

MUNICIPAL FACILITIES COMMITTEE  
Minutes from the Special Meeting of November 16, 2023

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.

---

General Public Comment

No public comment.

**Item 1** Minutes of the October 26, 2023 Regular Meeting.

**Disposition:** Approved on consent.

**Item 2** Report from Department of General Services (GSD) requesting authority to negotiate and execute a lease amendment with People Assisting the Homeless (PATH) to operate a bridge housing facility located at 3210 and 3428 Riverside Drive, subject to Council and Mayor approval.

**Disposition:** Approved on consent.

**Item 3** Report from GSD requesting authority to negotiate and execute an amendment to the license agreement with U.S. Veterans Initiative to operate a bridge housing facility located at 826-828 North Eubank Avenue, subject to Council and Mayor approval.

**Disposition:** Approved on consent.

**Item 4** Report from GSD requesting authority to negotiate and execute a lease agreement with Senator Seagate, LP, for field office space for the Mayor's Office located at 1121 L Street, Suite 505, Sacramento, CA 95814, subject to Council and Mayor approval.

**Disposition:** Approved.

Sharon Tso, CLA, requested clarification on whether the Mayor's Office plans on staffing this field office. Bernyce Hollins, Mayor, confirmed that the office will be staffed but it's currently known at what specific level.

**Item 5** Report from GSD requesting authority to negotiate and execute a license agreement between the City and P&Y Broadcasting to use space for an antenna located at 4600 Carter Drive Los Angeles (CD 14), subject to Council and Mayor approval.

**Disposition:** Approved on consent.

**Item 6** Quarterly status report from Bureau of Engineering (BOE) on the Taylor Yard G2 River Park project.

**Disposition:** Noted and filed on consent.

**Item 7** Report from GSD requesting authority to temporarily assign City-owned space to the Office of Finance located at the City Hall 10th Floor, Rooms 1020 and 1035.

**Disposition:** Approved with discussion.

Art Kusol, GSD, presented a summary of the GSD report which is a space assignment request for the Office of Finance's Billings and Collection Division and Systems Division on the City Hall 10<sup>th</sup> Floor to use as temporary swing space.

Yolanda Chavez, CAO, requested confirmation that the swing space in rooms 1020 and 1035 would be ready by December. Mr. Kusol confirmed that the space is expected to be ready by December and that GSD will report back on December 14<sup>th</sup> if there are any delays.

**Item 8** Quarterly status report from CAO on the Citywide Leasing Account.

**Disposition:** Approved with discussion.

Justin Lawson, CAO, summarized the status of leasing account report which included the recommendation that any pending GSD leasing reports be negotiated and executed prior to January 2024 in advance of the subsequent anticipated Leasing Account update in February 2024. Additionally, Mr. Lawson noted that the report recommends the use of up to \$1.8 million in budgeted funds for the Garland Relocation project.

Sharon Tso, CLA, requested clarification on whether the Asphalt Plant has been accounted for as a budgeted line item in the Citywide Leasing Account. Mr. Lawson, confirmed that the Asphalt Plant has a placeholder in the account currently.

**Item 9** Quarterly status report from CAO on the Space Optimization Program.

**Disposition:** Approved with discussion.

Albert Griego, CAO, presented a report summary of the Space Optimization program including the reports recommendation to reassign space in rooms E-107, E116, E-120, and E-121 on the P-4 level of City Hall East to the Office of the CAO-Procurement Group.

Bernyce Hollins, Mayor, requested that the Space Optimization project management team revisit the former CVS space to address current Civic Center space needs for drop in space as well as conference room space.

Sharon Tso, inquired as to whether the space will be excess to accommodate approximately 20 staff members. Mr. Griego, advised that the project management team would confirm the square footage of the assigned space and provide an update to the MFC in the next quarterly status report.

**Item 10** Report from BOE on the Warner Grand Theater project.

**Disposition:** Approved with discussion.

Ohaji Abdallah, BOE, provided a summary of the BOE report which includes a background of the Warner Grand Theater and current funding recommendations.

Sharon Tso, requested clarification on whether the report recommends to split the project into two phases. Mr. Abdallah confirmed the recommendation is to create to project phases. Ms. Tso further requested clarification on whether BOE is soliciting bids on both phases. Mr. Abdallah confirmed that BOE is only moving further with bids for the first phase as the second phase has a significantly larger funding gap.

Bernyce Hollins, Mayor, inquired as to whether BOE is aware of the economies of scale and potential savings of bidding both phases of the project at the same time. Mr. Abdallah, clarified that economies of scale and potential savings are unknown as there is no current estimate for phase two.

**Item 11** Report from GSD requesting authority to negotiate and execute a license agreement between the City and Industrious LA 444 South Flower Street, LLC, for office space for five City departments to be located at 444 South Flower Street (CD 14), subject to Council and Mayor approval.

**Disposition:** Approved with discussion.

Zachary Millet, GSD, provided an amendment to the GSD report to revise the parking operator from ABM Industries to LAZ Parking LLC.

Bernyce Hollins, Mayor, inquired as to whether GSD is executing a license agreement instead of a lease agreement as a result of the short term. Amy Benson, GSD, confirmed that the agreement is a lease license and there are no disadvantages to the agreement type.

Sharon Tso, CLA, inquired as to whether the City would be locked into the twelve month agreement. Mr. Millet, GSD, confirmed that the license is for a twelve month agreement. Ms. Tso, inquired as to whether there would be sufficient parking and noted the high cost of parking for the lease. Mr. Millet confirmed that parking is costly in the downtown area and that GSD would work closely with the City's Commute Options to determine the allocation of parking.

Yolanda Chavez, CAO, inquired as to whether there will be a system for reserving desk spaces. Mr. Millet, clarified that GSD worked closely with departments on their swing space needs and departments provided the number of desks required to continue operations as part of a desk sharing plan. Ms. Chavez advised that GSD should contact the Information Technology Agency (ITA) and review the desk reservation system currently in operation at ITA.

**Item 12      ADJOURN TO CLOSED SESSION:**

**a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS**, pursuant to Government Code Section 54956.8

Property Location: Real properties located at:

**1.** 555 West Fifth Street, Los Angeles, CA (APN: 5149-029-013)

**Property Owner:** Gregg Williams, Receiver for Maguire Properties - 555 West Fifth, LLC

**2.** 865 South Figueroa Street, Los Angeles, CA (APN: 5144-022-057)

**Property Owner:** Hancock S-Reit LA Corp./Hancock S-Reit Parent Corp./Manulife US Real Estate Investment Trust

**3.** 1200 West Seventh Street, Los Angeles, CA (APN: 5143-06-019)

**Property Owner:** HRRP Garland, LCC Local Initiative Health Authority of Los Angeles County, dba L.A. Care Health Plan

**Agency negotiator/presenters:**

Amy Benson, Director, Real Estate Division, General Services Department;  
Wayne Lee, Senior Real Estate Officer, General Services Department;  
Melody McCormick, Assistant General Manager, General Services  
Department; Onno Zwaneveld, Executive Vice President, CBRE, Inc.

**Negotiating Parties:** City of Los Angeles, Department of General Services;  
Gregg Williams, Receiver for Maguire Properties - 555 West Fifth, LLC;  
Hancock S-Reit LA Corp./Hancock S-Reit Parent Corp./Manulife US Real  
Estate Investment Trust; HRRP Garland, LCC Local Initiative Health  
Authority of Los Angeles County, dba L.A. Care Health Plan

**Under Negotiation:** Price and terms of payment of sublease and lease  
agreement

**b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION,**  
pursuant to Government Code Section §54956.9 (d)(1): City of Los Angeles  
v. HRRP Garland, LLC, Los Angeles Superior Court Case No. STCV02214

**RECONVENE OPEN SESSION AND REPORT ACTION TAKEN IN  
CLOSED SESSION**

*Meeting reconvened to Public Session at 11:14 a.m.*

**CLOSED SESSION ANNOUNCEMENTS**

No Closed Session announcements.

**Item 13** Adjournment – Next Meeting: Special Meeting on Thursday, December 14,  
2023.

*The meeting adjourned at 11:15 a.m.*