

MINUTES

CITY OF LOS ANGELES

COLLECTIONS BOARD OF REVIEW

Wednesday, May 4, 2016

**Office of Finance, Conference Rm 202
200 North Spring Street
Los Angeles, CA 90012**

MEMBERS PRESENT

**Shane Min, Chair
Wai Yee Lau
Melissa Krance**

1) **Approval of the Minutes for January 27, 2016**

ACTION: The Board unanimously approved the minutes for January 27, 2016.

2) **Department of Transportation (DOT)**

April 18, 2016 report requesting write-off of 325,921 uncollectible accounts receivable totaling \$42,485,553.66, representing invoice amounts less than \$5,000.

ACTION: The Board unanimously approved the write-off request from the LADOT to remove from its active accounts receivable the uncollectible amount of \$42,485,553.66 representing 325,921 accounts less than \$5,000 per account.

3) **Los Angeles Fire Department – LAFD**

February 22, 2016 report requesting write-off of 24,189 uncollectible accounts receivable totaling \$25,433,673.70, representing invoice amounts less than \$5,000.

ACTION: The Board unanimously approved the write-off request from the LAFD to remove from its active accounts receivable the uncollectible amount of \$25,433,673.70, representing 24,189 accounts less than \$5,000 per account.

4) **Department of Public Works – Bureau of Sanitation – PW-BOS**

April 22, 2016 report requesting write-off of six (6) uncollectible accounts receivable totaling \$41,915.90 representing invoice amounts equal to or greater than \$5,000.

ACTION: The Board unanimously agreed to request the City Council to approve the request from PW-BOS to remove from its active accounts receivable six (6) uncollectible accounts totaling \$41,915.90, representing 6 accounts more than or equal to \$5,000 per account.

5) **Public Comment**

None

6) **Next Regular Meeting**

The next scheduled meeting of the Collections Board of Review will be held on Wednesday, July 27, 2016.