

MUNICIPAL FACILITIES COMMITTEE
Minutes from the Regular Meeting of February 25, 2021

MEMBERS: Richard H. Llewellyn, Jr., City Administrative Officer, Chair (CAO)
Matias Farfan, Office of the Chief Legislative Analyst (CLA)
Raoul Mendoza, Office of the Mayor (Mayor)

The meeting was called to order at 10:00 a.m.

No General Public Comment.

Item 1 Minutes of the January 28, 2021 meeting.

Disposition: Approved without discussion.

Items No. 2, 3, 4, and 5 were considered concurrently.

Item 2 Report from General Services Department (GSD) requesting to negotiate and execute a new non-profit license agreement with the Instituto de Educación Popular del Sur de California to operate a Day Laborer Center located at 8250 Balboa Place (CD6), subject to Council approval.

Disposition: Approved without discussion.

Item 3 Report from GSD requesting authority to negotiate and execute a license agreement with Hope of the Valley for a Department of Recreation and Parks (RAP) owned property located at 6099 Laurel Canyon Boulevard (CD 2), for interim housing as part of the COVID-19 Homelessness Roadmap, subject to Council approval.

Disposition: Approved with discussion.

Raul Mendoza, Office of the Mayor (Mayor), for items 3 and 4 asked for information regarding the maintenance costs for the Tiny Home Village projects and if there is an approximate amount of funding that is being considered. Melody McCormick, General Services Department (GSD), explained that the Building Maintenance Division is working with the Bureau of Engineering (BOE) to gather information, taking into consideration that they are a new kind of intervention for the City. The current best faith estimates for each are \$15,000 for salaries including some overtime and \$6,000 for materials. After a year of operations and the end of some warranties, the City will have a better sense of the costs.

Matias Farfan, Office of the Chief Legislative Analyst (CLA), asked if priority could be given to vaccinate the participants of a Tiny Home Village in order to house two people in each Pallet shelter. Richard H. Llewellyn, Jr., the City Administrative Officer (CAO), explained that the current County Department of Public Health guidance is such that only one person, unless a household of two, may be placed in the Pallet shelter. The County has not provided guidance that vaccinations would change the current guidance.

Mr. Farfan also asked if tiny home structures could be placed within a large membrane or warehouse structure to provide privacy and separation during COVID-19. Mr. Llewellyn explained that none of the current projects in the Homelessness Roadmap are designed that way. The A Bridge Home congregate settings are designed with pods that provide enough privacy and separation that the sites have not had to decompress substantially to meet County Department of Public Health guidance.

Item 4 Report from GSD requesting authority to negotiate and execute a license agreement with Hope of the Valley for a property located at 19020-40 West Vanowen Street (CD3), for interim housing as part of the COVID-19 Homelessness Roadmap, subject to Council approval.

Disposition: Approved with discussion.

See discussion for Item 3 above.

Item 5 Report from GSD requesting authority to negotiate and execute a sublease agreement with People Assisting the Homeless (PATH) for a property located at 3061 Riverside Boulevard (CD 4), for interim housing as part of the COVID-19 Homelessness Roadmap, subject to Council approval.

Disposition: Approved without discussion.

Item 6 Report from the City Administrative Officer (CAO) on proposed cost recovery from the Los Angeles Department of Transportation, for tenant improvement costs for leased property located at 430 East Commercial Street (CD 14), subject to Council approval.

Disposition: Approved with discussion.

Lisa Johnson-Smith, CAO, provided a brief overview of the reimbursement to the City in the amount of \$779,748 in Proposition A Fund monies due to the relocation of the LADOT equipment repair shop located at 430 East Commercial Street. The total estimate is \$1.5 million for tenant

improvements (TI), communications, furniture and moving costs to relocate the LADOT equipment repair shop and Temporary Signs Division located at 401-449 North Avenue 19 to the leased facility located at 1201 South Mateo Street. The TIs are fully funded. Therefore, this reimbursement of the prorated share (\$779,748) of the displacement costs for the equipment repair shop relocation would allow a like amount of existing funds to be available for use towards Phase III TIs for the adjacent LADOT leased facility located at 1111 South Mateo Street in order to achieve full occupancy.

Mr. Farfan, CLA, stated that Sharon Tso, the Chief Legislative Analyst, wanted to express her appreciation to staff obtaining cost recovery for the displacement costs.

Bernyce Hollins, CAO, stated that GSD does not have capacity to conduct space planning for the Phase III occupancy plan at 1111 South Mateo Street. Ms. Hollins asked GSD to confirm whether the Department had been successful in getting the owner to bring on board an architect for this purpose and to clarify when the City would be required to pay rent for the unoccupied. Amy Benson, GSD, stated that she would get back to the committee with an answer on the rent start date. Melody McCormick, GSD, then confirmed that the team has reached out to the owner's architect and they have done some initial configurations for the parking and storage areas under consideration for LAPD. The owner's representative is receptive to the Phase III occupancy plan. The City can build the space planning into the cost of the project.

Mr. Mendoza, Mayor, asked if there are any other operations being considered, or is the LAPD assignment the only one that works with the space. Ms. Hollins stated that the LAPD assignment is the only feasible option identified for the space due to the unavailability of outdoor space and exterior parking that has been assigned to support LADOT operations. LAPD was selected due to the ability to utilize the interior space for its own vehicle operations at minimal costs for potential space modifications. Other displaced yards and shops operations could not be accommodated at this site due to the need for outdoor space to support operations.

Item 7

GSD Notification of Assignment to the Municipal Facilities Committee to add former Fire Station 54 located at 5730-2 South Crenshaw Boulevard (CD 8), as a community meeting space for the Council District Office.

Disposition: Note and File.

Ms. Benson, GSD, provided a brief overview of the facility in Council District (CD) 8. Mr. Llewellyn, CAO, asked if using the facility as a community

meeting space is an interim solution while a long-term solution is considered for the property. Ms. Benson responded that this is an interim solution and the Council District is open to a non-profit agency occupying the facility.

Mr. Mendoza, Mayor, asked whether the property had been evaluated for potential sale. Ms. Benson stated that discussions are held with the Council Office before a property is declared surplus and sent to Council for approval. A facility of this size is good for non-profit groups that serve the community. Ms. Hollins, CAO, indicated program staff would be reaching out to CD 8 to request options for identifying a lead non-profit agency responsible for operations and maintenance costs so the property would be cost neutral to the City's operating base. Mr. Llewellyn stated there are additional benefits for having an anchor tenant to prevent undesirable conditions that would otherwise occur if the site remained vacant and also clarified that he agreed with Mr. Mendoza that all parcels should be reviewed to identify the best City use.

Item 8 Report from the Bureau of Engineering (BOE) on the City Hall East P4 ITA Server Room Upgrade Project (CD 14).

Disposition: Approved with discussion.

Steven Fierce, BOE, provided an overview of Phase I and II the City Hall East P4 Server Room Project. Mr. Llewellyn, CAO, asked for confirmation that BOE's request is to close out Phase I and that funds would be requested for Phase II at a later date. BOE confirmed this was the intent and indicated a subsequent report would be presented to the Committee within four months to address Phase II.

Mr. Llewellyn asked for clarification relative to how the Phase I shortfall would be addressed. Megan Cottier from the CAO stated that the Phase I shortfall would be addressed within existing Municipal Improvements Corporation of Los Angeles (MICLA) appropriations. Mr. Farfan, CLA, asked if representatives from the Information Technology Agency (ITA) could confirm if the City's needs would be met with these changes. Arthur Sales from ITA addressed the Committee to convey the importance of the data center and completing these upgrades.

The Committee approved the report following confirmation that no funding approvals were being made at this time beyond monies previously awarded to the project.

The meeting adjourned at 10:30 am.