

**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.