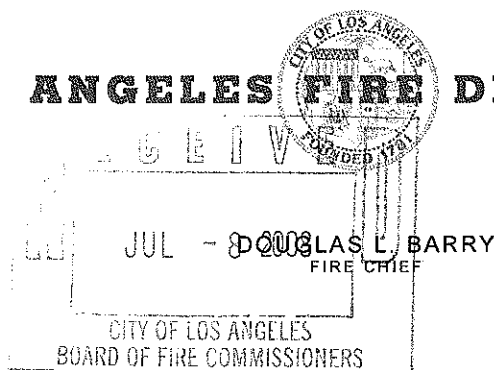


JUL 15 2008

LOS ANGELES FIRE DEPARTMENT



July 8, 2008

BOARD OF FIRE COMMISSIONERS
FILE NO. 08-102

TO: Board of Fire Commissioners

FROM: Douglas L. Barry, Fire Chief *DLB*

SUBJECT: REFUND REQUEST FROM SRG CHATSWORTH PARTNERS, LLC.

FINAL ACTION:	<input type="checkbox"/> Approved	<input type="checkbox"/> Approved w/Corrections	<input type="checkbox"/> Withdrawn
	<input type="checkbox"/> Denied	<input type="checkbox"/> Received & Filed	<input type="checkbox"/> Other

Recommendations: That the Board:

1. Concur with the Fire Chief's approval to refund \$47,968 to SRG Chatsworth Partners, LLC, for a Fire Life Safety Plan Review that was never initiated due to the developer placing the project on hold.
2. Direct the Commission Executive Assistant II to forward Claim for Refund No. 502915 to the City Council and Mayor for approval.
3. Subject to the approval of the City Council and Mayor, request the City Council to:
 - a) Instruct the City Clerk to process Claim for Refund No. 502915; and
 - b) Authorize the Fire Department's Accounts Payable to process the refund check to SRG Chatsworth Partners, LLC, in the amount of \$47,968 from Fund 100, Department 38, Revenue Source 3892.

Summary:

Los Angeles Municipal Code (LAMC) Section 22.12 (Refunds – Tax, License and Permit Fees in Excess of \$5,000) states that a refund may be sought "... if a verified claim in writing therefor is filed with the City Clerk within 12 months after the date of payment," and the claim is "... audited in the manner provided for in the Charter and shall be made on forms prescribed by the Controller."

The Controller's "User Department Manual" Section 1.8.6 (Revenue Refunds – Internal Control for Refunds) states that all claims for refund over \$35,000 must be approved by the Department Head and City Council.

On December 19, 2007, SRG Chatsworth Partners, LLC, rendered Check No. 365 totaling \$47,968 to the City of Los Angeles (Attachment "A") for a Fire Life Safety Plan Review on a development planned for 9222 North Corbin Avenue, Northridge, CA 91324 (Attachment "B"). The proposed development was a six-story, 148-unit residential apartment over a three-level parking garage.

On February 8, 2008, the developer informed the Fire Department's New Construction Services Unit that the project was being placed on hold due to economic conditions, and requested return of the plans.

On February 21, 2008, New Construction Services Unit staff confirmed that no work had been initiated on the subject Fire Life Safety Plan Review (Attachment "C"). The Commander of the New Construction Services Unit and the Battalion Chief of the Technical Section have verified that no work was begun on the Plan Review.

On March 5, 2008, SRG Chatsworth Partners, LLC, Corporate Controller Frank Levett filed Claim for Refund No. 502915 (Attachment "D") with the City Clerk's Office in the amount of \$47,968.

Pursuant to LAMC Section 22.12, on March 14, 2008, the Fire Department's Senior Accountant II audited the claim and, on March 19, 2008, the Departmental Chief Accountant II recommended that Claim for Refund No. 502915 be approved (Attachment "E").

All appropriate investigative steps have been completed. As Fire Chief, I hereby approve Claim for Refund No. 502915 in the amount of \$47,968 to SRG Chatsworth Partners, LLC.

Conclusion:

Based on the above findings, approving Claim for Refund No. 502915 is consistent with LAMC Section 22.12.

Board report prepared by Lorraine Kwiatkowski, Management Analyst, Chief of Staff's Office.

Attachments

- "A" – SRG Chatsworth Partners, LLC, Check No. 365 dated December 12, 2007
- "B" – LAFD Division 15 Application Form for project at 9222 North Corbin Avenue, Northridge
- "C" – LAFD Building Standards Unit – Plan Check Log
- "D" – Claim for Refund No. 502915 with notarized California Jurat with Affiant Statement
- "E" – March 19, 2008, letter to Fire Chief from Departmental Chief Accountant II

CALIFORNIA JURAT WITH AFFIANT STATEMENT

- ☐ See Attached Document (Notary to cross out lines 1-6 below)
☐ See Statement Below (Lines 1-5 to be completed only by document signer[s], *not* Notary)

1

2

3

4

5

6

Signature of Document Signer No. 1

Signature of Document Signer No. 2 (if any)

State of California

County of San Diego

Subscribed and sworn to (or affirmed) before me on this

5th day of March, 20 08, by

(1) Frank Levett
Name of Signer

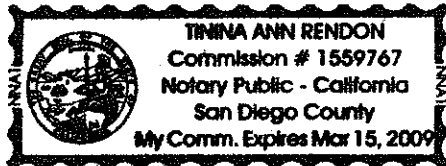
proved to me on the basis of satisfactory evidence
to be the person who appeared before me (.) (.)

(and

(2) _____
Name of Signer

proved to me on the basis of satisfactory evidence
to be the person who appeared before me.)

Signature Tinina Ann Rendon
Signature of Notary Public



Place Notary Seal Above

OPTIONAL

*Though the information below is not required by law, it may prove
valuable to persons relying on the document and could prevent
fraudulent removal and reattachment of this form to another document.*

Further Description of Any Attached Document

Title or Type of Document: City of Los Angeles Claim for Refund #502915

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above: _____

RIGHT THUMBPRINT
OF SIGNER #1

Top of thumb here

RIGHT THUMBPRINT
OF SIGNER #2

Top of thumb here



LOS ANGELES FIRE DEPARTMENT

Division 15 Application Form

www.lafd.org/prevention

(313) 482-6900

Att. Steve B
213-482-6511 ATTACHMENT "B"

Project Values:	Date	Valuation
Submittal	12/19/07	43,244.18
Final		
Increase in Project Value:		

PROJECT INFORMATION	
Project Address: 9222 M CORBIN AVE. LA. 91324	PCIS Application # 07010-1000-05400
Work Description (Brief / describe the scope of work): NEW 16 story 265,173 SF Type II structure w/ 198 Unit 'Parks' Over 3 level (2 below grade) parking Str. (135,119 SF) for 370 parking spaces	Comments:




BILLING INFORMATION			
Company Name: Session Resource Group LLC		Phone: 858 344-1710	
Address: 500 ST 500TH AVE Suite 100			
City: Solana Beach	State: CA	Zip: 92075	
Print Applicant Name: William MAUSA		Title: Project Manager	Phone: 213-346-9230
Signature: <i>[Signature]</i>		Date: 12-19-07	

For Office Use Only				
LAFD Preparer's Name: G. NIKKHOOD				
Preparer's Signature: <i>[Signature]</i>				
Qty.	Type of Review & Revenue Code	Hourly Fee	Subtotal	
1	Fire/Life Safety Plan Review (based on Submittal value) 3892		\$47968	
	Fire/Life Safety Plan Review (Hourly) (Not based on Submittal value) 3892	\$121	\$	
	Additional Plan Review for Increase in Project Value 3892	\$121	\$	
	Fire Alarm Plan Review (Hourly) 3892	\$121	\$	
	Fire Code Review (Hourly) 3892	\$121	\$	
GRAND TOTAL			\$47968	

CONS PLAN CHECKING
LA Department of Building and Safety
LA 06 39 131420 12/19/07 10:01AM
Total Due: \$47,968.00
Check: \$47,968.00

LA Department of Building and Safety
LA 06 39 131420 12/19/07 10:01AM
CONS PLAN CHECKING
\$47,968.00
Total Due: \$47,968.00
Check: \$47,968.00

- ☐ Check box if EXPEDITE and attach expedite letter.
- * Project values input by the customer are subject to verification by LAFD.
- Four copies are required by the Building & Safety Cashier's Office.
- ☒ Metro ☐ V. LA ☐ Valley ☐ San Pedro ☐ Other

 Edit	 Delete	 Cancel
---	--	--

Los Angeles Fire Department
Building Standards Unit - Plan Check Log

<u>Project Address</u> 9222 N. Corbin Ave.	<u>Floor</u> 6-Story	<u>Suite</u>	<u>Occupancy</u> R-1,S-3
<u>Plan Check Type</u> Backroom	<u>Type of Review</u> N/C	<u>Plan Checker</u> Myers	<u>Office</u> Metro
<u>Plan Check # LAFD</u> 6734	<u>PC # B&S</u> 07010-10000-05400	<u>Square Ft.</u>	<u>Time Spent (hours)</u> -
<u>Date Received</u> 12/19/2007	<u>Date Completed</u>	<u>Date Returned</u>	<u>Name</u> Bill Marsh
			<u>Phone #</u> 213-346-9030

Comments

2/21/2008 Broussard verified w/inspectors, no plan check done. patron entitled to refund. letter written, given to accounting 2/22/2008. New 6-story , 148 units,residential Apt. over 3-level parking garage (2- level below grade). plan check fee paid \$47968.00 MR BILL MARSH PICKED UP PLANS ON 2/8/08, HAS DECIDED PLACE PROJECT ON HOLD DUE TO ECONOMIC CONDITIONS, REFERRED TO S BROUSSARD 2 6921 @ 1400 HRS, ERQUIAGA. FPEA MYERS DID NOT DO ANY PLAN CHECK ON THIS PROJECT.

502915

ATTACHMENT "D"

Form Gen. 65 (Rev. 2/74)

DISTRIBUTION:

ORIG. — City Council

DUP. — Controller (If Approved)

TRIP. — Claimant

CITY OF LOS ANGELES
CLAIM FOR REFUND OVER \$5000

Sec. 22.12 Los Angeles Municipal Code

RESERVE FOR FILING STAMP

CLAIM NO. _____

NOTE: A Claimant may be required to submit to examination under oath. (Charter Section 63.)
Presentation of a false claim is a felony. (California Penal Code Section 72.)**TO: CITY CLERK, Room 395, City Hall, Los Angeles 90012**

1. PRINT NAME OF CLAIMANT (Last) (First) (Middle)	
SRG CHATSWORTH PARTNERS LLC	
2. BUSINESS ADDRESS (Street) (City) (State)	
500 STEVENS AVE, STE 100, SOLANA BEACH CA 92075	
3. MAILING ADDRESS (Street) (City) (Zip Code)	4. PHONE NO.
SAME	858-314-1714
5. CITY DEPARTMENT TO WHICH PAYMENT WAS MADE	6. DATE PAID
FIRE DEPT.	12/12/07
7. AMOUNT CLAIMED	
\$47,968.00	
8. STATE WHETHER RECEIPT, LICENSE OR PERMIT, ENTER NO. AND ATTACH	
PCIS # 07010-10000-05400, Project Address: 9222 N. Corbin Ave. Div. 15 Application.	
9. LOCATION OF JOB	
9222 N. CORBIN AVE, NORTH RIDGE, CA 91324	
10. REASONS FOR FILING CLAIM (Use Supplementary sheets if necessary)	

PROJECT BEING PUT ON HOLD DUE TO ECONOMIC CONDITIONS

Fund 100, Revenue Source 3892. Amount approved: \$47,968.00.

Please find the following attached documents:

1. Notary Public paperwork entitled at top, "California Jurat with Affiant Statement".
2. Letter dated Feb. 21, 2008 from Captain Holloway explaining reason for refund on PCIS #07010-10000-05400.
3. Copy of Division 15 application for above referenced PCIS dated 12-19-07.
4. Copy of check #365 that was received in payment through Building & Safety.
5. Copy of Cash Receipt report.

Person auditing claim:

Cynthia Kho, Sr. Accountant II

Person making recommendation:

Robert Garcia, Accounting Clerk I

Robert Garcia, March 14, 2008

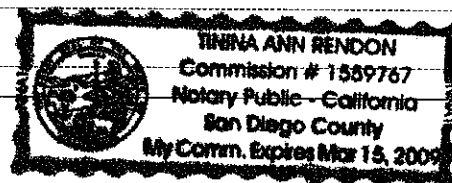
STATE OF CALIFORNIA

County of Los Angeles

} ss.

San Diego

Frank Levett



, being duly sworn, deposes and says:

that he ^{are} is the claimant(s) in the above-entitled claim; that he ^{have} has read the foregoing claim and 4 sheets attached thereto, know(s) the contents thereof, and that the same is true of his own knowledge, except as to the matters which are therein stated on information or belief, and as to those matters that he believe(s) it to be true.

SIGNATURE AND TITLE OF CLAIMANT

Frank V. Levett Corporate Controller

DATE

3/5/08

SUBSCRIBED AND SWORN TO BEFORE ME

SIGNATURE OF DEPUTY CITY CLERK OR NOTARY PUBLIC

this 5th day of March 10, 2008

Tina Ann Rendon

LOS ANGELES FIRE DEPARTMENT



DOUGLAS L. BARRY
FIRE CHIEF

March 19, 2008

TO: Douglas Barry, Fire Chief
THROUGH CHANNELS

FROM: Greg Vergara, Departmental Chief Accountant II
Accounting Services Section

SUBJECT: REQUEST REFUND FROM SRG CHATSWORTH PARTNERS, LLC in
the amount of \$47,968.00

SUMMARY

On December 19, 2007, SRG Chatsworth Partners, LLC have paid \$47, 968.00 for Fire Life Safety Plan Review through Dept. of Building and Safety one-stop public counter for Division 15 Permit. Due to economic uncertainty, the patron decided to place the project on hold and requesting a refund. Recommendation was made by Captain Robert Holloway of Construction Unit to refund the said permit fee.

Accounting Service Unit have verify through Treasurer's Solutran System, and determine that there is no Non-Sufficient Fund attributed to this account. Based on Controller's guideline on Internal Controls of Refunds that all claims of refund over \$35,000.00 need to be approved by the Department Head and the City Council.

RECOMMENDATION

It is respectfully recommended that approval be given to refund the above-mentioned patron in the amount of \$47,968.00 from Fund 100 / Dept. 38 / Revenue Source 3892.

COMPANY/STATION OR UNIT COMMANDER <i>Greg Vergara</i>	ASSIGN.	DIVISION COMMANDER <i>Salvador Martinez</i>	ASSIGN.
BATTALION OR SECTION COMANDER <i>Greg Vergara</i>	ASSIGN	BUREAU COMMANDER <i>Salvador Martinez</i>	OPERATIONS