


0150-12853-0000

TRANSMITTAL

TO The City Council	DATE 11-05-24	COUNCIL FILE NO. 24-0764
FROM Municipal Facilities Committee	COUNCIL DISTRICT 7	

At its meeting held on October 31, 2024, the Municipal Facilities Committee approved the attached Department of General Services (GSD) report, which is hereby transmitted for Council consideration. Adoption of the report recommendation would authorize GSD to negotiate and execute a no-cost license agreement with the Public Education Authority, doing business as the Los Angeles Community College District (LACCD), for a parking lot at 13460 Van Nuys Boulevard, in Council District 7. The term for the license agreement is one year, with five one-year options to extend.

Fiscal Impact: There is no General Fund impact as this is a no-cost license agreement. LACCD is responsible for all maintenance, repair, and tenant improvements, subject to the City's review and approval. LACCD is also responsible for all applicable signage, striping, utility, security, waste management, graffiti removal, and custodial costs.


for Matthew W. Szabo
City Administrative Officer
Chair, Municipal Facilities Committee

MWS:AW:05250054

CAO 649-d

CITY OF LOS ANGELES

CALIFORNIA

TONY M. ROYSTER
GENERAL MANAGER
AND
CITY PURCHASING AGENT



KAREN BASS
MAYOR

DEPARTMENT OF
GENERAL SERVICES
ROOM 701
CITY HALL SOUTH
111 EAST FIRST STREET
LOS ANGELES, CA 90012
(213) 928-9555
FAX No. (213) 928-9515

October 31, 2024

Honorable City Council
City of Los Angeles
c/o City Clerk
Room 395, City Hall
Los Angeles, CA 90012

Attention: Adam Lid, Legislative Assistant

**REQUEST AUTHORIZATION TO NEGOTIATE AND EXECUTE A LICENSE
AGREEMENT WITH THE LOS ANGELES COMMUNITY COLLEGE DISTRICT
FOR THE USE OF THE CITY-OWNED PARKING LOT LOCATED AT
13460 VAN NUYS BOULEVARD, PACOIMA, CA 91331**

The Department of General Services (GSD) requests authority to negotiate and execute a no-cost license agreement, as directed by Council File 24-0764, with the Public Education Authority doing business as the Los Angeles Community College District (LACCD) for use of approximately 50 parking spaces at the City owned parking lot located at 13460 Van Nuys Boulevard, Pacoima, CA 91331 in Council District 7 (CD7).

BACKGROUND

Established in 1969, the Los Angeles Community College District (LACCD) is one of the largest community college districts in the United States, serving the greater Los Angeles area. LACCD is committed to providing accessible, affordable, and high-quality education to a diverse student population through its nine colleges, each offering unique programs and strengths.

The nearby Los Angeles Mission College's Satellite location located at 13420 Van Nuys Boulevard in Pacoima officially opened in mid-October 2023. This facility offers a variety of educational programs, including free English as a Second Language (ESL) classes, General Educational Development (GED) preparation, and short-term healthcare career courses. As part of the broader LACCD, the Pacoima campus aims to enhance educational accessibility for the local community, currently serving approximately 9,300 students enrolled in part-time and full-time programs for the 2024-2025 academic year.



Parking has been a persistent challenge for students attending in-person classes at the Pacoima satellite campus. Limited street parking on Van Nuys Boulevard is especially strained during peak traffic hours, as both students and local residents compete for available spaces. Additionally, surrounding neighborhood parking is subject to restrictions and preferential parking district hours.

With the anticipated launch of the East San Fernando Valley Light Rail Transit Project in early 2025, significant changes to parking dynamics in the area are expected. The Metropolitan Transportation Agency (MTA) plans to begin construction in the fourth quarter of 2024, with completion projected by 2031. Initial phases will involve relocating existing utilities on Van Nuys Boulevard, resulting in the loss of street parking and impacting adjacent residential neighborhoods.

To address parking needs during the MTA construction period, CD 7 has identified the City-owned property at 13460 Van Nuys Boulevard as a potential resource for additional parking to support students attending in-person classes at the Los Angeles Mission College satellite campus.

Acquired by the City in 2019, this site was originally intended for redevelopment into a mixed-use facility that may include affordable housing and a culinary arts program, funded by the Community Redevelopment Agency's Bond Oversight Committee. The property consists of a vacant, three-story commercial building that is approximately 20,309 square feet, situated on a 25,275-square-foot corner lot. Currently, the General Services Department (GSD) maintains jurisdiction over the property, pending further direction by City Council. Since its acquisition, the site has remained unoccupied and is currently in a state of disrepair generating no income to the City.

TERMS AND CONDITIONS

The proposed license agreement is for zero rent. The initial term is one (1) year with five (5), one (1) year options to renew at the City's sole discretion. Either party may terminate the license agreement upon ninety (90) days written notice. A complete set of terms and conditions are outlined on the attached term sheet.

MAINTENANCE/UTILITIES

LACCD will assume responsibility for all applicable utilities, security, maintenance, repairs, waste management, graffiti removal, parking taxes, and costs related to signage and striping associated with the operation of the designated parking lot.

LACCD is committed to maintaining a clean and safe environment; therefore, it shall promptly remove all trash and waste generated from parking operations. Any necessary repairs, alterations, or improvements resulting from the specific use of the site will be completed by LACCD at its sole cost and expense, subject to the City's review and approval.

Furthermore, LACCD will ensure that all operational practices comply with local regulations and standards. This includes regular inspections and assessments of the parking lot to identify and address any maintenance issues proactively. LACCD will also

engage in community outreach to inform students and local residents about the parking facility and any associated regulations or changes to operations. By maintaining open lines of communication and prioritizing the needs of the community, LACCD aims to foster a positive relationship with all stakeholders involved.

COMMUNITY BENEFIT

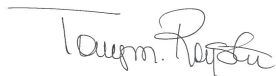
The City Administrative Office (CAO) completed the attached Community Benefit Analysis (CBA) which supports the recommendations for approval of the proposed no-cost license agreement based on the attached terms and conditions. The community benefits estimated at \$1,324,800.00 annually exceed the market value of \$115,269.48 per year for the licensed area by \$1,209,530.52. See the attached CBA.

FISCAL IMPACT

There is no anticipated impact on the General Fund as the license agreement contains zero rent and generated no previous revenue to the City

RECOMMENDATION

That the Los Angeles City Council, subject to the approval of the Mayor, authorize the Department of General Services to negotiate and execute a license agreement with the Public Education Authority doing business as the Los Angeles Community College District for the use of a parking lot located at 13460 Van Nuys Boulevard, Pacoima, CA 91331 under the terms and conditions substantially outlined in this report.



Tony M. Royster
General Manager

Attachments: Term Sheet
Premises Map
Community Benefit Analysis

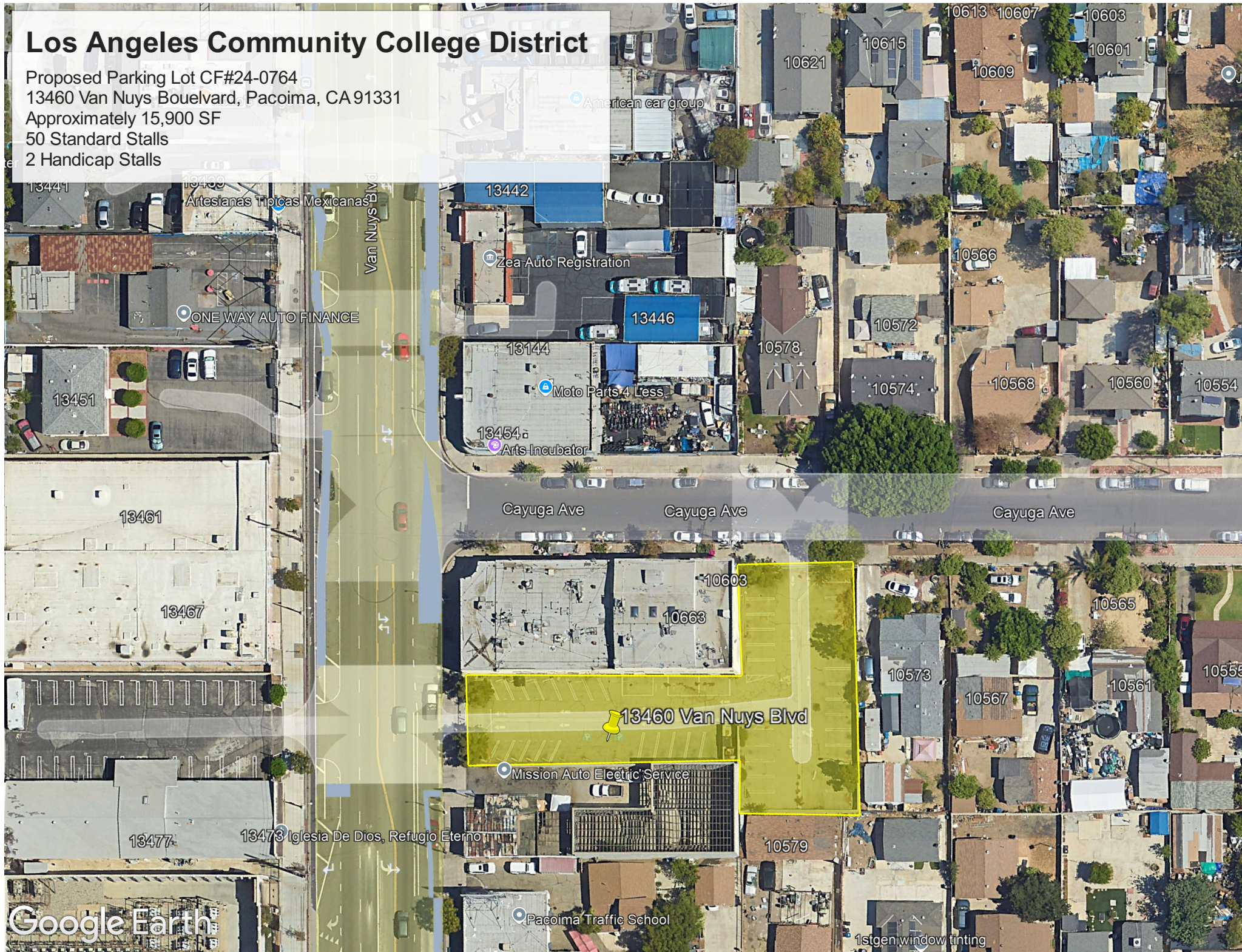
LEASING TERM SHEET

MFC DATE	October 31, 2024
LANDLORD	City of Los Angeles
ADDRESS	111 E. 1st Street, Room 201, Los Angeles, CA 90012
TENANT	Public Education Authority dba Los Angeles Community College District
ADDRESS	770 Wilshire Boulevard, 6th Floor, Los Angeles, CA 90017
LOCATION	13460 Van Nuys Boulevard, Van Nuys, CA 91331
AGREEMENT TYPE	Parking Lot License Agreement
USE	Parking Lot
SQUARE FEET	15,900 SF
TERM	Initial One (1) Year Term
EARLY POSSESSION	n/a
RENT START DATE	n/a
LEASE START DATE	Upon City Clerk Attestation
OPTION TERM	Five (5) one (1) year terms
HOLDOVER	n/a
SUBLET/ ASSIGNMENT	No right to sublease or assign
TERMINATION	Either party may terminate license agreement upon ninety (90) days written notice
RENTAL RATE	\$0.00
ESCALATION	n/a
RENTAL ABATEMENT	n/a

ADDITIONAL RENT	n/a
PROPERTY TAX	City is exempt however parking taxes may apply to LACCD
OPEX	n/a
CAM	n/a
OTHER	n/a
SECURITY DEPOSIT	n/a
MAINTENANCE/ REPAIR	Los Angeles Community College District
MAINTENANCE/ REPAIR DETAILS	<p>Los Angeles Community College District will assume responsibility for all applicable utilities, security, maintenance, repairs, waste management, graffiti removal, parking taxes, and costs related to signage and striping associated with the operation of the designated parking lot.</p> <p>Los Angeles Community College District is committed to maintaining a clean and safe environment; therefore, it shall promptly remove all trash and waste generated from parking operations</p>
TENANT IMPROVEMENTS	Any necessary repairs, alterations, or improvements resulting from the specific use of the site will be carried out by Los Angeles Community College District at its sole cost and expense, subject to the City's review and approval.
PARKING	Approximately 50 standard parking stalls & 2 handicap parking stalls
UTILITIES	Los Angeles Community College District
CUSTODIAL	Los Angeles Community College District
SECURITY	Los Angeles Community College District
PROP 13 PROTECTION	City is exempt
INSURANCE	Public Education Authority dba Los Angeles Community College District to indemnify and hold harmless the City.
OTHER:	
PRINT:	
SIGNATURE:	

Los Angeles Community College District

Proposed Parking Lot CF#24-0764
13460 Van Nuys Boulevard, Pacoima, CA 91331
Approximately 15,900 SF
50 Standard Stalls
2 Handicap Stalls



**Report from
OFFICE OF THE CITY ADMINISTRATIVE OFFICER
Community Benefits Analysis for Proposed Non-Profit Lease**

I. Proposed Lease Terms and Conditions	
Facility Location:	Mend Building Parking Lot 13460 Van Nuys Boulevard, Pacoima, CA 91331 in Council District 7
Lessee:	Public Education Authority DBA the Los Angeles Community College (LACC) District
Council File Reference:	CF #24-0764
Space Assignment:	Approximately 16,281 square feet (APN# 2620011900 and 2620011901)
Term & Renewal Option:	One-year term commencing upon agreement of the lease with five one-year options to renew.
Market Rate:	\$0.59 per square foot or \$115,269.48 annually
Proposed Rental Rate:	\$0.00 during the initial term, and rates subject to re-negotiation at the discretion of the City.
Clean-up and Associated Cost:	Lessee shall be financially responsible for all applicable utility, security and custodial costs.
Tenant Improvements:	Lessee shall be financially responsible for the cost of any needed tenant improvements and maintenance.
II. History and Current Services	
Mission:	<p>The mission of LACC is to promote accessible and equitable learning to benefit the diverse local and global communities. LACC empowers students to achieve their educational and career goals by providing pathways to support their completion of associate degrees, certificates, transfer requirements, career and technical education, and foundational skills programs.</p> <p>Los Angeles Mission College (LAMC), as part of LACC, is committed to the success of its students. LAMC provides accessible, high-quality learning opportunities in a culturally and intellectually supportive environment by:</p> <ul style="list-style-type: none"> • Offering services and programs leading to certificates and undergraduate degrees, as well as programs in basic skills, general education, career technical education, and college transfer; • Educating students to become critical thinkers and lifelong learners; • Ensuring that all programs and services are continuously evaluated and improved to support student learning and achievement; • Making traditional and distance education learning opportunities available to enhance the health and wellness of the diverse communities it serves; and, • Taking deliberate actions to promote diversity, equity, and anti-racism in order to create a safe and inclusive environment for students, faculty, and staff.

**Report from
OFFICE OF THE CITY ADMINISTRATIVE OFFICER
Community Benefits Analysis for Proposed Non-Profit Lease**

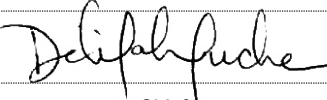
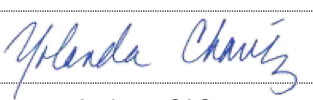
Vision:	LAMC is committed to maintaining high academic standards, promoting student success, and creating opportunities for life-long learning. LAMC will inspire students to become informed, active citizens who recognize and appreciate the common humanity and goals of all people through diverse curricula, and through cultural, academic, athletic, and artistic events. LAMC will practice an honest, collegial, and inclusive decision-making process that respects the diversity and interdependence of the college, student body, and community LAMC serves.
Background / History:	<p>LAMC has been serving the educational needs to the neighboring communities of San Fernando, Pacoima, Mission Hills, North Hills, Panorama City, and Granada Hills for 49 years. In recent years, the enrollment base has expanded to include many of the communities throughout the greater San Fernando Valley, as well as Canyon Country and Santa Clarita.</p> <p>In the Fall of 2023, LAMC opened an offsite location, owned by the Economic Resources Corporation (ERC), in Pacoima at 13420 Van Nuys Blvd. The building was built in 2015. It is on a 17,321 square feet of land and consists of 13,895 square feet of usable area. The building consists of four classrooms, office spaces, both enclosed and open gathering areas, and 22 parking spaces, including one parking space for the Americans with Disabilities Act compliance. The proposed leased parking lot at 13460 Van Nuys Boulevard is a block away from the ERC building and will be utilized for students and staffs who will be using the ERC building for the free classes.</p>
Current Services:	LAMC offers noncredit instruction at the Pacoima site and all courses are at no cost to the student. The courses offered are English as a Second Language, General Educational Development, Citizenship, and Basic Skills. Additionally, LAMC is offering several new short-term Career Technical Education programs in Allied Health in English and Spanish. LAMC received a grant through the U.S. Department of Labor and the federal earmark secured through Congressman Tony Cardenas to introduce new educational programs and support services for an underserved population. However, the area around the classrooms lack sufficient public parking spaces due to being a residential area and the start of the construction for Metro Rail Project. This lease is for a parking lot to ease the access for students enrolled in the courses described above. The parking spaces will be offered to students at no cost.

III. Community Benefits Analysis

Value of Direct Services:	A. <u>Value of Dedicated Staff</u> : \$90,000.00		
	Staff	Rate	Annual Cost
	Security Guard	\$25/hour for 75 hours/week for 48 weeks/year	\$90,000
	Total		\$90,000

**Report from
OFFICE OF THE CITY ADMINISTRATIVE OFFICER
Community Benefits Analysis for Proposed Non-Profit Lease**

	<p>B. <u>Value of Services to Participants</u>: \$1,234,800.00</p> <table><tr><th>Item</th><th>Rate</th><th>Annual Cost</th></tr><tr><td>Parking Fee*</td><td>\$9/day for 4 days/week for 49 weeks/year for 700 students</td><td>\$1,234,800</td></tr><tr><td colspan="2">Total</td><td>\$1,234,800</td></tr></table> <p><i>*This is an estimated parking cost by averaging the local parking lot fees. Students utilizing this parking lot will not be charged for the parking, which is beneficial since the public parking is difficult to find in the surrounding area.</i></p>	Item	Rate	Annual Cost	Parking Fee*	\$9/day for 4 days/week for 49 weeks/year for 700 students	\$1,234,800	Total		\$1,234,800
Item	Rate	Annual Cost								
Parking Fee*	\$9/day for 4 days/week for 49 weeks/year for 700 students	\$1,234,800								
Total		\$1,234,800								
Value of Operational Budget:	C. <u>Value of Operational Budget - specify</u> : \$0.00									
Additional Offsets / In-Kind Services:	D. <u>Value of Additional Offsets - specify</u> : \$0.00									
Total Community Benefits:	<u>\$1,324,800.00</u> annually (=A+B+C+D above)									
Market Value for Leased Space	<u>\$115,269.48</u> annually									
Benefits Finding & Recommended Action.	<p>Community benefits estimated at <u>\$ 1,324,800.00</u> annually exceed the market value of <u>\$ 115,269.48</u> for the leased space by <u>\$ 1,209,530.52</u>.</p> <p>Approval of the proposed lease terms are recommended on the basis that the value of the community benefits exceed the market value of the leased space.</p>									

0220-05479-0051	Aira Wada		
Work Assignment Number	Analyst	Chief	Assistant CAO

YC/AW/05250005

Release Date: 09-11-24