

MUNICIPAL FACILITIES COMMITTEE  
Minutes from the Regular Meeting of October 28, 2021

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

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

---

No General Public Comment.

**Item 1** Minutes of the September 30, 2021 meeting.

**Disposition:** Approved without discussion.

**Item 2** Report from the General Services Department (GSD) requesting authority under the programming structure of the Adopt-A-Lot (AAL) Pilot Program to activate the property located at 5154 East Wadena Street (CD 14), and to add and activate a second property located at 1100 East Century Boulevard (CD 8).

**Disposition:** Approved as amended.

Michael Mendoza, GSD, provided a verbal amendment stating that GSD is only requesting authority from the Municipal Facilities Committee to activate the 5154 East Wadena property under the Adopt A Lot program and not the 1100 East Century Boulevard property. Mr. Mendoza clarified the submittals for 1100 East Century Boulevard were not ready so the property was removed from the report.

Alma Guerrero, Mayor, asked Mr. Mendoza how many Adopt-A-Lot parcels are currently activated. Mr. Mendoza clarified that there are two active Adopt-A-Lot parcels. Mr. Mendoza further added that there should be an additional two to three parcels activated from the pending list in the next few months and GSD is also looking at other possible parcels as well.

Ms. Guerrero asked about the long-term spending plan for the hub and public space. Mr. Mendoza clarified that the long-term plan currently in development is for a larger, financially stable non-profit agency to look at the Tupper property, which was the first lot activated. GSD is developing a report to remove the Tupper property from the Adopt A Lot program and move it to a more permanent lease that a non-profit has plans for to make it a more beneficial community space in the long-term.

Sharon Tso, CLA, asked about the Adopt A Lot Master Lease Agreement expiring soon and when would the Master Lease Agreement come back to MFC. Mr. Mendoza clarified that the report should be transmitted to the MFC in the next few months. Ms. Tso asked when the 5154 Wadena property would be available to the public. Mr. Mendoza stated that it typically takes 60-90 days before an Adopt A Lot location is available for public use.

**Item 3**

Reports from the Bureau of Sanitation (BOS) dated September 30, 2021 and October 12, 2021 regarding the Clean Water Campus (CWC) project and procurement of property located at 323 North San Fernando Road, consideration and selection of preferred additional parking option, identification of funding source for additional parking option selected, addendum to Cornfield Arroyo Seco Specific Plan Environmental Impact Report, SCH Number 2009031002 (FEIR) and related California Environmental Quality Act (CEQA) recommendations, and re-affirmation of June 16, 2021 City Council Action relative to land acquisition related to the CWC.

Recommendations:

1. Select a preferred additional parking option, as applicable;
2. Instruct the CAO to report back on non-Sewer Construction Maintenance Fund (SCM) funding source(s) for the preferred additional parking option, as applicable;
3. Find that the CWC project and associated land acquisition as set forth in the CEQA Addendum, attached to the staff report:
4. Adopt the CEQA Addendum.
  - a. Have met the requirements of CEQA State Guidelines Section 15168(c)(2).
  - b. Result in environmental effects within the scope of the FEIR as set forth in CEQA Guidelines Section 15168(c)(4).
  - c. Did not require additional CEQA documentation besides the CEQA Addendum pursuant to CEQA Guidelines Section 15162.
  - d. Incorporated the relevant measures developed in the FEIR as regulatory compliance measures and project design features.

5. Re-affirm the Council Action on June 16, 2021, related to the CWC project, which is hereby reincorporated by reference, as consistent with the CEQA Addendum.

**Disposition:** Item held for a subsequent report back in 60-90 days.

Lenise Marrero, BOS, provided an overview of the report submitted for consideration. Ms. Marrero explained that the current report is an updated version of the report submitted for the September 30, 2021, MFC meeting and contains ranges of cost for each of the four parking options, as well as a project status report.

Alma Guerrero, Mayor, asked if the potential telecommuting option had been taken into consideration in the number of parking spots being requested and if not, would it be possible to hold the project for reevaluation until policies are approved. Ms. Marrero responded that in absence of a formal telecommuting policy, BOS had not revised their assumptions for space requirements.

Ms. Guerrero asked if BOS planned on debt-financing the project and if so, given shortfalls in SCM, if the Department was looking at potential future cuts in other expenses. Ms. Marrero responded that BOS is currently having conversations regarding the affordability limit and that decisions will be made in the next few months. Ms. Marrero further added that the Department does not know the affordability limit at this time.

Ms. Guerrero asked if the Goodwill agreement was finalized. Ms. Marrero responded that BOS is working on negotiations for the Purchase and Sale Agreement (PSA), which also includes the Exclusive Negotiating Agreement (ENA) as a condition of sale. Ms. Marrero further stated that neither agreement has been finalized. Ms. Guerrero asked if the agreements commit the City to any of the four parking options. Ms. Marrero responded that the decision to choose a parking option is to be made by Council.

Sharon Tso, CLA, stated several concerns regarding the project. Ms. Tso asked if there has been a review of potential buildings that meet BOS' needs. Ms. Marrero responded that BOS looked into properties a few years ago, but not many met BOS' needs. Ms. Marrero further responded that the BOS recently looked at a list provided by GSD and based on a preliminary analysis, there are no properties that meet BOS' needs without

significant upgrades. Ms. Tso asked if there was a formal review done by GSD. Ms. Marrero affirmed that GSD provided a listing of properties available for sale or lease based on criteria of square footage. BOS looked at the list of properties for square footage, parking, and building configuration and none met the needs without additional modifications. Ms. Tso asked if GSD had additional time, would that review be any different from what was provided. Armando Parra, GSD, replied that the listing provided was recent and that it is BOS's responsibility to determine whether or not any listing meets their needs.

Ms. Tso asked what the impact would be to defer final consideration of the parking component to allow time for other related concerns to play out. Ms. Marrero responded that staff are currently at the Media Center and the lease expires in 2022. The lease expiration has been a driver for the expedited project. The PSA is expected to be completed in February-March 2022 timeframe, and the ENA and CEQA requirements are tied to the PSA. Ms. Marrero further explained that the delay would mean a renewal of the Media Center lease and that, in regards to the PSA, a delay could compromise the partnership. Ms. Marrero added that BOS was going to renew the Media Center lease regardless on a month to month basis.

Matt Szabo, CAO, stated concerns regarding the use of SCM. Mr. Szabo recommended holding the item and for GSD to report back within 60 days with the analysis and underlying assumptions for the cost analysis on other properties.

Ms. Tso and Mr. Szabo discussed the timing of the telecommuting policy and its effect on the project.

Ms. Tso asked the City Attorney if there is a timeframe to consider CEQA approval and if it will expire. Adena Hopenstand, City Attorney, responded that the CEQA approval has to be made for the purchase and sale to go through and that there is no expiration on the addendum.

Mr. Parra stated that BOS would be able to provide property analysis. Ms. Tso clarified that the additional analysis would also need to look at the existing lease.

Mr. Szabo moved to recommend holding the item for 60-90 days and to instruct BOS and GSD to report back with the analysis they have conducted and any additional analysis required to present details on comparable commercial space, including cost estimates associated with any improvements and estimates on the impact of the existing lease. In addition, if there is a review of the SCM Fund, to report on the analysis.

- Item 4** Report from GSD requesting authority to negotiate and execute a sublease with Urban Alchemy to operate an interim housing site at 2301 West Third Street (CD 13), subject to Mayor and Council approval.

**Disposition:** Approved.

Alma Guerrero, Mayor, asked when the site anticipates receiving Certificate of Occupancy. Wayne Lee, GSD, stated that construction is approximately 40 percent complete, with an anticipated completion date of mid to late December 2021. Ms. Guerrero asked how many people the site will serve. Mr. Lee responded that as a result of COVID-19 protocols there may be one participant per tiny home until restrictions relax. Matt Szabo, CAO, clarified that the site will provide beds for up to 109 people when fully occupied.

- Item 5** Quarterly Status Report from the Bureau of Engineering on the Taylor Yard G2 River Park Project located at 2850 Kerr Street (CD 1).

**Disposition:** Noted and filed.

Alma Guerrero, Mayor, asked about the cost estimate of the Metrolink track relocation. Amy Benson GSD, responded that GSD will follow up with the requested cost estimate.

Ms. Guerrero asked if site tours have been re-established since COVID-19. Bryan Powell, BOE stated that tours have not occurred since the start of COVID-19.

Sharon Tso, CLA asked if BOE has looked into the Federal infrastructure bill as a source of funding for the project. Mr. Powell confirmed that the Mayor's LA River team is tracking this issue.

*The meeting adjourned at 10:49 am.*