



Contra  
Costa  
County

To: Board of Supervisors  
From: Beth Ward, Animal Services Director  
Date: October 24, 2017

Subject: Discharge from Accountability for Uncollected Accounts for the Animal Services Department

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**RECOMMENDATION(S):**

AUTHORIZE the discharge from accountability for delinquent accounts transferred from the former Office of Revenue Collection to Animal Services totaling \$168,614.47, which have been deemed uncollectible.

**FISCAL IMPACT:**

The accounts to be discharged total \$168,614.47. The past due amounts were transferred from closed accounts which the Office of Revenue Collections was unable to collect. These are 100% user fee funds.

**BACKGROUND:**

The delinquent accounts contained unpaid fees for services provided by Animal Services. When the accounts were transferred from the Office of Revenue Collection to the department, the department was unable to collect on these accounts. The likelihood of collection on these closed accounts does not warrant the expense involved. Therefore, the Department is requesting a discharge from accountability.

**CONSEQUENCE OF NEGATIVE ACTION:**

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 10/24/2017 ☒ 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  
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: October 24, 2017

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

By: Stacey M. Boyd, Deputy

Contact: Beth Ward,  
925-608-8470

cc:

Animal Services would need additional assistance in the collection process including, but not limited to, legal consultation.