



**OPERATIONS CLUSTER
AGENDA REVIEW MEETING**

DATE: October 25, 2023
TIME: 2:00 p.m. – 4:00 p.m.
LOCATION: **TELECONFERENCE CALL-IN NUMBER: 1 (323) 776-6996**
TELECONFERENCE ID: 439827168#

To join via phone, dial 1(323)776-6996, then press 439827168# .

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

[Click here to join the meeting](#)

THIS MEETING WILL CONTINUE TO BE CONDUCTED VIRTUALLY AS PERMITTED UNDER THE BOARD OF SUPERVISORS' AUGUST 8, 2023, ORDER SUSPENDING THE APPLICATION OF BOARD POLICY 3.055 UNTIL MARCH 31, 2024

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 – Carlos Arreola/Anthony Baker**
2. **INFORMATIONAL ITEM(S):**
 - A) Board Letter:
BOND ANTICIPATION NOTES
AUTHORIZATION AND REIMBURSEMENT RESOLUTION
CEO/CP - Lilly Qi, Principal Analyst
 - B) Board Letter:
APPROXIMATE ONE-YEAR LEASE AMENDMENT
17600 SANTA FE BOULEVARD, RANCHO DOMINGUEZ
AND
THREE-MONTH LEASE AMENDMENT
2959 VICTORIA STREET, RANCHO DOMINGUEZ
DEPARTMENT OF PUBLIC SOCIAL SERVICES
CEO/RE - Alexandra Nguyen-Rivera, Section Chief, Leasing

- C) Board Letter:
DECLARATION OF SURPLUS PROPERTY AND AUTHORITY TO
ISSUE A NOTICE OF AVAILABILITY OF SURPLUS COUNTY
PROPERTY FOR SALE TO PUBLIC AGENCIES AND AFFORDABLE
HOUSING DEVELOPERS VARIOUS ASSESSOR'S PARCELS
TOTALING APPROXIMATELY 31 ACRES UNINCORPORATED
TOPANGA CANYON
CEO/RE - Michael G. Rodriguez, Section Chief

3. **PRESENTATION/DISCUSSION ITEMS:**

None available.

4. **Public Comment**
(2 Minutes Each Speaker)

5. **Adjournment**

FUTURE AGENDA TOPICS

CALENDAR LOOKAHEAD:

- A) DPH/CIO - APPROVAL TO AMEND TWO COVID-19 IT SOLE-SOURCE
SERVICE CONTRACTS WITH HSO ENTERPRISE SOLUTIONS, LLC
AND ACCENTURE, LLP TO EXTEND THE CONTRACT TERMS
- B) CEO/RE - LEASE NO. 300079 – AMENDMENT NO. 1
DEPARTMENT OF MENTAL HEALTH
5860 UPLANDER WAY, CULVER CITY
- C) CEO/RE - SEVEN-YEAR LEASE
JUSTICE CARE AND OPPORTUNITIES DEPARTMENT
1753 WEST AVENUE J, LANCASTER
- D) DCBA - AMENDMENTS TO TITLE 8 – CONSUMER PROTECTION,
BUSINESS AND WAGE REGULATIONS DIVISION 3 (HOUSING) TO
IMPLEMENT AMENDMENTS AND CLARIFYING CHANGES TO THE
RENT STABILIZATION AND TENANT PROTECTIONS ORDINANCE

BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

CLUSTER AGENDA REVIEW DATE	10/25/2023	
BOARD MEETING DATE	11/21/2023	
SUPERVISORIAL DISTRICT AFFECTED	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th	
DEPARTMENT(S)	Chief Executive Office	
SUBJECT	Annual LAC-CAL Bond Anticipation Notes Board Letter (FY 2023-24)	
PROGRAM	Los Angeles County Capital Asset Leasing (LAC-CAL) Equipment Program	
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	If Yes, please explain why:	
DEADLINES/ TIME CONSTRAINTS	N/A	
COST & FUNDING	Total cost: \$36,000,000	Funding source: Bond Anticipation Notes (BANs) financing
	TERMS (if applicable): The term of the equipment financing will be consistent with the estimated useful life of the assets being financed (between three to five years).	
	Explanation: Upon the Board's approval, BANs will be issued to provide interim financing for equipment acquisition. The Auditor-Controller collects monthly payments from the participating County Departments, which are used to pay the debt service on outstanding BANs and future debt securities issued to refinance the BANs. Funding for equipment financing payments due in Fiscal Year (FY) 2023-24 has been included in the FY 2023-24 Adopted Budget.	
PURPOSE OF REQUEST	Recommend approving the issuance of BANs in an aggregate amount not-to-exceed \$36,000,000 to finance the acquisition of various equipment through the LAC-CAL Equipment Program in FY 2023-24; and adopting the Resolution of the Board of Supervisors of the County of Los Angeles declaring its intention to reimburse certain capital expenditures from the proceeds of tax-exempt obligations.	
BACKGROUND (include internal/external issues that may exist including any related motions)	This is a routine annual Board letter seeking the Board's approval on equipment financing through the LAC-CAL Equipment Program. Each year this program finances major equipment purchases such as vehicles, machinery, medical equipment, and computers for County Departments.	
EQUITY INDEX OR LENS WAS UTILIZED	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:	
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please state which one(s) and explain how:	
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: Lilly Qi, Principal Analyst, (213) 893-2476, Lqi@ceo.lacounty.gov	



COUNTY OF LOS ANGELES

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, CA 90012
(213) 974-1101 ceo.lacounty.gov

CHIEF EXECUTIVE OFFICER

Fesia A. Davenport

"To Enrich Lives Through Effective and Caring Service"

November 21, 2023

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:

**BOND ANTICIPATION NOTES
AUTHORIZATION AND REIMBURSEMENT RESOLUTION
(ALL DISTRICTS) (3 VOTES)**

SUBJECT

These actions will provide for interim financing of equipment acquisitions for various County departments and enable the County to maximize reimbursement for costs related to the financing of this equipment.

IT IS RECOMMENDED THAT THE BOARD:

1. Approve the issuance of short-term Bond Anticipation Notes (BANs) in an aggregate amount not-to-exceed \$36,000,000 to finance the acquisitions of various equipment through the Los Angeles County Capital Asset Leasing Corporation (LAC-CAL).
2. Adopt the Resolution of the Board of Supervisors (Board) of the County of Los Angeles, declaring its intention to reimburse certain capital expenditures from the proceeds of tax-exempt obligations (2023-24 Equipment Bond Anticipation Notes Program).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will authorize the issuance of short-term BANs to provide interim financing of equipment acquisitions for County departments and enable

the County to maximize reimbursement for costs related to the financing of this equipment in accordance with Federal tax regulations. This routine Board letter is submitted annually to seek Board approval on the LAC-CAL Equipment Program acquisition.

BANs Authorization for Equipment Acquisitions

The recommended actions will authorize the issuance of BANs in an aggregate amount not-to-exceed \$36,000,000 to provide interim financing for equipment acquisitions by various County departments. The summary of the \$36,000,000 in authorized equipment purchases using the LAC-CAL Equipment Program is attached to the Reimbursement Resolution recommended for approval as part of this action.

The BANs will be issued by LAC-CAL and purchased as an investment by the County Treasury Pool in an amount sufficient to acquire and deliver the identified equipment. Subsequently, the BANs will be refinanced by issuing intermediate-term lease-revenue bonds or other debt securities. Proceeds from the sale of the debt securities will be used to redeem the outstanding BANs from the Treasury Pool.

Due to procurement or delivery delays, authorized LAC-CAL equipment acquisitions are occasionally received in the fiscal year following the one in which they were initiated. The BANs authorization may be carried over into a subsequent fiscal year to fund these acquisitions.

Reimbursement Resolution

In addition to the approval of the BANs issuance for equipment acquisitions, we are requesting that the Board execute the enclosed Reimbursement Resolution, which has been approved by County Counsel. The Reimbursement Resolution is required by Federal tax regulations to enable the County to be reimbursed for prior capital expenditures from the future issuance of tax-exempt obligations and will enable the County to maximize reimbursement for costs related to equipment financing for various County departments.

Federal Tax Requirements

The current regulations governing the reimbursement of expenditures from tax-exempt obligations are found in Treasury Regulation 1.150-2. To ensure the continued recovery of allowable expenditures related to equipment acquisitions, the regulations require the Board to adopt an official intent in the form of the Reimbursement Resolution, which states the following:

- The Board's intention to finance capital expenditures related to equipment acquisitions through the issuance of tax-exempt obligations;
- A general description of the proposed project for which the original expenditures are paid;
- The maximum principal amount of obligations expected to be issued for the project; and
- Identification of the expected source(s) of funds from which the original expenditures are paid.

The enclosed Reimbursement Resolution complies with Federal tax regulations and will allow for maximum reimbursement of County expenditures for equipment from the future sale of tax-exempt obligations. A description of the proposed equipment is attached to the Reimbursement Resolution for your review.

Implementation of Strategic Plan Goals

The recommendations support the Board-approved County Strategic Plan Strategy III.3 – Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability by maximizing and leveraging resources to provide cost-effective financing for the County's equipment acquisitions.

FISCAL IMPACT/FINANCING

Approval of the recommended actions will enable the County to issue BANs to provide interim financing for equipment acquisitions and maximize reimbursement of County expenditures for equipment from the future sale of tax-exempt obligations. The term of the equipment financing will match the estimated useful life of the assets being financed (between three to five years). The Auditor-Controller collects monthly payments from County departments participating in the LAC-CAL Equipment Program, which are used to pay the debt service on outstanding BANs and future debt securities issued to refinance the BANs. Funding for equipment financing payments due in Fiscal Year 2023-24 has been included in the Fiscal Year 2023-24 Final Adopted Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The enclosed Reimbursement Resolution has been approved by County Counsel.

The Honorable Board of Supervisors
November 21, 2023
Page 4

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The recommended actions will ensure the continuation of the long-standing practice of using the LAC-CAL Equipment Program to provide cost-effective financing for the County's capital equipment needs.

CONCLUSION

Upon approval of the recommendations, please forward an adopted copy of this Board letter and an executed copy of the Reimbursement Resolution to the Chief Executive Office, Capital Programs Division.

Respectfully submitted,

FESIA A. DAVENPORT
Chief Executive Officer

FAD:JMN:JTC
VBM:JY:LQ:er

Enclosure

c: Executive Office, Board of Supervisors
County Counsel
Auditor-Controller
Treasurer and Tax Collector

**RESOLUTION OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES
DECLARING ITS INTENTION TO REIMBURSE CERTAIN CAPITAL EXPENDITURES
FROM THE PROCEEDS OF TAX-EXEMPT OBLIGATIONS
(2023-24 EQUIPMENT BANs PROGRAM)**

WHEREAS, from time to time the County of Los Angeles (the "County") desires and intends to undertake the purchase of tangible personal property having a useful life of three years or more (the "Equipment"), as set forth in the schedule attached hereto; and

WHEREAS, no funds of the County or of any other entity which is a part of the controlled group of which the County is a part (the "Controlled Group"), as such term is defined in Section 1.150-1 of the United States Treasury Regulations under the Internal Revenue Code of 1986, as amended (the "Treasury Regulations") are, or are reasonably expected to be, allocated, reserved or otherwise set aside in the County's budget or in the Controlled Group's budget on a long-term basis to pay the costs of the Equipment; and

WHEREAS, the costs of the Equipment will initially be paid from the proceeds of Bond Anticipation Notes ("BANs") issued by the Los Angeles County Capital Asset Leasing Corporation ("LAC-CAL") and purchased by the Los Angeles County Treasury Pool; and

WHEREAS, the costs of the Equipment paid with the proceeds of the BANs are expenditures of a type which are properly chargeable to a capital account under general federal income tax principles in connection with the Equipment, and

WHEREAS, the County expects to issue tax-exempt obligations ("Obligations") to reimburse the capital expenditures of the County with respect to the Equipment which were paid with the proceeds of the BANs; and

WHEREAS, upon issuance of the Obligations, the County will: (1) evidence the reimbursement allocation with an entry in the books or records which it maintains with respect to the Obligations, (2) identify in such entry the actual prior expenditure being reimbursed or the fund from which the expenditure was paid, and (3) be relieved of any restrictions under the relevant legal documents and applicable state law with respect to the amount received as reimbursement as a result of the reimbursement allocation; and

WHEREAS, this Resolution will be reasonably available for public inspection within a reasonable period of time after its date of adoption and in the manner governing the public availability of records of other official acts of the County Board of Supervisors; and

NOW, THEREFORE, this Board does find, resolve, determine, and order that in accordance with Treasury Regulation Section 1.150-2, the County declares its intention to issue Obligations to finance the Equipment in an amount not to exceed \$36,000,000, the proceeds of which will be used to reimburse the County for capital expenditures paid for the Equipment prior to the issuance of said Obligations.

Page 2 of 4

The foregoing Resolution was adopted on the _____ day of _____, 2023, by the Board of Supervisors of the County of Los Angeles and *ex-officio* the governing body of all other special assessment and taxing districts, agencies, and authorities for which said Board so acts.

CELIA ZAVALA
Executive Officer of the
Board of Supervisors of the
County of Los Angeles

By _____
Deputy

APPROVED AS TO FORM:

DAWYN R. HARRISON
County Counsel

By 
Senior Deputy County Counsel

SCHEDULE ATTACHMENT
TO
RESOLUTION OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES
DECLARING ITS INTENTION TO REIMBURSE CERTAIN CAPITAL EXPENDITURES
FROM THE PROCEEDS OF TAX-EXEMPT OBLIGATIONS
(2023-24 EQUIPMENT BANs PROGRAM)

**LOS ANGELES COUNTY CAPITAL ASSET LEASING (LAC-CAL)
EQUIPMENT PROGRAM ACQUISITION
Summary of Authorized Transactions/Financing Uses by Department - All Funds**

Department	Equipment Category	Anticipated 2023-24 Acquisitions
General Fund		
Beaches and Harbors	Agriculture and Landscape Equipment	\$ 600,000
Beaches and Harbors	Construction and Heavy Maintenance Equipment	230,000
Beaches and Harbors	Vehicles and Transportation Equipment	3,485,000
Internal Services Department	Electronic Equipment	82,000
Internal Services Department	Construction and Heavy Maintenance Equipment	75,000
Internal Services Department	Vehicles and Transportation Equipment	2,843,000
Sheriff Department	Telecommunications Equipment	7,165,000
Sheriff Department	Vehicles and Transportation Equipment	21,520,000
Total General Fund		<u>\$ 36,000,000</u>
Total Financing		\$ 36,000,000

The equipment identified on this page reflects County equipment requirements to be financed through the LAC-CAL Equipment Program in Fiscal Year 2023-24. The Board has not allocated, reserved, or otherwise set aside any funds in the County's 2023-24 Adopted Budget to purchase the equipment identified above.

It is officially the intention of the Board that the acquisition of such equipment be initially funded through the issuance of Bond Anticipation Notes (BANs) or another short-term financing mechanism. The BANs will be issued through the LAC-CAL Equipment Program and purchased as an investment by the County Treasury Pool in an amount sufficient to acquire and deliver the identified equipment. Any such costs, which are initially funded by BANs, will be properly capitalized under general federal income tax principles.

Further, the Board expects the outstanding BANs to be redeemed and the County Treasury Pool to be reimbursed, through the issuance of tax-exempt, intermediate-term lease revenue bonds, certificates of participation, or through leases with third-party lessors. The amounts specified above represent the maximum principal amounts of such intermediate-term obligations to be issued for the specified equipment.

These official intentions of the Board with respect to the LAC-CAL Equipment Program have been specified in accordance with U.S. Treasury Regulation 1.150-2.

BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

CLUSTER AGENDA REVIEW DATE	10/25/2023		
BOARD MEETING DATE	11/7/2023		
SUPERVISORIAL DISTRICT AFFECTED	<input type="checkbox"/> All <input type="checkbox"/> 1 st <input checked="" type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th		
DEPARTMENT(S)	Public Social Services		
SUBJECT	One-year lease amendment for 133,000 square feet of office space and 600 on-site parking spaces at 17600 Santa Fe Blvd., Ranch Dominguez (Santa Fe Premises); and a 3-month lease amendment for 54,000 square feet of office space and 300 on-site parking spaces at 2959 Victoria St., Rancho Dominguez (Victoria Premises).		
PROGRAM	South County Regional Office		
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why: N/A		
DEADLINES/ TIME CONSTRAINTS	DPSS' existing lease at the Current Santa Fe Premises expires on December 31, 2023. The Landlord at the Current Santa Fe Premises has plans to redevelop the property for industrial use and has asked DPSS to vacate.		
COST & FUNDING	Total cost: \$6,720,000	Funding source: The rental cost is already included in DPSS' existing budget. DPSS will not be requesting additional NCC for this action.	
	TERMS (if applicable): The lease amendment for the Santa Fe Premises will continue the existing lease terms for the respective sites, including annual increases in rent. The estimated maximum 1-year base rental cost for the proposed lease amendment for the Santa Fe Premises is \$3,900,700, which includes parking at no additional cost. The total first year lease costs including operating expense, day porter, real estate tax, and utilities will be \$6,287,500. The lease amendment for the Victoria Premises will commence upon the current expiration at the end of October 2024 and continue the existing terms except rent will be increased to the same rate as the Santa Fe Premises. The estimated maximum 3-month rental cost is \$396,000 which includes parking at no additional cost. The total 3-month lease costs including real estate taxes and utilities will be \$431,800.		
	Explanation: Future funding for the costs associated with the proposed lease amendments will be addressed through the annual budget process for DPSS.		
PURPOSE OF REQUEST	Approval of the recommended actions will authorize and provide continued use of office space for DPSS.		
BACKGROUND (include internal/external issues that may exist including any related motions)			
EQUITY INDEX OR LENS WAS UTILIZED	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:		
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please state which one(s) and explain how:		
DEPARTMENTAL CONTACTS	Alexandra Nguyen-Rivera, Section Chief, Leasing CEO- Real Estate Division 213-974-4189, arivera@ceo.lacounty.gov		



Chief Executive Office.

COUNTY OF LOS ANGELES

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, CA 90012
(213) 974-1101 ceo.lacounty.gov

CHIEF EXECUTIVE OFFICER

Fesia A. Davenport

"To Enrich Lives Through Effective and Caring Service"

November 7, 2023

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

Dear Supervisors:

**APPROXIMATE ONE-YEAR LEASE AMENDMENT
17600 SANTA FE BOULEVARD, RANCHO DOMINGUEZ
AND
THREE-MONTH LEASE AMENDMENT
2959 VICTORIA STREET, RANCHO DOMINGUEZ
DEPARTMENT OF PUBLIC SOCIAL SERVICES
(SECOND DISTRICT) (3 VOTES)**

SUBJECT

Approval of a proposed approximate one year lease amendment for 133,000 square feet of office space and 600 on-site parking spaces located at 17600 Santa Fe Boulevard, Rancho Dominguez (Santa Fe Premises), and a proposed three-month lease amendment for approximately 54,000 square feet of office space and 300 on-site parking spaces located at 2959 Victoria Street, Rancho Dominguez (Victoria Premises), which are needed to house the Department of Public Social Services (DPSS) staff as long as possible while the tenant improvements are complete and all the DPSS staff members at these two facilities can relocate to the proposed new leased premises at 1500 Hughes Way, Long Beach.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the proposed lease amendments 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 Chief Executive Officer, or her designee, to execute the proposed approximate one-year lease amendment with 17600 Santa Fe Avenue Partners, L.P., a California limited partnership (Santa Fe Landlord), which will extend DPSS' use of approximately 133,000 square feet of office space and 600 on-site parking spaces located at Santa Fe Premises until December 15, 2024. The estimated maximum rental cost for the amendment is \$3,901,000 for the Santa Fe Premises. The estimated total proposed lease amendment cost, including operating expenses, day porter services, taxes and utilities for the Santa Fe Premises is \$6,288,000 over the one-year term. The rental costs for the Santa Fe Premises will be funded by 80.11 percent State and Federal funds and 19.89 percent by net County cost (NCC) that is already included in DPSS' existing budget. DPSS will not be requesting additional NCC for this action.
3. Authorize the Chief Executive Officer, or her designee, to execute the proposed three-month lease amendment with 2959 Victoria Street Partners, L.P., a California limited partnership (Victoria Landlord), which will extend DPSS' use of approximately 54,000 square feet of office space and 300 on-site parking spaces located at the Victoria Premises. The estimated maximum rental cost for the extension is \$396,000 for the Victoria Premises. The estimated total proposed lease cost, including taxes and utilities, for the Victoria Premises is \$432,000 over the three-month term. The rental costs for the Victoria Premises will be funded by 80.11 percent State and Federal funds and 19.89 percent by NCC that is already included in DPSS' existing budget. DPSS will not be requesting additional NCC for this action.
4. Authorize and direct the Chief Executive Officer, or her designee, to execute any other ancillary documentation necessary to effectuate the terms of the proposed lease amendments, and to take actions necessary and appropriate to implement the terms of the proposed lease amendments.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

DPSS has occupied the Santa Fe Premises since 1988. In late 2019, the Santa Fe Landlord notified the County of its intent to redevelop and reposition the entire property as industrial use and requested that DPSS vacate the Santa Fe Premises. The County was unable to secure a replacement site and the Santa Fe Landlord agreed to extend the term until December 31, 2023. The County continued to search the market for a relocation property. Concurrently, DPSS evaluated its operations for consolidation and identified the Victoria Premises, which lease expires on October 28, 2024. Both the Santa Fe Premises and the Victoria Premises, which total 187,000 square feet, will be relocated to the 163,359 square foot proposed new leased premises at 1500 Hughes Way, Long Beach, which new lease is being requested for approval under a separate Board letter.

The tenant improvement work is anticipated to be completed at the proposed new leased premises at 1500 Hughes Way approximately in January 2025. The Landlords for the Santa Fe Premises and the Victoria Premises have agreed to the proposed lease amendments, thereby allowing DPSS to continue full operations at the current locations for as long as possible as permitted by the Landlords. If necessary, DPSS will provide alternate work locations while utilizing telework as needed until January 2025, while customers are directed to nearby DPSS offices for in person services, including the Compton, South Central, and Southwest Special District offices. Additionally, customers may apply for benefits online and by contacting DPSS' Customer Service Center hotline.

There are currently 478 staff members at the Santa Fe Premises and 368 staff members at the Victoria Premises. Both premises provide direct services to the public, including CalWORKs, CalFresh, Medi-Cal, General Relief, Skills and Training to Achieve Readiness for Tomorrow (START), and Greater Avenues for Independence (GAIN) benefits. CalWORKs implements financial assistance to eligible families with children to assist in paying for housing, food, utilities, clothing, medical care, and other necessary expenses. CalFresh furnishes food benefits to low-income individuals and families and provides economic benefits to communities. Medi-Cal offers health care programs and services to residents throughout Los Angeles County. General Relief provides cash aid to indigent adults, and children in certain special circumstances who are ineligible for Federal or State programs. START provides employment and training services to help individuals obtain jobs in the local communities. GAIN provides welfare-to-work case management, job preparation, job training, and employment related services to participants.

Over half of DPSS' programs require direct interaction with the public. The GAIN and START programs are almost entirely public facing, with approximately 80 percent of services provided in person. Staff members also need to access sensitive and confidential information that is not accessible remotely. DPSS has identified those tasks that can be engaged remotely and have implemented telework wherever possible.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan Goal 1 – *“Make Investments That Transform Lives”* – provides that we will aggressively address society's most complicated social, health, and public safety challenges. We want to be a highly responsive organization capable of responding to complex societal challenges – one person at a time.

The proposed lease amendments are also consistent with the Strategic Asset Management Goal – Strengthen connection between service priorities and asset decisions and Key Objective 4 – Guide Strategic Decision-Making.

The proposed lease amendments support the above goals and objective by providing DPSS with proper accommodations for employees, collaborators, and clients in a facility that is centrally located within their service area to provide quality services to South County constituents.

The proposed lease amendments conform with the Asset Management Principles outlined in Enclosure A.

FISCAL IMPACT/FINANCING

The estimated maximum one-year base rental cost for the proposed lease amendment for the Santa Fe Premises is \$3,901,000, which includes parking at no additional cost. The aggregate cost associated with the proposed lease amendment for the Santa Fe Premises, including operating expenses, day porter costs, taxes, and utilities over the one-year extension term is \$6,288,000, as shown in Enclosure B-1.

The estimated maximum three-month base rental cost for the proposed lease amendment for the Victoria Premises is \$396,000, which includes parking at no additional cost. The aggregate cost associated with the proposed amendment for the Victoria Premises, including taxes and utilities over the three-month extension term is \$432,000, as shown in Enclosure B-2.

The aggregate total costs associated with the proposed lease amendments over the entire term is \$6,720,000 as shown on Enclosure B-3. The proposed lease amendments costs will be funded by 80.11 percent State and Federal funds and 19.89 percent NCC that is already included in DPSS' existing budget. DPSS will not be requesting additional NCC for this action.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The proposed lease amendments for the Santa Fe Premises and the Victoria Premises will have the following terms:

- The rent for the proposed lease amendment for the Santa Fe Premises will be a continuation of the current rent, including the annual escalations already included in the existing lease.
- The rent for the proposed lease amendment for the Victoria Premises will be at the same rate as the Santa Fe Premises.
- Holdover for the Santa Fe Premises at the proposed lease expiration is permitted on the same proposed lease terms and conditions, except the monthly base rent during the holdover period will be increased by: 250 percent of the base rent at the time of the lease expiration for the first month; 350 percent of the base rent in effect

at the time of lease expiration for the second month; and for each month thereafter, base rent will increase by 200 percent of the base rent in effect for the prior month.

- Holdover for the Victoria Premises at the proposed lease expiration is permitted on the same proposed lease terms and conditions, except the monthly base rent during the holdover period will be increased by 50 percent of the base rent, at the time of the lease expiration.
- All other terms and conditions of the existing leases will continue to apply, except for the extension of the expiration dates as described herein.
- The proposed lease amendments will be effective upon approval by the Board and full execution of the proposed lease amendments by the parties. The term and rent will commence upon their respective lease's current expiration dates.
- The proposed lease amendments were submitted for review to the Board's appointed Real Estate Management Commission as part of the presentation of the proposed 1500 Hughes Way lease on October 3, 2023, and were unanimously approved.

The Chief Executive Office conducted a market search of available office space for lease but was unable to identify any sites that could accommodate these two requirements more economically. Based upon a review of available industry data, it has been established that the annual rental range for a comparable lease in the area is between \$19.20 and \$39.60 per square foot, per year. The base annual rental rate of \$29.33 per square foot, per year for the proposed lease amendments represents a rate that is within the market range for the area. We were unable to identify any sites that could accommodate this requirement more economically. We recommend the two current premises as the most suitable to meet the County's space requirements before the relocation to 1500 Hughes Way.

Enclosure C shows all County-owned and leased facilities within the surveyed areas and there are no County-owned or leased facilities available for this space requirement.

The Department of Public Works has inspected the facility and found it suitable for County occupancy. The required notification letter to the City of Compton has been sent in accordance with Government Code Section 25351.

The proposed lease amendments will be in a form approved by County Counsel and include the terms described herein. The proposed lease amendments are authorized by Government Code Section 25351, which allows the County to enter into leases and agreements for the leasing of buildings, as necessary, to carry out the work of the county government.

The proposed lease amendments will provide for a suitable office location for the DPSS programs prior to relocation to 1500 Hughes Way, which is consistent with the County's Facility Location Policy, adopted by the Board on July 24, 2012, as outlined in Enclosure D.

ENVIRONMENTAL DOCUMENTATION

This project is 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 lease amendments, which involve the leasing of existing office space with minor tenant improvements within an existing building, with no expansion of the existing building, is 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, 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, a Notice of Exemption will be filed with the Registrar-Recorder/County Clerk in accordance with section 21152 of the California Public Resources Code.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The proposed lease amendments will adequately provide the necessary office space, and parking spaces for this County requirement. DPSS concurs with the proposed lease amendments, and recommendations.

Respectfully submitted,

FESIA A. DAVENPORT
Chief Executive Officer

FAD:JMN:JTC
JLC:HD:ANR:NH:gb

Enclosures

c: Executive Office, Board of Supervisors
County Counsel
Auditor-Controller
Internal Services
Public Social Services

**DEPARTMENT OF PUBLIC SOCIAL SERVICES
17600 SANTA FE BOULEVARD, RANCHO DOMINGUEZ**

Asset Management Principles Compliance Form¹

1.	<u>Occupancy</u>		Yes	No	N/A	
	A	Does lease consolidate administrative functions?			X	
	B	Does lease co-locate with other functions to better serve clients?			X	
	C	Does this lease centralize business support functions?			X	
	D	Does this lease meet the guideline of 200 sq. ft of space per person? ² 278 sq. ft per person due to reception areas, multiple team-meeting and conference rooms and two lobbies		X		
	E	Does lease meet the 4/1000 sq. ft. parking ratio guideline? 600 parking spaces will provide a 4.5/1,000 parking ratio.		X		
	F	Does public parking and mass-transit exist to facilitate employee, client and visitor access to the proposed lease location?	X			
2.	<u>Capital</u>					
	A	Is it a substantial net County cost (NCC) program?		X		
	B	Is this a long-term County program?	X			
	C	If yes to 2 A or B; is it a capital lease or an operating lease with an option to buy?			X	
	D	If no, are there any suitable County-owned facilities available?			X	
	E	If yes, why is lease being recommended over occupancy in County-owned space?			X	
	F	Is Building Description Report enclosed as Enclosure C?			X	
	G	Was build-to-suit or capital project considered? ²			X	
3.	<u>Portfolio Management</u>					
	A	Did department utilize CEO Space Request Evaluation (SRE)?	X			
	B	Was the space need justified?	X			
	C	If a renewal lease, was co-location with other County departments considered?			X	
	D	Why was this program not co-located?				
		1. ____ The program clientele requires a "stand alone" facility.				
		2. <u>X</u> No suitable County occupied properties in project area.				
		3. <u>X</u> No County-owned facilities available for the project.				
		4. ____ Could not get City clearance or approval.				
	E	5. ____ The Program is being co-located.				
		Is lease a full-service lease?			X	
		Has growth projection been considered in space request?		X		
G	¹ Has the Dept. of Public Works completed seismic review/approval?		X			
¹ As approved by the Board of Supervisors 11/17/98						
² If not, why not?						

**DEPARTMENT OF PUBLIC SOCIAL SERVICES
2959 VICTORIA STREET, RANCHO DOMINGUEZ**

Asset Management Principles Compliance Form¹

1.	<u>Occupancy</u>		Yes	No	N/A
	A	Does lease consolidate administrative functions?			X
	B	Does lease co-locate with other functions to better serve clients?			X
	C	Does this lease centralize business support functions?			X
	D	Does this lease meet the guideline of 200 sq. ft of space per person? ² 147 sq. ft per person due to revised space efficiency guidelines		X	
	E	Does lease meet the 4/1000 sq. ft. parking ratio guideline? 300 parking spaces will provide a 5.5/1,000 parking ratio.		X	
	F	Does public parking and mass-transit exist to facilitate employee, client and visitor access to the proposed lease location?	X		
2.	<u>Capital</u>				
	A	Is it a substantial net County cost (NCC) program?		X	
	B	Is this a long-term County program?	X		
	C	If yes to 2 A or B; is it a capital lease or an operating lease with an option to buy?			X
	D	If no, are there any suitable County-owned facilities available?			X
	E	If yes, why is lease being recommended over occupancy in County-owned space?			X
	F	Is Building Description Report enclosed as Enclosure C?			X
	G	Was build-to-suit or capital project considered? ²			X
3.	<u>Portfolio Management</u>				
	A	Did department utilize CEO Space Request Evaluation (SRE)?	X		
	B	Was the space need justified?	X		
	C	If a renewal lease, was co-location with other County departments considered?			X
	D	Why was this program not co-located?			
		1. ____ The program clientele requires a "stand alone" facility.			
		2. <u>X</u> No suitable County occupied properties in project area.			
		3. <u>X</u> No County-owned facilities available for the project.			
		4. ____ Could not get City clearance or approval.			
		5. ____ The Program is being co-located.			
	E	Is lease a full-service lease?		X	
	F	Has growth projection been considered in space request?	X		
	G	¹ Has the Dept. of Public Works completed seismic review/approval?	X		
¹ As approved by the Board of Supervisors 11/17/98					
² If not, why not?					

OVERVIEW OF THE PROPOSED BUDGETED LEASE COSTS

17600 Santa Fe Ave., Rancho Dominguez
Department of Public Social Services

Total Leased Area (sq. ft.)	133,000				
Term (Months)	9				
Lease Expiration Date	12/31/23				
Extended Period 1/1/24 - 12/15/24	12 Months				
Estimated Commencement Date	1/1/24				
Monthly Current Base Rent	\$2.35				
Monthly New Base Rent (MG) (Escalated by 4%)	\$2.44				
Annual MG Base Rent Adjustment	4.00%				
Monthly Operating Expense Rent	\$0.98				
Operating Expenses Adjustment	4.00%				
Monthly Utility Expense (paid directly to provider)	\$36,871.40				
Year	Year 1				Total
Dates	1/1/24 - 12/15/24				
# of Months	12				12
Base Rent	\$3,900,624				\$3,901,000
Operating Expense Rent	\$1,571,627				\$1,572,000
Additional Day Porter	\$121,314				\$122,000
Total Paid to Landlord	\$5,593,565				\$5,594,000
Real Estate Tax	\$251,448				\$252,000
Utilities	\$442,457				\$443,000
Total Lease Costs	\$6,287,469				\$6,288,000

*Calculation note: All numbers are rounded up to ensure sufficient funds available to pay the specified expense.

OVERVIEW OF THE PROPOSED BUDGETED TOTAL LEASE COSTS		
17600 Santa Fe Blvd., Rancho Dominguez		
2959 Victoria St., Rancho Dominguez		
Department of Public Social Services		
12 month extension at 17600 Santa Fe Blvd.	\$6,288,000	
3 month extension at 2959 Victoria	\$432,000	
Total Lease Costs	\$6,720,000	
*Calculation note: All numbers are rounded up to ensure sufficient funds available to pay the specified expense.		

ENCLOSURE C

**DEPARTMENT OF PUBLIC SOCIAL SERVICES
SPACE SEARCH – 3 MILE RADIUS
RANCHO DOMINGUEZ**

LACO	Name	Address	Ownership	Gross SqFt	Vacant
A350	Department of Animal Care and Control HQ	5898 Cherry Ave Long Beach 90808	Owned	12,450	NONE
A243	Probation – (AB – 109) South Bay Reg Office	1299 E Artesia Blvd Carson 90746	Leased	12,928	NONE
Y861	ML King – Plant Management Building	12021 S Wilmington Ave Los Angeles 90059	Owned	16,000	NONE
X351	Century Detention – Detention Administration	11705 S Alameda St. Lynwood 90262	Financed	20,706	NONE
X169	DPSS – Compton AP District Office	211 E Alondra Blvd Compton 90220	Owned	48,135	NONE
A959	DPSS – GAIN Region V/Paramount District	2959 E Victoria St. Rancho Dominguez 90221	Leased	54,000	NONE
12730	Jacqueline Avant Children and Family Center	1741 E 120 th St. Los Angeles 90059	Owned	58,800	NONE
X349	Lynwood Regional Justice Center	11701 S Alameda St. Lynwood 90262	Owned	62,078	NONE
10335	DCFS-Regional – Adoptions, Child Protection	1 Civic Plaza Dr Carson 90745	Leased	91,277	NONE
C600	DPSS – South Family AP/Special District Offices	17600 Santa Fe Ave Rancho Dominguez 90221	Leased	133,000	NONE
6420	Compton Courthouse	200 W Compton Blvd Compton 90220	CA/Laco	576,466	NONE

FACILITY LOCATION POLICY ANALYSIS

Proposed lease: Lease extensions for the Department of Public Social Services – 17600 Santa Fe Boulevard and 2959 Victoria Street, Rancho Dominguez- 2nd District

A. Establish Service Function Category – CalWORKs, CalFresh, Medi-Cal, General Relief, Skills and Training to Achieve Readiness for Tomorrow (START), and Greater Avenues for Independence (GAIN)

B. Determination of the Service Area – The proposed lease amendments service the southern region of Los Angeles County

C. Apply Location Selection Criteria to Service Area Data

- Need for proximity to service area and population: Continued need for full operations until the new leased location is ready for occupancy.
- Need for proximity to existing County facilities: N/A
- Need for proximity to Los Angeles Civic Center: N/A
- Economic Development Potential: N/A
- Proximity to public transportation: The location is adequately served by local transit services and is within close proximity to the 710 and 91 freeways.
- Availability of affordable housing for County employees: The surrounding area provides for affordable housing and rental opportunities.
- Use of historic buildings: N/A
- Availability and compatibility of existing buildings: There are no alternative existing County buildings available that meet DPSS' space needs.
- Compatibility with local land use plans: Not applicable use remains unchanged.
- Estimated acquisition/construction and ongoing operational costs: The aggregate cost associated with the proposed lease amendments over the entire term is \$6,720,000.

D. Analyze results and identify location alternatives

We were unable to identify any sites that could accommodate this requirement more economically prior to relocation to 1500 Hughes Way, Long Beach. We recommend the proposed locations as the most suitable to meet the County's space requirements.

E. Determine benefits and drawbacks of each alternative based upon functional needs, service area, cost, and other Location Selection Criteria

The proposed lease amendments will provide adequate and efficient office space for 846 employees and clients consistent with the County's Facility Location Policy, adopted by the Board on July 24, 2012.

BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

CLUSTER AGENDA REVIEW DATE	10/25/2023		
BOARD MEETING DATE	11/21/2023		
SUPERVISORIAL DISTRICT AFFECTED	<input type="checkbox"/> All <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input checked="" type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th		
DEPARTMENT(S)	Chief Executive Office		
SUBJECT	Declaration of Surplus Property and Authority to Issue a Notice of Availability of Surplus County Property for Sale to Public Agencies, Affordable Housing Developers, and Adjacent Property Owners		
PROGRAM	Not Applicable		
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why:		
DEADLINES/ TIME CONSTRAINTS			
COST & FUNDING	Total cost: No Cost for declaring this property surplus		Funding source: N/A
	TERMS (if applicable): N/A		
	Explanation:		
PURPOSE OF REQUEST	In accordance with the State of CA Surplus Land Act, before the County can offer property for sale to the public, the property needs to first be declared surplus at a Board meeting and offered to the State of CA Department of Housing and Community Development (HCD)		
BACKGROUND (include internal/external issues that may exist including any related motions)	Adjacent private property owners have shown an interest in purchasing vacant County-owned property in Topanga Canyon. Prior to proceeding with a sale to an adjacent private property owner, the County needs to follow the State of CA Surplus Land Act guidelines by declaring the County property surplus and authorizing the Chief Executive Officer to issue a Notice of Availability to offer the surplus County property for sale to the HCD, public agencies, and to affordable housing developers. A sale to public agencies would be completed in accordance with the appropriate CA Government Code. If no interest is shown in the surplus land by the above parties, then the County could proceed to offer the surplus property for sale to the adjacent property owners, in accordance with CA Government Code.		
EQUITY INDEX OR LENS WAS UTILIZED	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:		
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please state which one(s) and explain how:		
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: Michael G. Rodriguez, Section Chief (213) 974-4246 mgrodriguez@ceo.lacounty.gov		



**Chief
Executive
Office.**

COUNTY OF LOS ANGELES

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, CA 90012
(213) 974-1101 ceo.lacounty.gov

CHIEF EXECUTIVE OFFICER

Fesia A. Davenport

"To Enrich Lives Through Effective and Caring Service"

November 21, 2023

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

Dear Supervisors:

**DECLARATION OF SURPLUS PROPERTY AND
AUTHORITY TO ISSUE A NOTICE OF AVAILABILITY OF
SURPLUS COUNTY PROPERTY FOR SALE
TO PUBLIC AGENCIES AND AFFORDABLE HOUSING DEVELOPERS
VARIOUS ASSESSOR'S PARCELS TOTALING APPROXIMATELY 31 ACRES
UNINCORPORATED TOPANGA CANYON
(THIRD DISTRICT) (3 VOTES)**

SUBJECT:

The County proposes to declare as surplus properties the 16 County-owned parcels and three County-owned minor lots, as shown on the map enclosed as Enclosure A-1, and described in Enclosure A-2 (Proposed Parcels). The Proposed Parcels total approximately 31 acres, are situated in the unincorporated area of Topanga Canyon, and consist of numerous separate Assessor Parcel Numbers. The County also proposes to offer these parcels for sale to the appropriate public agencies, California Housing Financing Agency (CalHFA)-certified Housing Sponsors, State of California Department of Housing and Community Development (HCD), and to HCD approved affordable housing developers (collectively, Public Agencies and Developers).

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the Board's declaration of the Proposed Parcels as surplus is not a project under the California Environmental Quality Act (CEQA) for the reasons stated in this Board letter and the record.
2. Find that the Proposed Parcels are no longer necessary for the County or other public purposes and that the Proposed Parcels can be declared surplus.
3. Authorize the Chief Executive Officer, or her designee, to offer the Proposed Parcels as surplus to the appropriate public government agencies, including the Public Agencies and Developers in accordance with the Surplus Land Act and California Government Code Section 54222, and to negotiate the sale of any Proposed Parcel with any public agencies that are interested in acquiring a Proposed Parcel.
4. Authorize the Chief Executive Officer, or her designee, to execute and issue a Notice of Availability (NOA) to the Public Agencies and Developers once the Proposed Parcels have been declared surplus.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended actions is to declare the Proposed Parcels, that are no longer needed by the County, as surplus and authorize the Chief Executive Officer, or her designee, to issue an NOA to offer the Proposed Parcels for sale to the Public Agencies and Developers . If no interest is shown in the Proposed Parcels by the above parties, then the County would proceed to offer the Proposed Parcels for sale to adjacent property owners, and if no interest is shown, or terms of a proposed sale cannot be reached, then the Proposed Parcels could be made available to the public for purchase. The County will return to the Board for authority to consummate the sale of any of the Proposed Parcels, with a sale to public agencies to be consummated in accordance with California Government Code Section 25365 and a sale to the public, if any of the Proposed Parcels are valued under \$100,000, to be consummated in accordance with California Government Code Section 25526.7. The sale of any of the Proposed Parcels to the public, if valued over \$100,000, will be sold through public auction, in accordance with California Government Section Code 25530-25535.

The County owned approximately 140 acres of mostly vacant land scattered in the Topanga Canyon area. Of this acreage, about 110 acres have been sold to the Mountains Recreation and Conservation Authority. The remaining acres, that consist of the Proposed Parcels, have been offered to all County departments, but no County department expressed interest in any of the Proposed Parcels. Therefore, the Proposed Parcels are not needed by the County.

The Proposed Parcels to be declared surplus and made available for sale were acquired by the County in the 1950s and 1960s as a result of property tax defaults. The Proposed Parcels have never been contemplated for use or development by the County.

The proposed surplus declaration of the Proposed Parcels will result in future sales, which will return the applicable property to the tax rolls, eliminate County exposure to liability related to ownership of the property, eliminate ongoing maintenance costs, and provide the County with funds that can be better allocated for the rehabilitation, purchase, or construction of other County facilities.

Implementation of Strategic Plan Goals

The proposed declaration supports the Countywide Strategic Plan Goal III.3.2, which calls for maximizing use of County assets, guiding strategic investments, and supporting economic development, in ways that are fiscally responsible, and align with the County's highest priority needs.

The proposed declaration supports this goal by addressing the County's need to manage its assets responsibly. By finding the Proposed Parcels are surplus to the County and clearing the way to sell the Proposed Parcels, funds that would have gone to maintaining the Proposed Parcels and annually clearing and maintaining the brush and vegetation on the Proposed Parcels can be allocated to other County projects.

FISCAL IMPACT/FINANCING

There is no fiscal impact to finding the Proposed Parcels surplus.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Following the Board's declaration of surplus property, an NOA will be sent to the Public Agencies and Developers as required by Government Code Section 54222 of the Surplus Land Act. If there is no interest in response to the NOA, or if negotiations do not result in agreed to terms, then the Proposed Parcels may be offered to the adjacent property owners and then made available to the general public. The County will negotiate terms for a sale, including a purchase price based on the appraised value and the deed restrictions, as applicable.

ENVIRONMENTAL DOCUMENTATION

The declaration of the Proposed Parcels as surplus is an administrative action and is not a project as defined by CEQA. The conveyance of surplus property is categorically exempt from CEQA pursuant to section 15312 of the State CEQA Guidelines (Surplus Government Property Sales). The categorical exemption (Class 12) is also provided pursuant to the revised Environmental Document Reporting Procedures and Guidelines adopted by the Board on November 17, 1987. Upon the Board's approval of the recommended actions, a

The Honorable Board of Supervisors
November 21, 2023
Page 4

Notice of Exemption will be filed with the Registrar-Recorder/County Clerk in accordance with section 21152 of the California Public Resources Code.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The declaration of the Proposed Parcels as surplus will not impact any current services in the area.

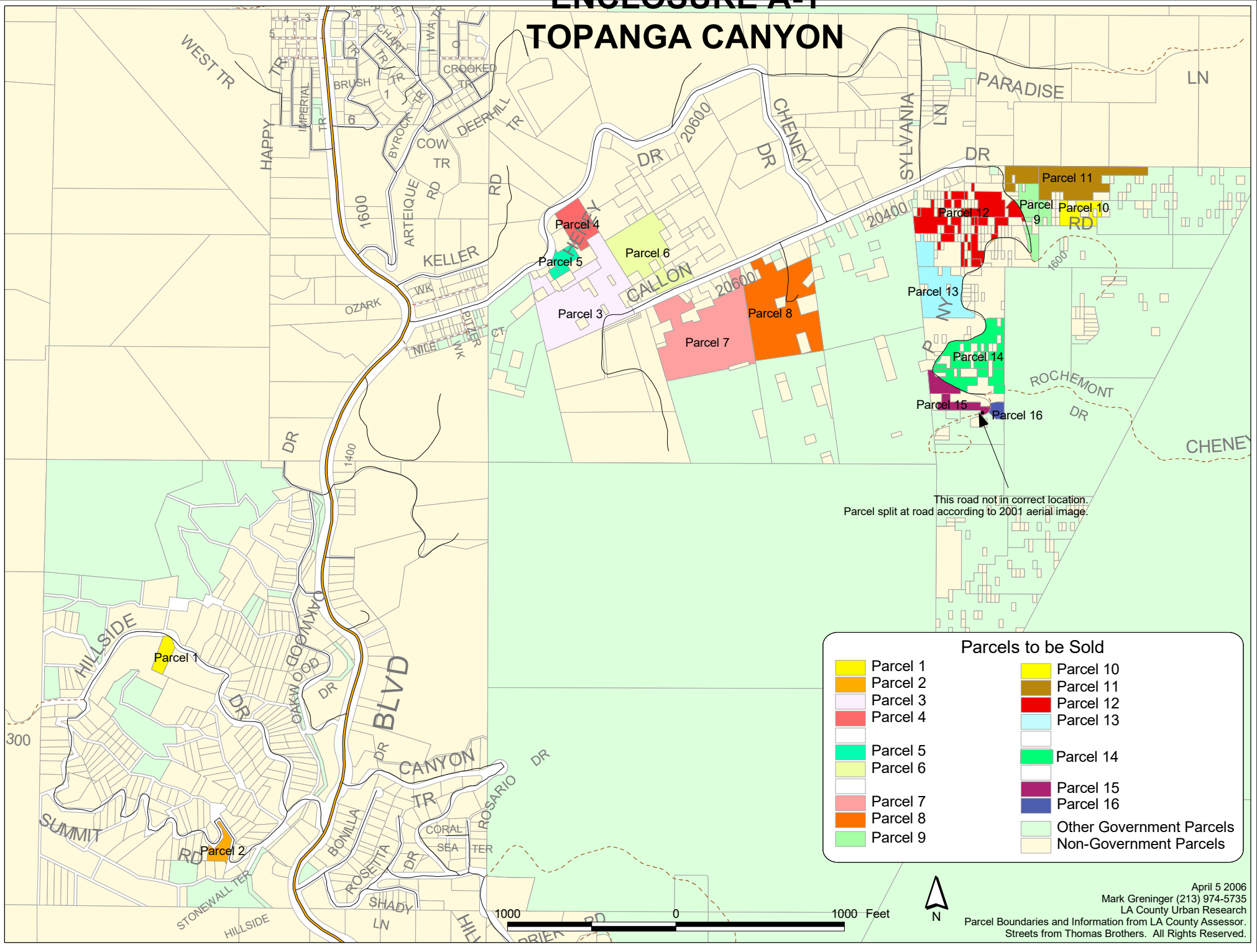
Respectfully submitted,

FESIA A. DAVENPORT
Chief Executive Officer

Enclosures

c: Executive Office, Board of Supervisors
County Counsel

ENCLOSURE A-1 TOPANGA CANYON



ENCLOSURE A-2

UNINCORPORATED TOPANGA CANYON SURPLUS COUNTY OF LA PROPERTY

MAJOR LOT SALES

Location	APN	PARCEL SIZE (SF)	PARCEL SIZE (ACRES)
Parcel 1	4440-021-901	17,100	0.39
Parcel 2	4440-030-900	16,580	0.38
Parcel 3	4441-007-900	10,360	0.24
	4441-007-901	12,656	0.29
	4441-008-901	176,432	4.05
	4441-006-908	1,563	0.04
Parcel 4	4441-007-902	41,340	0.95
Parcel 5	4441-007-903	15,630	0.36
	4441-007-904	3,125	0.07
Parcel 6	4441-006-907	92,783	2.13
Parcel 7	4441-011-902	224,770	5.16
Parcel 8	4441-013-904	194,278	4.46
	4441-013-905	3,125	0.07
Parcel 9	4442-010-902	8,750	0.20
	4442-014-903	25,510	0.59
	4442-016-900	100	0.00
	4442-016-901	1,603	0.04
	4442-016-906	1,270	0.03
	4442-017-906	6,800	0.16
Parcel 10	4442-010-903	30,000	0.69
Parcel 11	4442-011-900	85,349	1.96
	4442-012-903	20,065	0.46
	4442-014-902	28,890	0.66
Parcel 12 West	4442-014-903		
	4442-013-905	2,000	0.05
	4442-013-906	1,000	0.02
	4442-016-904	5,000	0.11
	4442-014-901	1,000	0.02
	4442-014-905	1,000	0.02
	4442-013-900	4,000	0.09
	4442-013-901	1,000	0.02
Parcel 12 South	4442-016-906		
	4442-017-906		
	4442-017-904	2,410	0.06
Parcel 12 East	4442-013-904	2,000	0.05
	4442-013-907	26,914	0.62
	4442-013-908	1,000	0.02
	4442-013-909	4,000	0.09
	4442-014-903	25,510	0.59
	4442-014-905	1,000	0.02
	4442-018-903	4,000	0.09
	4442-018-900	1,000	0.02

ATTACHMENT A-2
UNINCORPORATED TOPANGA CANYON SURPLUS COUNTY OF LA PROPERTY

Location	APN	PARCEL SIZE (SF)	PARCEL SIZE (ACRES)
Parcel 13	4442-018-908	9,850	0.23
	4442-022-906	67,518	1.55
Parcel 14	4442-023-903	6,250	0.14
	4442-023-904	1,490	0.03
	4442-023-908	1,990	0.05
	4442-024-900	3,750	0.09
	4442-024-901	8,250	0.19
	4442-024-902	27,100	0.62
	4442-023-909	30,420	0.70
	4442-023-910	12,150	0.28
Parcel 15	4442-024-902		
	4442-025-900	23,910	0.55
Parcel 16	4442-025-900		
MINOR LOT SALES			
21000 Block	4440-021-901	17,100	0.39
Hillside Drive	4440-023-901	36,900	0.85
	4440-024-900	20,580	0.47

TOTAL	1,368,170	31.41 Acres
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