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.