



Contra
Costa
County

To: Contra Costa County Housing Authority Board of Commissioners

From:

Date: October 9, 2018

Subject: COLLECTION LOSS WRITE-OFF FOR THE QUARTER ENDING SEPTEMBER 30, 2018

RECOMMENDATIONS

ADOPT Resolution No. 5214 to approve collection loss write-offs in the public housing program in the amount of \$ 81,583.56 for the quarter ending September 30, 2018.

BACKGROUND

The Housing Authority takes action to write off accounts that have been determined to be non-collectible.

For this quarter ending SEPTEMBER 30, 2018 a breakdown of the recommended write-offs, by housing development, is provided in the following table (see next page):

Action of Board On: **10/09/2018** ☒ 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

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 9, 2018

Joseph Villarreal, Executive Director

By: Jami Napier, Deputy

Contact: 925-957-8028

cc:

BACKGROUND (CONT'D)

CA011-001	Alhambra Terrace Martinez	\$566.00
CA011-003	Bridgemont Antioch	\$9,147.50
CA011-004	Los Nogales Brentwood	\$566.00
CA011-005	El Pueblo Pittsburg	\$3,451.05
CA011-006	Las Deltas N. Richmond	\$0
CA11-008	Los Arboles Oakley	\$0
CA011-009A	Las Deltas N. Richmond	\$0
CA011-009B	Las Deltas N. Richmond	\$0
CA011-010	Bayo Vista Rodeo	\$60,577.60
CA011-011	Hacienda Martinez	\$523.24
CA011-012	Casa de Manana Oakley	\$307.89
CA011-013	Casa de Serena Bay Point	\$0
CA011-015	Elder Winds Antioch	\$0
CA011-4501	Vista del Camino San Pablo	\$5,151.52
CA011-4502	Kidd Manor	\$1,292.76
TOTAL		\$81,583.56

A total of 18 accounts are being recommended for write-off, representing an average of \$4,532.42 per account.

The following table illustrates the collection losses per quarter for the past four quarters.

Conventional Program

THIS QUARTER 09/30/2018	\$81,583.56
03/31/18	\$50,381.06
01/31/18	\$35,979.41
09/31/17	\$193,229.09

Prior to submission of an account for write-offs, the staff makes every effort to collect money owed to HACCC. Once the account is written off, staff uploads debt amount to HUD's Debts Owed System, to further Housing Authorities efforts to collect monies owed. Past participants that owe Housing Agencies may be denied admission to public housing or housing choice voucher programs in the future unless debt is repaid

FISCAL IMPACT

Uncollectable amounts impact 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 uncollectable. Once an account is written off, it can be turned over to a collection agency. For the period ending September 30, 2018 the collection loss write-off total is \$81,583.56.

CONSEQUENCE OF NEGATIVE ACTION

Should the Board of Commissioners elect not to adopt Resolution No. 5214 these accounts would inflate the total accounts receivable for HACCC and present and inaccurate financial picture.

ATTACHMENTS

Collection loss write off chart