

# MINUTES

## CITY OF LOS ANGELES

### BOARD OF REVIEW

Wednesday, July 29, 2009, 9:00 A.M.

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

**MEMBERS PRESENT:** Louis J. Benjamin, Chair  
Vicky Santiago  
Jeffery Whitmore

1) Approval of the Minutes of April 29, 2009

**ACTION:** The Board unanimously approved the Minutes of April 29, 2009

2) Department of Building and Safety

February 18, 2009 report requesting write-off of 1,429 uncollectible accounts receivable totaling \$447,131.27 representing invoice amounts less than \$1,000.00.

**ACTION:** The Board unanimously agreed to approve the request for write-off.

3) Department of General Services

March 2, 2009 report requesting write-off of one uncollectible account receivable totaling \$468.00 representing an invoice amount less than \$1,000.00.

**ACTION:** The Board unanimously agreed to approve the request for write-off.

4) Los Angeles Convention Center

a. January 29, 2009 report requesting write-off of four uncollectible accounts receivable totaling \$10,267.39 representing invoice amounts greater than or equal to \$1,000.00.

**ACTION:** The Board unanimously agreed to send the request to the City Council for approval of the write-off request

b. March 25, 2009 report requesting write-off of one uncollectible account receivable totaling \$19,293.00 representing an invoice amount greater than or equal to \$1,000.00.

**ACTION:** The Board unanimously agreed to send the request to the City Council for approval of the write-off request

- c. April 7, 2009 report requesting write-off of 22 uncollectible accounts receivable (accrual interest) totaling \$25,815.74. Of the 22 uncollectible receivables, seven represent invoice amounts greater than or equal to \$1,000.00 for a total of \$22,749.02. The remaining 15 accounts represent invoice amounts less than \$1,000.00 for a total of \$3,066.72.

**ACTION:** The Board unanimously agreed to approve the request for write-off of 15 accounts, which represents invoice amounts less than \$1,000.00 for a total of \$3,066.72.

The Board unanimously agreed to send the remaining seven accounts, which represents invoice amounts greater than or equal to \$1,000.00 for a total \$22,749.02, to the City Council for approval of the write-off request.

5) Department of Public Works/Bureau of Sanitation

- a. March 18, 2009 report requesting write-off of 1,874 uncollectible accounts receivable totaling \$166,699.73 representing invoice amounts less than \$1,000.00.

**ACTION:** The Board unanimously agreed to approve the request for write-off.

- b. March 18, 2009 report requesting write-off of 60 uncollectible accounts receivable totaling \$141,322.35 representing invoice amounts greater than or equal to \$1,000.00.

**ACTION:** The Board unanimously agreed to send the request to the City Council for approval of the write-off request.

- c. April 1, 2009 report requesting write-off of 555 uncollectible accounts receivable totaling \$2,240,375.66 representing invoice amounts greater than or equal to \$1,000.00.

**ACTION:** The Board unanimously agreed to send the request to the City Council for approval of the write-off request.

6) Department of Public Works/Office of Accounting

May 6, 2009 report requesting write-off of 1,663 uncollectible accounts receivable totaling \$451,400.28 representing invoice amounts less than \$1,000.00.

**ACTION:** The Board unanimously agreed to approve the request for write-off.

7) El Pueblo De Los Angeles Historical Monument

May 15, 2009 report requesting write-off of two uncollectible accounts receivable totaling \$2,980.00 of which \$845.00 represents an invoice amount less than \$1,000.00. The remaining balance of \$2,135.00 represents an invoice amount greater than \$1,000.00.

**ACTION:** The Board unanimously agreed to approve the request for write-off of one uncollectible account, which represents an invoice amount less than \$1,000.00 for a total of \$845.00.

The Board unanimously agreed to send the remaining uncollectible account, which represents an invoice amount greater than or equal to \$1,000.00 for a total of \$2,135.00 to the City Council for approval of the write-off request.

8) Public Comments

None

9) Next Meeting

Next scheduled meeting of the Board of Review will be held on Wednesday, October 28, 2009.

10) Adjournment

10:50 a.m.