

To: Contra Costa County Housing Authority Board of Commissioners
 From: Joseph Villarreal, Housing Authority
 Date: October 17, 2017



Contra
Costa
County

Subject: COLLECTION LOSS WRITE-OFF FOR THE PERIOD ENDING SEPTEMBER 30, 2017

RECOMMENDATIONS

ADOPT Resolution No. 5207 to approve collection loss write-offs in the public housing program in the amount of \$193,229.09 for the period ending September 30, 2017.

BACKGROUND

The requested collection loss write-off reflects a total of 82 accounts for an average of \$2,356.45 per account.

Prior to submission of an account for write-off, staff makes every effort to collect money owed to HACCC. Once an account is written-off, it may be referred to a collection agency for further repayment efforts. Past participants who owe HACCC, or any other housing authority, money may be denied admission to the public housing or housing 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

Action of Board On: **10/17/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF COMMISSIONERS

AYE: John Gioia, Commissioner
 Candace Andersen,
 Commissioner
 Diane Burgis,
 Commissioner
 Karen Mitchoff,
 Commissioner
 Federal D. Glover,
 Commissioner
 Jannel George-Oden,
 Commissioner

ABSENT: Fay Nathaniel,
 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.

ATTESTED: October 17, 2017

Joseph Villarreal, Executive Director

By: Jami Napier , Deputy

Contact: 925-957-8028

cc:

Uncollectible accounts impact on the budget by reducing total rental income. The Housing Authority of the County of Contra Costa (HACCC) regularly writes off those accounts that have been determined to be uncollectible. Once an account is written off, it can be turned over to a collection agency. For the period ending Sept. 30, 2017, the collection loss write-off total is \$193,229.09.

CONSEQUENCE OF NEGATIVE ACTION

Should the Board of Commissioners elect not to adopt Resolution No. 5207 these accounts would inflate the total accounts receivable for HACCC and present an inaccurate financial picture.

ATTACHMENTS

Resolution No. 5207: Collection Write Off

Vacated Collection Loss Write Off Memo