

To: Contra Costa County Housing Authority Board of Commissioners
 From: Joseph Villarreal, Housing Authority
 Date: May 17, 2022



Contra
Costa
County

Subject: COLLECTION LOSS WRITE-OFF FOR THE QUARTER ENDING MARCH 31, 2022

RECOMMENDATIONS

ADOPT Resolution No. 5242 to approve collection loss write-offs in the public housing program in the amount of \$122,003.10 for the quarter ending March 31, 2022.

BACKGROUND

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

For this quarter ending March 31, 2022 a breakdown of the recommended write-offs, by housing development, is provided in the following table on the following page:

Action of Board On: **05/17/2022** ☒ 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

Cynthia Jordan,
Commissioner

Joanne Segura,
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: May 17, 2022

Joseph Villarreal, Executive Director

By: June McHuen, Deputy

Contact: 925-957-8028

cc:

BACKGROUND (CONT'D)

CA011-001	Alhambra Terrace Martinez	\$0
CA011-003	Bridgemont Antioch	\$1,288.62
CA011-004	Los Nogales Brentwood	\$5,020.44
CA011- 005	El Pueblo Pittsburg	\$28,030.19
CA011-008	Los Arboles Oakley	\$0
CA011-010	Bayo Vista Rodeo	\$44,283.32
CA011-011	Hacienda Martinez	\$1,813.78
CA011-012	Casa de Manana Oakley	\$11,006.50
CA011-013	Casa de Serena Bay Point	\$1,864.86
CA011-015	Elder Winds Antioch	\$16,547.42
CA011-4501	Vista del Camino San Pablo	\$9,967.17
CA011-4502	Kidd Manor	\$2,181.00
TOTAL		\$122,003.10

A total of 58 accounts are being recommended for write-off, representing an average of \$2,103.50 per account.

The following table illustrates the collection losses for the past years.

Conventional Program

THIS QUARTER 03/31/2022	\$122,003.10
----------------------------	--------------

03/31/2021	\$81,269.90
03/31/2020	\$40,644.89
12/31/2019	\$97,148.32

Prior to submission of an account for write-off, 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

Uncollectible 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 uncollectible. Once an account is written off, it can be turned over to a collection agency. For the period ending March 31, 2022, the collection loss write-off total is \$122,003.10.

CONSEQUENCE OF NEGATIVE ACTION

Should the Board of Commissioners elect not to adopt Resolution No. 5242, these accounts would inflate the total accounts receivable for HACCC and present an inaccurate financial position.

ATTACHMENTS

Write Off Chart 3.2022

RES 5242 - Collection Loss Write Off