

MINUTES

CITY OF LOS ANGELES

COLLECTIONS BOARD OF REVIEW

Wednesday, October 30, 2013

9:00 a.m.

**200 N Spring St, Office of Finance, Room 202
Los Angeles, CA 90012**

MEMBERS PRESENT

**Shane Min, Chair
Monique Earl
Fernando Campos**

1) **Approval of the Minutes for July 31, 2013**

ACTION: The Board unanimously approved the Minutes of July 31, 2013

2) **Public Works – Bureau of Sanitation (PW-BOS)**

a. October 21, 2013 report requesting write-off of 608 uncollectible accounts receivable totaling \$69,694.19, representing invoice amounts under \$5,000.

ACTION: The Board unanimously approved the write off request from PW-BOS to remove from its active accounts receivable, 608 invoices totaling \$69,694.19.

b. October 21, 2013 report requesting write-off of five (5) uncollectible accounts receivable totaling \$32,305.47, representing invoice amounts equal to or greater than \$5,000.

ACTION: The Board unanimously recommends that the City Council approve the PW-BOS request to remove from its active accounts receivable, five (5) uncollectible accounts receivable totaling \$32,305.47.

3) **Department of Building and Safety (LADBS)**

October 4, 2013 report requesting write-off of 1,034 uncollectible accounts receivable totaling \$168,835.08, representing invoice amounts under \$5,000.

ACTION: The Board unanimously approved the write off request from LADBS to remove from its active accounts receivable, 1,034 invoices totaling \$168,835.08.

4) **Los Angeles Fire Department (LAFD)**

- a. September 18, 2013 report requesting write-off of 40,003 uncollectible accounts receivable totaling \$44,337,804.49, representing invoice amounts under \$5,000.

ACTION: The Board unanimously approved the write off request from LAFD to remove from its active accounts receivable, 40,003 invoices totaling \$44,337,804.49.

- b. September 18, 2013 report requesting write-off of 224 uncollectible accounts receivable totaling \$108,417.49, representing invoice amounts under \$5,000.

ACTION: The Board unanimously approved the write off request from LAFD to remove from its active accounts receivable, 224 invoices totaling \$108,417.49.

- c. September 18, 2013 report requesting write-off of 1,837 uncollectible accounts receivable totaling \$1,104,749.97, representing invoice amounts under \$5,000.

ACTION: The Board unanimously approved the write off request from LAFD to remove from its active accounts receivable, 1,837 invoices totaling \$1,104,749.97.

5) **Housing and Community Investment Department (HCIDLA)**

October 11, 2013 report requesting write-off of 14,736 uncollectible accounts receivable totaling \$3,076,876.18, representing invoice amounts under \$5,000.

ACTION: The Board unanimously approved the write off request from HCIDLA to remove from its active accounts receivable, 14,736 invoices totaling \$3,076,876.18.

6) **Los Angeles Police Department (LAPD)**

September 3, 2012 report requesting writ-off of 961 uncollectible accounts receivable totaling \$383,202.08, representing invoice amounts under \$5,000.

ACTION: The Board unanimously approved the write off request from LAPD to remove from its active accounts receivable, 903 invoices totaling \$346,946.36.

7) **Department of Transportation (LADOT)**

October 1, 2013 report requesting write-off of 193,688 uncollectible accounts receivable totaling \$24,206,938.18, representing invoice amounts under \$5,000.

ACTION: The Department did not appear before the Board to present the request. This item is deferred to the next Collections Board of Review meeting.

8) **Department of City Planning (Planning)**

a. October 16, 2013 report requesting write-off of 62 uncollectible accounts receivable totaling \$64,578.58, representing invoice amounts under \$5,000.

ACTION: The Board unanimously approved the write off request from Planning to remove from its active accounts receivable, 62 invoices totaling \$64,578.58.

b. October 16, 2013 report requesting write-off of 24 uncollectible accounts receivable totaling \$170,608.00, representing invoice amounts equal to or greater than \$5,000.

ACTION: The Board reviewed the list of uncollectible accounts. The Department mentioned that some of these accounts had been reviewed by the Board previously. To avoid any double counting, the Board decided to hold off on making any decisions on this request. This item is deferred to the next scheduled Collections Board of Review meeting.

9) **Public Comment**

None

10) **Next Regular Meeting**

The next scheduled meeting of the Board of Review will be held on Wednesday, January 29, 2014.

11) **Adjourned**

10:18 a.m