

MINUTES

CITY OF LOS ANGELES

COLLECTIONS BOARD OF REVIEW

**Wednesday, July 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 April 29, 2015**

ACTION: No minutes, deferred to the October 28, 2015 Board meeting.

2) **Los Angeles Housing & Community Investment Department (HCIDLA)**

June 22, 2015 report requesting write-off of 175 uncollectible accounts receivable totaling \$70,031.61, representing invoice amounts less than \$5,000.

ACTION: The Board unanimously approved the write off request from HCIDLA to remove from its active accounts receivable the uncollectible amount of \$70,031.61 representing 175 accounts less than \$5,000.

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

June 30, 2015 report requesting write-off of 1,141 uncollectible accounts receivable totaling \$337,729.59 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 the revised uncollectible amount of \$339,786.59 representing 1,141 accounts less than \$5,000.

4) **Board of Public Works – Bureau of Sanitation (PW-BOS)**

June 26, 2015 report requesting write-off of 684 uncollectible accounts receivable totaling \$83,612.22 representing invoice amounts less than \$5,000.

ACTION: The Board agreed to defer the request to the next Board meeting to give the department a chance to verify discrepancies in the report.

5) **Public Comment**

None

6) **Next Regular Meeting**

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

7) **Adjourned**

9:50 a.m.