

MINUTES

CITY OF LOS ANGELES

BOARD OF REVIEW

Wednesday, July 27, 2011

9:00 A.M.

200 North Main Street, Room 350C

Los Angeles, CA 90012

MEMBERS PRESENT

Shane Min, Chair

Tiffany Liaw

Jeffery Whitmore

1) Approval of the Minutes of the May 25, 2011 Emergency Meeting

ACTION: The Board unanimously approved the Minutes of May 25, 2011.

2) Board of Public Works – Bureau of Sanitation

- a. June 3, 2011 report requesting write-off of 17 uncollectible accounts receivable totaling \$164,502.00 representing invoice amounts equal to \$5,000 or more.

ACTION: The Board unanimously recommends that City Council approve the write-off request from the Public Works Bureau of Sanitation to remove from its active accounts receivable, 17 accounts totaling \$164,502.00 representing invoice amounts equal to \$5,000 or more.

- b. June 3, 2011 report requesting write-off of 1,444 uncollectible accounts totaling \$980,117.99 representing invoice amounts less than \$5,000.

ACTION: The Board unanimously approved the request from the Public Works Bureau of Sanitation to remove from its active accounts receivable the uncollectible amount of \$980,117.90 representing 1,444 accounts less than \$5,000.00.

3) Los Angeles Police Department

July 5, 2011 report requesting write-off of 4,677 uncollectible accounts receivable totaling \$1,756,076.71 representing invoice amounts less than \$5,000.

ACTION: The Board unanimously approved the request from the Los Angeles Police Department to remove from its active accounts receivable the uncollectible amount of \$1,756,076.71 representing 4,677 accounts less than \$5,000.

4) Los Angeles Convention Center

a. July 11, 2011 report requesting write-off of 80 uncollectible accounts receivable totaling \$ 31,004.11 representing invoice amounts less than \$5,000.

ACTION: The Board unanimously approved the request from the Los Angeles Convention Center to remove from its active accounts receivable the uncollectible amount of \$9,008.64 representing nine accounts with individual invoices less than \$5,000.

ACTION: The Board unanimously approved the request from the Los Angeles Convention Center to remove from its active accounts receivable the uncollectible amount of \$1,500 representing one account less than \$5,000.

ACTION: The Board unanimously approved the request from the Los Angeles Convention Center to remove from its active accounts receivable the uncollectible amount of \$20,495.47 representing 69 accounts with individual invoices less than \$5,000.

b. July 11, 2011 report requesting write-off of four uncollectible accounts receivable totaling \$46,337.15 representing invoice amounts \$5,000 or more.

ACTION: The Board unanimously recommended that the City Council approve the write-off request from the Los Angeles Convention Center to remove from its active accounts receivable, two accounts totaling \$24,937.51 representing amounts equal to \$5,000 or more.

ACTION: The Board unanimously recommended that the City Council approve the write-off request from the Los Angeles Convention Center to remove from its active accounts receivable, one account totaling \$6,728.55 representing an amount equal to \$5,000 or more.

Continued - Los Angeles Convention Center

ACTION: The Board unanimously agreed to table one uncollectible account totaling \$14,671.09. This is the outstanding balance after the remainder was paid off under the City's amnesty program. The Office of Finance will review the request and provide guidance to the Los Angeles Convention Center on making an adjustment.

5) Public Comments

None

6) Next Meeting

Next scheduled meeting of the Board of Review will be held on Wednesday, October 26, 2011.

7) Adjourned

10:20 a.m.