

MINUTES

CITY OF LOS ANGELES

BOARD OF REVIEW

Wednesday, April 29, 2009, 9:00 A.M.

200 North Main Street, Room 350C
Los Angeles, CA

MEMBERS PRESENT: Louis J. Benjamin, Chair
Vicky Santiago
Jeffery Whitmore

1) Approval of the Minutes of January 28, 2009

ACTION: The Board unanimously approved the Minutes of January 28, 2009.

2) Department of Building and Safety

February 18, 2009 report requesting write-off of 1,429 uncollectible accounts receivable totaling \$447,131.27 representing invoice amounts less than \$1,000.00.

ACTION: Item was deferred until July 29, 2009 due to scheduling conflict of one of the Board members.

3) Department of General Services

March 2, 2009 report requesting write-off of one uncollectible account receivable totaling \$468.00 representing invoice amount less than \$1,000.00.

ACTION: Item was deferred until July 29, 2009 due to scheduling conflict of one of the Board members.

4) Los Angeles Convention Center

a. January 29, 2009 report requesting write-off of four uncollectible accounts receivable totaling \$10,267.39 representing invoice amounts greater than or equal to \$1,000.00.

b. March 25, 2009 report requesting write-off of one uncollectible account receivable totaling \$19,293.00 representing invoice amount greater than \$1,000.00.

c. April 7, 2009 report requesting write-off of 22 uncollectible accounts receivable (accrual interest) totaling \$25,815.74. Of the 22 uncollectible receivables, seven represent invoice amounts greater than or equal to \$1,000 for a total of

\$22,749.02. The remaining 15 accounts represent invoice amounts less than \$1,000.00 for a total of \$3,066.72.

ACTION: Items a, b, and c were deferred until July 29, 2009 due to the scheduling conflict of one of the Board members.

5) Los Angeles Board of Police Commissioners

- a. February 12, 2009 report requesting write-off of 12,175 uncollectible accounts receivable (false alarm) totaling \$3,098,355.49. Of the 12,175 uncollectible accounts, 11,815 represent invoice amounts less than \$1,000.00 for a total of \$2,531,935.90. The remaining 360 accounts represent invoice amounts greater than or equal to \$1,000.00 for a total of \$566,419.59.

ACTION: The Board unanimously agreed to approve the request for write-off of 11,815 invoices totaling \$2,531,935.90, representing invoice amounts less than \$1,000.00.

Recommendation for write-off of the remaining 360 accounts totaling \$566,419.59, representing invoice amounts over \$1,000.00 was approved pending receipt of a breakdown of invoice amounts from the Dept. The Board unanimously agreed to send a request to the City Council for write-off approval, if necessary, after a breakdown of invoice amounts is received and reviewed by the BOR.

- b. February 25, 2009 report requesting write-off of 7,227 uncollectible accounts receivable (false alarm) totaling \$1,561,239.76. Of the 7,227 uncollectible accounts, 7,056 represent invoice amounts less than \$1,000.00 for a total of \$1,272,450.76. The remaining 171 accounts represent invoice amounts greater than or equal to \$1,000.00 for a total of \$288,789.00.

ACTION: The Board unanimously agreed to approve the request for write-off of 7,056 invoices totaling \$1,272,450.76, representing invoice amounts less than \$1,000.00.

Recommendation for write-off of the remaining 171 accounts totaling \$288,789.00, representing invoice amounts over \$1,000.00 was approved pending receipt of breakdown of invoice amounts from the Dept. Upon receipt and approval of the breakdown, the Board unanimously agreed to send request, if necessary, to the City Council for write-off approval.

6) Department of Public Works/Bureau of Sanitation

- a. March 18, 2009 report requesting write-off of 1,874 uncollectible accounts receivable totaling \$166,699.73 representing invoice amounts less than \$1,000.00.
- b. March 18, 2009 report requesting write-off of 60 uncollectible accounts receivable totaling \$141,322.35 representing invoice amounts greater than or equal to \$1,000.00.
- c. April 1, 2009 report requesting write-off of 555 uncollectible accounts receivable totaling \$2,240,375.66 representing invoice amounts greater than or equal to \$1,000.00.

ACTION: Items a, b, and c were deferred until July 29, 2009 due to the scheduling conflict of one of the Board members.

7) Los Angeles Fire Department

- a. November 6, 2008 report requesting write-off of 181 uncollectible accounts receivable (LAFD Charges for Services of Non-Continuing Permit, Bad Check Collection & CUPA) totaling \$114,807.50 for fiscal years 1998-2006, representing invoice amounts less than \$1,000.00.

ACTION: The Board informed the LAFD that the Board would only consider for write-off approval, uncollectible City fees. And, the Board requested that the LAFD provide a schedule of accounts with uncollectible City fees. The Board unanimously agreed to approve the write-off request, pending the receipt of a breakdown of City charges, which excludes invoice amounts billed for the County and the State.

- b. November 18, 2008 report requesting write-off of 27 uncollectible accounts receivable (For Fire Safety Officer, High Rise and CUPA Inspection Services) totaling \$42,170.27 for fiscal years 1996-2002, representing invoice amounts greater than or equal to \$1,000.00.

ACTION: The Board informed the LAFD that the Board would only consider for write-off approval, uncollectible City fees. And, the Board requested that the LAFD provide a schedule of accounts with uncollectible City fees. The Board unanimously agreed to send a request to the City Council for approval of the write-off request, if necessary, pending receipt of a breakdown of City charges, which excludes invoice amounts billed for the County and the State.

- c. February 18, 2009 report requesting write-off of 30 uncollectible accounts receivable (Fire Safety Officers & Inspection Restitution) for fiscal years 2001-2007 totaling \$14,490.72 representing invoice amounts less than \$1,000.00.

ACTION: The Board unanimously agreed to approve the request for write-off.

- d. March 23, 2009 report requesting write-off of 23 uncollectible accounts receivable (Fire Safety Officer, Inspection Restitution and High Rise Inspection Services) for fiscal years 2001-2007 totaling \$64,117.56 representing invoice amounts greater than or equal to \$1,000.00.

ACTION: The Board unanimously agreed to send the request to the City Council for approval of the write-off request.

- e. March 31, 2009 report requesting write-off of 613,051 uncollectible accounts receivable (ambulance service charges) for fiscal years 2002-2003 to 2007-2008 totaling \$240,516,698 representing invoice amounts less than \$1,000.00.

ACTION: The Board unanimously agreed to approve the request for write-off.

- f. March 31, 2009 report requesting write-off of 70,796 uncollectible accounts receivable (ambulance service charges) for fiscal years 2003-2004 totaling \$23,784,280 representing invoice amounts less than \$1,000.00.

ACTION: The Board unanimously agreed to approve the request for write-off.

- g. March 31, 2009 report requesting write-off of 63,387 uncollectible accounts receivable (ambulance service charges) for fiscal year 2002-2003 totaling \$21,031,987 representing invoice amounts less than \$1,000.00.

ACTION: The Board unanimously agreed to approve the request for write-off.

SEE REPORT NO. 042909 - FINDINGS OF BOARD OF REVIEW FOR FINAL BOR ACTION ON THE ABOVE ITEMS FOR THE LAFD AND POLICE COMMISSION.

8) Public Comments

NONE

9) Next Meeting

Next scheduled meeting of the Board of Review will be held on Wednesday, July 29, 2009.

10) Adjournment

Meeting adjourned at 10:30 a.m.