



LEROY D. BACA, SHERIFF

County of Los Angeles  
Sheriff's Department Headquarters  
4700 Ramona Boulevard  
Monterey Park, California 91754-2169



October 11, 2005

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:

**ESTABLISH CAPITAL PROJECT AND  
APPROVE APPROPRIATION ADJUSTMENT  
FOR THE CARSON STATION IMPROVEMENTS PROJECT  
(Second District) (3 VOTES)**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER THAT  
YOUR BOARD:**

1. Find that the Carson Sheriff's Station Improvements Project is categorically exempt under the California Environmental Quality Act (CEQA) Guidelines Section 15301.
2. Establish Capital Project (CP) 86789 for the Carson Sheriff's Station Improvements Project.
3. Approve the enclosed appropriation adjustment, which transfers \$100,000 in appropriation from the completed Athens Satellite Station Project (CP 77288) and \$35,000 from one-time savings in the Sheriff's 05-06 operating budget to the Carson Sheriff's Station Improvements Project (CP 86789) to complete various improvements at the Carson Sheriff's Station.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will establish a new capital project and provide funding for various improvements at the Carson Sheriff's Station.

*A Tradition of Service*

The proposed project includes the replacement of an existing 480 square foot structurally unsound modular unit at the Carson Station with a new 720 square foot modular unit. The additional square footage is required to conform to the Americans with Disabilities Act (ADA) requirements and provide additional space for staff that presently share single work stations. The improvements also include security enhancements to an electric gate, permanent fixtures for the modular unit, and the replacement of worn out carpet within the Station. The estimated cost for these improvements is \$135,000.

### **Implementation of Strategic Plan Goals**

These recommended actions are consistent with the County's Strategic Plan Goals of Service Excellence and Fiscal Responsibility since this project will provide an efficient working environment and invests in public infrastructure to improve the performance and productivity of the Sheriff's Department.

### **FISCAL IMPACT/FINANCING**

The project is estimated to cost \$135,000, which includes procurement and installation of a modular unit, permits, and plan check fees.

Approval of the enclosed appropriation adjustment will transfer \$135,000 in appropriation to the 2005-06 Capital Project Budget under CP 86789, to be funded using residual funds from the Athens Satellite Station (\$100,000) and one-time savings from the Sheriff's Department's 05-06 Operating Budget under Fixed Assets (\$35,000) for the purpose of completing the various improvements. The proposed project's schedule and budget summaries are provided in Enclosures A.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

On February 10, 2004, your Board approved \$400,000 for the construction of the Athens Satellite Station, a 1,440 square foot trailer with site improvements to create a Sheriff's presence in the unincorporated Athens area, while the site for the new Sheriff's Station is under construction. The project was completed in August 2004, and has a remaining available balance of \$190,000. Upon completion of the New Athens Sheriff's Station, \$90,000 will be needed for relocation of the trailer to another Sheriff's facility location within the Second District. The Sheriff's Department is recommending that the remaining \$100,000 be utilized for improvements to the Carson Sheriff's Station.

**IMPACT ON CURRENT SERVICES**

The proposed project will not have a negative impact on current County services or projects during the performance of the recommended services. The transfer of funds will provide improvements to the Carson Sheriff's Station, which will help facilitate the provision of services to the community of the Second District.

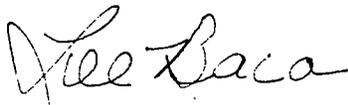
**ENVIRONMENTAL DOCUMENTATION**

CEQA requires all public agency decision makers to document and consider the environmental implications of their actions. This project is categorically exempt from CEQA under CEQA Guidelines, Section 15302(b), and Class 2(a) of the County of Los Angeles Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, to the extent it consists of the replacement of an existing structure with a structure of approximately the same size, purpose and capacity, and Section 15301(a) and Class 1(d) of the County Guidelines, to the extent it consists of minor alterations to the Existing Carson Sheriff's Station. This Department will file a Notice of Exemption with the County Clerk. A \$25 handling fee will be paid to the County Clerk for processing. A copy of the Notice of Exemption is provided as Enclosure B.

**CONCLUSION**

Upon approval by your Board, the Department requests that your Board please return two (2) adopted copies of this action to the Chief Administration Office (Capital Projects Division) and the Sheriff's Department (Facilities Planning Bureau).

Sincerely,



LEROY D. BACA  
SHERIFF



DAVID E. JANSSEN  
Chief Administrative Officer

**ENCLOSURE A**

**ESTABLISH CAPITAL PROJECT AND  
APPROVE OF APPROPRIATION ADJUSTMENT  
FOR THE CARSON STATION IMPROVEMENTS PROJECT  
(SECOND DISTRICT) (3 VOTES)**

I. PROJECT SCHEDULE

<b>Project Activity</b>	<b>Estimated Completion Date</b>
Program	N/A
Design	November 30, 2005
Purchase Order Issuance	December 20, 2005
Jurisdiction Agency Permit Approval	January 31, 2006
Delivery and Installation of Modular Unit (Start)	March 20, 2006
Substantial Completion	March 31, 2006
Acceptance	April 3, 2006

II. PROJECT COST SUMMARY

Budget Category	Project Budget
Land Acquisition	N/A
Construction	\$67,600
(a) Change Orders	\$6,700
Subtotal	\$74,300
Equipment/Furniture	\$57,200
Plans and Specifications	N/A
Miscellaneous Expenditures	N/A
County Services	\$3,500
Total	\$135,000

Notice of Exemption

To:  Office of Planning and Research  
1400 Tenth Street, Room 121  
Sacramento, California 95814

From: Los Angeles County Sheriff's Department  
1000 South Fremont Avenue, Unit 47  
Alhambra, California 91803

Registrar-Recorder/County Clerk  
County of Los Angeles  
12400 Imperial Highway  
Norwalk, California 90650

Project Title: **Carson Station Improvement Project**

Project Location: **21356 South Avalon Blvd., Carson California 90745**

Description of Nature, Purpose, and Beneficiaries of Project:

**The project consist of removal of an existing 480 square foot structurally unsound modular unit and replacement with a new 720 square foot modular unit, minor site security enhancements, and minor interior refurbishments to the existing station.**

Name of Public Agency Approving Project: **Los Angeles County**

Name of Person or Agency Carrying out Project: **Los Angeles County Sheriff's Department  
Facilities Planning Bureau**

Exempt Status:

**Categorical Exemption. Title 14. Chapter 3. Article 19. Section 15301 (a), and Section 15302 (b)). and Class 2 (a) and Class 1 (d) of the County of Los Angeles Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987. Reason why project is exempt:**

Conform to the letter

1. **This project is exempt under Section 15301 for the following:**
  - **It consists of a minor alteration of an existing public facility;**
  - **The project involves negligible expansion of an existing use.**
  
2. **This project is exempt under Section 15301 because it dose not meet the following exceptions under Article 19 to the use of these exemption:**
  - **Dose not have a cumulative impact of successive projects of the same type in the same place as the project at this site is unique;**
  - **Dose not require the relocation of residences or businesses;**
  - **Dose not have a significant effect on the environment due to unusual circumstances as there are no known unusual circumstances;**
  - **Dose not result in damage to scenic resources within a highway officially designated as a state scenic highway;**
  
  - **Does not cause a substantial adverse change in the significance of a historical resource;**
  - **Is not located on a site which is included on any list compiled pursuant to Section 65962.5 of the Government Code regarding hazardous waste sites; and**
  - **Will not cause a substantial adverse change to historical resource, as no such resource**

occurs at the site.

Lead Agency

Contact Person: **Mr. Gary T.K. Tse**

Area Code/Telephone: **626-300-3003**

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: 

Date: 9/1/05

Title: DIRECTOR

COUNTY OF LOS ANGELES  
REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S. No. 770

DEPARTMENT OF SHERIFF

AUGUST 2, 19 2005

AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

FY 2005-06

(3 VOTES)

SOURCES

CAPITAL PROJECTS/REFURBISHMENT  
F/A - BUILDING & IMPROVEMENTS  
A01 - CP - 77288 - 6014  
\$100,000

SHERIFF'S DEPARTMENT - GENERAL SUPPORT  
FIXED ASSETS  
A01 - SH - 15687 - 6030  
\$35,000

USES

CAPITAL PROJECTS/REFURBISHMENT  
F/A - BUILDING & IMPROVEMENTS  
A01 - CP - 86789 - 6014  
\$135,000

JUSTIFICATION: TO TRANSFER APPROPRIATION FOR COSTS IN COMPLETING VARIOUS IMPROVEMENTS AT CARSON STATION.

JAN OR JOHN,  
PLS. SIGN B.S.

TJX.  
TJ

  
CONRAD MEREDITH, ASSISTANT DIRECTOR  
ASD - FINANCIAL PROGRAMS

CHIEF ADMINISTRATIVE OFFICER'S

OK  
T. J. 9/15/05

REFERRED TO THE CHIEF ADMINISTRATIVE OFFICER FOR

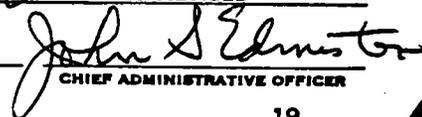
ACTION

RECOMMENDATION

APPROVED AS REQUESTED

AS REVISED

9-28-05

  
CHIEF ADMINISTRATIVE OFFICER

APPROVED (AS REVISED): BOARD OF SUPERVISORS

19

AUDITOR-CONTROLLER

BY 

AUG 15 2005