

Ann Sewill, General Manager
Tricia Keane, Executive Officer

City of Los Angeles



LOS ANGELES HOUSING DEPARTMENT

1200 West 7th Street, 9th Floor

Los Angeles, CA 90017

Tel: 213.928.9071

housing.lacity.org

Daniel Huynh, Assistant General Manager
Anna E. Ortega, Assistant General Manager
Luz C. Santiago, Assistant General Manager

Eric Garcetti, Mayor

INTER-DEPARTMENTAL MEMORANDUM

TO: **COLLECTIONS BOARD OF REVIEW**
ATTN: SHANE MIN, CONTROLLER'S OFFICE

FROM: **LUZ C. SANTIAGO, ASSISTANT GENERAL MANAGER**
LOS ANGELES HOUSING DEPARTMENT (LAHD)

DATE: **SEPTEMBER 22, 2021**

REGARDING: **WRITE-OFF REQUEST - QUARTER ENDING SEPTEMBER 30, 2021 FOR
ACCOUNTS \$5,000 AND OVER**

In accordance with the Los Angeles Administrative Code, Section 5.182 and as the designated head of Los Angeles Housing Department (LAHD) Administration Bureau, I hereby submit for your consideration this report on accounts that are recommended to be written off for the quarter ending, September 30, 2021, based on the following criteria:

- The amount is uncollectible;
- The write-off will not prejudice the position of the City;
- All reasonable collection efforts have been exhausted;
- The debtor cannot be located or discharge of bankruptcy has occurred; and
- The applicable statute of limitations for collection of debt has expired.

The total amount requested to be written off is **\$ 433,417.09** consisting of 15 invoices covering 13 owners of 13 property accounts (APNs). Enclosed is the list of the accounts receivable for write off with amounts \$5,000 and over.

If you have any question about this request, please contact Wedmay Lao of my staff at wedmay.lao@lacity.org.

cc: Andrew Kaplan, Revenue Manager, Office of Finance
Melissa Krance, Revenue Manager/IG, CAO

Attachment: Summary and detail Schedule of Accounts

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Los Angeles Housing Department (LAHD)

Summary Report of Account to be Written Off for Quarter Ending 09/30/2021

\$5K AND OVER PER OWNER, PER PROPERTY

I. BY TYPE

Type / Description	Count of Invoice ID	Sum of Current Balance
REAP Administrative fees	3	261,480.85
RSO	1	5,270.08
SCEP	8	114,278.16
TRIP Benefit Adv Fee	1	30,450.00
URP Contractor Cost	2	21,938.00
Grand Total	15	433,417.09

II. BY SERVICE YEARS

Service Dates	Count of Invoice ID	Sum of Current Balance
2015	1	12,212.00
2017	1	62,640.00
2018	1	34,222.80
2019	12	324,342.29
Grand Total	15	433,417.09

Los Angeles Housing Department (LAHD)
 Summary Report of Accounts to be Written Off for Quarter Ending 09/30/2021
 5K and OVER BY OWNER/ BY PROPERTY

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 5K and OVER BY OWNER/ BY PROPERTY

Los Angeles Housing Department (LAHD)
 Summary Report of Accounts to be Written Off for Quarter Ending 09/30/2021
 5K and OVER BY OWNER/ BY PROPERTY

BY TYPE		
Row Labels	Count of Invoice ID	Sum of Current Balance
REAP Administ	3	261,480.85
RSO	1	5,270.08
SCEP	8	114,278.16
TRIP Benefit Ar	1	30,450.00
URP Contract	2	21,938.00
Grand Total	15	433,417.09

BY DATE OF SERVICE		
Row Labels	Count of Invoice ID	Sum of Current Balance
2015	1	12,212.00
2017	1	62,640.00
2018	1	34,222.80
2019	12	324,342.29
Grand Total	15	433,417.09

BY DEBTOR						
Row Labels	Debtor Address	APN	Count of Invoice ID	Sum of Current Balance	NO OF DEBTOR	\$
BECHIRIAN INVESTMENTS LLC	6322 RESEDA BLVD TARZANA, CA 91335-6916	2124003037	1	9,703.68	1	
CHARLYNE G CHAKA	5538 ARCH CREST DR LOS ANGELES, CA 90043	5003010030	1	5,250.00	1	
CIP JARDINETTE HOLDING LLC	5128 MARATHON ST LOS ANGELES, CA 90038-4063	5535017014	1	5,588.28	1	
EDWARD F STAPLETON	PO BOX 5050 SAN PEDRO, CA 90733	7454027002	1	16,688.00	1	
ERWIN ST APARTMENTS CALIF	10100 SANTA MONICA BLVD STE 400 LOS ANGELES, CA 90024	5446012016	2	68,445.60	1	
GONZALEZ;GUILLERMO H AND NE	12560 W WASHINGTON BLVD LOS ANGELES, CA 90066	5446012016	1	186,628.85	1	
KATHERINE MAGUR	17374 W SUNSET BLVD PACIFIC PALISADES, CA 90272	5537019010	1	62,640.00	1	
MA FAMILY LIVING TRUST	12091 TRASK AVE GARDEN GROVE, CA 92843	7418006022	1	7,277.76	1	
MARIA S SAENZ	208 E 25TH ST LOS ANGELES, CA 90011	5127037013	1	30,450.00	1	
MSCO CORP	12550 ADDISON ST NORTH HOLLYWOOD, CA 91607-2	2231007024	1	6,757.92	1	
PACIFICA HOLLYWOOD LLC	1775 HANCOCK ST 200 SAN DIEGO, CA 92110-2036	5544002031	2	16,446.64	1	
SAUL MIJARES	1432 W 66TH ST LOS ANGELES, CA 90047	6015016009	1	12,212.00	1	
TEJASV MANAGEMENT LLC	1001 S PALOS VERDES ST SAN PEDRO, CA 90731-4316	7456003028	1	5,328.36	1	
Grand Total			15	433,417.09	13	

BY APNS						
Row Labels	Debtor	Debtor Address	Count of Invo	Sum of Current B	NO OF APNS	\$
2124003037	BECHIRIAN INVESTMENTS LLC	6322 RESEDA BLVD TARZANA, CA 91335-6916	1	9,703.68	1	
2149004025	ERWIN ST APARTMENTS CALIFOR	10100 SANTA MONICA BLVD STE 400 LOS ANGELES,	2	68,445.60	1	
2231007024	MSCO CORP	12550 ADDISON ST NORTH HOLLYWOOD, CA 91607	1	6,757.92	1	
5003010030	CHARLYNE G CHAKA	5538 ARCH CREST DR LOS ANGELES, CA 90043	1	5,250.00	1	
5127037013	MARIA S SAENZ	208 E 25TH ST LOS ANGELES, CA 90011	1	30,450.00	1	
5446012016	GONZALEZ;GUILLERMO H AND NE	12560 W WASHINGTON BLVD LOS ANGELES, CA 90066	1	186,628.85	1	
5535017014	CIP JARDINETTE HOLDING LLC	5128 MARATHON ST LOS ANGELES, CA 90038-4063	1	5,588.28	1	
5537019010	KATHERINE MAGUR	17374 W SUNSET BLVD PACIFIC PALISADES, CA 90272	1	62,640.00	1	
5544002031	PACIFICA HOLLYWOOD LLC	1775 HANCOCK ST 200 SAN DIEGO, CA 92110-2036	2	16,446.64	1	
6015016009	SAUL MIJARES	1432 W 66TH ST LOS ANGELES, CA 90047	1	12,212.00	1	
7418006022	MA FAMILY LIVING TRUST	12091 TRASK AVE GARDEN GROVE, CA 92843	1	7,277.76	1	
7454027002	EDWARD F STAPLETON	PO BOX 5050 SAN PEDRO, CA 90733	1	16,688.00	1	
7456003028	TEJASV MANAGEMENT LLC	1001 S PALOS VERDES ST SAN PEDRO, CA 90731-4316	1	5,328.36	1	
Grand Total			15	433,417.09	13	

DETAILS

Debtor	Debtor Address	APN	Balance_Less_Tha	Current Balanci	Principal	Penalty	Adjusted	Payment	Type/Desc	Date of Service	Date of B Date refer	Primary Cc Primary Collec	Date referred to Secondary collectio	Secondary Collection Agency	Secondary Col Invoice ID	APN	Recording Date	Job Run Date and Time	Server Nar	SERVICE	YEAR OF
BECHIRIAN IN	6322 RESEDA BLVD No		9703.68	5111.76			10223.52	0	-5631.6	SCEP	01-01-2019	12-31-2019 09-11-2019	OOFF - Office Of Finance	Collection Peri	3650910	2124003037	2015-08-03 00:00:00.000	2021-09-16 13:57:27.170	43S	QL05	2019
CHARLYNE G C	5538 ARCH CREST D No		5250	5250			0	0	URP Contri	04-23-2019	04-24-2019 09-11-2019	OOFF - Office Of Finance	Collection Peri	3869736	5003010030	2006-07-21 00:00:00.000	2021-09-16 13:57:27.170	43S	QL05	2019	
CIP JARDINETT	5128 MARATHON S No		5588.28	1862.76			3725.52	0	0	SCEP	01-01-2019	12-31-2019 09-11-2019	OOFF - Office Of Finance	Collection Peri	3806814	5535017014	2016-09-15 00:00:00.000	2021-09-16 13:57:27.170	43S	QL05	2019
EDWARD F ST J	PO BOX 5050 SAN P No		16688	16688			0	0	URP Contri	08-08-2019	08-12-2019 03-13-2020	OOFF - Office Of Finance	Collection Peri	3875909	7454027002	2007-05-17 00:00:00.000	2021-09-16 13:57:27.170	43S	QL05	2019	
ERWIN ST APA	10100 SANTA MON No		34222.8	17111.4			34222.8	0	-17111.4	SCEP	01-01-2018	12-31-2019 03-13-2020	OOFF - Office Of Finance	Collection Peri	3402482	2149004002	2015-12-21 00:00:00.000	2021-09-16 13:57:27.170	43S	QL05	2018
ERWIN ST APA	10100 SANTA MON No		34222.8	17111.4			34222.8	0	-17111.4	SCEP	01-01-2019	12-31-2019 03-13-2020	OOFF - Office Of Finance	Collection Peri	3652058	2149004002	2015-12-21 00:00:00.000	2021-09-16 13:57:27.170	43S	QL05	2019
GONZALEZ;GU	12560 W WASHING No		186628.85	75865.36			110763.49	0	0	REAP Admi	07-05-2019	07-05-2019 03-13-2020	OOFF - Office Of Finance	Collection Peri	3873989	5446012016	2019-05-09 00:00:00.000	2021-09-16 13:57:27.170	43S	QL05	2019
KATHERINE M.	17374 W SUNSET B No		62640	21600			41040	0	0	REAP Admi	09-06-2017	09-06-2019 12-02-2020	OOFF - Office Of Finance	Collection Peri	3395799	5537019010	1986-04-29 00:00:00.000	2021-09-16 13:57:27.170	43S	QL05	2017
MA FAMILY LI	12091 TRASK AVE G No		7277.76	2425.92			4851.84	0	0	SCEP	01-01-2019	12-31-2019 09-11-2019	OOFF - Office Of Finance	Collection Peri	3843517	7418006022	2012-08-30 00:00:00.000	2021-09-16 13:57:27.170	43S	QL05	2019
MARIA S SAEN	208 E 25TH ST LOS No		30450	30450			0	0	TRIP Benefi	07-29-2019	10-09-2019 03-13-2020	OOFF - Office Of Finance	Collection Peri	3879222	5127037013	2001-06-20 00:00:00.000	2021-09-16 13:57:27.170	43S	QL05	2019	
MSCO CORP	12550 ADDISON ST No		6757.92	2252.64			4505.28	0	0	SCEP	01-01-2019	12-31-2019 09-11-2019	OOFF - Office Of Finance	Collection Peri	3655958	2231007024	2013-03-08 00:00:00.000	2021-09-16 13:57:27.170	43S	QL05	2019
PACIFICA HOLI	1775 HANCOCK ST No		11176.56	3725.52			7451.04	0	0	SCEP	01-01-2019	12-31-2019 09-11-2019	OOFF - Office Of Finance	Collection Peri	3810823	5544002031	2014-06-26 00:00:00.000	2021-09-16 13:57:27.170	43S	QL05	2019
PACIFICA HOLI	1775 HANCOCK ST No		5270.08	2107.86			3162.22	0	0	RSO	01-01-2019	12-31-2019 09-11-2019	OOFF - Office Of Finance	Collection Peri	3810824	5544002031	2014-06-26 00:00:00.000	2021-09-16 13:57:27.170	43S	QL05	2019
SAUL MIJARES	1432 W 66TH ST LO No		12212	3550			8662	0	0	REAP Admi	04-29-2015	04-29-2019 12-11-2019	OOFF - Office Of Finance	Collection Peri	2869839	6015016009	2004-01-02 00:00:00.000	2021-09-16 13:57:27.170	43S	QL05	2015
TEJASV MANA	1001 S PALOS VERD No		5328.36	1776.12			3552.24	0	0	SCEP	01-01-2019	04-08-2019 09-11-2019	OOFF - Office Of Finance	Collection Peri	3868831	7456003030	2017-06-30 00:00:00.000	2021-09-16 13:57:27.170	43S	QL05	2019

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