

**MINUTES**  
**CITY OF LOS ANGELES**  
**COLLECTIONS BOARD OF REVIEW**

**Wednesday, July 31, 2024**

**200 North Main Street**  
**Los Angeles, CA 90012**

**MEMBERS PRESENT**

**Shane Min, Chair**  
**Melissa Krance**  
**Andrew Kaplan**

1) **Approval of the Minutes of January 31, 2024**

The Board unanimously approved the January 31, 2024 minutes.

2) **Los Angeles Fire Department (LAFD)**

February 26, 2024 report requesting the write-off of 67,883 uncollectible accounts with fees totaling \$127,809,365.10, each invoice owing less than \$5000.00.

**ACTION:** The Board unanimously approved the write-off request from LAFD to remove from its active account receivables, 67,883 uncollectible accounts for with fees totaling \$127,809,365.10.

3) **Los Angeles Housing Departments (LAHD)**

March 22, 2024 report requesting the write-off of 12,455 uncollectible invoices (6,675 owners of 7,191 APNs) for fees totaling \$4,945,991.94, each account owing less than \$5000.00.

**ACTION:** The Board unanimously approved the write-off request from LAHD to remove from its active account receivables, 12,455 uncollectible invoices (6,675 owners of 7,191 APNs) for fees totaling \$4,945,991.94.

March 22, 2024 report requesting the write-off of 51 uncollectible invoices (44 owners of 44 APNs) for fees totaling \$694,338.91, each account owing \$5000.00 or more.

**ACTION:** The Board unanimously recommends that City Council approve the write-off request from LAHD to remove from its active account receivables, 51 uncollectible invoices (44 owners of 44 APNs) for fees totaling \$694,338.91. July 23, 2024 revised report requesting the write-off of 145 uncollectible invoices (95 owners of 96 APNs) for fees totaling \$49,435.14, each account owing less than \$5000.00.

**ACTION:** The Board unanimously approved the write-off request from LAHD to remove from its active account receivables, 145 uncollectible invoices (95 owners of 96 APNs) for fees totaling \$49,435.14.

July 3, 2024 revised report requesting the write-off of 30 uncollectible invoices (22 owners of 23 APNs) for fees totaling \$503,485.40, each account owing \$5000.00 or more.

**ACTION:** The Board unanimously recommends that City Council approve the write-off request from LAHD to remove from its active account receivables, 30 uncollectible invoices (22 owners of 23 APNs) for fees totaling \$503,485.40.

4) **Los Angeles Board of Police Commissioners (BOPC)**

June 17, 2024 report requesting the write-off of 3,810 uncollectible invoices for 2,830 accounts with fees totaling \$1,271,935.24, each account owing less than \$5000.00.

**ACTION:** The Board unanimously approved the write-off request from BOPC to remove from its active account receivables, 3,810 uncollectible invoices for 2,830 accounts with fees totaling \$1,271,935.24.

June 17, 2024 report requesting the write-off of 116 uncollectible invoices for 10 accounts with fees totaling \$102,636.00, each account \$5000.00 or more.

**ACTION:** The Board unanimously recommends that City Council approve the write-off request from BOPC to remove from its active account receivables, 116 uncollectible invoices for 10 accounts with fees totaling \$102,636.00.

5) **Public Comments**

None

6) **Next Regular Meeting**

The next scheduled meeting of the Collections Board of Review will be held on Wednesday, October 30, 2024.

7) **Adjourned**

9:38 am