

MINUTES

CITY OF LOS ANGELES

BOARD OF REVIEW

**Wednesday, April 24, 2013
9:00 a.m.**

**200 North Main Street, Room 350C
Los Angeles, CA 90012**

MEMBERS PRESENT

**Shane Min, Chair
Jan Zatorski
Wai Lau**

1) **Approval of the Minutes of January 30, 2013**

ACTION: The Board unanimously approved the Minutes of January 30, 2013.

2) **Board Approval**

Memo dated January 25, 2013 from the Office of Finance on the potential to collect Public Works, Office of Accounting accounts valued at \$5,000 or more submitted for write-off.

ACTION: The Board unanimously recommends that the City Council approve the write off request from Los Angeles Board of Public Works Office of Accounting, as amended by the January 25, 2013 Office of Finance memo, to remove from its active accounts receivable, 43 invoices totaling \$626,959.49.

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

April 22, 2013 report requesting write-off of 651 uncollectible accounts receivable totaling \$120,931.65, representing invoice amounts less than \$5,000.

ACTION: The Board unanimously approved the write off request from PW-BOS to remove from its active accounts receivable, 651 invoices totaling \$120,931.65.

4) **Los Angeles Housing Department (LAHD)**

April 5, 2013 report requesting write-off of 19,227 uncollectible accounts receivable totaling \$6,485,145.01, representing invoice amounts less than \$5,000.

ACTION: The Board unanimously approved, the write off request from LAHD to remove from its active accounts receivable, 6,616 non-REAP invoices totaling \$1,692,116.

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

- I. March 6, 2013 report requesting write-off of 9,210 uncollectible accounts receivable for emergency ambulance service charges totaling \$6,180,801.28, representing invoice amounts less than \$5,000.

ACTION: The Board unanimously approved the write off request from LAFD to remove from its active accounts receivable, 9,210 invoices totaling \$6,180,801.28.

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

- II. March 20, 2013 report requesting write-off of 158 uncollectible accounts receivable for various services totaling \$84,639.98, representing invoice amounts less than \$5,000.

ACTION: The Board unanimously approved the write off request from LAFD to remove from its active accounts receivable, 158 invoices totaling \$84,639.98.

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

- III. March 20, 2013 report requesting write-off of 1,476 uncollectible accounts receivable for emergency ambulance service charges totaling \$1,349,863.83, representing invoice amounts less than \$5,000.

ACTION: The Board unanimously approved the write off request from LAFD to remove from its active accounts receivable, 1,476 invoices totaling \$1,349,863.83.

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

- IV. March 20, 2013 report requesting write-off of 293 uncollectible accounts receivable for brush initial inspection charges totaling \$15,824.97, representing invoice amounts less than \$5,000.

ACTION: The Board unanimously approved the write off request from LAFD to remove from its active accounts receivable, 293 invoices totaling \$15,824.97.

9) **Los Angeles Department of Transportation (LADOT)**

January 8, 2013 report requesting write-off of 190,552 uncollectible accounts receivable totaling \$21,100,652.17, representing invoice amounts less than \$5,000.

ACTION: The Board unanimously approved the write off request from LADOT to remove from its active accounts receivable, 190,552 invoices totaling \$21,100,652.17.

10. **Public Comment**

None

11. **Next Regular Meeting**

The next scheduled meeting of the Board of Review will be held on Wednesday, July 31, 2013.

12. **Adjourned**

10:20 a.m.