



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: September 26, 2017

Subject: APPROVE AND AUTHORIZE WRITE OFF OF UNCOLLECTABLE ACCOUNTS RECEIVABLE
BALANCES

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Director of Airports, or designee, to write off certain accounts receivable balances which are not collectible due to one or more of the following reasons: debtors are deceased; the statute of limitations for pursuing recovery of the debt has expired; the cost of recovery is excessive; and/or the debtor no longer resides in the state.

FISCAL IMPACT:

There will be no impact to the General Fund. The value of the accounts to be discharged totals \$5,315.94 which impacts the Airport Enterprise Fund.

BACKGROUND:

Airport staff has received confirmation that these accounts in the system are not recoverable due to one or more of the following reasons: debtors are deceased; the statute of limitations for pursuing recovery of bad debt has expired; the cost of recovery is excessive; and/or the debtor no longer resides in the state. As based on the stated facts, airport staff should write off these uncollectable accounts.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/26/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I
Supervisor
Candace Andersen, District II
Supervisor
Diane Burgis, District III
Supervisor
Karen Mitchoff, District IV
Supervisor

ABSENT: Federal D. Glover, District V
Supervisor

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.

ATTESTED: September 26, 2017

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925)
681-4200

CONSEQUENCE OF NEGATIVE ACTION:

The Airport Enterprise Fund will not reflect an accurate recoverable account balance; the fund will continue to be overstated by \$5,315.94 and negative action will cause a less manageable case count for staff.