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.