

MUNICIPAL FACILITIES COMMITTEE  
Minutes from the Regular Meeting of August 28, 2025

MEMBERS: Yolanda Chavez, Office of the City Administrative Officer, Chair (CAO)  
Matias Farfan, Office of the Chief Legislative Analyst (CLA)  
Bernyce Hollins, Office of the Mayor (Mayor)

The meeting was called to order at 10:03 a.m.

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General Public Comment: No public comment.

**Item 4** Report from General Services Department requesting authority to negotiate and execute a lease amendment with Kajima Development Corporation for the Civil + Human Rights and Equity Department for office space at 250 East First Street, in Council District 14, subject to Council and Mayor approval.

**Disposition:** Approved as amended with an instruction for the General Services Department (GSD) to submit a revised report with the correct tenant improvement costs.

Yolanda Chavez, CAO, requested that Item No. 4 be taken out of order to precede Item No. 1.

Zachary Millet, GSD, clarified that the report will need to be amended prior to being transmitted to Council to show that there is no outstanding balance for the tenant improvements and that \$5,500 out of the total reported was paid by the Citywide Leasing Account. Wayne Lee, GSD, added that the requested lease amendment will reduce parking spaces from 15 to 10, as the building cannot accommodate more than 10 spaces.

Bernyce Hollins, Mayor, asked whether the Civil + Human Rights and Equity Department (CHRED) can absorb the impact of the reduced parking spaces. Claudia Luna, CHRED, responded that CHRED has sufficient parking spaces.

Ms. Chavez inquired how many staff are at 250 East First Street (Kajima) in comparison to the space at the Los Angeles Mall (LA Mall). Ms. Luna replied that there are 37 authorized positions and 10 are proposed to be eliminated, with three staff anticipated to be retained, resulting in a total of 30 staff.

Ms. Chavez asked how often staff at Kajima work in the office. Ms. Luna stated that there are 23 desks at Kajima and 18 or 19 desks at the LA Mall space, and staff commute to the office two to three times a week. Ms. Chavez instructed CHRED to work with GSD to give back any unused space at LA Mall for City needs.

**Item 1** Minutes of the July 31, 2025 Regular Meeting.

**Disposition:** Approved on consent.

**Item 2** Report from the General Services Department requesting authority to negotiate and execute a no-cost rooftop license agreement for the Los Angeles Police Department with Hancock S-REIT LA Corporation at 865 South Figueroa Street, in Council District 14, subject to Council and Mayor approval.

**Disposition:** Approved on consent.

**Item 3** Report from the General Services Department relative to a space assignment notification for the Los Angeles Housing Department and the Economic Workforce Development Department for temporary storage use on the P-5 level of City Hall East, Room E-133D.

**Disposition:** Approved on consent.

**Item 5** Fourth Quarterly Status Report from the Bureau of Engineering on the Taylor Yard G2 River Park project.

**Disposition:** Noted and filed on consent.

**Item 6** Report from the General Services Department on the status and funding shortfall of the Seventh Street Body Shop project.

**Disposition:** Approved as amended to instruct GSD to request a \$2 million interim Municipal Improvement Corporation of Los Angeles (MICLA) appropriation in the Fiscal Year (FY) 2025-26 Construction Projects Report (CPR) and \$2.11 million in MICLA in the FY 2026-27 Capital and Technology Improvement Expenditure Program (CTIEP) annual budget.

David Ly, GSD, summarized GSD's report which requests an increase in funding for the Seventh Street Body Shop project of \$4.11 million, raising the total budget from \$13.7 million to \$17.81 million. Mr. Ly stated that the first \$2 million will be addressed in an interim MICLA appropriation in FY 2025-26 and the remaining \$2.11 million will be requested in the FY 2026-27 CTIEP annual budget.

Mr. Ly explained that the reason for the increased budget is due to new code requirements, modification required to mitigate unforeseen site conditions, and escalated subcontractor costs because of the 33-month delay in the project.

Matias Farfan, CLA, asked for the anticipated completion date of the Kajima project. Mr. Ly responded that the completion is scheduled for October 2026.

Bernyce Hollins, Mayor, inquired whether CAO has confirmed the availability of the funding sources noted in the report and whether MICLA reauthorization is needed. Albert Griego, CAO, responded that GSD plans to submit \$2 million as a MICLA interim appropriation in the upcoming CPR as well as any reauthorizations needed, pending review by the MICLA analyst.

**Item 7** Report from the Economic and Workforce Development Department relative to the potential redevelopment of eight city-owned properties in the Civic Center, subject to Council approval.

**Disposition:** Item continued to a future meeting with an instruction for Economic and Workforce Development Department (EWDD) to report back on the overall master plan and the cost of the Civic Center redevelopment and additional studies needed for LA Mall, City Hall East, City Hall South, and Public Works Building; and to include all relevant departments such as the Bureau of Engineering, GSD, the Personnel Department, CAO, CLA, the Mayor's Office, and the Housing Department.

Blair Miller and Maya Abood, EWDD, provided a presentation on the redevelopment of the Personnel Building and the Parker Center based on the consultant's study, BAE Urban Economics.

Matias Farfan, CLA, asked whether the Personnel Department was agreeable to moving to a new office space for the redevelopment of the Personnel Building. Ms. Miller replied that the Personnel Department was amenable to leasing an office space as long as the department needs are met. Ms. Miller added that affordable housing project typically takes three years and it will allow time for the Personnel Department to relocate.

Mr. Farfan inquired the reason for only proposing plans for two buildings instead of the whole Civic Center. Ms. Miller stated that EWDD proposed a plan for just the Personnel Building and the Parker Center as further study is required to develop a master plan for the rest of the Civic Center, which will require additional funding for consulting.

Mr. Farfan asked why it is better to replace only the steam plant at City Hall South instead of replacing the whole building. Ms. Abood replied that the steam plant at City Hall South is 73 years old and it is expensive to operate, as it requires constant staff supervision. Ms. Abood added that EWDD's recommendation is to perform a feasibility study of building a central utility plant at the Parker Center, as the replacement of the gas-powered steam plant into an electric unit would support the City's commitment to decarbonization. Ms. Abood also noted that replacement of the steam plant at City Hall South will make future redevelopment for housing financially infeasible.

Mr. Farfan inquired whether building the central utility plant at the Parker Center will be too far to service all the buildings in the Civic Center. Ms. Miller stated that the Parker Center is centrally located and it can serve other buildings. Ms. Abood added that GSD is open to study the cost efficiency of having individual utility plant at each location in comparison to the central plant at the Parker Center.

Bernyce Hollins, Mayor, noted that potential displacement of the Personnel Department will cause impact to the General Fund and disruption to operations unless a new permanent office space is identified prior to moving out of the building.

Yolanda Chavez, CAO, stated that a master plan is needed before approving projects on the Personnel Building and the Parker Center. Ms. Chavez asked what additional study is required to report back on City Hall East, City Hall South, and LA Mall. Ms. Hollins added that Public Works Building should also be included in the follow up study due to the high cost of operations and maintenance. Ms. Miller responded that there is a need for structural plans for the LA Mall garage in which estimates will be determined based on a bidding process. Ms. Abood also noted that EWDD would need a further study on the steam plant. Ms. Chavez inquired how long it would take for EWDD to come back with a plan and costs for other buildings in the Civic Center with Public Works Building added to the list to study. Ms. Miller stated that the structural plan will be ready in spring of 2026, but other work required by various departments will further add to the timeline.

**Item 8**      Adjournment – Next Meeting: Regular Meeting on Thursday, September 25, 2025.

*The meeting adjourned at 10:58 a.m.*