COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Department of Housing

Date:	March 7, 2013,
Board Meeting Date:	March 26, 2013
Special Notice / Hearing:	None
Vote Required:	Majority

To: Honorable Board of Supervisors (Sitting as the Board of Commissioners of the Housing Authority)

From: Duane Bay, Director, Department of Housing
William Lowell, Executive Director, Housing Authority

Subject: Declaring Certain Tenant Account Receivables Uncollectable

RECOMMENDATION:
Acting as the Governing Board of Commissioners of the Housing Authority of the County of San Mateo, adopt Resolution 2013-01 authorizing the write-off of accounts receivable from former tenants totaling $300,383.80 that has been deemed to be uncollectable.

BACKGROUND:
The U.S. Department of Housing and Urban Development (HUD) requires housing authorities to periodically write off tenant accounts considered to be uncollectable so that the book of accounts accurately reflects amounts owed by tenants.

DISCUSSION:
The accounts being presented to the Board of Commissioners for write-off total $300,383.80. All of the accounts are from former HACSM tenants or Section 8 voucher participants and are considered uncollectable according to HUD's write-off policy or under the California State statute of limitations of four years. The Housing Authority of the County of San Mateo (HACSM) has performed due diligence in its collection efforts resulting in the determination that it is not possible to collect any substantial amount or that the debtor cannot be located. If the tenant/participant should re-apply for any housing program, HACSM will reactivate the account to collect the debt.

All reasonable and legal collection efforts have been made by HACSM.

County Counsel has reviewed and approved the Resolution as to form.

Approval of this Resolution contributes to the Shared Vision 2025 outcome as Livable Community by promoting affordable, livable and connected communities.

<u>FISCAL IMPACT</u>:
There is no Net County Cost associated with this action.