commissioners

From: Joseph Villarreal, Housing Authority

Date: May 10, 2016

Subject: Collection Loss Write-Off for the Quarter Ending March 31, 2016



Contra Costa County

RECOMMENDATIONS

ADOPT Resolution No. 5200 to approve collection loss write-offs in the public housing program in the amount of \$5,836.41 for the quarter ending March 31, 2016.

BACKGROUND

This collection loss is for the public housing program. The requested collection loss write-off reflects a total of 3 accounts are being recommended for write-off, representing an average of \$1,945.47 per account. The following chart illustrates the collection losses per quarter for the past four quarters:

Conventional Program

03/31/2016	\$5,836.41
12/31/2015	\$18,823.43
09/30/2015	\$15,738.57
06/30/2015	\$16,060.46

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Action of Board On:	05/10/2016	APPROVED AS RECOMMENDED	OTHER

Clerks Notes:

VOTE OF COMMISSIONERS

AYE: John Gioia, Commissioner

Candace Andersen, Commissioner Mary N. Piepho, Commissioner

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown

minutes of the Board of Supervisors on the date shown.

Commissioner ATTESTED: May 10, 2016

Federal D. Glover, Commissioner Joseph Villarreal, Executive Director

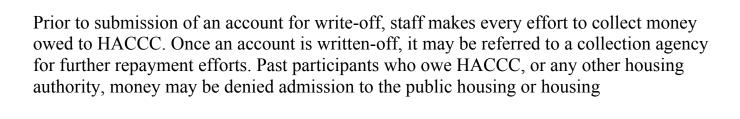
Jannel George-Oden,

Commissioner By: June McHuen, Deputy

ABSENT: Fay Nathaniel,

Commissioner

Contact: 925-957-8028



BACKGROUND (CONT'D)

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choice voucher programs in the future unless the debt is repaid. Past participants can be denied admission in the future even if their debt has been written off

FISCAL IMPACT

Uncollectable accounts impact on the budget by reducing total rental income. At the end of each quarter, the Housing Authority of the County of Contra Costa (HACCC) writes off those accounts that have been determined to be uncollectable. Once an account is written off, it can be turned over to a collection agency. For the quarter ending March 31, 2016, the collection loss write-off total is \$5,836.41.

CONSEQUENCE OF NEGATIVE ACTION

Should the Board of Commissioners elect not to adopt Resolution No. 5200, these accounts would inflate the total accounts receivable for HACCC and present an inaccurate financial picture.

CLERK'S ADDENDUM

ATTACHMENTS

CLWO-Resolution

Write-Off Chart