

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

**Wednesday, July 27, 2022**

**Via Webinar**

**MEMBERS PRESENT**

**Shane Min, Chair**  
**David Choi**  
**Andrew Kaplan**

1) **Approval of the Minutes of April 27, 2022**

The Board unanimously approved the April 27, 2022 minutes.

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

April 5, 2022 report requesting the write-off of 442 uncollectible accounts with fees totaling \$248,754.54, each account owing less than \$5,000.00.

**ACTION:** A motion to postpone this item until the next regular meeting was presented to the Chair. The Board unanimously recommends to postpone definitely.

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

June 24, 2022 report requesting the write-off of 393 uncollectible invoices (247 owners of 248 APNs) for fees totaling \$174,986.54, 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, 393 uncollectible invoices (247 owners of 248 APNs) for fees totaling \$174,986.54.

June 27, 2022 report requesting the write-off of 20 uncollectible invoices (18 owners of 19 APNs) for fees totaling \$799,890.14 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, 20 uncollectible invoices (18 owners, 19 APNs) for fees totaling \$799,890.14.

4) **Public Comments**

None

5) **Next Regular Meeting**

The next scheduled meeting of the Collections Board of Review will be held on

Wednesday, October 26, 2022.

- 6) **Adjourned**  
9:07 a.m.