



LOS ANGELES COUNTY FACT SHEET REAL ESTATE MANAGEMENT COMMISSION

EXECUTIVE OFFICE



The Commission shall be advisory to the Board of Supervisors and all affected Departments and entities on all matters pertaining to the purchase, sales, leases, exchanges and rentals of real property or any interest therein.



QUALIFICATIONS

Resident of Los Angeles County.



TERM OF OFFICE*

4 years, at
the pleasure of the
Board

MEMBERS

5



One nominated by
each Supervisor

*Some knowledge or experience
may be required.*

*Members may serve two
consecutive terms.*



MEETINGS*

The Commission shall meet every third Wednesday of each month at 9:30 a.m., at the Chief Executive Office, 4th Floor Conference Room, 222 S. Hill Street, Los Angeles, California 90012.

Additional time commitment may be required.



APPOINTMENT

By Board of Supervisors



COMPENSATION*

\$50 for each meeting attended.

Not to exceed 24 meetings in any one calendar year.



May be subject to file
FORM 700



DUTIES*

The Commission shall be advisory to the Board of Supervisors and all affected Departments and entities on all matters pertaining to the purchase, sales, leases, exchanges and rentals of real property or any interest therein.

*Review and give advice and counsel to the Board on any such
transaction or series of transactions upon request of the Board or
any individual member thereof.*

To view active members,
vacancies and websites on
Los Angeles County
commissions, please visit:
<http://bos.lacounty.gov/Services/Commission-Services/Membership-Roster>

*For more details view additional information on the following page(s).



TERM OF OFFICE

Four years at the pleasure of the Board.

No member of the Commission may serve more than two consecutive four-year terms. The Board may, by order, extend this length of service or waive this limit for individuals or the Commission as a whole.

A member's position on the Commission shall become vacant upon his or her death, resignation, or removal by the Board. In the case of such a vacancy, the Board shall appoint a successor to fill the unexpired term.



MEETINGS

Every third Wednesday of each month at 9:30 a.m., at the Chief Executive Office, 4th Floor Conference Room, 222 S. Hill Street, Los Angeles, 90012.

The Commission shall elect a chairman and secretary from the members thereof, each of whom shall serve for one year and thereafter until his successor is elected. The Commission may prepare and adopt rules and regulations for the internal government of its business, and shall designate the time and place of holding its meetings. Such meetings shall be held at least once each month at stated times.

The provisions of Chapter 5.12 of the County Code shall not apply to the Commission.



COMPENSATION

\$50 for each meeting attended, not to exceed 24 meetings in any one calendar year, and reimbursement for travel expenses incurred in the performance of Commission duties.



DUTIES

The Commission shall be advisory to the Board of Supervisors and all affected Departments and entities on all matters pertaining to the purchase, sales, leases, exchanges and rentals of real property or any interest therein, to or by either the Los Angeles County or any public entity of which the Board of Supervisors is the governing body, including concessions on property owned by or in the possession of the County or such entities. In as much as the Board has "heretofore" established an advisory Commission with responsibility for making recommendations with respect to leases and concessions in small craft harbors, such matters shall be excluded from the purview of this Commission's powers.

- a. Review and give advice and counsel to the Board on any such transaction or series of transactions upon request of the Board or any individual member thereof
- b. Review and give advice and counsel to the Chief Executive Officer or to any affected department head or responsible district officer upon any such transaction or series of transactions upon request of such officer
- c. Immediately upon receipt, the Chief Executive Officer shall supply each Commission member with copies of all recommendations respecting such transactions directed to the Board for action. Such correspondence shall be delivered to the Commission members prior to the time proposed for action by the Board. The Commission

DUTIES (continued)

or any member thereof, believing action should be deferred or desiring to consult or advise with the Board with respect thereto, shall advise the Chairman of the Board or the Clerk thereof of its or his desires prior to the meeting where action is proposed, whereupon the Board may take such action with respect thereto as it deems merited.

- d. The Commission shall familiarize itself with the policies, procedures and practices incident to such realty transactions and from time to time, make recommendations to the Board or to the affected officers, or to both, with respect thereto.
- e. The Commission shall, on its individual initiative, from time to time, sample real property transactions and the procedures incident thereto, making such reports and recommendations as it deems appropriate.
- f. To aid in the effectuating of the foregoing, all affected officers are directed to give full cooperation and assistance to such Commission and its members and on request supply desired information on procedures, practices and the factual background of any transaction or series of transaction to the end that the Commission be as fully advised as possible to enable fulfillment of its duties.
- g. In the performance of its responsibilities, the Commission may conduct meetings, investigations, hearings, and engage in such related activities as it deems necessary to accomplish its purposes.
- h. The Commission may submit to the Board recommendations, from time to time, as to its needs in the terms of staff assistance and administrative services, including, where necessary, the recommendation for employment by the Board of competent experts to fully apprise the Commission in matters under inquiry.
- i. The provisions of the Los Angeles County Code supplemental to and shall not abridge any duty or responsibility of offices provided for by the Constitution, statutes, or the Charter or ordinances of the County of Los Angeles the same now exist or may be hereafter amended.

DUTIES (continued)

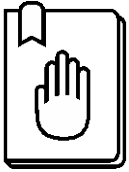
- j. Review leases to ascertain whether such decisions are supported by the Asset Management Principles.

Whether requested to do so or not, the Commission shall review and file a report with the Chief Executive Officer on every proposed lease containing a term of ten years or longer, in which Los Angeles County or any public entity is lessee (excluding options to extend) or lessor, in which the Commission shall give its advice, counsel and recommendations concerning such proposed lease.

- a. Transactions involving no financial consideration.
- b. Transactions between Los Angeles County and one or more public entities or between two or more public entities only.
- c. Acquisitions of rights-of-way for flood control projects financed from bond issues.
- d. Auction sales of excess property to the highest bidder.
- e. Franchises.
- f. Disposal of excess improvements.
- g. Stipulation and payment for parcels acquired through condemnation.
- h. Administrative details affecting status of property after basic decision to acquire or dispose of has been made.
- i. Transactions involving acquisition, rehabilitation and disposal of real property acquired for the purpose of rehabilitation or improvement, owner or tenant assistance, or in compliance with or in furtherance of any state or federal housing, community improvement or financial assistance for home ownership, tenance or community development program or legislation.

Nor shall the Commission consider any of the following transactions which involve a financial consideration of less than \$100,000.00:

- a. Initiation or adoption of resolutions to condemn.
- b. Transactions between Los Angeles County or a public entity and other government jurisdictions.
- c. Acquisition of rights-of-way for flood control projects not financed by bond issue.
- d. Acquisition of rights-of-way for highway purposes.



OATH

Not required.



SUNSET REVIEW

Due: December 31, 2015.



AUTHORITY

Chapter 3.58 of the Los Angeles County Code; Board Order No. 60 of September 4, 1990; Board Order No. 9 of December 22, 1992; Board Order No. 12 of October 17, 1995; Board Order No. 16 of July 10, 2001; Board Order No. 44 of July 17, 2001 (extension of sunset review date); Board Order No. 12 of January 21, 2003; Board Order No. 12 of January 28, 2003, Ordinance No. 2003 0009 (extension of sunset review date); Board Order No. 59 of September 5, 2006; Board Order No. 52 of September 12, 2006, Ordinance No. 2006-0070 (extension of sunset review date); Board Order No. 9 of August 2, 2011; Board Order No. 32 of August 9, 2011, Ordinance No. 2011-0044 (extension of sunset review date).

May be subject to bylaws