MINUTES

CITY OF LOS ANGELES

COLLECTIONS BOARD OF REVIEW

Wednesday, January 28, 2026

200 North Main Street
Los Angeles, CA 90012

MEMBERS PRESENT

Shane Min, Chair
Melissa Krance
Andrew Kaplan

1) **Approval of the Minutes of October 29, 2025**

The Board unanimously approved the October 29, 2025 minutes.

2) **Department of Public Works- Bureau of Sanitation – (LASAN)**

November 19, 2025 report requesting the write-off of 2,477 uncollectible invoices for 379 permits with fees totaling $399,239.48, each owner owing less than $5,000.00.

ACTION: The Board unanimously approved the write-off request from LASAN to remove from its active account receivable, 2,477 uncollectible invoices for 379 permits for fees totaling $399,239.48.

3) **Los Angeles Police Department - Board of Police Commissioners - (BOPC)**

September 10, 2025 report requesting the write-off of 3,874 uncollectible invoices for 2,815 accounts with fees totaling $1,364,582.82, each account owing less than $5,000.00.

ACTION: The Board unanimously approved the write-off request from BOPC to remove from its active account receivable, 3,874 uncollectible invoices for 2,815 accounts for fees totaling $1,364,582.82.

September 10, 2025 report requesting the write-off of 84 uncollectible invoices for 8 accounts with fees totaling $84,044.00, each owner owing $5,000.00 or more.

ACTION: The Board unanimously recommends that City Council approve the write-off request from BOPC to remove from its active account receivable, 84 uncollectible invoices for 8 accounts with fees totaling $84,044.00.

October 16, 2025 report requesting the write-off of 3,298 uncollectible invoices for 2,544 accounts with fees totaling $1,148,022.33, each account owing less than $5,000.00.

ACTION: The Board unanimously approved the write-off request from BOPC to remove from its active account receivable, 3,298 uncollectible invoices for 2,544 accounts for fees totaling $1,148,022.33.

October 7, 2025 report requesting the write-off of 29 uncollectible invoices for 4 accounts with fees totaling $24,777.00, each owner owing $5,000.00 or more.

ACTION: The Board unanimously recommends that City Council approve the write-off request from BOPC to remove from its active account receivable, 29 uncollectible invoices for 4 accounts with fees totaling $24,777.00.

4) **Public Comments**

None

5) **Next Regular Meeting**

The next scheduled meeting of the Collections Board of Review will be held on Wednesday, April 29, 2026.

6) **Adjourned**

9:20 am