

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

**Wednesday, October 27, 2021**

**Via Google Meets**

**MEMBERS PRESENT**

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

1) **Approval of the Minutes - July 28, 2021**

The Board unanimously approved the July 28, 2021 meeting minutes.

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

September 22, 2021 report requesting the write-off of 15 uncollectible invoices for 13 owners of 13 property (APNs) accounts with fees totaling \$433,417.09, each owner owing more than \$5,000.00

**ACTION:** The Board unanimously recommends that City Council approve the write-off request from LAHD to remove from its active account receivables, 15 uncollectible invoices (13 owners, 13 APNs) for fees totaling \$433,417.09.

September 22, 2021 report requesting the write-off of 23 uncollectible invoices for 19 owners of 22 property (APNs) accounts with fees totaling \$15,580.60, each owner owing less than \$5,000.00.

**ACTION:** The Board unanimously approve the write-off request from LAHD to remove from its active account receivables, 23 uncollectible invoices (19 owners, 22 APNs) for fees totaling \$15,580.60.

3) **Public Comments**

None

4) **Next Regular Meeting**

The next scheduled meeting of the Collections Board of Review will be held on Wednesday, January 26, 2022.

5) **Adjourned**

9:11 a.m.