1) Approval of the Minutes of April 30, 2008

**ACTION**: Minutes approved

2) Department of Building and Safety – Deferred from Meeting on April 30, 2008

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

b. March 14, 2008 report requesting write-off of uncollectible delinquent accounts receivables totaling $909.64 representing invoice amounts less than $1,000.00.

**ACTION**: Deferred until October 29, 2008 – Department representative not present.

3) Los Angeles Convention Center

a. March 14, 2008 report requesting write-off of one uncollectible account receivable totaling $2,000.96, including a returned check fee of $35.00.

**ACTION**: Write-off approved for $2,000.96 representing invoice amount over $1,000.00 pending clarification, via mail or email, of original invoice amount. Once clarification is received, the Board agreed to send invoice to City Council for approval of write-off.

b. March 29, 2008 report requesting write-off of 21 uncollectible accounts receivable totaling $7,306.15, which includes interest of $747.87 and returned check fees of $210.00, representing invoice amounts less than $1,000.00.

c. May 28, 2008 report requesting write-off of one uncollectible account receivable totaling $1,067.00, including interest of $237.00.

**ACTION**: Items b and c approved for write-off.
4) Public Comments

NONE

5) Next Meeting

Next scheduled meeting of the Board of Review will be held on October 29, 2008 at 9:00 a.m.

6) Adjournment

9:50 a.m.