

MUNICIPAL FACILITIES COMMITTEE  
Minutes from the Special Meeting of April 19, 2022

MEMBERS: Matthew W. Szabo, Office of the City Administrative Officer, Chair (CAO)  
Matias Farfan, Chief Legislative Analyst (CLA)  
Jeanne Holm, Office of the Mayor (Mayor)

The meeting was called to order at 10:01 a.m.

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No General Public Comment.

**Item 2** Report from General Services Department (GSD) requesting authority to negotiate and execute a non-profit lease agreement with the Canoga Park Center Foundation for property located at 7248 Owensmouth Avenue (CD 3), subject to Council and Mayor approval.

**Disposition:** Approved.

Matthew Szabo, CAO, requested that Item No. 2 be taken out of order, to precede Item No. 1.

Jeanne Holm, Mayor, asked for clarification on what entity would be responsible for the operation, maintenance, and tenant improvements of the facility. Paul Burke, GSD, clarified that the operation, maintenance, and tenant improvements will be the responsibility of the non-profit.

**Item 1** Minutes of the March 31, 2022 Meeting.

**Disposition:** Approved without discussion.

**Item 3** Report from GSD requesting authority to negotiate and execute a new license agreement with Milan Rei VIII for office space located at 6400 Lauren Canyon (CD 2) for the Los Angeles Housing Department, subject to Council and Mayor approval.

**Disposition:** Approved.

Ms. Holm asked if GSD has considered the option of relocating Los Angeles Housing Department (LAHD) to a building with less office square footage. Paul Burke, GSD, answered that the cost to relocate exceeds the favorable price per square foot that the City is receiving from the property owner (reduced rent during the first two years of the five-year lease).

**Item 4** Report from GSD relative to a space assignment for Youth Development Department at the Garland Building.

**Disposition:** Noted and filed without discussion.

**Item 5** Report from Bureau of Engineering (BOE) on the current status of the Fire Station 4 Facade Replacement project (CD 14).

**Disposition:** Noted and filed.

Ms. Holm asked if the cost estimate will be sufficient, given the current fluctuating construction costs. Steve Fierce, BOE, responded that there are contingencies in place which are anticipated to be sufficient.

Matias Farfan, CLA, inquired if tiles will be installed in a different manner to avoid recurrence of the same issue. Mr. Fierce advised that new stone tiles will be installed in a similar manner with an added application of cement plaster finish to avoid any future issues.

Matthew Szabo, CAO, commented that the project's cost appears excessive for replacement of decorative tiles on a building that was constructed in 2009. Bernyce Hollins, CAO, clarified that the primary reason for proceeding with this project was to address the immediate public safety hazards from exterior tiles falling unpredictably and that BOE's original report to MFC provided a design option that was selected to accomplish the necessary repairs in the most cost-effective manner.

**Item 6** Report update from Bureau of Sanitation on the Clean Water Campus including additional analysis on funding options.

**Disposition:** Continued for a subsequent report back.

Ms. Holm inquired about the availability of Sanitation Special Funds for this project. Troy Ezech, BOS, responded that Sewer Construction and Maintenance Fund will be the primary funding source. Ms. Holm requested a timeline for Goodwill's response. Mr. Ezech stated that Goodwill is conferring with its Board and the Bureau of Sanitation (BOS) has not heard back.

Mr. Farfan asked about the feasibility of purchasing a building located at 815 Colorado Boulevard as a replacement facility for the Media Center. Mr. Ezeh responded that BOS is considering splitting divisions between multiple locations, however, it is preferable to maintain all divisions in the same location for operational considerations.

Mr. Szabo requested that the BOS report back with Goodwill's decision, along with an analysis of options to accommodate staff within the existing facility located at 815 Colorado Boulevard to include tenant improvements (excluding proposed additional office building and parking lot construction) as a replacement for the Media Center, and continue working with GSD and BOE to explore other alternatives.

- Item 7** Report from CAO requesting authority to approve a first amendment to the Joint City-County Memorandum of Understanding (C-135642), among other actions, for the completion of the West Los Angeles Civic Center Redevelopment project, located 1645 South Corinth Avenue (CD 11).

**Disposition:** Approved.

Ms. Holm requested clarification on the budgetary impact of extending the Memorandum of Understanding (MOU) process. Eve Bachrach, CAO, indicated there is no budgetary impact associated with the proposed action.

Mr. Farfan asked for clarification on Recommendation No. 2 and the need for this action. Jaki Wagner, CAO, indicated that CAO was informally designated as lead agency at the start of project and that the recommendation merely formalizes CAO's current role.

- Item 8** Quarterly status report from BOE on the Taylor Yard G2 project.

**Disposition:** Noted and filed.

Ms. Holm asked for updates concerning grants available for this project. Luz Rabelo, BOE, stated that there are no updates currently available.

- Item 9** Report from GSD, on behalf of the Department of Transportation, requesting approval of budget increases for tenant improvement costs associated with occupying lease space at 1111 Mateo Street and 1201 Mateo Street (CD 1).

**Disposition:** Approved.

Ms. Holm asked about the use of Department of Transportation (DOT) Special Funds for tenant improvements. Ms. Hollins clarified that the CAO

obtained Special Fund cost recovery for the initial improvements, and will check on current capacity to secure full or partial cost recovery. Ms. Hollins advised that a status update would be included in the next quarterly space optimization report and that any funding transfer would be addressed through a future Construction Projects Report (CPR).

Mr. Farfan requested a timeline for completion of the tenant improvements at both locations. Mark Lopez, GSD, responded that the completion date for 1111 Mateo Street is July 2022, and there is no completion date currently available for 1201 Mateo Street.

**Item 10** Municipal Facilities Committee to consider a determination in accordance with AB 361 Section 3(e)(3) that, while the state of emergency due to the Covid-19 pandemic, as originally proclaimed by the Governor on March 4, 2020, remains active and/or state or local officials have imposed or recommended measures to promote social distancing, this legislative body has reconsidered the circumstances of the state of emergency and that the state of emergency continues to directly impact the ability of the members to meet safely in person and/or state or local officials continue to impose or recommend measures to promote social distancing.

**Disposition:** Approved as read into the record.

*The Meeting adjourned at 10:54 a.m.*