

0150-13092-0000

TRANSMITTAL

TO The City Council	DATE 10-09-25	COUNCIL FILE NO. 22-1545
FROM Municipal Facilities Committee	COUNCIL DISTRICT 6	

The attached report from the Department of General Services (GSD) was waived by the Municipal Facilities Committee and is hereby transmitted to Council for consideration.

Adoption of the report recommendations would authorize GSD to negotiate and execute a lease agreement with the Los Angeles County Metropolitan Transportation Authority to operate the Recreational Vehicle storage lot at 6340 North Balboa Boulevard and 16800 West Victory Boulevard in Council District 6. The storage will be operated by the Official Police Garage, contracted through the Los Angeles Police Department. The term of the lease agreement is through December 31, 2027.

Fiscal Impact: Approval of this report will not have an immediate impact on the General Fund at this time given that budgeted General Funds are being used to support leasing through the Homelessness Emergency Account. There is a potential future impact to the General Fund relative to supporting the costs for the remainder of the lease term.



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

MWS:AW:05260051

CAO 649-d

CITY OF LOS ANGELES

CALIFORNIA

TONY M. ROYSTER
GENERAL MANAGER
AND
CITY PURCHASING AGENT



KAREN BASS
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October 8, 2025

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 AUTHORITY TO NEGOTIATE AND EXECUTE A LEASE WITH THE LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY AT 6340 N. BALBOA / 16800 W. VICTORY BLVD TO OPERATE AN RV STORAGE LOT

The Department of General Services (GSD) requests authority to negotiate and execute a lease agreement with the Los Angeles County Metropolitan Transportation Authority to operate a Recreational Vehicle (RV) storage site located at 16800 W. Victory Boulevard Los Angeles, CA 91406 in Council District 6 (CD 6).

BACKGROUND

As the City continues its efforts to address homelessness, there have been numerous projects and efforts to address encampments that obstruct the public right of way involving RVs. The lack of storage space for these oversized vehicles has been identified as a challenge in various reports to the City Council and the Mayor (CF - 22-1324, 21-1468, 17-0956).

To address this shortage of space for oversized vehicle storage, the City identified two lots designated as "Emergency LAPD Oversized Vehicle Impound Lots" to serve as a Citywide resource. One lot has been operational since 2024, located at 2621 S Nevin Avenue (Compton/Nevin) in Council District 9. The proposed lease for the Balboa RV Storage Lot Project (Project) will provide additional secure and legal RV storage for up to 125 RVs removed from encampments through Inside Safe and other City operations.

The Project is located on a Los Angeles County Metropolitan Transportation Authority (MTA)-owned parcel and is currently approximately 94,800 square feet (SF) of primarily asphalt paved surface parking. The site will be operated by an Official Police Garage (OPG) that will operate in compliance with all applicable local, state and federal laws and regulations pertaining to the impound, removal, towing, storage and disposal of vehicles.



The Bureau of Engineering will oversee site design and development for the project which includes minor improvements to the surface parking lot such as a new 10-foot-high rolling security gate, 10-foot-high chain link perimeter fencing, guard booth, and a portable restroom. GSD's Construction Forces estimates completion of this work within three months once site access is provided.

Official Police Garage (Operator)

This site will be operated by the Official Police Garage (OPG) contract held by the Los Angeles Police Department (LAPD). LAPD advised that they are amending their current contract with the contracted OPG and the agreement will closely mirror the existing contract for the Compton/Nevin RV lot which includes 24-hour, seven-day a week on-site security. There will also be a sub-agreement (as the site administrators) that includes expectations to ensure cooperation with other OPGs.

The contract is held by LAPD who advises that while it is generally a no-cost contract for services, there may be reimbursements due. However, LAPD handles these costs through specific reimbursement accounts within LAPD.

MTA Contribution

The proposed lease includes a \$350,000 annual contribution to MTA. Per MTA policy, any agreement which includes the use of MTA property for homeless support services must provide a benefit to the individuals currently sheltering on MTA's system. MTA prefers to receive direct homeless shelter and support services in exchange for use of its property. However, for the RV parking use at this property, MTA will accept \$350,000 per year that will be put directly toward securing services and shelter for people experiencing homelessness on MTA's system.

TERMS AND CONDITIONS

The term of this proposed lease is from City Clerk's attestation date through December 31, 2027 with MTA's right to terminate with 180 days notice. This lease is a zero-rent agreement; however, the Mayor's office negotiated a \$350,000 annual contribution to MTA for homelessness services. A complete set of terms and conditions are outlined in the attached term sheet.

BUILDING MAINTENANCE, UTILITIES AND LANDSCAPING

The contracted OPG shall be responsible for utilities, landscaping, as well as all maintenance and repairs on site. The current OPG contract, managed by LAPD, will be amended to include this site.

ENVIRONMENTAL

Through the City Administrative Officer report, dated August 1, 2025 (C.F. 22-1545-S31), approved by the Council and Mayor on August 15, 2025, it was determined that the minor improvements, funding allocation, lease, and operation for a period extending from September 1, 2025 through December 31, 2027 for the Recreational Vehicle Storage Lot located at 16800 W. Victory Blvd is statutorily exempt from California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Article 19, Section 15301 Class 1 (a) Existing Facilities; Section 15303, Class 3(e) New Construction or Conversion of Small Structures; and Section 15304, Class 4(f) Minor Alterations to Land.

FUNDING

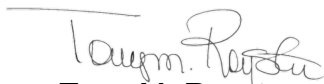
On June 27, 2025, the Mayor concurred with the City Council's approval of the City Administrative Officer report (C.F. 22-1545-S30; June 2, 2025) that recommended \$829,197 of General Funds from the Homelessness Emergency Account (HEA) for the proposed development of the lot. The General Fund HEA will also support the \$350,000 annual contribution to Metro. The Mayor's Office will coordinate payment to the MTA.

FISCAL IMPACT

Funding for this site, including the contribution to MTA, has been identified in the General Fund HEA. There is no further impact to the General Fund as a result of the recommendations in this report.

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 lease agreement with the Los Angeles Metropolitan Transportation Authority for property located at 16800 Victory Boulevard under the terms and conditions substantially outlined in this report.



Tony M. Royster
General Manager

Attachment: Term Sheet

LEASING TERM SHEET

MFC DATE

October 2025

LANDLORD

LA County Metropolitan Transportation Authority

ADDRESS

1 Gateway Plaza LA, CA 90012

TENANT / LESSEE

City of Los Angeles - GSD

ADDRESS

111 E. First St. 2nd Floor LA, CA 90012

LOCATION

16800 Victory Blvd / 6340 N. Balboa Blvd. Los Angeles, CA

AGREEMENT TYPE

Lease

USE

RV Storage/Parking

SQUARE FEET

Approximately +/- 94,800

TERM

City Clerk Attestation Date through 12/31/27

RENT START DATE

Upon City Clerk Attestation

LEASE START DATE

Upon City Clerk Attestation

OPTION TERM

None

HOLDOVER

MTM - City shall indemnify MTA

SUBLET/
ASSIGNMENT

City may transfer with consent and approval subject to MTA's approval

TERMINATION

MTA has a right to terminate w/ 180 days notice of public project

RENTAL RATE

None, see OTHER below

ESCALATION

None

RENTAL ABATEMENT

None

ADDITIONAL RENT

None

PROPERTY TAX	None
OPEX	None
CAM	None
OTHER	\$350,000 annual contribution (equivalent to \$.30/ PSF) prorated depending on date of possession.
SECURITY DEPOSIT	None
LANDLORD MAINTENANCE/ REPAIR	None.
TENANT IMPROVEMENTS	None
PARKING	None
UTILITIES	Tenant shall be responsible for all utilities. (through OPG)
CUSTODIAL	Tenant shall be responsible for all custodial (through OPG)
SECURITY	Tenant shall provide security of the site. (through OPG)
PROP 13 PROTECTION	N/A
INSURANCE (City)	City is self-insured. Tenant shall also provide insurance per the agreement.
OTHER:	<p>MTA zone:</p> <p>Zoning or Permitting. The property is currently zoned "Public Facilities" which carries a restricted use and may require the tenant to obtain a zone variance, or a conditional use permit. Any permits, inspection fees, or costs associated with the use or maintenance of the Premise by any governmental agency, department, or organization, or any labor expenses for the installation or maintenance of any permitted improvements are the Tenant's sole responsibility. Copies of permits are to be readily available for inspection by MTA personnel.</p>
PRINT:	

SIGNATURE: