

MINUTES

CITY OF LOS ANGELES

COLLECTIONS BOARD OF REVIEW

Wednesday, November 7, 2018

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

MEMBERS PRESENT

Shane Min, Chair
Melissa Krance
Saul Romo

1) **Approval of the Minutes of May 16, 2018 and July 25, 2018**

ACTION: The Board unanimously approved the minutes for May 16, 2018 and July 25, 2018.

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

a) August 31, 2018, report requesting write-off of 60 uncollectible accounts receivable totaling \$30,896.30 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, 60 invoices totaling \$30,896.30.

b) August 31, 2018, report requesting write-off of 32,681 uncollectible accounts receivable totaling \$35,227,787.74 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, 32,681 invoices totaling \$35,227,787.74.

c) September 18, 2018, report requesting write-off of 8,358 uncollectible accounts receivable totaling \$548,087.73 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, 8,358 invoices totaling \$548,087.73.

3) **Los Angeles Police Department - LAPD**

September 11, 2018, report requesting write-off of 1,798 uncollectible accounts receivable totaling \$673,350.97 representing invoice amounts less than \$5,000.

ACTIONS: The Board unanimously approved the revised write off request from LAPD to remove from its active accounts receivable, 1,792 accounts (2,298 invoices) totaling \$673,343.13.

4) **Los Angeles Housing and Community Investment Department – LAHCID**

September 26, 2018, report requesting write-off of 2,854 uncollectible invoices (1,617 owners, 1,621 unique APNs) totaling \$939,395.88 representing invoice amounts less than \$5,000

ACTIONS: The Board unanimously approved the write off request from HCIDLA to remove from its active accounts receivable, 2,854 uncollectible invoices (1,617 owners, 1,621 unique APNs) totaling \$939,395.88, each account under \$5,000.

a) September 26, 2018, report requesting write-off of 57 uncollectible invoices (21 owners, 31 unique APNs) totaling \$233,641.27 representing invoice amounts equal to \$5,000 or more.

ACTIONS: The Board unanimously recommends the City Council approve the write off of 57 invoices (21 owners, 31 unique APNs) totaling \$233,641.27, each account owing more than \$5,000.

5) Los Angeles Department of Building and Safety – LADBS

September 28, 2018, report requesting write-off of 2,108 uncollectible invoices (1,784 accounts) totaling \$1,844,411.67 representing invoice amounts less \$5,000

ACTIONS: The Board agrees that further efforts will be disproportionately costly in relation to the possible outcome and unanimously approves the write off of 2,108 uncollectible invoices (1,784 accounts) totaling \$1,844,411.67, representing accounts less than \$5,000.

6) **Office of the Board of Public Works – Bureau of Sanitation – BPW-San**

September 28, 2018, report requesting write-off of 1,132 uncollectible invoices (661 accounts) totaling \$148,729.55 each account owing less than \$5,000

ACTIONS: The Board unanimously approves the request from PW-BOS to remove from its active accounts receivable 1,132 uncollectible invoices (661 accounts) totaling \$148,729.55 representing accounts owing less than \$5,000.

7) **Public Comments**

No public comments.

8) **Next Regular Meeting**

The next scheduled meeting of the Collections Board of Review will be held on Wednesday, January 30, 2019.

9) **Adjourn**

