

**\*\*\* SPECIAL MEETING \*\*\***

**Please note that this agenda includes a call-in option for public comment. Public comment will thus be taken both in-person in Room 1200A, City Hall East, and also via teleconference. Instructions for the public to listen to and offer remote public comment at the meeting appear on Page 3 of this agenda.**

**MUNICIPAL FACILITIES COMMITTEE**

Thursday, December 11, 2025  
200 N. Main Street, Los Angeles  
City Hall East, Room 1200A  
(Conference Room)  
10:00 a.m.

**MEMBERS:** Matthew W. Szabo, City Administrative Officer, Chair (CAO)  
Sharon M. Tso, Chief Legislative Analyst (CLA)  
Matthew Hale, Office of the Mayor (Mayor)

<b>Staff Contact</b>	<b>Office</b>	<b>Staff Phone</b>
Albert Griego	CAO	(213) 978-7620
Alyssa Suarez	CLA	(213) 473-1982
Shannon Lawrence	Mayor	(213) 978-0600

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**PUBLIC COMMENTS:** General Public Comment, Multiple Agenda Item Comment

**AGENDA ITEMS:**

1. Minutes of the October 30, 2025 Regular Meeting.
2. Report from the General Services Department requesting approval of a space assignment for the Mayor’s Office of Major Events on the 10th floor of City Hall, Rooms 1025, 1035, and 1040.
3. Report from the General Services Department requesting approval of a space assignment for the Mayor's Office of Strategic Partnerships in the Los Angeles Mall, Suite No. 6.
4. Report from the General Services Department requesting authority to negotiate and execute a lease amendment with Kevin Kim, doing business as Express News & Lotto, to operate a retail sales store at 155-A South Main Street (Police Administration Building), in Council District 14, subject to Council approval.

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5. 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 707 East Kensington Road, in Council District 1, subject to Council approval.
6. Report from the General Services Department requesting authority to negotiate and execute a sublease agreement with Hope the Mission to operate an interim housing site at 2301 West Third Street, in Council District 13, subject to Council approval.
7. Report from the General Services Department requesting authority to negotiate and execute a lease agreement with the Weingart Center Association to operate an interim housing site at 3210 - 3248 Riverside Drive, in Council District 4, subject to Council approval.
8. First Quarterly Status Report from the Bureau of Engineering on the Taylor Yard G2 River Park project.
9. Report from the Economic and Workforce Development Department requesting authority to execute the Assignment and Assumption Agreement of commercial leases at 13269 Van Nuys Boulevard and associated parcels, subject to Council approval.
10. Second Quarterly Status Report from the City Administrative Officer on the Citywide Leasing Account.
11. Report from the Bureau of Engineering requesting approval to award \$5.1 million to the General Services Department, Construction Forces Division, for Phase 1A of the Ben Franklin Library project at 2200 East First Street, in Council District 14.
12. Report from the Bureau of Engineering requesting approval to award \$2.8 million to the General Services Department, Construction Forces Division, for Phase II of the Madrid Theatre project at 21622 Sherman Way, in Council District 3.
13. **Continued from October 30, 2025:** Report from the Bureau of Engineering on the status of the Building Decarbonization Workplan.
14. Adjournment – Next Meeting: Regular Meeting on Thursday, January 29, 2026.

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To receive meeting notices for the Municipal Facilities Committee (Committee), subscribe through the Early Notification System at [www.lacity.org](http://www.lacity.org). Unless otherwise notified, the Committee meets on the last Thursday of the month at 10:00 A.M. in Room 1200A, City Hall East.

**\*\*\* SPECIAL MEETING \*\*\***

Upon request, Committee staff will provide reasonable accommodations to enable individuals with disabilities to participate in its meetings, including access to agenda materials in alternate formats. If you have a request for accommodations, please contact Albert Griego at (213) 978-7620 at least two business days in advance of the Committee meeting.

**Public Notice**

An opportunity for the public to address the Committee on agenda items will be provided during the Multiple Agenda Item Comment period. A member of the public who wishes to speak on agenda item(s) shall be allowed to speak for up to one minute per item up to a total of three minutes per meeting.

The Committee will also provide an opportunity for the public to speak on general public interest items during the General Public Comment period. Each speaker shall be limited to one minute of general public comment each meeting. The Committee shall not discuss or take action relative to any general public comment.

This Committee will take public comment from members of the public in Room 1200A and also by teleconference. Members of the public who wish to offer public comment to this Committee via teleconference should call (1-669-900-6833) and use Meeting ID No. (843-5326-4130) and then press #. Press # again when prompted for Participant ID. Once admitted into the meeting, press \*9 to request to speak.

**Telecommunication Relay Services**

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodations to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request.

To ensure availability, your request should be received at least 72 hours in advance of the need. Requests for reasonable modification or accommodation from individuals with disabilities, consistent with the Americans with Disabilities Act can be made by contacting Albert Griego at (213) 978-7620 or at [albert.griego@lacity.org](mailto:albert.griego@lacity.org). For Telecommunication Relay Services for the hearing impaired, please see the information below.

Telephone communication is one of the most important forms of communication in society today. Due to advancements in technology, telephone devices have evolved with new services and capabilities. Individuals who are deaf and hard of hearing, and individuals with a speech disability are following these trends and are rapidly migrating to more advanced telecommunications methods, both for peer-to-peer and third-party telecommunications relay service (TRS) communications.

**\*\*\* SPECIAL MEETING \*\*\***

Telecommunications Relay Service is a telephone service that allows persons with hearing or speech disabilities to place and receive telephone calls. TRS is available in all 50 states, the District of Columbia, Puerto Rico and the U.S. territories for local and/or long distance calls. TRS providers - generally telephone companies - are compensated for the costs of providing TRS from either a state or a federal fund. There is no cost to the TRS user.

What forms of TRS are available? There are several forms of TRS, depending on the particular needs of the user and the equipment available: TRS includes: Text to Voice TIY-Based TRS; Speech-to-Speech Relay Service; Shared Non-English Language Relay Service; Captioned Telephone Relay Service; Internet Protocol Relay Service; and Video Relay Service. Please visit this site for detail descriptions, <https://www.fcc.gov/consumers/guides/telecommunications-relay-service-trs>.

Don't hang up! Some people hang up on TRS calls because they think the CA is a telemarketer. If you hear, "Hello. This is the relay service ...." when you pick up the phone, please don't hang up! You are about to talk, through a TRS provider, to a person who is deaf, hard-of-hearing, or has a speech disability. For more information about FCC programs to promote access to telecommunications services for people with disabilities, visit the FCC's Disability Rights Office website.

**Notice to Paid Representatives**

If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code §§ 48.01 *et seq.* More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org).