

# MINUTES

## CITY OF LOS ANGELES COLLECTIONS BOARD OF REVIEW

Wednesday, October 29, 2014  
9:00 A.M.

Office of the Controller, Conference Rm 350c  
200 North Main Street  
Los Angeles, CA 90012

**MEMBERS:** Shane Min, Chair  
Monique Earl  
Fernando Campos

1. **Approval of the Minutes for August 19, 2014**

**ACTION:** The Board unanimously approved the Minutes for August 19, 2014.

2. **Los Angeles Police Department (LAPD)**

August 19, 2014 report requesting write-off of 1,670 uncollectible accounts receivable totaling \$539,626.73, representing invoice amounts less than \$5,000.

**ACTION:** The Board unanimously approved the request from LAPD to remove from its active accounts receivable the uncollectible amount of \$512,734.73 representing 1,612 accounts less than \$5,000 per account.

3. **Los Angeles Department of Transportation (DOT)**

October 16, 2014 report requesting write-off of 203,899 uncollectible accounts receivable totaling \$24,331,785.21, representing invoice amounts less than \$5,000.

**ACTION:** The Board unanimously approved the request from LADOT to remove from its active accounts receivable the uncollectible amount of \$24,331,785.21 representing 203,899 accounts less than \$5,000 per account.

4. **Los Angeles Fire Department (LAFD)**

October 8, 2014 report requesting write-off of 26,939 uncollectible accounts receivable totaling \$29,968,055.44, representing invoice amounts less than \$5,000.

**ACTION:** The Board unanimously approved the request from LAFD to remove from its active accounts receivable the uncollectible amount of \$29,968,055.44 representing 26,939 accounts less than \$5,000 per account.

5. **Department of City Planning**

a. October 23, 2014 report requesting write-off of 100 uncollectible accounts receivable totaling \$59,082.13, representing invoice amounts less than \$5,000.

**ACTION:** The Board unanimously approved the request from City Planning to remove from its active accounts receivable the uncollectible amount of \$59,082.13 representing 100 accounts less than \$5,000 per account.

b. October 23, 2015 report requesting write-off of two (2) uncollectible accounts receivable totaling \$22,504.74, representing invoice amounts equal to or more than \$5,000.

**ACTION:** The Board unanimously agreed to recommend that City Council approve the request from City Planning to remove from its active accounts receivable the uncollectible amount of \$22,504.74 representing two accounts equal to or more than \$5,000 per account.

6. **Housing and Community Investment Department of Los Angeles (HCIDLA)**

October 27, 2014, report requesting write off of 2,942 uncollectible accounts totaling \$1,420,800.52, representing amounts less than \$5,000.

**ACTION:** The Board agreed to continue the item and have HCIDLA resubmit the report at the next Board meeting.

7. **Public Comment**

None

8. **Next Regular Meeting**

The next scheduled meeting of the Collections Board of Review will be held on Wednesday, January 28, 2015.

9. **Adjourned**

10:10 a.m.