



County of Los Angeles
CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

December 15, 2009

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**LENNOX CONSTITUENT SERVICE CENTER
ESTABLISH PROJECT AND APPROVE APPROPRIATION ADJUSTMENT
CAPITAL PROJECT NO. 77605
(SECOND DISTRICT) (3 VOTES)**

SUBJECT

Establish a new capital project to develop a Constituent Service Center within the Second Supervisorial District, at the site currently occupied by the existing Lennox Library and Sheriff's Station, to address a lack of public services within the unincorporated area of Lennox.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Find these actions exempt pursuant to the California Environmental Quality Act (CEQA) because they involve activities that are excluded from the definition of a project by Section 15378(b) of the State CEQA Guidelines.
2. Establish Capital Project No. 77605 within the FY 2009-10 Capital Projects/Refurbishments Budget to design and construct a new Constituent Service Center within the unincorporated area of Lennox.
3. Approve the appropriation adjustment which transfers \$4,637,000 in Utility Users Tax funding allocated to the Second Supervisorial District which is currently appropriated within the FY 2009-10 Provisional Financing Uses Budget under Services and Supplies and \$3,467,000 in prior year net County cost currently appropriated within the FY 2009-10 Capital Projects/Refurbishments Budget from the Lennox Second District Community Building Project (Capital Project Number

"To Enrich Lives Through Effective And Caring Service"

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First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

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Fifth District

86910) to the Lennox Constituent Service Center Project (Capital Project Number 77605).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended actions will establish a new capital project and transfer the necessary funding to initiate development of a new Constituent Service Center in the unincorporated area of Lennox to address a lack of public services within the area.

The project will be located on a 2.8 acre site that currently houses the existing Lennox Public Library and Lennox Sheriff's Station. Originally, the project was to create a Lennox Second District community building through the refurbishment of existing space at the Lennox site, which would utilize prior year net County cost budgeted within the FY 2009-10 Capital Projects/Refurbishments Budget (Capital Projects Budget) under C.P. No. 86910. The Second District community building project was never initiated and has been subsequently cancelled.

Upon further review of the project, the project scope was revised to include expanded facilities as well as refurbishment of existing space. The proposed scope of work includes the development of a new Constituent Service Center at the Lennox site, which will include the following components: an expanded public library; renovation of existing space to create a new community room; refurbishment of existing space to accommodate other County offices providing public services and/or commercial retail services; site improvements; and associated parking. Due to the project scope substantially changing with the library's expansion, it was deemed necessary to establish a new capital project number within the Capital Projects Budget to accurately reflect the project.

The existing Lennox Sheriff's Station shall remain on site. Although the majority of Sheriff's services will be relocated to a newly constructed station within the unincorporated area of West Athens in 2010, Sheriff's services will continue to be provided out of the Lennox Sheriff's Station. Future plans to refurbish the existing Sheriff's Station will be accomplished through a separate, budgeted capital project.

Approval of the proposed transfer of funding will provide \$8,104,000 for the project. The project will be managed by the Department of Public Works.

We plan to return to your Board within two to three months with recommendations to award professional services agreements upon completion of our solicitation process to obtain services such as environmental impact assessments and architectural/engineering services.

Implementation of Strategic Plan Goals

These actions meet the County's Strategic Plan Goal 1, Operational Effectiveness, and Goal 3, Community and Municipal Services, by investing in infrastructure, which provides building renovations that will enhance operations and delivery of public services.

FISCAL IMPACT/FINANCING

The proposed Lennox Constituent Service Center project is estimated to cost \$8,104,000 and will be funded from a combination of Utility Users Tax funding allocated to the Second Supervisorial District currently appropriated within the FY 2009-10 Provisional Financing Uses Budget under Services and Supplies and prior year net County cost currently appropriated within the FY 2009-10 Capital Projects Budget under the Second District Community Building project (C.P. No. 86910).

Approval of the attached appropriation adjustment will transfer \$8,104,000 in appropriation to the 2009-10 Capital Project Budget under C.P. No. 77605 from a combination of \$4,637,000 in Utility Users Tax funding allocated to the Second Supervisorial District currently appropriated within the FY 2009-10 Provisional Financing Uses Budget under Services and Supplies; and \$3,467,000 in prior year net County cost currently appropriated within the 2009-10 Capital Project Budget under the Second District Community Building Project (C.P. No. 86910), to fund the project.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Lennox Sheriff's Station currently has fueling capability on site for its vehicles through above-ground fuel pumps with an underground fuel tank. Routine soil testing has indicated fuel leakage from the underground tank. We are currently working with local jurisdictional agencies to perform further testing to develop a work plan for remediation.

These remediation activities are currently managed by the Chief Executive Office and are budgeted separately within the FY 2009-10 Capital Project Budget under C.P. No. 87063. These activities will be performed concurrently with the programming and design phase of the Constituent Service Center project; however, construction will not commence until remediation activities are in accordance with local jurisdictional agency requirements.

As required by your Board, the proposed project will include one percent of the estimated design and construction costs to be allocated to the Civic Art Special Fund according to your Board's Civic Art Policy adopted on December 7, 2004. The Civic Art fee will be calculated and transferred to the Civic Art Special Fund in a forthcoming Board action.

ENVIRONMENTAL DOCUMENTATION

The recommended actions are not a project pursuant to the CEQA because they involve activities that are excluded from the definition of a project by Section 15378(b) of the State CEQA Guidelines. The proposed actions would authorize the transfer of funding. The proposed project will only be undertaken if your Board takes further action to approve the project after an appropriate environmental finding has been made.

The appropriate environmental documentation will be provided for your Board's consideration when we return to your Board to request project approval.

IMPACT ON CURRENT SERVICES

There will be no negative impact on current County services or projects. The Public Library and Sheriff's Department will further evaluate the potential impacts prior to returning to your Board for authorization to implement the project.

CONCLUSIONS

Please return one adopted copy of this letter to the Chief Executive Office, Capital Projects Division.

Respectfully submitted,


WILLIAM T FUJIOKA
Chief Executive Officer

Attachment

WTF:SK
DJT:TJ:zu

Attachment

- c: Executive Officer, Board of Supervisors
- Auditor-Controller
- Acting County Counsel
- Civic Arts Commission
- Department of Public Works

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPARTMENT OF CHIEF EXECUTIVE OFFICE

DEPT'S. NO. 600

November 30, 2009

AUDITOR-CONTROLLER:

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

FY 09-10

3 - VOTES

SOURCES

USES

Provisional Financing Uses - Various
A01-CB-2000-13749-13760
Services and Supplies
DECREASE APPROPRIATION \$4,637,000

Constituent Service Center (2)
A01-CP-6014-65099-77605
Fixed Assets - Building and Improvements
INCREASE APPROPRIATION \$8,104,000

Second District Community Building (2)
A01-CP-6014-65099-86910
Fixed Assets - Building and Improvements
DECREASE APPROPRIATION \$3,467,000

SOURCES TOTAL: \$ 8,104,000

USES TOTAL: \$ 8,104,000

JUSTIFICATION

This appropriation adjustment will transfer \$4,637,000 from the Provisional Financing Uses Budget under Services and Supplies and \$3,467,000 from Capital Project Number 86910 to Capital Project Number 77605 to fund project costs.

AUTHORIZED SIGNATURE - Jan Takata, Senior Manager, CEO

BOARD OF SUPERVISOR'S APPROVAL (AS REQUESTED/REVISED)

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR ---

- ACTION
RECOMMENDATION

- APPROVED AS REQUESTED
APPROVED AS REVISED

AUDITOR-CONTROLLER

BY Barbara Hurlaw

CHIEF EXECUTIVE OFFICER

BY d. Kebabdj

B.A. NO. 059

November 30, 2009

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