

MINUTES
CITY OF LOS ANGELES
COLLECTIONS BOARD OF REVIEW

Wednesday, October 29, 2025

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

MEMBERS PRESENT

**Shane Min, Chair
Melissa Krance
Matthew Crawford**

1) **Approval of the Minutes of July 30, 2025**

The Board unanimously approved the July 30, 2025 minutes.

2) **Los Angeles Housing Department – (LAHD)**

October 2, 2025 report requesting the write-off of 269 uncollectible invoices for 160 owners of 162 property (APNs) accounts with fees totaling \$128,893.97, each owner owing less than \$5,000.00.

ACTION: LAHD presented revised totals for the October 2, 2025 report changing the uncollectible invoices from 269 uncollectible invoices with fees totaling \$128,893.57 to 242 uncollectible invoices with fees totaling \$123,580.57 owing less than \$5,000.00. The Board unanimously approved the write-off request from LAHD to remove from its active account receivable, 242 uncollectible invoices (160 owners of 162 APN's) for fees totaling \$123,580.57.

October 2, 2025 report requesting the write-off of 11 uncollectible invoices for 6 owners of 6 property (APNs) accounts with fees totaling \$125,238.48, each owner owing \$5,000.00 or more.

ACTION: The Board unanimously recommends that City Council approve the write-off request from LAHD to remove from its active account receivable, 12 uncollectible invoices (6 owners of 6 APNs) for fees totaling \$125,238.48.

3) **Public Comments**

None

4) **Next Regular Meeting**

The next scheduled meeting of the Collections Board of Review will be held on Wednesday, January 28, 2026.

5) **Adjourned**

9:16 am