

MUNICIPAL FACILITIES COMMITTEE  
Minutes from the Special Meeting of March 9, 2023

MEMBERS: Matthew W. Szabo, Office of the City Administrative Officer, Chair (CAO)  
Matias Farfan, Chief Legislative Analyst (CLA)  
Jeanne Holm, Office of the Mayor (Mayor)

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

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No General Public Comment.

**Item 2** Report from Bureau of Street Lighting requesting authority to proceed with identification of viable properties located in the San Fernando Valley area for the acquisition of a new yards and shops facility.

**Disposition:** Approved.

Matthew Szabo, CAO, requested that Item No. 2 be taken out of order to precede Item No. 1.

Jeanne Holm, Mayor, asked for clarification on whether the San Fernando Valley acquisition is in the pending Yards and Shops report and if there are updated estimates inclusive of the recent real estate fluctuations in the San Fernando Valley area. Elis Lee, CAO, responded that the scope of the pending Yards and Shops Master Plan will include facilities in the Central region only and that the Bureau of Street Lighting's (BSL) Santa Monica yard and proposed yard located in the San Fernando Valley will be included in a future Yards and Shops report. Megan Hackney, BSL, further clarified that the most recent cost estimate of \$28 million was completed by an outside consultant in 2018-19.

Ms. Holm asked about the availability of BSL Maintenance Assessment Fund or other special funds for the property acquisition. Ms. Hackney responded that the BSL Maintenance Assessment Fund does not have the capacity to fund this acquisition and no other special funds have been identified at this time.

Mr. Szabo asked if there is a major expenditure anticipated in the next fiscal year. Miguel Sangalang, BSL, stated that the department would not be prepared for a major expenditure until 2024-25.

**Item 1** Minutes of the:

- a. February 23, 2023 – Regular Meeting; and,
- b. February 23, 2023 – Special Meeting.

**Disposition:** Approved without discussion.

**Item 3** Staff reports requesting authority and funding to initiate design and pre-development for the modification of the Council District (CD) 8 Vermont Field Office ground floor public services counter for the proposed Planning Department office:

- a. CAO/BOE update on Department of Building and Safety Enterprise Fund reimbursement methodology and additional information on project cost estimate.
- b. Continued from February 23, 2023: Report from CAO relative to the CD 8 Vermont Field Office reconfiguration.

**Disposition:** Approved without discussion.

Elis Lee, CAO, provided an overview of the report which includes additional information on the calculations for the reimbursement of the Department of Building and Safety Enterprise Fund and a breakdown of the project cost estimate for the Vermont Field Office modification.

**Item 4** Report back from CAO and Zoo Department on the updated preliminary capital work plan.

**Disposition:** Noted and filed.

Ms. Holm requested clarification on the methodology for distinguishing infrastructure projects from projects classified as capital repair program related projects. Elis Lee, CAO, clarified that capital repair projects are typically minor repairs and infrastructure projects are major repairs and/or replacement).

Ms. Holm inquired about the infrastructure projects and the feasibility of including these projects in the Zoo's Vision Plan. Elyse Matson, Zoo, responded that the infrastructure projects represent immediate needs rather than longer range vision plan development. Ms. Matson further added that all capital projects under consideration would either be complementary to the Vision Plan's scope or capital improvements that would be completed in areas of the Zoo that are in future phases of the plan timeline. Ms. Matson concluded that the Zoo has taken the project scope into consideration as it obtains estimates for larger infrastructure projects.

Kay Ha, CAO, clarified that the Zoo is waiting for Bureau of Engineering and General Services Department estimates for all outdated exhibits, and the Zoo will report back to MFC on the Capital Repair Program and Year 1 revised estimates.

**Item 5** Report from CAO requesting authority to execute a direct sale to Springhouse Hamilton Park, LLC for City-owned surplus property located at 17600 West Tramonto Drive (CD 11) (APN 4416-021-900), subject to Council and Mayor approval.

**Disposition:** Approved.

Ms. Holm requested confirmation that the significant remediation costs outweigh the City's ability to obtain value from the land. Kenneth Stanberry, GSD, confirmed that Ms. Holm's statement is correct.

Matias Farfan, CLA, inquired about other City-owned parcels in the proximity of the Tramonto Drive property. Mr. Stanberry stated that there are several City-owned parcels in this area. Mr. Szabo added that there is sufficient evidence that it would be cost prohibitive for the City to move forward with anything that could be usable for a public purpose.

*The meeting adjourned at 10:31 a.m.*