

MUNICIPAL FACILITIES COMMITTEE
Minutes from the Regular Meeting of October 30, 2025

MEMBERS: Yolanda Chavez, Office of the City Administrative Officer, Chair (CAO)
Andrea Galvin, Office of the Chief Legislative Analyst (CLA)
Matthew Hale, Office of the Mayor (Mayor)

The meeting was called to order at 10:04 a.m.

General Public Comment:

Paul Merritt, General Services Department (GSD), provided comments in favor of Item 5 while addressing concerns about GSD's staffing shortage and being unfunded for infrastructure upgrades for the building decarbonization project.

Item 3 Report from the General Services Department requesting authority to negotiate and execute a lease agreement with the Holliday's Helping Hands Foundation to operate a bridge housing facility at 826-828 Eubank Avenue, in Council District 15, subject to Council approval.

Disposition: Approved with discussion.

Yolanda Chavez, CAO, requested that Items No. 3 and 4 be taken out of order to precede Item No. 1.

Wayne Lee, GSD, provided a brief summary of the report.

Andrea Galvin, CLA, inquired as to how issues would be resolved if they arose during provider transition. Michael Zambrano, CAO, stated that there are no interruptions anticipated during the service provider transition. Ms. Galvin, CLA, inquired whether the new provider is accepting new participants and asked what would happen to the participants when the lease expires. Mr. Zambrano, responded that the new provider has taken over the site and is accepting new participants at this site. Mr. Zambrano added that there is a need for a renewal of the lease; however, the lease will be in holdover if it is not extended before expiration. Ms. Galvin inquired as to the ground lease expiration date. Mr. Lee replied that the site is under the Port of Los Angeles' (POLA) jurisdiction and that there is a long-term plan for POLA to take back the site, which limits the ground lease period. Mr. Lee added that plans for transitioning the participants to another site are still in progress.

- Item 4** Report from the General Services Department requesting authority to negotiate and execute a lease agreement with Hope the Mission to operate a bridge housing facility at 310 North Main Street, in Council District 14, subject to Council approval.

Disposition: Approved with discussion.

Matthew Hale, Mayor, asked whether the issues raised by Hope the Mission for inhabitability and elevator maintenance issues are being addressed. Wayne Lee, GSD, stated that GSD is working to address the issues raised by Hope the Mission.

- Item 1** Minutes of the September 25, 2025 Regular Meeting.

Disposition: Approved on consent.

- Item 2** Report from the General Services Department requesting authority to negotiate and execute a non-profit lease agreement with Foundation for Early Childhood Education, Inc., to provide childcare services at 1010 Douglas Street, in Council District 1, subject to Council approval.

Disposition: Approved on consent.

- Item 5** **Continued from September 25, 2025:** Report from the Bureau of Engineering on the status of the Building Decarbonization Workplan.

Disposition: Item continued to the next meeting.

- Item 6** **Continued from June 26, 2025:** Report from the City Administrative Officer Municipal Facilities Committee Staff on Office Space Standards, subject to Council and Mayor approval.

Disposition: Item continued to the next meeting.

- Item 7** Adjournment – Next Meeting: Regular Meeting on Thursday, November 13, 2025.

The meeting adjourned at 10:12 a.m.