

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

Wednesday, July 30, 2025

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

MEMBERS PRESENT

**Shane Min, Chair
Melissa Krance
Heidi Kim**

1) Approval of the Minutes of January 29, 2025

The Board unanimously approved the January 29, 2025 minutes.

2) Los Angeles Fire Department (LAFD)

January 16, 2025 report requesting the write-off of 69,511 uncollectible service accounts with fees totaling \$131,470,432.45, each account owing less than \$5000.00.

ACTION: The Board unanimously approved the write-off request from LAFD to remove from its active account receivables, 69,511 uncollectible service accounts with fees totaling \$131,470,432.45.

3) Los Angeles Housing Department – (LAHD)

March 12, 2025 report requesting the write-off of 50 uncollectible invoices for 39 owners of 40 property (APNs) accounts with fees totaling \$20,863.54, each owner owing less than \$5,000.00.

ACTION: The Board unanimously approved the write-off request from LAHD to remove from its active account receivable, 50 uncollectible invoices (39 owners of 40 APN's) for fees totaling \$20,863.54.

March 12, 2025 report requesting the write-off of 12 uncollectible invoices for 8 owners of 8 property (APNs) accounts with fees totaling \$146,043.70, each owner owing \$5,000.00 or more.

ACTION: The Board unanimously recommends that the City Council approve the write-off request from LAHD to remove from its active account receivable, 12 uncollectible invoices (8 owners of 8 APNs) for fees totaling \$146,043.70.

July 2, 2025 report requesting the write-off of 11,407 uncollectible invoices for 6,076 owners of 6,326 property (APNs) accounts with fees totaling \$4,203,658.76, each owner owing less than \$5,000.00.

ACTION: The Board unanimously approved the write-off request from LAHD to remove from its active account receivable, 11,407 uncollectible invoices (6,076 owners of 6,326 APN's) for fees totaling \$4,203,658.76.

July 2, 2025 report requesting the write-off of 246 uncollectible invoices for 75 owners of 133 property (APNs) accounts with fees totaling \$833,852.96, each owner owing \$5,000.00 or more.

ACTION: The Board unanimously recommends that the City Council approve the write-off request from LAHD to remove from its active account receivables, 246 uncollectible invoices (75 owners of 133 APNs) for fees totaling \$833,852.96.

4) **Public Comments**

None

5) **Next Regular Meeting**

The next scheduled meeting of the Collections Board of Review will be held on Wednesday, October 29, 2025.

6) **Adjourned**

9:13 am