



FESIA A. DAVENPORT
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE OPERATIONS CLUSTER

DATE: June 9, 2021
TIME: 2:00 p.m. – 4:00 p.m.
LOCATION: **TELECONFERENCE CALL-IN NUMBER: 1(323)776-6996**
TELECONFERENCE ID: 605696861#

To join via phone, dial 1(323)776-6996, then press 605696861#.

YOU CAN ALSO JOIN THIS MEETING BY CLICKING ON THE FOLLOWING LINK:

[Click here to join the meeting](#)

**DUE TO THE CLOSURE OF ALL COUNTY BUILDINGS, MEMBERS OF THE PUBLIC
WILL NEED TO CALL IN TO PARTICIPATE IN THE MEETING.**

AGENDA

Members of the Public may address the Operations Cluster on any agenda item after all Informational Items are presented.
Two (2) minutes are allowed for each item.

1. **Call to order – Tamela Omoto-Frias/Anthony Baker**
2. **INFORMATIONAL ITEM(S):**
(5 minutes)
 - A) Board Letter:
WARM SPRINGS REHABILITATION CENTER LEASE TO
HOLLYWOOD IMPACT STUDIOS
CEO/RE – Michael Rodriguez, Section Chief, County-Owned Property
 - B) Board Letter:
REQUEST FOR AUTHORITY TO THE CHIEF EXECUTIVE OFFICER
TO CONSUMATE RENEWALS OF ADMINISTRATIVE AND BOARD
APPROVED MINOR LEASES, LICENSES, SPACE USE
AGREEMENTS, AND PERMITS FOR VARIOUS DEPARTMENTS
CEO/ RE – Michael Navarro, Section Chief, Lease Acquisition Section

CONTINUED ON PAGE 2

3. **PRESENTATION/DISCUSSION ITEMS:**

A) CIVIL SERVICE RULE 9 AND THE FUTURE OF COUNTYWIDE
DISABILITY MANAGEMENT AND COMPLIANCE

DHR – Maggie Martinez, Assistant Director and
Dr. Sepideh A. Souris, Acting Senior Manager

4. **Public Comment**

(2 minutes each speaker)

5. **Adjournment**

FUTURE AGENDA TOPICS

CALENDAR LOOKAHEAD:

None available.

BOARD LETTER/MEMO – FACT SHEET OPERATIONS CLUSTER

☒ Board Letter

☐ Board Memo

☐ Other

| | | |
|---|--|----------------------------|
| OPS CLUSTER AGENDA REVIEW DATE | 6/9/2021 | |
| BOARD MEETING | 6/22/2021 | |
| DELEGATED AUTHORITY BOARD LETTER | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| SUPERVISORIAL DISTRICT AFFECTED | 5th | |
| DEPARTMENT | CEO | |
| SUBJECT | Approval of a proposed three-year lease agreement with two 3-year lease options to replace a holdover month-to-month permit allowing Hollywood Impact Studios Rehabilitation and Vocational Corporation (HISRVC) to carry out its program at the former Warm Springs Rehabilitation Center. | |
| PROGRAM | HISRVC is a non-profit organization that uses the art of television and filmmaking to change lives by providing a training ground where Hollywood professionals teach and mentor incarcerated men. This new lease will allow HISRVC to secure commitments from supporters and donors to supply material and experts to teach formerly incarcerated men and women, people coming out of addiction, and formerly homeless individuals building, carpentry, and other skills to help them transition back into mainstream life while refurbishing the buildings on the County-owned property. | |
| SOLE SOURCE CONTRACT | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| | If Yes, please explain why: | |
| DEADLINES/ TIME CONSTRAINTS | The original permit with HISRVC expired on June 30, 2019, and HISRVC has been on a holdover since then. The proposed new lease will provide certainty that the program at Warm Springs will continue. | |
| COST & FUNDING | Total cost: N/A | Funding source: N/A |
| | TERMS (if applicable): Rent is gratis, but in exchange for use of County Property, HISRVC will carry out its program which serves public purposes while refurbishing county buildings and paying for all operating and maintenance costs associated with the County Property. | |
| PURPOSE OF REQUEST | Approval of the recommended actions will authorize CEO to enter a 3-year lease with two, 3-year options to extend with HISRVC so HISRVC can teach formerly incarcerated men and women, people coming out of addiction, and formerly homeless individuals building, carpentry, and other skills to help them transition back into mainstream life while refurbishing the buildings on the County property. | |
| BACKGROUND (include internal/external issues that may exist) | Current permit expired in June 2019. The proposed lease will take HISRVC off of holdover and grant HISRVC a lease for up to 9 years, including all options. | |
| DEPARTMENTAL AND OTHER CONTACTS | Michael Rodriguez CEO- Real Estate Division 213-974-4246 Mgrodriguez@ceo.lacounty.gov | |



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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
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"To Enrich Lives Through Effective And Caring Service"

Board of Supervisors
HILDA L. SOLIS
First District

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SHEILA KUEHL
Third District

JANICE HAHN
Fourth District

KATHRYN BARGER
Fifth District

June 22, 2021

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:

WARM SPRINGS REHABILITATION CENTER LEASE TO HOLLYWOOD IMPACT STUDIOS (FIFTH DISTRICT) (3 VOTES)

SUBJECT

Approval of the recommended actions will authorize the County of Los Angeles (County) to lease the use of property located at 38200 Lake Hughes Road in Castaic, commonly known as the Warm Springs Rehabilitation Center, to the Hollywood Impact Studios Rehabilitation and Vocational Corporation, a California nonprofit public benefit corporation (HISRVC).

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the proposed lease to HISRVC is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15301 (Existing Facilities), and Class 1, Subsections (c), (d), and (g), of the County Environmental Document and Reporting Procedures and Guidelines.
2. Find that the property located at 38200 Lake Hughes Road in Castaic, commonly known as the Warm Springs Rehabilitation Center (Property), is not currently needed for County purposes.
3. Pursuant to Government Code Section 26227, find that the programs and services to be provided by HISRVC are necessary to meet the social needs of the County and serve public purposes which benefit the County.

4. Authorize the Chief Executive Officer (CEO), or her designee, to negotiate and execute a gratis three-year proposed lease with two three-year extensions with HISRVC, approved as to form by County Counsel. HISRVC will continue to use the Property as a vocational and training center for formerly incarcerated men and women, people coming out of addiction, and individuals formerly experiencing homelessness. HISRVC will remain responsible for all refurbishing, maintenance, improvements, and operational costs for the duration of the term.
5. Authorize the CEO, or her designee, to negotiate, approve, and/or execute any ancillary documentation or amendments, approved as to form by County Counsel, which are necessary and appropriate to effectuate the proposed lease.
6. Authorize the CEO, or her designee, to take any other actions necessary and appropriate to implement and effectuate the proposed lease.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Warm Springs Rehabilitation Center has provided residential alcohol and drug recovery services to County residents since 1967. On July 1, 2011, the Department of Public Health (DPH) discontinued these services and consolidated its operations with services at the Acton Rehabilitation Center. The Property is comprised of 5.8 acres and improved with cabins, a two-story residential structure, and an on-site sewage treatment plant.

HISRVC is a non-profit organization that uses the art of television and filmmaking to change lives by providing a training ground where Hollywood professionals teach and mentor incarcerated men and women. The County has previously granted HISRVC permits to use the Property as a vocation and training center for formerly incarcerated men. The current permit has expired and HISRVC is currently occupying the premises on a holdover basis. This proposed lease will allow HISRVC to secure commitments from supporters and donors to supply material and experts to teach formerly incarcerated men and women, people coming out of addiction, and individuals formerly experiencing homelessness, the building, carpentry, and other skills to help them transition back into mainstream life, while refurbishing the buildings on the Property.

The proposed lease with HISRVC would have a three-year term with two three-year options to extend. If HISRVC exercises the two options, the total proposed lease term would be nine years. The proposed lease would have gratis rent and in consideration, HISRVC would provide: (1) vocational and training services on the Property, (2) refurbishment of the County buildings, and (3) responsibility for all operating and maintenance expenses and tenant improvements associated with its occupancy. HISRVC would maintain the Property in an environmentally sound manner to include fire preventions and responding to and remediating any impacts from flooding or fire and securing the property from theft, burglary or vandalism.

Implementation of Strategic Plan Goals

The proposed lease supports the Countywide Strategic Plan Goals of Fostering Vibrant and Resilient Communities by identifying and aligning work force development programs to provide career pathways for high-needs priority populations (Strategy II.1.3) and Realizing Tomorrow's Government Today, specifically by maximizing use of County assets, guiding strategic investments, and supporting economic development in ways that are fiscally responsible and aligning with the County's highest priority needs (Strategy III.3.2).

FISCAL IMPACT/FINANCING

The granting of the proposed lease to HISRVC will be on a gratis basis. There will be a positive impact to the County's operating budget and DPH's maintenance costs as HISRVC will be solely responsible for operating and maintenance costs and all tenant improvements including those costs associated with addressing vandalism and brush clearance.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Pursuant to Government Code Sections 26227, the Board has the authority to make available real property not needed for County purposes, to non-profit entities for the operation of programs which serve public purposes, and are necessary to meet the social needs of the population of the County. HISRVC will be able to continue to utilize the Property as a vocational and training center to teach formerly incarcerated men and women, people coming out of addiction, and individuals formerly experiencing homelessness, the skills that will assist them in finding work and being productive members of society.

ENVIRONMENTAL DOCUMENTATION

The proposed lease to Hollywood Impact Studios is categorically exempt from the provisions of CEQA pursuant to State CEQA Guidelines Section 15301 (Existing Facilities), and Class 1, Subsections (c), (d), and (g), of the County of Los Angeles Environmental Document and Reporting Procedures and Guidelines. In addition, it will comply with all applicable regulations, and there are no cumulative impacts, unusual circumstances, damage to scenic highways, listing on hazardous waste site lists compiled pursuant to Government Code Section 65962.5, or indications that it may cause a substantial adverse change in the significance of a historical resource that would make the exemption inapplicable.

Upon the Board's approval of the recommended actions, the department will file a Notice of Exemption with the Registrar-Recorder/County Clerk in accordance with Section 21152 of the California Public Resources Code.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended action will not have any impact on current services or projects.

CONCLUSION

It is requested that the Executive Office of the Board, return one certified copy of the Minute Order and an adopted, stamped copy of this letter to the Chief Executive Office, Real Estate Division at 320 West Temple Street, 7th Floor, Los Angeles, CA 90012, for further processing.

The Honorable Board of Supervisors

6/22/2021

Page 4

Respectfully submitted,

FAD:JMN:VM

DL:JLC:MGR:gw

c: Executive Office, Board of Supervisors
County Counsel
Auditor-Controller
Public Health

BOARD LETTER/MEMO – FACT SHEET OPERATIONS CLUSTER

☒ Board Letter

☐ Board Memo

☐ Other

| | | | | | | | | |
|--|---|--|---------------------------------------|--|--|--|--|--|
| OPS CLUSTER AGENDA REVIEW DATE | 6/9/2021 | | | | | | | |
| BOARD MEETING | 6/22/2021 | | | | | | | |
| DELEGATED AUTHORITY BOARD LETTER | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | | | | | |
| SUPERVISORIAL DISTRICT AFFECTED | All Districts | | | | | | | |
| DEPARTMENT | Various County Departments | | | | | | | |
| SUBJECT | Request Authority to CEO to consummate amendments, extensions or renewals of the 160 existing Administrative Leases listed on the Attachments to the Board letter. | | | | | | | |
| PROGRAM | Various | | | | | | | |
| SOLE SOURCE CONTRACT | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why: | | | | | | | |
| DEADLINES/ TIME CONSTRAINTS | Various administrative leases awaiting approval of this Board letter for authority to renew, a few of these leases are or will soon be in holdover status. | | | | | | | |
| COST & FUNDING | <table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Total cost: \$10,000/month maximum</td> <td style="width: 50%;">Funding source: Various funding sources</td> </tr> <tr> <td colspan="2">TERMS (if applicable): Gratis leases not to exceed a 15- year term and \$1 rent per year. Non-gratis leases not to exceed a 5-year term and \$10,000 rental costs per month.</td> </tr> <tr> <td colspan="2">Explanation: The CEO is seeking Board approval to renew, amend or extend 160 Administrative Leases.</td> </tr> </table> | | Total cost: \$10,000/month maximum | Funding source: Various funding sources | TERMS (if applicable): Gratis leases not to exceed a 15- year term and \$1 rent per year. Non-gratis leases not to exceed a 5-year term and \$10,000 rental costs per month. | | Explanation: The CEO is seeking Board approval to renew, amend or extend 160 Administrative Leases. | |
| Total cost: \$10,000/month maximum | Funding source: Various funding sources | | | | | | | |
| TERMS (if applicable): Gratis leases not to exceed a 15- year term and \$1 rent per year. Non-gratis leases not to exceed a 5-year term and \$10,000 rental costs per month. | | | | | | | | |
| Explanation: The CEO is seeking Board approval to renew, amend or extend 160 Administrative Leases. | | | | | | | | |
| PURPOSE OF REQUEST | Through this Board Letter, the Chief Executive Office is seeking Board approval to renew, amend or extend 160 Administrative Leases. | | | | | | | |
| BACKGROUND (include internal/external issues that may exist) | <p>The proposed actions will allow the County to more efficiently and effectively manage these Administrative leases. Staff can negotiate better rental rates, tenant improvement allowances and save time by not having to negotiate, document, and seek individual Board approval of each existing Administrative lease.</p> <p>Local Government Omnibus Act of 2019, which became effective January 1, 2020, increased the authorized lease cost limits on new Administrative Leases from \$7,500 to \$10,000 per month and increased Lease term limits from three to five years. This Board letter seeks approval to renew existing gratis leases for up to 15-year term and non-gratis Leases for up to an eight-year term from the date of approval of this Board letter.</p> | | | | | | | |
| DEPARTMENTAL AND OTHER CONTACTS | Michael Navarro, Section Chief, Leasing (213) 974-4364; mnavarro@ceo.lacounty.gov | | | | | | | |



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Second District

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JANICE HAHN
Fourth District

KATHRYN BARGER
Fifth District

June 22, 2021

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 AUTHORITY TO THE CHIEF EXECUTIVE OFFICER
TO CONSUMMATE RENEWALS OF ADMINISTRATIVE AND BOARD APPROVED MINOR
LEASES, LICENSES, SPACE USE AGREEMENTS, AND PERMITS FOR VARIOUS
DEPARTMENTS
(ALL DISTRICTS) (3 VOTES)**

SUBJECT

Delegation of authority to the Chief Executive Officer (CEO), or her designee, to consummate the renewal of certain leases, licenses, space use agreements, and permits, which were either entered into by the CEO, or her designee, pursuant to Chapter 2.08.160 or 2.08.163 of the Los Angeles County (County) Code, or such similar leases that have been previously approved by the Board, collectively referred to herein as "Administrative Lease(s)".

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the proposed Administrative Leases are exempt from the California Environmental Quality Act (CEQA), for the reasons stated in this Board letter and in the record of the project.
2. Authorize the CEO or her designee, to renew, amend, or extend (including the exercise of any options) the 59 existing gratis Administrative Leases shown on Enclosure A. The rental amount of these gratis Administrative Leases shall not exceed the amount of \$1.00 per year, and the term of the renewal, amendment, or extension shall not exceed a 15-year term from the date of approval of this action.

3. Authorize the CEO, or her designee, to renew, amend, or extend the 101 existing non gratis Administrative Leases, shown on Enclosure B. The rental amount of these non-gratis Administrative Leases shall not exceed the amount of \$10,000 per month throughout the term of the Administrative Lease, including, without limitation, the base rent, any base rent adjustments, and any tenant improvements costs, if any, and the term of the renewal, amendment, or extensions shall not exceed an eight-year term from the date of approval of this action.

4. Authorize the CEO, or her designee, to continue those Administrative Leases previously entered into under CEO's existing delegated authority found under Chapter 2.08.160 or 2.08.163 of the County Code that have since expired and are currently in holdover, but which have not yet been renewed, amended, or extended. Such Administrative Leases shall be authorized to continue on a holdover basis, on a month-to-month term, which month-to-month term shall terminate upon the earlier of (a) the date a new lease or amendment is executed; or (b) twelve months from the date of approval of this action.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Through this Board Letter, the Chief Executive Office is seeking Board approval of 160 existing Administrative Leases, of which 59 are gratis leases identified on Enclosure A, which will have a term up to 15 years and rent not to exceed \$1.00 per year and 101 are non-gratis leases identified on Enclosure B, which will have a term of up to eight years and rent not to exceed \$10,000 per month.

Future new administrative leases will continue to be subject to the provisions of the existing County Code. The County Code change was updated effective October 15, 2020 to be consistent with the Local Government Omnibus Act of 2019, which became effective January 1, 2020, increasing the authorized lease cost limits from \$7,500 to \$10,000 per month and increasing the lease term limits from three to five years.

The proposed actions will provide County departments with continued occupancy at their current locations and will provide for more efficient processing of renewals, amendments, or extensions of these Administrative Leases by eliminating the need for Board approval of each such Administrative Lease individually. By providing longer terms on Administrative Lease renewals, staff can negotiate better rental rates and tenant improvement allowances, and save time by not having to constantly negotiate, document, and seek approval of these Administrative Leases.

The Chief Executive Office seeks authority to renew, amend, or extend all the Administrative Leases identified on Enclosures A and B, subject to the terms set forth in this Board Letter.

GRATIS LEASES:

Of the Administrative Leases, 59 are gratis leases and are listed on Enclosure A. Gratis leases are those leases provided to the County for a nominal value of \$1.00 per year or less. Approval of the proposed action will allow the CEO to renew, amend, or extend those gratis leases listed on Enclosure A (Gratis Leases) as needed for terms which in the aggregate will not exceed 15 years from the date of approval of this action. Chapter 3.58.070 of the County Code provides that the Real Estate Management Commission review authority does not apply to transactions involving no financial consideration.

NON-GRATIS LEASES:

There are 101 non-gratis Administrative Leases shown on Enclosure B (Non-Gratis Leases). As these Non-Gratis Leases are generally small in dollar value, staff may be able to negotiate a better lease rate over a longer term. Administrative Leases with other governmental entities are typically subject to a wide variety of restrictions on the term lengths. For example, some governmental entities require a month-to-month term rather than entering into a fixed term, while some governmental entities require short term leases and require the entering into a new lease each renewal, while other governmental entities require long terms. The proposed Non-Gratis Leases to be renewed, amended, or extended, and shown in Enclosure B shall not exceed a rental amount of \$10,000 per month, including, without limitation, the base rent, any base rent adjustments, and tenant improvements costs throughout the term of the Non-Gratis Lease. The proposed Non-Gratis Leases will be for a term deemed appropriate by the CEO but shall not exceed eight years from the date of approval of this action.

The Chief Executive Office will return to the Board with quarterly reports on new Administrative Leases, entered under existing County Code, for the months ending in March, June, September, and December, pursuant to County Code Chapter 2.08.166.

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 the consolidated list of the Administrative Leases contained herein, by removing the need for individual Board actions for each Administrative Lease.

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 renewals, amendments, or extensions. The impact will result only from small increases in the rental rates negotiated, if any. Any increases involved will be offset by the savings resulting from the reduced staff time as the lease renewals will be needed less frequently. A further limitation will be that the rental rate cannot exceed \$10,000 per month, unless otherwise specified in this Board letter.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Since 2005, the Board has approved similar recommendations submitted by the Chief Executive Office to negotiate and consummate Administrative Leases that will be expiring in the upcoming year. This Board Letter seeks authority for the CEO, or her designee, to renew, amend, or extend all Administrative Leases identified on Enclosures A and B, when such Administrative Lease expires, and subject to the recommendations set forth in this Board letter. County Code Chapter 2.08.160 and 2.08.163 will continue to govern any new Administrative Leases.

Renewals, amendments, or extensions of the Administrative Leases shown on Enclosures A and B will be approved and executed by the CEO, or her designee, only under the following conditions:

- The applicable County department(s) involved will be required to submit a space request evaluation form to the Chief Executive Office, which indicates a desire to remain at their current facilities.

- The applicable County department(s) involved will be required to provide sufficient justification of the continued need for their respective space(s) to the Chief Executive Office, and the Chief Executive Office will need to find that the renewal of the existing lease is in the best interest of the County. The department will have to explain if teleworking or hoteling in an existing location is available, thereby reducing space needs. Where possible, the Chief Executive Office will consolidate different leases in the same building or move departments into appropriate County owned facilities, if available.
 - The Chief Executive Office will perform a market survey at the time of renewal to ensure the rental rate charged is consistent with the market rate charged for similarly situated facilities.
 - In addition to meeting all the conditions set forth in this Board letter, the Chief Executive Office will comply with its current leasing policies and procedures when pursuing renewals, amendments, or extensions of the Administrative Leases.
- The proposed Administrative Leases will become effective upon approval and execution by the CEO, or her designee.
- If the proposed Administrative Leases contains a rental adjustment provision, the projected maximum monthly rental payment will not exceed \$10,000 per month, inclusive of the base rent, any base rent adjustments and any tenant improvement costs.
 - The term of Non-Gratis Leases is not to exceed eight years from the date of approval of this Board letter, unless otherwise specified in this Board letter.
 - The Chief Executive Office will have the authority to continually renew the Gratis Leases found in Enclosure A, provided the total aggregate renewal terms for each Gratis Lease does not exceed 15 years from the date of approval of this Board letter.
 - The Chief Executive Office will have the authority to continually renew Non-Gratis Leases found in Enclosure B, with a month-to-month term or year-to-year term, provided the total aggregate renewal terms for each Non-Gratis Lease do not exceed eight years from the date of approval of this Board letter.
 - In administering the CEO's existing authority under the County Code, the CEO will no longer enter into Administrative Lease(s) for residential space without first receiving Board approval.

ENVIRONMENTAL DOCUMENTATION

These projects are exempt from CEQA, as specified in Class 1 of the Environmental Document Reporting Procedures and Guidelines adopted by the Board, and Section 15301 of the State CEQA Guidelines (Existing Facilities). The proposed Administrative Leases shown on Attachments A and B are renewals, amendments, or extensions of existing space, with minor tenant improvements, if any, within existing buildings, and are within a class of projects that have been determined not to have a significant effect on the environment and meets the criteria set forth in Section 15301 of the State CEQA Guidelines (Guidelines), and Class 1 of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. In addition, based on the proposed project records, the Administrative Leases will comply with all applicable regulations, and there are no cumulative impacts, unusual circumstances, damage to scenic highways, listing on hazardous waste site lists

compiled pursuant to Government Code Section 65962.5, or indications that it may cause a substantial adverse change in the significance of a historical resource that would make the exemption inapplicable.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The Chief Executive Office believes that the proposed recommendations are in the best interest of the County by providing a mechanism to obtain necessary minor space for the various County requirements in a more efficient manner. The Chief Executive Office will consummate these Administrative Leases only if, upon review, they are found individually, to meet the conditions specified above.

CONCLUSION

It is requested that the Executive Office of the Board, return two certified copies of the Minute Order, and the adopted, stamped Board letter to the Chief Executive Office, Real Estate Division, at 320 West Temple Street, 7th Floor, Los Angeles, CA 90012.

Respectfully submitted,

FAD:JMN:VM:DL
JLC:MN:RC:FC:gw

Enclosures

- c: Executive Office, Board of Supervisors
County Counsel
Auditor-Controller
Sheriff
Agricultural Commissioner/Weights & Measures
Alternate Public Defender
Beaches and Harbor
Children and Family Services
Coroner/Chief Medical Examiner
Fire
Health Services
Human Resources
Internal Services
Mental Health
Parks and Recreation
Probation
Public Defender
Public Health
Public Library
Public Social Services
Public Works
Regional Planning
Registrar-Recorder/County Clerk
Sanitation District
Superior Court
Workforce Development on Aging & Senior
Services

GRATIS ADMINISTRATIVE LEASES

ENCLOSURE A

| NO. | DEPARTMENT | ADDRESS | CITY | LEASE NO. | START DATE | END DATE | MONTHLY RENT | LESSOR | NO. OF ACTIVE LEASES WITH LESSOR |
|-----|------------------------------|--|----------------|-----------|------------|------------|--------------|--|----------------------------------|
| 1 | Ag Comm/Wts & Measures | 11012 S. Garfield Ave., Access road ingress & egress | South Gate | P-0558 | 6/23/2008 | 00/00/0000 | \$0 | The Port of Long Beach | 1 |
| 2 | Beaches and Harbor | 4640 and 4676 Admiralty Way | Marina Del Rey | 600002 | 3/1/2018 | 3/31/2020 | \$0 | BOP Marina Towers LLC, MDR Building Investments LLC Overland Marina Tower, LLC | 1 |
| 3 | Board of Supervisors | 1645 Corinth Avenue, 1st Floor | Los Angeles | L-1265 | 1/10/2017 | 1/9/2020 | \$0 | City of Los Angeles | 21 |
| 4 | Children and Family Services | 1001 Durfee Ave. (South El Monte High School) | South El Monte | L-1217 | 5/21/2015 | 5/20/2018 | \$0 | El Monte Union High School District | 1 |
| 5 | Children and Family Services | 1043 Pine Avenue | Long Beach | L-1131 | 9/5/2012 | 9/4/2015 | \$0 | Aspiranet | 1 |
| 6 | Children and Family Services | 10750 Laurel Avenue, Community Resource Center, Bldg. 2 - Office G & J | Whittier | L-1216 | 3/30/2015 | 3/29/2018 | \$0 | Community Development Commission | 2 |
| 7 | Children and Family Services | 11251 Glenoaks Boulevard | Pacoima | L-1132 | 9/5/2012 | 9/4/2015 | \$0 | Boys and Girls Club of San Fernando Valley | 1 |
| 8 | Children and Family Services | 12536 Filmore Street., Broadous Elementary School | Pacoima | L-1082 | 9/1/2010 | 8/31/2013 | \$0 | Los Angeles Unified School District | 3 |
| 9 | Children and Family Services | 1336 Sixteenth (or 1317 Fifteenth Street) (Rape Treatment Center at Santa Monica-UCLA) | Santa Monica | L-1227 | 6/24/2015 | 6/23/2018 | \$0 | UCLA Real Estate (Stuart House) | 1 |
| 10 | Children and Family Services | 14029 Mulberry Drive (East Whittier City Schools) | Whittier | L-1224 | 6/24/2015 | 6/23/2018 | \$0 | East Whittier City School District | 1 |
| 11 | Children and Family Services | 14403 East Pacific Ave., Outstation | Baldwin Park | L-1190 | 8/1/2014 | 7/31/2017 | \$0 | Baldwin Park Police Department | 1 |
| 12 | Children and Family Services | 1600 Atlantic Ave. (Long Beach Polytechnic) & 2001 Santa Fe Ave. (Juan Cabrillo High School) | Long Beach | L-1149 | 5/9/2013 | 5/8/2016 | \$0 | Long Beach Unified School District | 1 |
| 13 | Children and Family Services | 16700 Norwalk Boulevard (Child Safely Program) | Cerritos | L-1223 | 6/24/2015 | 6/23/2018 | \$0 | ABC School District | 1 |
| 14 | Children and Family Services | 2137 East Avenue R and 37423 70th Street East (and additional addresses) | Palmdale | L-1193 | 11/19/2020 | 11/18/2023 | \$0 | Antelope Valley Union High School District | 1 |
| 15 | Children and Family Services | 2606 North Central Ave. & 601 South Acacia Ave. (Children's Advocacy Center) | Compton | L-1147 | 4/19/2013 | 4/18/2016 | \$0 | Compton Unified School District | 3 |
| 16 | Children and Family Services | 3101 East Carson St., Lakewood Country Club - Parking lot | Lakewood | L-0718 | 2/11/2021 | 1/31/2024 | \$0 | American Golf Corporation | 1 |
| 17 | Children and Family Services | 3300 Civic Center Drive, Torrance Police Department | Torrance | L-0777 | 9/24/2001 | 9/23/2004 | \$0 | City of Torrance | 1 |
| 18 | Children and Family Services | 4650 Sunset Blvd and 3250 Wilshire Blvd., Medical Hub | Los Angeles | L-1191 | 8/1/2014 | 7/31/2017 | \$0 | Children's Hospital Los Angeles | 1 |
| 19 | Children and Family Services | 490 West Mission Blvd. | Pomona | L-1070 | 3/22/2010 | 3/21/2013 | \$0 | Pomona Police Department | 1 |
| 20 | Children and Family Services | 500 East Colorado Blvd | Pasadena | L-1207 | 12/24/2014 | 12/23/2017 | \$0 | First United Methodist Church of Pasadena | 1 |
| 21 | Children and Family Services | 546 South Citrus Avenue (Gloria Molina Foster Youth Education Program) | Azusa | L-1229 | 6/24/2015 | 6/23/2018 | \$0 | Azusa Unified School District | 1 |
| 22 | Children and Family Services | 90 N. Daisy Ave. | Pasadena | L-1206 | 12/24/2014 | 12/23/2017 | \$0 | Learning Works Charter School | 1 |

GRATIS ADMINISTRATIVE LEASES

ENCLOSURE A

| NO. | DEPARTMENT | ADDRESS | CITY | LEASE NO. | START DATE | END DATE | MONTHLY RENT | LESSOR | NO. OF ACTIVE LEASES WITH LESSOR |
|-----|-------------------------------|--|---------------------|-----------|------------|------------|--------------|--|----------------------------------|
| 23 | Children and Family Services | 9333 Loch Lomond Drive (Gloria Molina Foster Youth Education Program Services) 9515 Haney St. (FDFYEP) | Pico Rivera | L-1222 | 11/17/2020 | 11/16/2023 | \$0 | El Rancho Unified School District | 1 |
| 24 | Children and Family Services | Kornblum School, Zela Davis School, Prairie Vista Middle School, Bud Carson Middle School | Hawthorne | L-1121 | 3/19/2012 | 3/18/2015 | \$0 | Hawthorne School District | 1 |
| 25 | Children and Family Services | Various (Children's Advocacy Center) | Various | L-1148 | 4/19/2013 | 4/18/2016 | \$0 | Los Angeles Unified School District | 3 |
| 26 | Children and Family Services | Various Los Angeles Area Police Stations, Child Safety Program | Various | L-0967 | 7/12/2006 | 7/11/2009 | \$0 | Los Angeles Police Department | 1 |
| 27 | Fire | 1900 Rambla Pacifico | Malibu | 24353 | 12/17/1974 | 10/31/1982 | \$0 | U. S. Army Corps of Engineers | 5 |
| 28 | Fire | 20945 South Wilmington Avenue (FS 10, Storage Yard) | Carson | L-1072 | 5/7/2010 | 5/6/2013 | \$0 | Equilon Enterprises LLC | 1 |
| 29 | Fire | 38250 Sierra Highway | Palmdale | L-1255 | 8/16/2016 | 8/15/2019 | \$0 | City of Palmdale | 1 |
| 30 | Fire | Coast Guard Integrated Support Command, Bay Watch Reservation Point Modular Trailer & Moorage Space | San Pedro | L-1284 | 12/1/2017 | 11/30/2020 | \$0 | United States Coast Guard | 2 |
| 31 | Fire | Two Harbors, Fire Station No. 155 | Catalina | L-0879 | 4/1/2004 | 3/31/2007 | \$0 | Two Harbors Enterprises | 1 |
| 32 | Fire | Two Harbors (Isthmus) Baywatch Lifeguard Station, Residence & Fire District | Two Harbors | 72519 | 5/1/2000 | 4/30/2020 | \$0 | Santa Catalina Island Resort Services Inc. | 1 |
| 33 | Fire | 23000 Malibu Pier - Lifeguard Station | Malibu | 73748 | 12/18/2001 | 6/30/2019 | \$0 | State of California | 2 |
| 34 | Health Services | 1116 West 220th Street | Torrance | L-0989 | 4/26/2007 | 4/25/2010 | \$0 | LA BioMed Research at Harbor-UCLA Medical | 1 |
| 35 | Internal Services | Puente Hills Comm Site - Access Road (AKA District Reservoir 14 Site) | Rowland Heights | L-1117 | 12/13/2011 | 2/28/2014 | \$0 | Rowland Water District | 1 |
| 36 | Internal Services Department* | 2000 N. Sycamore Cyn., Rd., Johnstone Peak | San Dimas | L-1306 | 8/17/2018 | 12/31/2047 | \$0 | USDA-Forest Service | 10 |
| 37 | Internal Services Department | 30950 Hawthorne Blvd, Point Vicente Communication Site, Emergency Medical Services | Rancho Palos Verdes | L-1243 | 2/28/2015 | 2/27/2018 | \$0 | United States Coast Guard | 2 |
| 38 | Internal Services Department* | Lower Blue Ridge, Inspiration Point Microwave Site | | L-1311 | 8/17/2018 | 12/31/2047 | \$0 | District Ranger, Santa Clara/Mojave | 1 |
| 39 | Internal Services Department | Oat Mountain/Susanna Peak Telecommunications Site | Chatsworth | L-1037 | 9/1/2008 | 12/31/2008 | \$0 | Southern California Edison Company | 15 |
| 40 | Internal Services Department* | Portal Ridge Communications site | Lake Hughes | L-1310 | 8/17/2018 | 12/31/2047 | \$0 | USDA-Forest Service | 10 |
| 41 | Internal Services Department* | Whitaker Middle Peak Microwave Site | Castaic | L-1307 | 8/17/2018 | 12/31/2047 | \$0 | USDA-Forest Service | 10 |
| 42 | Internal Services Department* | Whitaker Middle Peak Microwave Site | Castaic | L-1309 | 8/17/2018 | 12/31/2047 | \$0 | USDA-Forest Service | 10 |
| 43 | Parks and Recreation | Puente Hills Landfill, Riding and Hiking Trail | City of Industry | 26968 | 4/24/1979 | 4/23/1997 | \$0 | Sanitation District No. 2 | 1 |

GRATIS ADMINISTRATIVE LEASES

ENCLOSURE A

| NO. | DEPARTMENT | ADDRESS | CITY | LEASE NO. | START DATE | END DATE | MONTHLY RENT | LESSOR | NO. OF ACTIVE LEASES WITH LESSOR |
|--|------------------------|--|------------------|-----------|------------|------------|--------------|--|----------------------------------|
| 44 | Parks and Recreation | 15501 E. Arrow Hwy, Santa Fe Dam Area, Riding and Hiking Trail | Irwindale | L-0927 | 11/1/2007 | 10/31/2009 | \$0 | U.S. Army Corps of Engineers | 5 |
| 45 | Parks and Recreation | 28000 Devils Punch Bowl Rd., Sandrock & Punch Bowl Canyons, Special Use Permit, Land use | Pearblossom | P-0158 | 11/19/1992 | 12/31/2000 | \$0 | USDA-Forest Service | 10 |
| 46 | Probation | 275 Magnolia Ave | Long Beach | L-1166 | 1/28/2014 | 1/27/2017 | \$0 | State of California | 7 |
| 47 | Public Library | 4323 E. Slauson Ave. (JPA) | Maywood | 04218 | 8/1/1968 | 7/31/1973 | \$0 | City of Maywood | 1 |
| 48 | Public Library | 6518 Miles Avenue, Parking lot | Huntington Park | 77766 | 6/6/2012 | 6/5/2022 | \$0 | City of Huntington Park | 1 |
| 49 | Public Library | 11940 E. Carson St | Hawaiian Gardens | P-1034 | 6/24/2008 | 6/23/2011 | \$0 | City of Hawaiian Gardens | 2 |
| 50 | Public Library | 29901 Ladyface Circle, | Agoura Hills | 73179 | 6/1/2001 | 5/31/2020 | \$0 | City of Agoura Hills | 1 |
| 51 | Public Library | 31200 West Oak Crest Drive, | Westlake Village | 73768 | 12/12/2011 | 12/11/2021 | \$0 | City of Westlake Village | 1 |
| 52 | Public Social Services | 8017 S. Atlantic Blvd., Parking Lot (Gratis Ground Lease) | Cudahy | L-0953 | 10/20/2005 | 10/19/2008 | \$0 | K-Mart Corporation | 1 |
| 53 | Sheriff | 15331 Prairie Avenue, Sub-Station | Lawndale | L-0979 | 11/1/2018 | 10/31/2021 | \$0 | City of Lawndale | 1 |
| 54 | Sheriff | 16200 Temple Avenue | City of Industry | 600015 | 6/30/2020 | 7/1/2025 | \$0 | City of Industry | 1 |
| 55 | Sheriff | 25930 North The Old Road, Valencia Storefront sub-station | Stevenson Ranch | L-0632 | 7/1/1999 | 6/30/2002 | \$0 | Valencia Marketplace II, LLC | 2 |
| 56 | Sheriff | 700 W Main Street | Alhambra | 600012 | 2/27/2020 | 2/26/2023 | \$0 | Los Angeles County Development Authority | 2 |
| 57 | Sheriff | 8353 Sepulveda Blvd., 1st Floor, TRAP Program | North Hills | L-0810 | 8/1/2004 | 7/31/2005 | \$0 | Galpin Motors, Inc. | 1 |
| 58 | Sheriff* | Burnt Peak, Communications Site (MDCS) | Lake Hughes | L-1308 | 8/14/2018 | 12/31/2047 | \$0 | USDA-Forest Service | 10 |
| 59 | Sheriff* | Various SoCal Edison Poles | Various Cities | L-1295 | 10/10/2018 | 10/9/2021 | \$0 | Southern California Edison Company | 15 |
| * = Leases entered by CEO under Administrative Authority (7 on Attachment A) | | | | | | | | | |

NON-GRATIS ADMINISTRATIVE LEASES

ENCLOSURE B

| NO. | DEPARTMENT | ADDRESS | CITY | LEASE NO. | START DATE | END DATE | MONTHLY RENT | LESSOR | NO. OF ACTIVE LEASES WITH LESSOR |
|-----|------------------------------|--|-----------------|-----------|------------|------------|--------------|---|----------------------------------|
| 1 | Ag Comm/Wts & Measures | 1320 Olympic Blvd., Suite 216 | Los Angeles | L-0686 | 2/1/2017 | 1/31/2020 | \$1,308 | WWW. Properties | 1 |
| 2 | Ag Comm/Wts & Measures | 5000 Century Blvd., Suites 224 and 220 LAX Inspections, Air Freight Building No. 1 (NBL-4624) | Los Angeles | L-1242 | 7/1/2015 | 10/3/2017 | \$7,855 | City of Los Angeles, Dept of World Airports | 21 |
| 3 | Alternate Public Defender | 101 West Mission Boulevard, Suite 212 | Pomona | 300058 | 2/11/2021 | 12/10/2026 | \$6,350 | Mission Oak Group, LLC. | 1 |
| 4 | Alternate Public Defender | 12440 Firestone Blvd., Suite 321 | Norwalk | 73900 | 2/5/2002 | 2/4/2007 | \$3,450 | Saddleback Square, LLC | 2 |
| 5 | Alternate Public Defender | 14553 Delano Street, Suite 211 | Van Nuys | L-1019 | 12/1/2011 | 11/1/2014 | \$6,776 | 14553 Delano, LLC | 2 |
| 6 | Alternate Public Defender | 1501 West Cameron Avenue, Building C, #230 | West Covina | L-0997 | 8/8/2013 | 8/7/2016 | \$1,321 | Cameron Court, LP | 1 |
| 7 | Alternate Public Defender | 221 E. Walnut St., Suite 240, Legal Representation | Pasadena | 300056 | 2/1/2021 | 1/31/2026 | \$7,680 | Park Center Limited Partnership | 1 |
| 8 | Alternate Public Defender | 303 N. Maclay Avenue, San Fernando Courthouse Annex | San Fernando | L-0982 | 4/7/2010 | 4/6/2013 | \$5,971 | Riley Family Trust | 1 |
| 9 | Alternate Public Defender | 9800 La Cienega Blvd., 4th Floor Ste 420 - temp space | Inglewood | 300005 | 1/7/2019 | 12/13/2021 | \$5,085 | 9800 La Cienega, LLC | 3 |
| 10 | Alternate Public Defender | 9928 Flower Street | Bellflower | L-1160 | 9/1/2016 | 8/31/2019 | \$1,173 | RHM Properties | 1 |
| 11 | Beaches and Harbors | 13756 Fiji Way, Fisherman's Village Parking lot W-1 & W-2 | Marina Del Rey | 59988 | 8/2/1995 | 8/1/2006 | \$134 | California Dept. of Fish & Game | 2 |
| 12 | Board of Supervisors | 11911 Artesia Blvd | Cerritos | L-1293 | 10/17/2018 | 10/16/2021 | \$3,320 | Dr. John Kim and Catherine Rhee | 1 |
| 13 | Board of Supervisors | 215 N. Marengo Ave., Suite 120, 5th District Field Office | Pasadena | L-1277 | 9/1/2017 | 8/31/2020 | \$4,983 | The Walnut Plaza | 2 |
| 14 | Board of Supervisors | 21943 Plummer St., Fifth District Office | Chatsworth | L-1000 | 5/1/2020 | 4/30/2023 | \$5,008 | Northwest Business Park, LLC | 1 |
| 15 | Board of Supervisors* | 2245 North Garey Avenue | Pomona | L-1252 | 9/28/2018 | 4/30/2021 | \$3,718 | Los Angeles County Office of Education | 3 |
| 16 | Board of Supervisors | 2677 Zoe Avenue, 2nd Floor (Field Office) | Huntington Park | 300006 | 8/1/2020 | 7/31/2023 | \$5,163 | Hub Cities Consortium | 2 |
| 17 | Board of Supervisors | 27441 Tourney Road. Suite 180 | Santa Clarita | L-1141 | 10/1/2020 | 9/30/2025 | \$5,281 | Tourney Road Partners. LLC | 1 |
| 18 | Board of Supervisors | 302 West 5th Street, Ste 202 | San Pedro | L-1263 | 2/1/2020 | 1/31/2023 | \$3,965 | CGU Capital Group, LLC | 1 |
| 19 | Board of Supervisors | 350 South Figueroa Street, Suite 288 (Sheriff Civilian Oversight Commission) | Los Angeles | L-1272 | 6/1/2017 | 5/31/2020 | \$5,824 | 350 Figueroa, LLC | 4 |
| 20 | Board of Supervisors | 3530 Wilshire Blvd., Suite 1140, Commission on HIV Health Services | Los Angeles | L-0891 | 12/1/2016 | 11/30/2019 | \$7,500 | Metroplex, LLC | 5 |
| 21 | Board of Supervisors* | 42455 10th Street West, Suite 104 | Lancaster | L-1280 | 9/1/2020 | 8/31/2023 | \$3,716 | AJ Eliopoulos | 1 |
| 22 | Board of Supervisors | 615 E. Foothill Blvd., Suite A, Fifth District Office | San Dimas | 300010 | 6/19/2019 | 6/18/2022 | \$3,449 | Nickel & Company, LLC | 1 |
| 23 | Children and Family Services | 44333 27th Street West (Amargosa Creek Middle School); 753 East Avenue K-2 (New Vista Middle School) | Lancaster | 600020 | 11/5/2020 | 11/4/2023 | \$1,095 | Lancaster School District | 1 |

NON-GRATIS ADMINISTRATIVE LEASES

ENCLSOURE B

| NO. | DEPARTMENT | ADDRESS | CITY | LEASE NO. | START DATE | END DATE | MONTHLY RENT | LESSOR | NO. OF ACTIVE LEASES WITH LESSOR |
|-----|------------------------------|---|------------------|-----------|------------|------------|--------------|---|----------------------------------|
| 24 | Children and Family Services | 6151 W Avenue J-8 (Sundown Elementary); 5632 W Avenue L-8 (Joe Walker Middle School) | Lancaster | 600019 | 11/5/2020 | 11/4/2023 | \$100 | Westside Union School District | 1 |
| 25 | Coroner | 2627 N. Hollywood Way Bob Hope Airport, Hanger 35 | Burbank | L-1178 | 4/1/2020 | 3/31/2022 | \$2,878 | Burbank-Glendale-Pasadena Airport Authority | 1 |
| 26 | Coroner | 910 First Street | San Fernando | L-1063 | 11/19/2012 | 11/18/2015 | \$4,500 | City of San Fernando | 1 |
| 27 | Fire | 945 Avalon Canyon Road, Fire Station 55 and Residence (Ground Lease Cust No. LO600) | Avalon | 13401 | 8/1/1968 | 7/31/1973 | \$200 | Catalina Island Company | 2 |
| 28 | Fire | 16200 Daily Drive, Van Nuys Airport | Van Nuys | L-1303 | 9/25/2019 | 9/23/2020 | \$6,593 | City of Los Angeles | 21 |
| 29 | Fire | 35100 San Francisquito Cyn. Rd., Camp #14 (Agreement No. W-25780) | Saugus | L-1211 | 5/1/2018 | 4/30/2020 | \$553 | City of Los Angeles, Dept of Water/Power | 21 |
| 30 | Fire | 8812 W. Avenue E-8, Ground Lease, Fire Station 112 | Lancaster | L-1154 | 6/1/2016 | 5/31/2019 | \$58 | Antelope Acres Community Center, Inc. | 1 |
| 31 | Health Services | 1108 N. Oleander Ave., Dollarhide Health Center | Compton | L-0915 | 9/27/2004 | 9/26/2007 | \$1,575 | City of Compton | 1 |
| 32 | Health Services | 16921 E. Avenue O, Space G, Lake Los Angeles Clinic, Saddleback Plaza | Palmdale | L-1111 | 12/15/2011 | 12/14/2014 | \$3,800 | Saddleback Real Estate Enterprises, Inc | 2 |
| 33 | Health Services | 208 E 6th St. | Los Angeles | 300017 | 10/15/2019 | 10/14/2021 | \$7,500 | SAMKO, LLC | 3 |
| 34 | Health Services | 2131 North Main Street | Los Angeles | L-1041 | 1/1/2019 | 12/31/2021 | \$5,974 | Riboli Family Trust | 1 |
| 35 | Health Services | 22310 Wardham Ave., Clinic & Office Space | Hawaiian Gardens | L-1251 | 7/16/2020 | 7/15/2026 | \$4,610 | City of Hawaiian Gardens | 2 |
| 36 | Health Services | 3400 Aerojet Avenue, Suite 240, Field Office | El Monte | L-0850 | 8/14/2003 | 8/13/2006 | \$4,399 | Sonnenblick-Del Rio - El Monte | 10 |
| 37 | Health Services | 653 S Maple Avenue | Los Angeles | 600001 | 7/1/2019 | 6/30/2022 | \$4,800 | SAMKO, LLC | 3 |
| 38 | Health Services | 8201 Pearlblossom Hwy, High Desert Health Clinic | Littlerock | L-1106 | 8/1/2016 | 7/31/2018 | \$5,000 | Scattaglia-Crystallaire Packers | 1 |
| 39 | Internal Services | 12830 Columbia Way (parking) | Downey | 600007 | 11/15/2019 | 11/14/2023 | \$7,200 | Los Angeles County Office of Education | 3 |
| 40 | Internal Services | Oat Mountain Communication Site | Chatsworth | L-1036 | 9/1/2020 | 8/31/2023 | \$1,734 | Southern California Gas Company | 2 |
| 41 | Mental Health | 1300 West 155th Street. Suite 103, Wellness Program | Gardena | L-1022 | 11/1/2017 | 10/31/2020 | \$5,040 | GVMC, LLC | 1 |
| 42 | Mental Health | 1400 North Ivar Avenue | Los Angeles | L-0994 | 7/24/2007 | 7/23/2010 | \$6,930 | The Decurion Corporation | 1 |
| 43 | Mental Health | 420 East 3rd Street, Parking for Suite 910 | Los Angeles | 300043 | 7/2/2020 | 7/1/2026 | \$1,080 | Little Tokyo Associates, LLC | 3 |
| 44 | Mental Health | 420 East 3rd Street, Parking for Suite 910 | Los Angeles | 300044 | 7/2/2020 | 7/1/2026 | \$3,420 | Little Tokyo Associates, LLC | 3 |
| 45 | Mental Health | 647 South Maple Avenue (Parking Lot) | Los Angeles | L-1194 | 8/7/2014 | 8/6/2017 | \$5,305 | Maple, General Partnership | 1 |
| 46 | Mental Health | 3741 Stocker St., Suite 200, Adult Systems Care | Los Angeles | 76871 | 2/6/2010 | 2/5/2015 | \$9,497 | Stocker Holdings LLC | 2 |

NON-GRATIS ADMINISTRATIVE LEASES

ENCLSOURE B

| NO. | DEPARTMENT | ADDRESS | CITY | LEASE NO. | START DATE | END DATE | MONTHLY RENT | LESSOR | NO. OF ACTIVE LEASES WITH LESSOR |
|-----|----------------------|--|----------------------|-----------|------------|------------|--------------|---|----------------------------------|
| 47 | Mental Health | 10515 Balboa Blvd., Suite 150 | Granada Hills | 76617 | 10/21/2014 | 10/20/2021 | \$8,462 | DMP Real Estate Investors, LLC | 2 |
| 48 | Parks and Recreation | Cahuenga Blvd & Highland Ave., Hollywood Bowl Parking Lot (LAX-101-0078-02) | Los Angeles | 74388 | 3/5/2003 | 3/4/2018 | \$836 | State of California | 2 |
| 49 | Parks and Recreation | Marshall Canyon Area, Equestrian and hiking trail (RL 401) | La Verne | 76320 | 9/1/2007 | 5/31/2017 | \$54 | The Metropolitan Water District | 2 |
| 50 | Parks and Recreation | 1418 Descanso Drive, SCE Eagle Rock-Gould Transmission Line (Acct. No. 1510) | La Canada Flintridge | 600004 | 9/1/2019 | 8/31/2024 | \$128 | Southern California Edison Company | 15 |
| 51 | Parks and Recreation | 14812 Stanford Ave. & Rosecrans Avenue, Roy Campanella Park (Ground Lease) | Compton | P-41059 | 3/1/1990 | 2/28/1991 | \$8 | Dept. of Water & Power | 7 |
| 52 | Parks and Recreation | 150 E. Puddingstone Drive, Dam & Reservoir (aka Bonelli Regional Park) | San Dimas | 75733 | 7/1/2020 | 6/30/2023 | \$208 | Los Angeles County Flood Control District | 1 |
| 53 | Parks and Recreation | 19150 Placerita Cyn. Rd., Park Playground, Special Use Permit | Newhall | P-009 | 6/1/1990 | 12/31/2004 | \$18 | USDA-Forest Service | 10 |
| 54 | Parks and Recreation | 19700 Bloomfield Ave., Cerritos Regional County Park (Acct #1287) | Cerritos | L-1270 | 9/1/2017 | 8/31/2020 | \$166 | Southern California Edison Company | 15 |
| 55 | Parks and Recreation | 27401 Lake Hughes Road, Sign Monument Display - Contract NO. 9.5424 (Formerly 1883) | Castiac | 600011 | 2/1/2020 | 1/31/2023 | \$258 | Southern California Edison Company | 15 |
| 56 | Parks and Recreation | 3301 Workman Mill & Peck Rd., Chino-Mesa T/L RW, Skyline Trail Equestrian Staging Area, Contract 9.5456 (Formerly L1330) | City of Industry | L-1269 | 4/1/2020 | 3/31/2025 | \$70 | So. Calif. Edison Co. | 15 |
| 57 | Parks and Recreation | 6300 East Northside Dr., Saybrook Park (Acct No. 1765) | East Los Angeles | 600016 | 6/1/2020 | 5/31/2025 | \$95 | Southern California Edison Company | 15 |
| 58 | Parks and Recreation | 6901 Atlantic Ave and 68th Street (Non-motorized biking, riding and hiking trail) | Long Beach | 600003 | 9/1/2019 | 8/31/2024 | \$88 | Southern California Edison Company | 15 |
| 59 | Parks and Recreation | 9651 S. Western Ave. (Agreement No. P-29734) | Los Angeles | 3853 | 9/26/1960 | 9/25/2004 | \$8 | City of Los Angeles, Dept of Water/Power | 3 |
| 60 | Parks and Recreation | Equestrian & Hiking Trail, Schabarum Park to Rose Hills Rd. (Acct. #1367) | Hacienda Heights | L-1281 | 12/1/2017 | 11/30/2020 | \$88 | Southern California Edison Company | 15 |
| 61 | Parks and Recreation | Equestrian Riding & Hiking Trail (El Vago Street) Acct No. 1499 | La Canada Flintridge | L-1282 | 11/1/2017 | 10/31/2020 | \$486 | Southern California Edison Company | 15 |
| 62 | Probation | 12830 Columbia Way | Downey | 600013 | 2/28/2020 | 2/27/2024 | \$660 | Los Angeles County Office of Education | 3 |
| 63 | Probation | 9525 Imperial Highway, suite 100, AB109 | Downey | L-1181 | 5/13/2014 | 5/12/2017 | \$4,744 | Los Angeles County Office of Education | 3 |
| 64 | Public Defender | 300 S. Park Avenue, Suite 901 | Pomona | L-1142 | 2/1/2016 | 1/31/2019 | \$712 | Pomona Office Tower, LLC | 1 |
| 65 | Public Defender* | 6014 Carlos Ave, Lot 2, Hollywood Court, Parking for 5925 Hollywood Blvd. | Hollywood | L-1298 | 6/1/2018 | 5/31/2021 | \$6,400 | First Presbyterian Church of Hollywood | 1 |
| 66 | Public Health | 275 Magnolia Ave. Suite 2600 - Substance Abuse Prevention & Control | Long Beach | L-1186 | 8/1/2017 | 7/31/2020 | \$4,468 | Administrative Office of the Courts | 1 |
| 67 | Public Library | 1060 S. Greenwood Ave., Holifield Branch | Montebello | L-1087 | 12/3/2016 | 12/2/2019 | \$1,430 | City of Montebello | 3 |
| 68 | Public Library | 20540 E. Arrow Hwy, Unit K, Sunrise Shopping Center | Charter Oak | L-0935 | 7/1/2011 | 6/30/2014 | \$3,212 | Park Terrace Equities | 1 |
| 69 | Public Library | 5218 Santa Ana Street, Cudahy Library | Cudahy | L-0936 | 6/1/2008 | 5/31/2011 | \$2,901 | City of Cudahy | 1 |

NON-GRATIS ADMINISTRATIVE LEASES

ENCLOSURE B

| NO. | DEPARTMENT | ADDRESS | CITY | LEASE NO. | START DATE | END DATE | MONTHLY RENT | LESSOR | NO. OF ACTIVE LEASES WITH LESSOR |
|-----|----------------------------------|---|------------------|-----------|------------|------------|--------------|---|----------------------------------|
| 70 | Public Library* | 9050 E Las Tunas Drive | Temple City | 300020 | 1/8/2020 | 10/8/2021 | \$1 | City of Temple City | 1 |
| 71 | Public Library | 1320 Highland Ave., Parking Lot | Manhattan Beach | 26379 | 9/1/1990 | 8/31/2000 | \$522 | City of Manhattan Beach | 1 |
| 72 | Public Social Services | 17150 E. Gale Ave., Medi-Cal Central Offices, Addn'l parking for 17171 E. Gale Ave., | City of Industry | L-1208 | 2/25/2015 | 2/24/2018 | \$3,700 | Wal-mart Stores, Inc | 1 |
| 73 | Public Social Services | 1910 Magnolia Street | Los Angeles | L-1044 | 2/27/2020 | 2/26/2023 | \$2,287 | Children's Bureau of Southern California | 1 |
| 74 | Public Social Services | 2813 East Olympic Blvd | Los Angeles | L-1113 | 7/16/2020 | 7/15/2023 | \$4,575 | Lavanderia Duque | 1 |
| 75 | Public Social Services | 900 North Lake Ave., Supplemental Parking for 955 N. Lake Ave. (CVS Store #9694) | Pasadena | L-0123 | 9/1/2011 | 3/31/2014 | \$3,032 | Garfield Beach CVS, LLC | 1 |
| 76 | Public Social Services | 978 N. Lake Avenue, Pasadena GROW, All-Purpose Assembly Room | Pasadena | L-0775 | 8/16/2001 | 2/15/2002 | \$1,000 | Thai Outreach Church | 1 |
| 77 | Public Social Services | SE corner of Pico Blvd & Sawtelle Blvd (2404 So. Sawtelle Blvd) Parking | Los Angeles | L-1038 | 8/1/2014 | 7/31/2017 | \$7,500 | State of California | 7 |
| 78 | Public Works | 28245 Avenue Crocker | Valencia | L-1006 | 3/6/2020 | 3/5/2025 | \$7,500 | Avalon Investment Company | 1 |
| 79 | Public Works* | 807 Meridian Avenue | South Pasadena | L-1285 | 8/5/2019 | 8/4/2022 | \$55 | City of South Pasadena | 1 |
| 80 | Regional Planning* | 2400 N Lincoln Ave | Altadena | 600010 | 2/20/2020 | 2/19/2021 | \$889 | Los Angeles County Development Authority | 2 |
| 81 | Registrar-Recorder/County Clerk | 12440 E. Imperial Hwy, Loading Dock | Norwalk | 600006 | 10/23/2019 | 10/22/2022 | \$4,339 | Sonnenblick-Del Rio - Norwalk LLC | 10 |
| 82 | Registrar-Recorder/County Clerk | 13231 Lakeland Road Election Operation Center (Temporary Parking) | Santa Fe Springs | 600023 | 2/1/2021 | 1/31/2022 | \$3,000 | City of Santa Fe Springs | 1 |
| 83 | Registrar-Recorder/County Clerk* | 14553 Delano Street, Suite 317 | Van Nuys | L-1291 | 2/7/2018 | 2/6/2021 | \$3,759 | 14553 Delano, LLC | 2 |
| 84 | Sanitation District | Scholl Canyon Landfill Site, Access Road, AKA-7721 N. Figueroa St. L.A. | Pasadena | 28620 | 1/1/2020 | 12/31/2020 | \$17 | The Metropolitan Water District | 2 |
| 85 | Sanitation District | Scholl Canyon Roadway, Landfill Site Access Road (Agreement No. W-41008) | Glendale1 | 41008 | 1/2/2020 | 1/1/2021 | \$200 | Dept. of Water & Power | 1 |
| 86 | Sheriff | 1805 McKinley Avenue, Unit C at Brackett Airport | La Verne | MOU-1097 | 2/1/2020 | 1/31/2025 | 3,150.98 | American Airports Corporation | 3 |
| 87 | Sheriff | 13525 Telegraph Road, Suite B, South Whittier Community Sub-Station | South Whittier | L-1040 | 3/6/2020 | 3/5/2025 | \$1,179 | Pacific West Asset Management Corporation | 1 |
| 88 | Sheriff | 13837 W. Fiji Way, Marina Station Parking Lot | Marina Del Rey | L-0623 | 5/4/1999 | 5/3/2006 | \$134 | California Dept. of Fish & Game | 2 |
| 89 | Sheriff | 25520 W. Wardside Lateral Road Big Creek County Prison, Kern River No. 1 Transmission line (Acct #1000) | Castaic | 600018 | 10/1/2020 | 9/30/2023 | \$271 | Southern California Edison Company | 15 |
| 90 | Sheriff | 2934 E. Garvey Avenue, Suite 235 | West Covina | L-0500 | 11/1/1996 | 10/31/1999 | \$2,075 | Garvey Avenue South. LLC | 1 |
| 91 | Sheriff* | 300 E Water Steet | Wilmington | 800000 | 11/1/2019 | 10/31/2022 | \$7,000 | City Of Los Angeles Harbor Department | 1 |
| 92 | Sheriff | 34 Sunset Ridge Receive Site, MDCS Mount Baldy (Remote Telecom Site) | Glendora | 600014 | 7/1/2020 | 6/30/2023 | \$2,027 | William F. Kelsey | 1 |
| 93 | Sheriff | 40235 North 170th Street, Unit H, Substation | Lake Los Angeles | L-0909 | 11/1/2004 | 10/31/2007 | \$506 | Barbara J. Calandri, Trustee | 1 |

NON-GRATIS ADMINISTRATIVE LEASES

ENCLOSURE B

| NO. | DEPARTMENT | ADDRESS | CITY | LEASE NO. | START DATE | END DATE | MONTHLY RENT | LESSOR | NO. OF ACTIVE LEASES WITH LESSOR |
|-----|------------|--|----------------|-----------|------------|------------|--------------|-------------------------------------|----------------------------------|
| 94 | Sheriff | 42043 50th Street West, Quartz Hill Sub-Station | Quartz Hill | L-1196 | 8/15/2014 | 8/14/2017 | \$1,480 | Quartz Hill Chamber of Commerce | 1 |
| 95 | Sheriff | 4322, 4328, & 4332 West 106th St., Parking Lots | Lennox | L-1045 | 11/24/2008 | 11/23/2009 | \$6,200 | Jesus M. Olivo | 1 |
| 96 | Sheriff | 5357 West Centinela Ave., "Store Front Operation" Occupies Suite 120 | Los Angeles | L-1258 | 10/26/2016 | 10/25/2019 | \$2,252 | Jones Lang LaSalle Americas, Inc | 1 |
| 97 | Sheriff | 5811 South San Pedro Street | Los Angeles | L-1136 | 2/1/2016 | 1/31/2019 | \$3,340 | 5811, LLC | 4 |
| 98 | Sheriff | 9300 Cherry Ave (Fleet Management Bureau) | Fontana | 300009 | 1/1/2019 | 12/31/2021 | \$6,563 | The California Speedway Corporation | 1 |
| 99 | Sheriff | Dakin Peak, Communications Tower Site (MDCS) Sublease | Catalina | 25420 | 5/30/2009 | 5/29/2012 | \$100 | Santa Catalina Island Conservancy | 3 |
| 100 | Sheriff | Dakin Peak, Communications Tower Site (MDCS) Consent Agreement to Sublease | Avalon | L-1059 | 5/30/2009 | 5/29/2012 | \$6,579 | Santa Catalina Island Conservancy | 3 |
| 101 | WDACS | 1415 Santa Anita Ave., Addn'l parking for the benefit of 1441 Santa Anita | South El Monte | L-0942 | 7/6/2014 | 7/5/2017 | \$801 | City of South El Monte | 1 |

* = Leases entered by CEO under Administrative Authority (8 on Attachment B)



Civil Service Rule 9 and the future of Countywide Disability Management & Compliance

**DEPARTMENT OF
HUMAN RESOURCES**

**OCCUPATIONAL
HEALTH & LEAVE
MANAGEMENT
DIVISION**

Background

- ▶ Occupational Health / Leave Management transferred from CEO to DHR in April 2016.
- ▶ DHR began an evaluation of the programs and practices relative to state and federal guidelines and best practices in the field of disability management
- ▶ In partnership with County Counsel, DHR contracted a subject matter expert to assist with re-engineer programming
 - ▶ Pre-employment/Post-Offer (October 2018)
 - ▶ Disability Management (in process)
 - ▶ Protected Leave Management (future focus)

CSR 9 Overview

Civil Service Rule (CSR) 9 serves as the County's **primary local authority for employment-related matters that are medical in nature**

Reason for Proposed Revisions

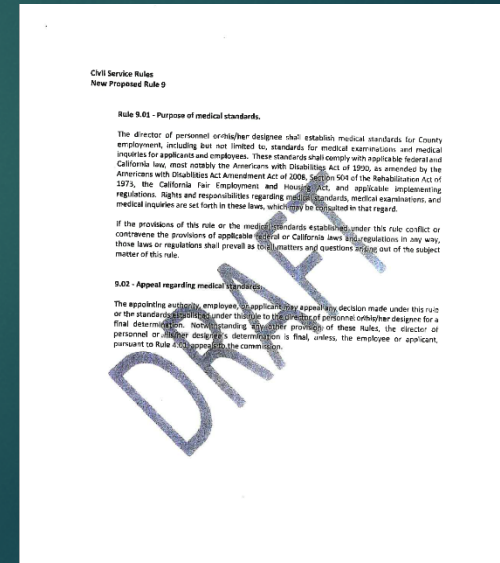
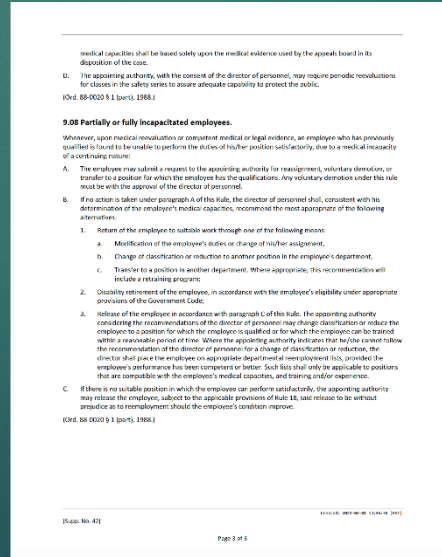
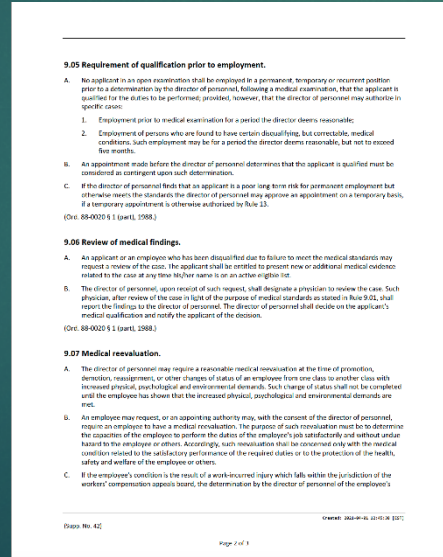
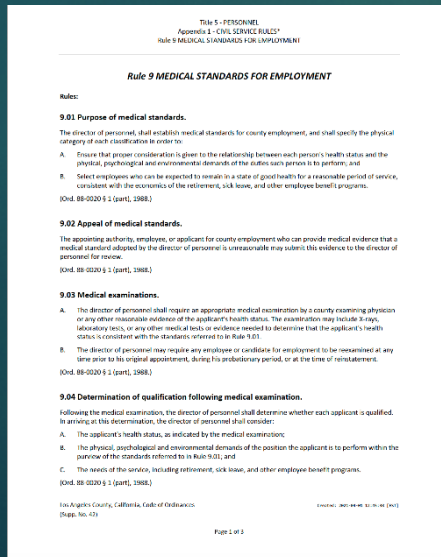
CSR 9, as currently written, has been in place without any changes since 1988.

Due to the evolving nature of employment law, the County determined that it was time to pursue updates to CSR 9 in order to ensure that this CSR is current with existing laws, including the **Americans with Disabilities Act** (ADA) and **Fair Employment & Housing Act** (FEHA).

As a consequence, the County notified the various unions of the County's intent to revise CSR 9, and DHR, in conjunction with CEO Employee Relations, has been in discussions with the unions, with the latest interaction occurring on May 6, 2021.

The County's proposed revisions for CSR 9

Reduces CSR 9 from 8 sections spanning almost 3 full pages to 2 sections on a single page



Effects of Proposed Revisions

- ▶ Makes use of broad language which provides greater flexibility for revising existing policies and establishing new policies and procedures
- ▶ Supports the County's newly revised OHLM protocols as they pertain to the County's new Disability Management Framework
- ▶ Supports the establishment of 4 new policies, which include:
 - ▶ **PPG 625** – Pre-Employment/Post-Offer Medical Examinations
 - ▶ **PPG 626** – Fitness for Duty Evaluations
 - ▶ **PPG 627** – Interactive Process & Reasonable Accommodation
 - ▶ **PPG 628** – Medial Release and Reassignment

Effects of Proposed Revisions

PPG 625 – Pre-Employment/Post-Offer Medical Examinations

This policy reinforces the County's commitment to providing equal employment access to all qualified applicants, as well as promotes consistency in hiring practices and job-related medical examinations. Moreover, it reinforces the fact that applicants are required to meet applicable medical standards, as well as being able to perform the essential job functions of the job for which they applied, with or without reasonable accommodation(s).

PPG 625 – Pre-Employment/Post-Offer Medical Examinations (PEPO)

- ▶ Screenings are designed to gauge the applicant's ability to perform the essential job functions, with or without a reasonable accommodation.
- ▶ Evaluations are conducted by contracted third-party evaluators
- ▶ Findings: Released / Released with Restrictions
- ▶ An appeals process is built into the protocol
- ▶ An IPM is required for any applicant that is issued restrictions



Effects of Proposed Revisions

PPG 626 – Fitness for Duty Evaluations

This policy highlights the County's commitment to promoting a safe and healthy work environment for its employees and the protection of the public, which is only possible when each employee is able to perform their essential job functions in a safe, secure, and effective manner.

PPG 626 - Fitness for Duty Evaluation (FFDE)

An FFDE is a medical and/or psychological evaluation designed to:

- ▶ Determine the employee's ability to fully and safely perform essential job functions.
- ▶ If applicable, identify any work restrictions and/or limitations.
- ▶ Determine the duration of work restriction and/or limitations.
- ▶ In certain cases, and on a narrow basis, is used as a tool to clarify conflicting information from health care providers.
- ▶ FFDE requests are reviewed and approved by an Advisory Team that meets weekly

Effects of Proposed Revisions

PPG 627 – Interactive Process & Reasonable Accommodation

This policy reinforces the County's commitment to providing a workplace free of discrimination on the basis of medical condition, physical disability or mental disability.

This policy also provides a framework to discuss a qualified individual's disability-related concerns and an Interactive Process to discuss potential accommodation(s).

PPG 627 - Interactive Process & Reasonable Accommodation

- ▶ The ADA and FEHA require a **timely, good faith,** Interactive Process between an employer and an applicant, employee, or the employee's representative



PPG 628 – Medical Release or Reassignment

Unfortunately, there may be instances where an employee is unable to remain in their current position or remain in County service due to a medical reason. This policy describes the circumstances under which an employee may be reassigned to a different position or medically released from County service.

Effects of Proposed Revisions



PPG 628 - Medical Release or Reassignment

- ▶ An employee may be **reassigned** to a different employment position where an employee will be able to fully perform the essential functions of their employment position, regardless of reasonable accommodation and without risk of harm to themselves or others.
 - ▶ Medical releases are without prejudice as to reemployment should the employee's condition improve.
- ▶ A medical **release** may be required when an employee has been found unable to perform the essential functions of current position or any other vacant, available position within the County.

The background of the slide is a photograph of green leaves and branches, which has been darkened to a deep green color to provide a high-contrast background for the white text.

LA County's New Framework for Disability Management & Compliance

Overview of the **Disability Management & Compliance Framework**

- ▶ **Creates one framework for application across the entire County**
- ▶ Standard / Prescribed Workflow
 - ▶ Approved Correspondence Templates
 - ▶ Approved Scripts
 - ▶ New Forms for Record-keeping
- ▶ **New Module in CEO's Ventiv platform**
 - ▶ Centralized recording-keeping
 - ▶ New opportunity to track information and report on performance metrics

The image features a background of out-of-focus light spots, known as bokeh, in shades of yellow, orange, and green. A solid black rectangular box is positioned on the right side of the image, containing the word "Questions?" in white text.

Questions?



Thank You!