

MUNICIPAL FACILITIES COMMITTEE  
Minutes from the Special Meeting of April 10, 2025

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

The meeting was called to order at 10:02 a.m.

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General Public Comment

Henry Mullini offered comments for all agenda items and general public comment in opposition of fees billed to Neighborhood Council's for use of public facilities.

**Item 6** Report from the General Services Department (GSD) requesting authority to negotiate and execute a lease amendment with 350 South Figueroa, LLC, for office space for the Los Angeles Police Department (LAPD) – Office of the Inspector General at 350 South Figueroa Street (World Trade Center), in Council District 14, subject to Council and Mayor approval.

**Disposition:** Approved with an instruction for LAPD to report back to the Municipal Facilities Committee with the telecommuting schedule and number of staff assigned to 350 South Figueroa Street.

Yolanda Chavez, CAO, requested that Item No. 6 be taken out of order to precede Item No. 1.

Bernyce Hollins, Mayor, instructed CAO to reflect all adjustments from City leases in the Fourth FY 2024-25 Citywide Leasing Account Status Report.

Sharon Tso, CLA, asked for the number of staff assigned to work at 350 South Figueroa Street and how many of them are on a telecommute schedule. Lisa Schechter, GSD, stated that GSD has not received a definitive answer as to how many staff are working at 350 South Figueroa Street on a telecommute schedule. Ms. Schechter added that GSD is currently looking for new office space and working with LAPD to downsize to reflect the actual space needs based on the Office of Inspector General telecommute schedule. Lt. Christopher Porter, LAPD, stated that there are 34 staff working at 350 South Figueroa Street. Mr. Porter added that information on how many of the 34 staff are working on a telecommute schedule is forthcoming.

Ms. Chavez instructed GSD to provide information on the number of staff and their telecommuting schedules in forthcoming reports requesting authority to execute leases. Ms. Tso added that GSD should also include information on any parking needs and its justification.

**Item 1** Minutes of the March 27, 2025 Regular Meeting.

**Disposition:** Approved on consent.

**Item 2** Report from the General Services Department requesting authority to negotiate and execute a non-profit license agreement with the Los Angeles River Artists and Business Association to operate a weekly Certified Farmers Market located on open space between City Hall East and City Hall South's walkway, in Council District 14, subject to Council and Mayor approval.

**Disposition:** Approved on consent.

**Item 3** Report from the General Services Department notifying space assignment for the Department of Building and Safety for the use of a parking lot at 11266 Nebraska Avenue for the One-Stop Rebuilding Center, in Council District 11.

**Disposition:** Approved on consent.

**Item 4** Report from the General Services Department requesting authority to negotiate and execute a lease agreement with 100 Oceangate, LLC, for office space for the Office of the City Attorney at 100 Oceangate, Suite 510, Long Beach, subject to Council and Mayor approval.

**Disposition:** Approved on consent.

**Item 5** Report from the General Services Department requesting authority to negotiate and execute a license amendment with CVFI-444 S Flower, LP, for parking spaces for various departments at 444 South Flower Street (Industrious), in Council District 14, subject to Council and Mayor approval.

**Disposition:** Approved on consent.

**Item 7** Adjournment – Next Meeting: Regular Meeting on Thursday, May 29, 2025.

*The meeting adjourned at 10:15 a.m.*