MINUTES
CITY OF LOS ANGELES
COLLECTIONS BOARD OF REVIEW

Wednesday, October 28, 2020
Via Google Meets

MEMBERS PRESENT
Shane Min, Chair
Melissa Krance
Andrew Kaplan

1) **Approval of the Minutes of July 29, 2020**

The Board unanimously approved the July 29, 2020 minutes.

2) **Los Angeles Housing + Community Investment Department (HCIDLA)**

   September 17, 2020 report requesting the write-off of 108 uncollectible invoices (19 owners of 50 APNs) for fees totaling $137,239.37, each account owing more than $5,000.00.

   **ACTION:** The Board unanimously recommends that City Council approve the write-off request from HCIDLA to remove from its active accounts receivables, 108 uncollectible invoices (19 owners, 50 APNs) for fees totaling $137,239.37.

3) **Los Angeles Department of Building and Safety (LADBS)**

   September 25, 2020 report requesting the write-off of 37 uncollectable invoices (11 customer accounts) for fees totaling $173,070.14, each account owing more than $5,000.00.

   **ACTION:** The Board unanimously recommends that City Council approve the write-off request from LADBS to remove from its active accounts 37 uncollectable invoices (11 customer accounts) for fees totaling $173,070.14.

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

   a) September 17, 2020 report requesting the write-off of 464 uncollectable invoices (462 accounts) for fees totaling $250,942.96, each account owing less than $5,000.00.

   **ACTION:** The Board unanimously approved the write-off request from LAFD to remove from its active account 464 uncollectable invoices (462 accounts) for fees totaling $250,942.96.
b) September 17, 2020 report requesting the write-off of 7,906 uncollectable invoices for fees totaling $423,478.64, each account owing less than $5,000.00.

**ACTION:** The Board unanimously approved the write-off request from LAFD to remove from its active account 7,906 uncollectable invoices for fee totaling $423,478.64.

c) September 17, 2020 report requesting to write-off 52,096 uncollectable invoices for fees totaling $54,882,840.28, each account owing less than $5000.00.

**ACTION:** The Board unanimously approved the write-off request from LAFD to remove from its active account 52,096 uncollectable invoices for fees totaling $54,882,840.28.

5) **Los Angeles Police Department (LAPD)**

   September 15, 2020 report requesting the write-off of 3,849 uncollectable invoices (2,943 accounts) totaling $1,095,723.29, each account owing less than $5000.00.

   **ACTION:** LAPD presented revised totals for the report submitted on September 15, 2020. The Board accepted the revised totals of 3,835 uncollectable invoices (2,934 accounts) for fees totaling $1,090,883.29. The Board unanimously approved the revised write-off request from LAPD to remove from its active account 3,835 uncollectable invoices (2,934 accounts) totaling $1,090,883.29.

6) **Public Comments**

   None

7) **Next Regular Meeting**

   The next scheduled meeting of the Collections Board of Review will be held on Wednesday, January 27, 2021.

8) **Adjourned**

   9:36 a.m.