1. **Approval of the Minutes for May 4, 2016**

**ACTION:** The Board unanimously approved the minutes for May 4, 2016.

2. **Los Angeles Housing and Community Investment Department (LAHCID)**

   March 24, 2016 report requesting write-off of 8,066 uncollectible accounts receivable totaling $2,765,737.58, representing invoice amounts less than $5,000.

   **ACTION:** The Board unanimously approved the write-off request from LAHCID to remove from its active accounts receivable the uncollectible amount of $2,765,737.58, representing 8,066 accounts less than $5,000 per account.

3. **Los Angeles Convention and Tourism Development (LACTD)**

   a. May 19, 2016 report requesting write-off of 10 uncollectible accounts receivable totaling $14,479.77, representing invoice amounts less than $5,000.

      **ACTION:** The Board unanimously approved the write-off request from LACTD to remove from its active accounts receivable the uncollectible amount of $14,479.77, representing 10 accounts less than $5,000 per account.

   b. May 19, 2016 report requesting write-off of five (5) uncollectible accounts receivable totaling $277,055.89, representing invoice amounts equal to or greater than $5,000.

      **ACTION:** The Board unanimously recommends that the City Council approve the write-off request from LACTD to remove from its active accounts receivable the uncollectible amount of $277,055.89, representing 5 accounts equal to or more than $5,000 per account.
4. **Los Angeles Department of Transportation (LADOT)**

   July 25, 2016 report requesting write-off of 81,146 uncollectible accounts receivable totaling $11,023,334.86, representing invoice amounts less than $5,000.

   **ACTION:** The Board unanimously approved the write-off request from LADOT to remove from its active accounts receivable the uncollectible amount of $11,023,334.86, representing 81,146 accounts less than $5,000 per account.

5. **Department of Public Works – Bureau of Sanitation (PW-BOS)**

   July 22, 2016 report requesting write-off of 224 uncollectible accounts receivable totaling $29,778.84, representing invoice amounts less than $5,000.

   **ACTION:** The Board unanimously approved the write-off request from PW-BOS to remove from its active accounts receivable the uncollectible amount of $29,778.84, representing 224 accounts less than $5,000 per account.

6. **Public Comment**

   None

7. **Next Regular Meeting**

   The next scheduled meeting of the Collections Board of Review will be held on Wednesday, October 26, 2016.