

MINUTES
CITY OF LOS ANGELES
COLLECTIONS BOARD OF REVIEW

Wednesday, October 30, 2019

**Controller Conference Rm 350B
200 North Main Street
Los Angeles, CA 90012**

MEMBERS PRESENT

**Shane Min, Chair
Melissa Krance
Edwin Avnessian**

1) **Approval of the Minutes of July 31, 2019**

The Board unanimously approved the July 31, 2019 minutes.

2) **Housing + Community Investment Department of Los Angeles (HCIDLA)**

a) September 16, 2019 report requesting write-off of 397 invoices (308 owners, 310 unique APNs) totaling \$279,074.85, each debtor owing less than \$5,000.00.

ACTION: The Board unanimously approved the write-off request from HCIDLA to remove from its active accounts receivable, 397 invoices, (308 owners, 310 unique APNs) totaling \$279,074.85.

b) September 16, 2019 report requesting write-off of 10 invoices (10 owners, 10 unique APNs) totaling \$199,250.69, each debtor owing more than \$5,000.00.

ACTION: The Board unanimously recommended that the City Council approve the request from HCIDLA to remove from its active accounts 10 invoices (10 owners, 10 unique APNs) totaling \$199,250.69, each debtor owing \$5,000.00 or more.

3) **Los Angeles Department of Building and Safety (LADBS)**

- a) September 30, 2019 report requesting write-off of 553 customer accounts for fees totaling \$430,765.59, each customer account owing less than \$5,000.00.

ACTION: The Board unanimously approved the write-off request from LADBS to remove from its active accounts 553 customer accounts for fees totaling \$430,765.59, each customer account owing less than \$5,000.00.

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

- a) August 30, 2019 report requesting write-off of 122 uncollectable accounts for fees totaling \$8,411.78, each invoice amount owing less than \$5,000.00.

ACTION: The Board unanimously approved the write-off request from LAFD to remove from its active account 122 uncollectable charges for fees totaling \$8,411.78, each invoice amount owing less than \$5,000.00.

- b) August 30, 2019 report requesting write-off of 14,175 uncollectable accounts for fees totaling \$16,291,780.83, each invoice amount owing less than \$5,000.00.

ACTION: The Board unanimously approved the write-off request from LAFD to remove from its active account 14,175 uncollectable accounts totaling \$16,291,780.83, each invoice amount owing less than \$5,000.00.

5) **Board of Public Works (BPW)**

- a) October 1, 2019 report requesting write-off of 243 delinquent accounts for fees totaling \$284,882.19, each account owing less than \$5,000.00.

ACTION: The Board unanimously approved the write-off request from BPW to remove from its active account 243 delinquent accounts for fees totaling \$284,882.19 each account owing less than \$5,000.00.

- b) October 1, 2019 report requesting write-off of 22 delinquent accounts for fees totaling \$162,110.83, each account owing more than \$5,000.00.

ACTION: The Board unanimously recommended that the City Council approve the request from BPW to remove from its active accounts 22 delinquent accounts for fees totaling \$162,110.83, each account owing \$5,000.00 or more.

6) **Board of Police Commissioners**

- a) October 8, 2019 report requesting write-off of 4,619 delinquent invoices representing 2,486 accounts for fees totaling \$1,336,191.93, each account owing less than \$5,000.00.

ACTION: The Board unanimously approved the write-off request from the Board of Police Commissioners to remove from its active account 4,619 delinquent invoices representing the corrected account total of 3,310 accounts for fees totaling \$1,336,191.93, each account owing less than \$5,000.00.

7) **Public Comments**

None

8) **Next Regular Meeting**

The next scheduled meeting of the Collections Board of Review will be held on Wednesday, January 29, 2020.

9) **Adjourned**

10:12 a.m.