



SACHI A. HAMAI
Chief Executive Officer

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>

"To Enrich Lives Through Effective And Caring Service"

Board of Supervisors
HILDA L. SOLIS
First District

MARK RIDLEY-THOMAS
Second District

SHEILA KUEHL
Third District

JANICE HAHN
Fourth District

KATHRYN BARGER
Fifth District

July 10, 2018

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

Dear Supervisors:

**REQUEST FOR DELEGATED AUTHORITY
TO THE CHIEF EXECUTIVE OFFICER
TO NEGOTIATE AND ADMINISTRATIVELY CONSUMMATE
MINOR LEASES, LICENSES, AND PERMITS FOR VARIOUS DEPARTMENTS
(ALL DISTRICTS)
(3 VOTES)**

SUBJECT

Delegation of authority to the Chief Executive Officer, or her designee, to negotiate and consummate the renewal of the 68 minor leases, licenses, and permits shown on Attachment A, which were entered into by the Chief Executive Officer, pursuant to Sections 2.08.161 and 2.08.163 of the County Code.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the proposed leases are categorically exempt from the provisions of the California Environmental Quality Act pursuant to Class 1 of the Environmental Document Reporting Procedures and Guidelines adopted by the Board of Supervisors, per Section 15301 of the State of California Environmental Quality Act Guidelines (Existing Facilities).
2. Delegate the authority to the Chief Executive Officer, or her designee, to negotiate and consummate the 68 minor leases, licenses, and permits shown on Attachment A. The proposed leases to be renewed or amended shall not exceed a monthly lease rent of \$7,500, nor exceed a five-year term for various County Departments specified therein.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Pursuant to the authority granted under County Code Sections 2.08.161 and 2.08.163, the Chief Executive Officer may consummate all minor leases, licenses, and permits (hereafter, collectively referred to as "leases") administratively. However, while the Chief Executive Office (CEO) has the authority to execute new minor leases, County Counsel has opined that a renewal of such leases requires approval by the Board of Supervisors. Approval of the proposed action will allow the CEO to administratively renew or amend minor leases for a period not-to-exceed five years at a rental rate that cannot exceed \$7,500 per month, and to amend real property leases for improvement or alterations, or both, with a total cost not-to-exceed \$7,500 provided that the amendment does not extend the term of the lease and that no more than two amendments, not-to-exceed \$7,500 each, are made within a 12-month period. These parameters are consistent with the authority provided under Government Code Section 25350.51. The proposed action will provide County departments with continued occupancy at their current locations and will provide for more efficient processing of these minor lease renewals by eliminating the need for Board approval of each of the 68 minor leases individually.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan Goal of "Realize Tomorrow's Government Today" (Goal 3) directs that our increasingly dynamic, and complex environment, challenges our collective abilities to respond to public needs and expectations. We want to be an innovative, flexible, effective, and transparent partner focused on advancing the common good. This recommendation supports this goal by requesting approval of the Board of Supervisors of the consolidated list of the minor leases and removing the need for individual Board actions for each of the 68 minor leases.

FISCAL IMPACT/FINANCING

Since all the facilities involved are currently subject to existing leases, it is anticipated that there will be minimal fiscal impact, if any, from the proposed re-leases. The impact will result only from small increases in the rental rates negotiated, if any. A further limitation will be that the rental rate cannot exceed \$7,500 per month. If the lease cost exceeds \$7,500 per month, the CEO will submit a lease recommendation to the Board for consideration.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Since 2005, the Board has approved similar delegated authority recommendations submitted annually by the CEO to negotiate and consummate minor leases. The proposed recommendations apply to the 68 minor leases shown on Attachment A whose departments indicate a desire to remain at their current facilities. All the proposed leases are either on a month-to-month tenancy, or will expire during 2018 or within the first quarter of 2019. County Code Sections 2.08.161 and 2.08.163 will continue to govern all new leases for different locations with the same terms and rental rate limits.

The leases shown on Attachment A will be approved by the CEO only under the following conditions:

- The departments involved will be required to provide sufficient justification of the continued need for their respective spaces to the CEO, and the CEO will need to find that the renewal of the existing lease is the best course of action.

- The facilities involved will need to meet the criteria for seismic integrity, set by the Department of Public Works, to be suitable for County occupancy.
- The proposed leases will become effective upon approval and execution by the Chief Executive Officer, or her designee.
- If the proposed leases contain a rental adjustment provision, either fixed or based on the Consumer Price Index, the project maximum monthly rent will remain at \$7,500 or less per month.
- The term of the proposed leases is not to exceed five years.

ENVIRONMENTAL DOCUMENTATION

Since all leases shown on Attachment A are renewals of existing leases, the CEO has concluded that these projects are exempt from California Environmental Quality Act (CEQA) as specified in Class 1 of the Environmental Document Reporting Procedures and Guidelines adopted by the Board of Supervisors, and Section 15301 of the State CEQA Guidelines (Existing Facilities).

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The CEO believes that the proposed recommendations are in the best interest of the County by providing a mechanism to obtain necessary space for the various County requirements in a more efficient manner. The CEO will consummate these leases only if, upon review, they are found individually, to be in the best interest of the County.

Some of the facilities shown on Attachment A are occupied under multiple existing County lease(s). If possible, the CEO will consolidate these leases into one agreement, and if consolidation exceeds the administrative limitations, a recommendation will be brought to the Board of Supervisors for consideration.

CONCLUSION

It is requested that the Executive Office, Board of Supervisors, return two certified copies of the Minute Order, and the adopted, stamped Board letter to the CEO, Real Estate Division, at 222 South Hill Street, 4th Floor, Los Angeles, CA 90012.

Respectfully submitted,



SACHI A. HAMAI

Chief Executive Officer

SAH:DPH:DL

JLC:KW:FC:gw

Enclosures

c: Executive Office, Board of Supervisors
County Counsel
Auditor-Controller
Alternate Public Defender
Children and Family Services
Fire
Health Agency
Health Services
Human Resources
Internal Services
Mental Health
Parks and Recreation
Probation
Public Defender
Public Health
Public Library
Public Social Services
Registrar-Recorder/County Clerk
Sanitation Districts
Sheriff
Superior Court

NO	DEPARTMENT	ADDRESS	CITY	FIRM NO.	LEASE NO.	START DATE	END DATE	MONTHLY RENT	No. of Leases with Lessor	LESSOR
1	Alternate Public Defender	3655 Torrance Blvd., Suites 490/440	Torrance	97676	73293-2	05-15-2012	05-14-2017	\$7,338	1	Omnis International, LLC
2	Alternate Public Defender	303 N. Maclay Avenue, San Fernando Courthouse Annex	San Fernando	97649	L-0982	04-07-2010	04-06-2013	\$5,127	1	Riley Family Trust
3	Board of Supervisors	2245 Columbia Way	Pomona	98734	L-1252	07-01-2016	04-30-2018	\$3,265	3	Los Angeles County Office of Education
4	Board of Supervisors	2677 Zoe Avenue, 2nd Floor (Field Office)	Huntington Park	98820	L-1231	09-21-2015	09-20-2018	\$0	2	Hub Cities Consortium
5	Board of Supervisors	350 South Figueroa Street, Suite 140 (Sheriff Civilian Oversight Commission)	Los Angeles	98632	L-1272	06-01-2017	05-31-2020	\$5,490	4	350 Figueroa, LLC
6	Board of Supervisors/ or CEO	267 Zoe Avenue, 2nd Floor	Los Angeles	98820	L-1231	09-21-2015	09-20-2018	Gratis	2	Hub Cities Consortium
7	Children and Family Services	1043 Pine Avenue	Long Beach	N/A	L-1131	09-05-2012	09-04-2015	\$0	1	Aspiranet
8	Children and Family Services	14029 Mulberry Drive (Child Safely Program)	Whittier	98953	L-1224	06-24-2015	06-23-2018		1	East Whittier City School District
9	Children and Family Services	14403 East Pacific Ave., Outstation	Baldwin Park	98953	L-1190	08-01-2014	07-31-2017	\$0	1	Baldwin Park Police Department
10	Children and Family Services	15305 Rayen Street (Independent Living Program)	North Hills	98953	L-1225	06-24-2015	06-23-2018	\$0	1	Penny Lane, Inc.
11	Children and Family Services	16700 Norwalk Boulevard (Child Safely Program)	Cerritos	98953	L-1223	06-24-2015	06-23-2018	\$0	1	ABC School District
12	Children and Family Services	3101 East Carson St., Lakewood Country Club - Parking lot	Lakewood	99019	L-0718	10-01-2016	09-30-2019	\$0	1	American Golf Corporation
13	Children and Family Services	490 West Mission Blvd.	Pomona	N/A	L-1070	03-22-2010	03-21-2013	\$0	1	Pomona Police Department
14	Children and Family Services	546 South Citrus Avenue (Gloria Molina Foster Youth Education Program)	Azusa	98953	L-1229	06-24-2015	06-23-2018	\$0	1	Azusa Unified School District
15	Children and Family Services	9333 Loch Lomond Drive (Gloria Molina Foster Youth Education Program)	Pico Rivera	98953	L-1222	06-24-2015	06-23-2018	\$0	2	El Rancho Unified School District
16	Children and Family Services	Kornblum School, Zela Davis School, Prairie Vista Middle School, Bud Carson	Hawthorne	98971	L-1121	03-19-2012	03-18-2015	\$0	1	Hawthorne School District
17	Children and Family Services	South El Monte High School 1001 Durlee Ave.	South El Monte	98971	L-1217	05-21-2015	05-20-2018	\$0	1	El Monte Union High School District
18	Children and Family Services	Various (Children's Advocacy Center)	Various	N/A	L-1148	04-19-2013	04-18-2016	\$0	2	Los Angeles Unified School District
19	Children and Family Services	Various Los Angeles Area Police Stations, Child Safety Program (Gratis)	Various	99041	L-0967	07-12-2006	07-11-2009	\$0	1	Los Angeles Police Department
20	Children and Family Services	8730 South Vermont Ave., LA (Transitional Resource Center)	Los Angeles	99027	L-0904	08-26-2004	08-25-2007	\$0	1	Community Build, INC
21	Fire	Two Harbors, Fire Station No. 155 (Gratis)	Catalina	98253	L-0879	04-01-2004	03-31-2007	\$0	1	Two Harbors Enterprises
22	Internal Services	12830 Columbia Way (parking)	Downey	97615	L-1058	09-14-2015	09-13-2018	\$3,600	3	Los Angeles County Office of Education
23	Internal Services	30950 Hawthorne Blvd., Point Vicente Communication Site, Emergency	Rancho Palos Verdes	98181	L-1243	02-28-2015	02-27-2018	\$0	2	United States Coast Guard
24	Internal Services	3860 Crest Road, San Pedro Hill, Radio & Microwave Site	Rancho Palos Verdes	98143	L-1076	05-15-2014	05-14-2015	\$417	1	Federal Aviation Administration
25	Internal Services	4100 S. La Cienega Blvd., Baldwin Hills Reservoir Site, La Brea/Padilla Place	Los Angeles	98131	25761	07-01-2014	06-30-2017	\$0	13	City of Los Angeles, City Hall South
26	Internal Services	5601 E. Slauson Ave., Sublease (Gratis)	City of Commerce	N/A	L-0220	08-19-1991		\$0	1	Harris Corporation
27	Internal Services	Puente Hills Comm Site - Access Road (AKA District Reservoir 14 Site)	Rowland Heights	98913	L-1117	12-13-2011	02-28-2014	\$0	1	Rowland Water District
28	Mental Health	11150 West Olympic Blvd (Parking)	Los Angeles	98035	L-1120	07-01-2015	06-30-2018	\$5,566	1	Douglas Emmett LLC
29	Mental Health	1400 North Ivar Avenue	Los Angeles	98145	L-0994	07-24-2007	07-23-2010	\$4,250	1	The Decurion Corporation
30	Mental Health	14623 Hawthorne Blvd., Suite 400	Lawndale	98042	L-1140	01-15-2013	01-14-2016	\$7,168	1	Lawndale Lugar Medical, LLC
31	Mental Health	12440 E. Imperial Hwy, Loading Dock	Norwalk	98849	L-1213	04-01-2015	03-31-2018	\$3,890	1	Sonnenblick-Del Rio - Norwalk LLC
32	Parks and Recreation	Baldwin Hills State Park, Fairfax-LaBrea Terminal, Water Service Line (Agreement No. J-64249)	Los Angeles	98390	43368	02-28-2014	02-27-2015	\$50	13	City of Los Angeles
33	Probation	12830 Columbia Avenue (formerly Clark Ave)	Downey	97615	L-1116	02-07-2015	02-06-2018	\$536	3	Los Angeles County Office of Education
34	Public Defender	300 S. Park Avenue, Suite 901	Pomona	97672	L-1142	02-01-2016	01-31-2019	\$554	3	Pomona Office Tower, LLC

NO	DEPARTMENT	ADDRESS	CITY	FIRM NO.	LEASE NO.	START DATE	END DATE	MONTHLY RENT	Leases with Lessor	LESSOR
35	Public Health	15643 Sherman Way, Suite 200, Children's Medical Services (DHS-HFD)	Van Nuys	97836	L-1145	03-15-2013	03-14-2016	\$6,310	1	RMG Properties
36	Public Library	1060 S. Greenwood Ave., Holifield Branch	Montebello	98867	L-1087	12-03-2016	12-02-2019	\$1,430	2	City of Montebello
37	Public Library	14615 Burin Avenue	Lawndale	98867	L-0991	01-04-2007	01-03-2010	\$0	2	City of Lawndale
38	Public Library	1616 E. Florence Ave., Florence Parking Lot and Mural	Los Angeles	N/A	MOU-44	07-01-2016	06-30-2017	\$0	2	Community Development
39	Public Library	21182 Centre Point Parkway, Suite 130	Santa Clarita	98867	77650	09-06-2011	12-05-2018	\$4,900	1	Centre Point Parkway Properties, Inc.
40	Public Social Services	1301 and 1327 West 12th Street	Long Beach	97225	P-0998	10-09-2013	06-30-2014	Gratis	1	City of Long Beach
41	Public Social Services	1910 Magnolia Ave	Los Angeles	97383	L-1044	09-17-2012	09-16-2015	\$1,894	1	Children's Bureau of Southern California
42	Public Social Services	2813 East Olympic Blvd	Los Angeles	97138	L-1113	01-16-2015	01-15-2018	\$2,958	1	Ermias T. Hagos
43	Public Social Services	9800 South La Cienega Boulevard	Inglewood	97226	L-1176	04-01-2014	03-31-2017	\$3,360	1	9800 La Cienega LLC
44	Registrar-Recorder/County	12680-12686 Corral Place, County-owned (HOA Dues)	Santa Fe Springs	98847	MOU-88	07-01-2006		\$2,427	1	Bloomfield Business Park II Association
45	Sanitation District	Scholl Canyon Landfill Site, Access Road, AKA-7721 N. Figueroa St. L.A.	Pasadena	98133	28620	05-30-2009	05-29-2012	\$200	3	The Metropolitan Water District
46	Sheriff	1000 South Fremont Ave., Building B-14 (Bungalow Storage)	Alhambra	97700	L-1239	12-01-2015	11-30-2018	\$4,944	1	ELITE-TRC ALHAMBRA COMMUNITY LLC
47	Sheriff	13525 Telegraph Road, Suite B, South Whittier Community Sub-Station	South Whittier	97844	L-1040	02-11-2016	02-10-2019	\$1,069	1	Descanso Partners, LP
48	Sheriff	13837 W. Fiji Way, Sublease to UCLA (Marina del Rey parking)	Marina Del Rey	97509	L-0339	01-27-1994	01-26-1997	\$0	2	UCLA Real Estate
49	Sheriff	13837 Fiji Way, Marina Del Rey	Marina Del Rey	97749	L-0623	05-09-2009	05-03-2010	\$1,608	2	California Dept. of Fish & Game
50	Sheriff	1500 7th Street #50, Legislative Advocate Resident Apartment	Sacramento	97729	L-1276	08-01-2017	07-31-2018	\$2,200	1	Capitol Towers Apartments, LLC.
51	Sheriff	15331 Prairie Avenue, Sub-Station (Gratis)	Lawndale	97859	L-0979	11-01-2015	10-31-2018	\$0	2	City of Lawndale
52	Sheriff	20 Avalon Canyon Rd., Sheriff's Residences (AKA: 915 Avalon Canyon	Avalon	97741	L-0901	09-01-2007	08-31-2010	\$2,667	4	Catalina Island Company
53	Sheriff	24A Two Harbors	Avalon	97792	L-1165	01-24-2014	01-23-2017	\$1,450	4	Catalina Island Company
54	Sheriff	25930 North The Old Road, Valencia Storefront sub-station	Stevenson Ranch	97685	L-0632	07-01-1999	06-30-2002	\$0	2	Valencia Marketplace II, LLC
55	Sheriff	2934 E. Garvey Avenue, Suite 235	West Covina	97702	L-0500	11-01-1996	10-31-1999	\$2,075	1	Garvey Avenue South. LLC
56	Sheriff	34 Sunset Ridge Receive Site, MDCS Mount Baldy (Remote Telecomm Site)	Glendora	97688	L-1077	06-25-2016	06-24-2019	\$1,728	1	William F. Kelsey
57	Sheriff	40235 North 170th Street, Unit H, Substation	Lake Los Angeles	97715	L-0909	11-01-2004	10-31-2007	\$506	1	Barbara J. Calandri, Trustee
58	Sheriff	42043 50th Street West, Quartz Hill Sub-Station	Quartz Hill	97726	L-1196	08-15-2014	08-14-2017	\$1,480	1	Quartz Hill Chamber of Commerce
59	Sheriff	4322, 4328, & 4332 West 106th St., Parking Lots	Lennox	97842	L-1045	11-24-2008	11-23-2009	\$6,200	1	Jesus M. Olivo
60	Sheriff	5357 West Centinela Ave., "Store Front Operation" Occupies ste 120	Los Angeles	97645	L-1258	10-26-2016	10-25-2019	\$2,165	1	Jones Lang LaSalle Americas, Inc
61	Sheriff	5811 South San Pedro Street	Los Angeles	97692	L-1136	02-01-2016	01-31-2019	\$3,340	1	5811, LLC/Stelle Industries
62	Sheriff	901 Corporate Center Drive , Suite 308	Monterey Park	97633	L-1233	11-01-2015	10-31-2018	\$3,939	1	901 Corporate Center, LP
63	Sheriff	Dakin Peak, Communications Tower Site (MDCS) Sublease	Catalina	98133	25420	05-30-2009	05-29-2012	\$100	1	Pacific Bell Telephone Company
64	Sheriff	Mount Lukens Radio Telecommunications Site, Radio Vault Space, Contract No. L1156	Tujunga	97690	72561	01-01-2003	12-31-2007	\$2,976	8	State of California
65	Sheriff	Tower Peak Radio Site, Communication Tower, (MDCS-Cust. No. L0356)	Catalina	97705	L-1091	03-01-2017	02-28-2020	\$5,713	8	State of California
66	Superior Court	102 Monterey Street 3005	Alhambra	97506	L-0996	05-01-2007	04-30-2010	\$0	1	City of Alhambra
67	Superior Court	1772 Labaig Ave., Hollywood Court, Parking for 5925 Hollywood Blvd.	Hollywood	97557	L-0990	05-01-2007	04-30-2010	\$3,000	1	First Presbyterian Church of Hollywood
68	Superior Court	638 South Beacon Street, 6th Floor, San Pedro Court	San Pedro	97782	L-0948	08-25-2005	09-30-2008	\$5,621	13	City of Los Angeles, City Hall South