MINUTES

CITY OF LOS ANGELES
COLLECTIONS BOARD OF REVIEW

Wednesday, April 29, 2015
9:00 a.m.

200 N. Main St, Office of the Controller, Room 350c
Los Angeles, CA 90012

MEMBERS PRESENT

Shane Min, Chair
Wai Yee Lau
Melissa Krance

1) Approval of the Minutes for January 28, 2015

ACTION: The Board unanimously approved the Minutes of January 28, 2015.

2) Los Angeles Housing & Community Investment Department (HCIDLA)

March 23, 2015 report requesting write-off of two (2) uncollectible accounts receivable totaling $24,775.20 representing invoice amounts equal to or greater than $5,000.

ACTION: The Board unanimously agreed to recommend that City Council approve the request from HCIDLA to remove from its active accounts receivable the uncollectible amount of $24,775.20 representing two (2) accounts equal to or more than $5,000 per account.

3) Department of Building and Safety (LADBS)

March 16, 2015 report requesting write-off of three (3) uncollectible accounts receivable totaling $28,958.15 representing invoice amounts equal to or greater than $5,000.

ACTION: The Board unanimously agreed to recommend the City Council to approve the request from LADBS to remove from its active accounts receivable the uncollectible amount of $16,381.01 representing two (2) accounts equal to or more than $5,000 per account.
4) **Department of Public Works – Bureau of Street Lighting (PW-BOSL)**

   a. April 10, 2015 report requesting write-off of 23 uncollectible accounts receivable totaling $155,625.98 representing invoice amounts equal to or greater than $5,000.

   **ACTION:** The Board unanimously agreed to recommend the City Council to approve the request from PW-BOSL to remove from its active accounts receivable the uncollectible amount of $155,625.98 representing 23 accounts equal to or more than $5,000 per account.

   b. April 10, 2015 report requesting write-off of 748 uncollectible accounts receivable totaling $1,259,881.25 representing invoice amounts less than $5,000.

   **ACTION:** The Board unanimously approved the write off request from PW-BOSL to remove from its active accounts receivable, 735 invoices totaling $1,257,435.53.

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

   a. February 25, 2015 report requesting write-off of 327 uncollectible accounts receivable totaling $152,856.91 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, 327 invoices totaling $152,856.91.

   b. March 17, 2014 report requesting write-off of 942 uncollectible accounts receivable totaling $471,972.24 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, 942 invoices totaling $471,972.24.

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

   March 17, 2015 report requesting write-off of 2,063 uncollectible accounts receivable totaling $660,132.91 representing invoice amounts less than $5,000.

   **ACTION:** The Board unanimously approved the write off request from LAPD to remove from its active accounts receivable, 2,062 invoices totaling $659,932.91.

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

   April 20, 2015 report requesting write-off of 131,991 uncollectible accounts receivable totaling $15,714,924.12 representing invoice amounts less than $5,000.
ACTION: The Board unanimously approved the request from the LADOT to remove from its active accounts receivable the uncollectible amount of $15,714,924.12 representing 131,991 accounts less than $5,000 per account.

8) Public Comment

None

9) Next Regular Meeting

The next scheduled meeting of the Collections Board of Review will be held on Wednesday, July 29, 2015.

10) Adjourned

10:01 a.m.