

MINUTES

CITY OF LOS ANGELES

BOARD OF REVIEW

Wednesday, October 29, 2008
9:00 a.m.

200 North Main Street, Room 350C
Los Angeles, CA 90012

MEMBERS PRESENT: Louis Benjamin, Chair
Jeffery Whitmore

- 1) Approval of the Minutes of July 31, 2008

ACTION: Minutes Approved

- 2) Department of General Services

- a. July 9, 2008 report requesting write-off of an uncollectible account receivable totaling \$4,358.76 representing an invoice amount greater than \$1,000.00.

ACTION: Recommendation for write-off was accepted. Board agreed to send request to Council for write-off approval.

- b. September 3, 2008 report requesting write-off of an uncollectible account receivable totaling \$2,894.00 representing an invoice amount greater than \$1,000.00.

ACTION: Recommendation for write-off was accepted. Board agreed to send report to Council for write-off approval.

- c. September 15, 2008 report requesting write-off of an uncollectible account receivable totaling \$2,000.00 representing an invoice amount greater than \$1,000.00.

ACTION: Recommendation for write-off was accepted. Board agreed to send request to Council for write-off approval.

- 3) Los Angeles Convention Center

July 22, 2008 report requesting write-off of three uncollectible accounts receivable totaling \$17,610.59 representing invoice amounts greater than \$1,000.00.

ACTION: Recommendation for write-off was accepted. Board agreed to send request to Council for write-off approval.

4) Fire Department

- a. May 6, 2008 report requesting write-off of an uncollectible account receivable (services of Fire Safety Officers) totaling \$360.00 representing an invoice amount less than \$1,000.00.

ACTION: Request for write-off was approved.

- b. May 6, 2008 report requesting write-off of two uncollectible accounts receivable (LAFD charges for Fire Safety Officers and CUPA for fiscal years 1998-2006) totaling \$2,638.50 representing invoice amounts greater than \$1,000.00.

ACTION: Recommendation for write-off was accepted. Board agreed to send request to Council for write-off approval.

- c. May 9, 2008 report requesting write-off of an uncollectible account receivable (LAFD charges for Fire Service Restitution for fiscal year 1997) totaling \$105,272.00 representing an invoice amount greater than \$1,000.00.

ACTION: Recommendation for write-off was accepted. Board agreed to send request to Council for write-off approval.

- d. September 16, 2008 report requesting write-off of four uncollectible accounts receivable (LAFD charges for services of Fire Safety Officers and High Rise Inspections) totaling \$5,482.51 representing invoice amounts greater than \$1,000.00 for fiscal years 2004-2006.

ACTION: Recommendation for write-off was accepted. Board agreed to send request to Council for write-off approval.

- e. September 17, 2008 report requesting write-off of 126 uncollectible accounts receivable (for Inspection Services) totaling \$52,306.05 representing invoice amounts less than \$1,000.00.

ACTION: Request for write-off was approved.

5) Board of Public Works

- a. February 13, 2008 report requesting write-off of 63 uncollectible accounts receivable (owed by Industrial Users) totaling \$138,193.24 representing invoice amounts greater than \$1,000.00.

ACTION: Recommendation for write-off was accepted. Board agreed to send request to Council for write-off approval.

- b. February 13, 2008 report requesting write-off of 1,913 uncollectible accounts receivable (owed by Industrial Users) totaling \$192,861.00 representing invoice amounts less than \$1,000.00.

ACTION: Request for write-off was approved.

6) Office of Finance

September 30, 2008 report requesting write-off of uncollectible accounts receivable from various departments totaling \$1,692,344.29 representing 864 invoice amounts over/under \$1,000.00:

<u>DEPARTMENT</u>	<u>NO OF ACCOUNTS</u>	<u>AMOUNT</u>
Department of Building and Safety		
Collection Judgments 2008 (OSI)	27	\$ 45,287.50
Collection Judgments 2008	<u>4</u>	<u>18,758.76</u>
Total	31	<u>\$ 64,046.26</u>
Los Angeles Fire Department		
Collection Judgments 2008 (OSI)	40	\$ 97,096.87
Collection Judgments 2008	<u>71</u>	<u>159,934.56</u>
Total	111	<u>\$257,031.43</u>
Los Angeles Police Department		
Collection Judgments 2008 (OSI)	139	\$ 128,153.30
Collection Judgments 2008	<u>209</u>	<u>210,523.17</u>
Total	348	<u>\$ 338,676.47</u>
Department of Public Works		
Office of Accounting		
Collection Judgments 2008	17	\$ 34,386.85
Department of Public Works		
Bureau of Sanitation		
Collection Judgments 2008 (OSI)	40	\$ 162,603.34
Collection Judgments 2008	<u>19</u>	<u>103,444.57</u>
Total	59	<u>\$266,047.91</u>

DEPARTMENT	NO OF ACCOUNTS	AMOUNT
Department of Public Works		
Street Lighting		
Collection Judgments 2008 (OSI)	63	\$ 99,856.65
Collection Judgments 2008	<u>90</u>	<u>136,217.33</u>
Total	153	\$236,073.98
GrandTotal P/W	<u>229</u>	<u>\$536,508.74</u>
Department of Recreation and Parks		
Collection Campaign - Judgments 2008 (OSI)	15	\$229,231.24
Collection Campaign – Judgments 2008	<u>27</u>	<u>10,341.00</u>
Total	42	\$239,572.24
Department of Transportation		
Collection Judgments 2008 (OSI)	44	\$121,774.13
Collection Judgments 2008	<u>59</u>	<u>134,735.02</u>
Total	103	\$256,509.15
Grand Total	<u>864</u>	<u>\$1,692,344.29</u>

ACTION: Report from the Los Angeles Fire Department totaling \$257,031.43 was deferred until January 28, 2009 pending LAFD's Board approval.

Recommendation for write-off of remaining accounts receivable totaling \$1,435,312.86 representing invoice amounts over and under \$1,000.00 was accepted. Board agreed to send requests to Council for write-off approval.

7) Department of Building and Safety – Deferred from July 31, 2008 (No Department Representative Present)

a. October 22, 2007 report requesting write-off of 151 uncollectible accounts receivable totaling \$32,081.75 representing invoice amounts less than \$1,000.00.

ACTION: Request for write-off was approved.

b. March 14, 2008 report requesting write-off of 8 uncollectible delinquent accounts receivable totaling \$909.96 representing invoice and amounts less than \$1,000.00.

ACTION: Request for write-off was approved.

8) Public Comments

NONE

9) Adjournment

10:50 a.m.

10) Next scheduled meeting of the Board of Review will be held on Wednesday, January 28, 2009 at 9:00 a.m.