

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

**Wednesday, April 27, 2022**

**Via Zoom**

**MEMBERS PRESENT**

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

1) **Approval of the Minutes of January 26, 2022**

The Board unanimously approved the January 26, 2022 minutes.

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

June 16, 2021 report requesting write-off of 468 uncollectible invoices (120 inactive customer permit accounts) with fees totaling \$112,705.76, each account owing less than \$5,000.00.

**ACTION:** The Board unanimously approved the write-off request from Department of Public Works – Bureau of Sanitation to remove from its active accounts receivable 468 uncollectible invoices (120 customer permits) with fees totaling \$112,705.76.

3) **Board of Police Commissioners (BOPC)**

March 1, 2022 report requesting the write-off of 4,079 uncollectible invoices (3,033 accounts) for fees totaling \$1,278,514.59, each account owing less than \$5,000.00.

**ACTION:** The Board unanimously approve the write-off request from BOPC to remove from its active account receivables, 4,079 uncollectible invoices (3,033 accounts) for fees totaling \$1,278,514.59.

March 1, 2022 report requesting the write-off of 106 uncollectible invoices (11 accounts) for fees totaling \$108,629.25, each account owing more than \$5,000.00.

**ACTION:** The Board unanimously recommends that City Council approve the write-off request from BOPC to remove from its active account receivables, 106 uncollectible invoices (11 accounts) for fees totaling \$108,629.25.

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

February 28, 2022 report requesting to write-off of 75,527 uncollectible accounts with fees totaling \$85,497,231.04, each account owing less than \$5,000.00.

**ACTION:** The Board unanimously approved the write-off request from LAFD to remove from its active accounts receivable 75,527 uncollectible accounts with fees totaling \$85,497,231.04.

5) **Los Angeles Board of Public Works (BPW)**

March 16, 2022 report requesting the write-off of 403 uncollectible invoices (403 accounts) for fees totaling \$828,229.20, each account owing less than \$5,000.00.

**ACTION:** The Board unanimously approve the write-off request from BPW to remove from its active accounts 403 uncollectible invoices (403 customer accounts) for fees totaling \$828,229.20.

March 16, 2022 report requesting the write-off of 41 uncollectible invoices (41 accounts) for fees totaling \$285,521.69, each account owing more than \$5,000.00.

**ACTION:** The Board unanimously recommends that City Council approve the write-off request from BPW to remove from its active account receivables, 41 uncollectible invoices (41 customer accounts) for fees totaling \$285,521.69.

6) **Los Angeles Housing Department (LAHD)**

April 25, 2022 report requesting the write-off of 25 uncollectible invoices (19 owners of 20 APNs) for fees totaling \$314,462.36, each account owing more than \$5,000.00.

**ACTION:** LAHD presented revised totals for the March 23, 2022 report. The Board unanimously recommends that City Council approve the write-off request from LAHD to remove from its active account receivables, 25 uncollectible invoices (19 owners, 20 APNs) for fees totaling \$314,462.36.

7) **Public Comments**

None

8) **Next Regular Meeting**

The next scheduled meeting of the Collections Board of Review will be held on Wednesday, July 27, 2022.

9) **Adjourned**

9:29 a.m.