

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 (150 owners of 151 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, 11 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