



BOARD OF ANIMAL SERVICES COMMISSIONERS  
CITY OF LOS ANGELES

**REGULAR MEETING AGENDA**  
**Tuesday, October 11, 2022**  
**9:30 a.m.**

To join the meeting via Zoom use this link: <https://us06web.zoom.us/j/93914263040>  
Or Dial (669) 900-6833 and use Webinar ID No. 939 1426 3040 and then Press #.  
Press # again when prompted for participant ID.

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LARRY GROSS  
President

OLIVIA E. GARCÍA  
Vice-President

JILL COHEN  
ALISA FINSTEN  
JOSE SANDOVAL

In conformity with State Assembly Bill 361 and due to concerns over COVID-19, the Board of Animal Services Commission meeting will be conducted entirely telephonically and using Zoom software.

Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To make your request please call (213) 482-9558. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend.

Si requiere servicios de traducción, favor de hacer pedido con 24 horas de anticipo al (213) 482-9558.

Members of the public who wish to offer public comment to the Board of Animal Services Commission can either access the link located above or call (669) 900-6833 and use Webinar ID No. 939 1426 3040 and then press #. Press # again when prompted for participant ID. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting.

1. **PUBLIC COMMENT PERIOD** - Comments from the public on agenda items and non-agenda items of public interest within the Board's subject matter jurisdiction. The rules regarding public comment are set forth at the bottom of this agenda.

Note: The Brown Act prohibits the Board and staff from discussing or taking action relative to a speakers' comments on non-agenda items. Some of the matters raised in public comment may appear on a future agenda.

2. **NEIGHBORHOOD COUNCIL INPUT** – Comments from Neighborhood Council representatives on Neighborhood Council Community Impact Statements filed with the City Clerk or written resolutions which relate to any agenda item listed on this meeting agenda. Clarification on the process for Neighborhood Councils to present Community Impact Statements and resolutions.

### 3. **COMMISSION BUSINESS**

- A. Findings to Continue Teleconference Meetings Pursuant to Assembly Bill 361 / Government Code Section 54953(e)(3).

Determination in accordance with AB 361 [Government Code Section 54953(e)(3)] that, while the state of emergency due to the COVID-19 pandemic, as originally proclaimed by the Governor on March 4, 2020, remains active and state or local officials have imposed or recommended measures to promote social distancing, the Board has reconsidered the circumstances of the state of emergency and that the state of emergency continues to directly impact the ability of the Board members to meet safely in person and state or local officials continue to impose or recommend measures to promote social distancing.

- B. Approval of Minutes for the Meeting of September 27, 2022.

4. **ORAL REPORT OF THE GENERAL MANAGER** – Report and updates from the General Manager on Department operations, including staffing, shelter operations/programs, and past and upcoming Department events. Updates will include canine enrichment, and Pet Food Pantry statistics.
5. **COMMISSIONERS' ORAL REPORTS AND FUTURE AGENDA ITEMS** – Commissioner announcements or reports on their own activities and requests for future agenda items.

## 6. BOARD REPORTS

- A. Approval of Additional Letters of Agreement with the Following Veterinary Care Providers; Camarillo Veterinary Hospital and Vet Villa for Participation in the STAR Program.
- B. Acceptance of an In-Kind Donation of Building Materials and Labor from the Los Angeles Chargers to Improve the General Play Yard and “Getting Acquainted” Yards at the East Valley Animal Care Center.
- C. Oral Report on Department’s Response to Kapparot Activities.

## 7. ADJOURNMENT

Next Regular Meeting is scheduled for 9:30 a.m., October 25, 2022.

### Board of Animal Services Commissioners Meeting Rules

**Agendas.** The Board of Animal Services Commissioners (Board) meets regularly every second (2<sup>nd</sup>) and fourth (4<sup>th</sup>) Tuesday of each month at 9:30 a.m. For the duration of the COVID-19 emergency, the Board will meet telephonically and using Zoom software in conformity with the Governor’s Executive Order N-29-20 (March 17, 2020). The agendas for Board meetings contain a brief general description of those items to be considered at the meetings. Board Agendas are available at the Department of Animal Services (Department), Administrative Division, 221 North Figueroa Street, 6<sup>th</sup> Floor, Suite 600, Los Angeles, CA 90012. Board Agendas may also be viewed on the 2<sup>nd</sup> floor Public Bulletin Board in City Hall East, 200 North Main Street, Los Angeles, CA 90012. Internet users may also access copies of present and prior agenda items, copies of the Board Calendar, MP-3 audio files of meetings as well as electronic copies of approved minutes on the Department’s website at <https://www.laanimalservices.com/about-us-2/commission/#three>

**Public Input at Board Meetings.** An opportunity for the public to address the Board on agenda items for which public hearings have not been held will be provided at the beginning of the meeting during the Public Comment Period. Members of the public who wish to speak on agenda items shall be allowed to speak for up to one (1) minute per item and up to a total of three (3) minutes per meeting. When speaking on an agenda item during the Public Comment Period, the speaker shall identify the specific item to which they are speaking and limit their comments to that item. Members of the public will also be allowed an additional one (1) minute to provide general public comment at each regular meeting on any matter that is within the Board’s subject matter jurisdiction. The Chairperson may exercise their discretion to change the time periods allocated to public speakers at any particular meeting.

**Notice to Paid Representatives.** If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code §§ 48.01 *et seq.* More information is available at [ethics.lacity.org/lobbying](https://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org).

**Brown Act.** These rules shall be interpreted in a manner that is consistent with the Ralph M. Brown Act, California Government Code Section 54950 *et seq.*

**Please join us at our website: [www.LAAnimalservices.com](http://www.LAAnimalservices.com)**

**Standards of Conduct.** All persons present at Board meetings are expected to behave in an orderly manner and to refrain from disrupting the meeting, interfering with the rights of others to address the Board and/or interfering with the conduct of business by the Board. In the event that any speaker does not comply with the foregoing requirements, or if a speaker does not address the specific item under consideration, the speaker may have their time forfeited and the Chairperson may call upon the next speaker.

The Board, by majority vote, may order the removal from the meeting of any speaker or audience member continuing to behave in a disruptive manner after being warned by the Chairperson regarding their behavior. Section 403 of the California Penal Code states as follows: "Every person who, without authority of law, willfully disturbs or breaks up any assembly or meeting that is not unlawful in its character, other than an assembly or meeting referred to in Section 302 of the Penal Code or Section 18340 of the Elections Code, is guilty of a misdemeanor."

**Voting and Disposition of Items.** Three (3) members of the Board constitute a quorum for the transaction of business. Most items require a majority vote of the entire membership of the Board (3 members). The Board Secretary will announce the items to be considered by the Board. The Board will hear the presentation on the topic and may gather additional information from Department Staff. Once presentations have finished, the Board President will ask if any Board Member wishes to speak on one or more of these items. Some items on the Agenda may be approved without any discussion.

When debate on an item is completed, the Chairperson will instruct the Secretary to "call the roll". Every member present must vote for or against each item; abstentions are not permitted. The Secretary will announce the votes on each item. Any member of the Board may move to "reconsider" any vote on any item on the agenda, except to adjourn, suspend the Rules, or where an intervening event has deprived the Board of jurisdiction, providing that said member originally voted on the prevailing side of the item. The motion to "reconsider" shall only be in order once during the meeting, and once during the next regular meeting. The member requesting reconsideration shall identify for all members present the Agenda number and subject matter previously voted upon. A motion to reconsider is not debatable and shall require an affirmative vote of three members of the Board.

When the Board has failed by sufficient votes to approve or reject an item, and has not lost jurisdiction over the matter, or has not caused it to be continued beyond the next regular meeting, the issue is again placed on the next agenda for the following meeting for the purpose of allowing the Board to again vote on the matter.

**Neighborhood Council Input.** Pursuant to Los Angeles Administrative Code Section 22.819, a certified neighborhood council (NC) may take a formal position on a matter by way of a Community Impact Statement (CIS) filed with the City Clerk or a written resolution, and may present the formal position at a Board meeting if it pertains to a matter listed on the agenda. If a NC would like to present its formal position at a Board meeting, the NC must provide the Board with a copy of the CIS or resolution sufficiently in advance for review and potential placement on the agenda. The NC's CIS or resolution should clearly identify the specific matter to which the formal position pertains, and may only be presented on one occasion. If the CIS or resolution pertains to a matter listed on the agenda, the authorized NC representative will have the opportunity to present the NC's formal position on the matter within the time allotted by the Chairperson.



**BOARD OF ANIMAL SERVICES COMMISSIONERS  
CITY OF LOS ANGELES**



**MINUTES**

**TUESDAY, September 27, 2022 at 6:00 PM**

**VIRTUAL ZOOM MEETING**

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Audio MP-3 Recording is available at [www.laanimalservices.com](http://www.laanimalservices.com)

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Larry Gross, President  
Olivia E. García, Vice President  
Jill Cohen  
Alisa Finsten  
Jose Sandoval

Meeting called to order at 6:10 p.m. Commissioners present were Gross, García, Cohen and Sandoval. Also present from Los Angeles Animal Services (LAAS) was Interim General Manager Annette Ramirez, Assistant General Manager (AGM) Curtis Watts, Board Secretary Francine Acuña, and Deputy City Attorney Steve Houchin.

**Commissioner Gross** opened the meeting, introduced staff, provided an overview of the meeting agenda, and provided instructions to the public on how to make public comments for this virtual meeting.

**1. PUBLIC COMMENT**

Public Comment was made by:

- Paula Sheyn
- Daniel Guss
- Claudio Kusnier
- Whitney Smith
- Cathy Serksnas
- Nancy Udavac
- Michelle Cornelius
- Jeff Mausner
- Gail Raff
- Kiernan
- Carolin Eiliya
- Goat Puppet
- Sharon Brewer
- David Moskowitz
- Kenneth Mejia
- Julia Eggleston

**2. NEIGHBORHOOD COUNCIL INPUT** - (Comments from Neighborhood Council representatives on Neighborhood Council Community Impact Statements filed with the City)

Clerk or written resolutions which relate to any agenda item listed on this meeting agenda. Clarification on the process for Neighborhood Councils to present Community Impact Statements and resolutions)

Public comment:  
None

### 3. COMMISSION BUSINESS

- A. Findings to Continue Teleconference Meetings Pursuant to Assembly Bill 361 / Government Code Section 54953(e)(3) (Action Item; Public comment limited to one minute per speaker)

Determination in accordance with AB 361 [Government Code Section 54953(e)(3)] that, while the state of emergency due to the COVID-19 pandemic, as originally proclaimed by the Governor on March 4, 2020, remains active and state or local officials have imposed or recommended measures to promote social distancing, the Board has reconsidered the circumstances of the state of emergency and that the state of emergency continues to directly impact the ability of the Board members to meet safely in person and state or local officials continue to impose or recommend measures to promote social distancing.

**Commissioner Gross** moved to approve in determining accordance with Government Code Section 54953(e)(3) that this Board has reconsidered the circumstances of the COVID-19 state of emergency and that the state of emergency continues to directly impact the ability of the Board to meet safely in person and state or local officials continue to impose or recommend measures to promote social distancing.

**Commissioner Sandoval** seconded and the motion was approved by a vote of 4-0.

Ayes: Gross, García, Cohen, and Sandoval.

Noes: None.

Absent: Finsten.

- B. Approval of the Minutes for Meeting of September 13, 2022.

**Commissioner Cohen** moved to approve the minutes for the meeting of September 13, 2022.

**Commissioner García** seconded and the motion was approved by a vote of 4-0.

Ayes: Gross, García, Cohen, and Sandoval.

Noes: None.

Absent: Finsten.

## 5. ORAL REPORT OF THE GENERAL MANAGER

**Interim GM Annette Ramirez** discussed the following:

- The week of September 5-11 there were 37 employees who were out due to Covid related positives or exposures. The week of September 12-18 there were 43 employees who were out due to Covid related positives or exposures.
- The Department was notified by the Health Department that the outbreak declared at the Harbor shelter has ended.
- From September 4-17, the Department provided 2,484 dog walks for an average of 1,450 dogs. Since September 1, 525 dogs have been in playgroups at Chesterfield Square with Dogs Playing for Life, for an average of 32 dogs a day. There have been few dogfights with minor injuries and there was one incident involving a volunteer who received emergency medical treatment who is on the mend.
- The Department has four different types of animal alerts; Red Alert, FAS Alert, Blue Alert, and Orange Alert. The Red Alert is for animals who are being considered for euthanasia due to behavioral issues which are not manageable in a kennel environment. The FAS Alert is for animals that need behavior modification, are not yet being considered for euthanasia, but need to get out of the shelter. The Blue Alert is for animals that are currently under medical care for any reason. And the Orange Alert is for animals that are under major medical care, and urgently need to get out of the shelter.
- Animals on the Red, Blue, and FAS lists show up on an automated email that is sent to our New Hope partners once a day. Blue alerts will provide some brief medical information on the animals. Animals on the Orange list show up on an automated email that is sent three times a day to our New Hope partners who have opted to receive these alerts because they can manage medical animal cases. Automated alerts for unweaned kittens are sent to Best Friends four times a day. STAR foster alerts are sent to STAR fosters once a day. We are working on additional automated alerts for fosters including animals with long lengths of stay.
- The Department has consolidated signage at the shelters with updated information regarding hours of operation, phone numbers, and a QR code that can be scanned to schedule an appointment which also advises that sick and injured animals will be accepted without an appointment. The signage will be produced in both English and Spanish.
- The Department participated in mobile pet adoption events with Google, The Annenberg PetSpace, North Figueroa Animal Hospital, Pet Food Express, and Monty's.
- On September 25, the Department was invited to participate in the Los Angeles Chargers Most Valuable Pup of the Game event where we were able to bring two adoptable dogs to be ambassadors for the shelters and players were able to pose with them. This was a great opportunity to talk



- to a large number of people about the need for adopters and fosters.
- On September 10-11, the Department offered discounted adoptions for big dogs and cats thanks to a sponsorship from the Pet Care Foundation.
- On September 16-18, the Department had an adoption discount for the Best Friends National Adoption weekend, as well as a week-long discount from September 20-25.
- A mobile pet adoption event will be held this Saturday at the Whitman Dog Park and adoption discounts will be available.
- Pet Food Pantry was held on September 18, and September 25. On September 18, there were 359 pets served at Chesterfield Square, 534 pets served at East Valley and 402 pets served at North Central for a total of 1,295 pets served. On September 25, there were 340 pets served at Chesterfield Square, 319 pets served at East Valley and 415 pets served at North Central for a total of 1,074 pets served.

## 6. COMMISSIONERS' ORAL REPORTS AND FUTURE AGENDA ITEMS

### **Commissioner Gross:**

- Requested a report back on the Department's response to Kapparot activities.
- Advised the Department that a request was made by Council District 13 - Mitch O'Farrell's office for an adoption fair in Echo Park.
- Requested that the Department explore the possibility of including the Commission meetings via CityFone.

### **Commissioner Cohen:**

- None.

### **Commissioner Finsten:**

- Absent.

### **Commissioner García:**

- Requested a report back on the policies for using STAR funds and the eligibility requirements for animals.
- Requested a report back on small animals.

### **Commissioner Sandoval:**

- None.

## 7. BOARD REPORTS

- A. Approval of Letter of Agreement with ASPCA for Participation in the Citywide Cat Program to Provide Spay/Neuter Services for Free Roaming Cats (Action Item)

**Interim GM Ramirez** requested approval for a Letter of Agreement with ASPCA for Participation in the Citywide Cat Program to Provide Spay/Neuter Services for Free Roaming Cats.

**Commissioner Sandoval** moved to approve the Letter of Agreement with ASPCA



for Participation in the Citywide Cat Program to provide Spay/Neuter Services for Free Roaming Cats.

**Commissioner Cohen** seconded and the motion was approved by a vote of 4-0.

Ayes: Gross, García, Cohen, and Sandoval.

Noes: None.

Absent: Finsten.

B. Presentation provided by Paws for Life K9 Rescue on Shelter Intervention Programs (Information Item)

Alex and Jon from Paws for Life K9 Rescue provided an update on the Shelter Intervention Program that they provide. Paws for Life K9 Rescue provides behavioral support for animals before they enter the shelters. They also provide free services such as dog training available in group classes or private training lessons. They provide support to the Department by pulling dogs from our shelters, housing them at their facility, and doing mobile adoption events to help reduce the population of animals at the shelters. From June through October, Paws for Life K9 Rescue transports dogs and kittens from LAAS to their partners in the Pacific Northwest. To date, there have been 422 kittens and 130 large dogs. The last transport of the year is scheduled for October 13 where there will be 80 kittens and 27 large dogs transported.

Paws for Life K9 Rescue has partnered with Angel City Pitbulls to be able to provide spay/neuter services. Since June they have been able to spay/neuter 77 animals. Their goal is to help the Department get animals out of the shelter.

C. Woofstat Report for August 2022 (Information Item)

**Interim GM Ramirez** discussed the Woofstat Report for August 2022.

**ADJOURNMENT**

Meeting adjourned at 8:11 p.m.

**BOARD OF  
ANIMAL SERVICES  
COMMISSIONERS**

LARRY GROSS  
PRESIDENT

OLIVIA E. GARCIA  
VICE PRESIDENT

COMMISSIONERS

JILL COHEN

ALISA FINSTEN

JOSE SANDOVAL

**City of Los Angeles**

CALIFORNIA



**ERIC GARCETTI**  
MAYOR

**DEPARTMENT OF  
ANIMAL SERVICES**  
221 N. Figueroa Street  
6<sup>TH</sup> Floor, Suite #600  
Los Angeles, CA 90012

(888) 452-7381  
FAX (213) 482-9511

ANNETTE G. RAMIREZ  
INTERIM GENERAL MANAGER

CURTIS R. WATTS  
ASSISTANT GENERAL MANAGER  
Administration

DR. JEREMY PRUPAS  
CHIEF VETERINARIAN

**Report to the Board of Animal Services Commissioners**

**MEETING DATE:** October 11, 2022

**PREPARED BY:** Annette Ramirez

**REPORT DATE:** October 5, 2022

**TITLE:** Interim General Manager

**SUBJECT: APPROVAL OF ADDITIONAL LETTERS OF AGREEMENT WITH THE FOLLOWING  
VETERINARY CARE PROVIDERS; CAMARILLO VETERINARY HOSPITAL AND  
VET VILLA FOR PARTICIPATION IN THE STAR PROGRAM**

**BOARD ACTION RECOMMENDED:**

1. **APPROVE** the execution of Letters of Agreement, a template of which is attached to this Report, between the City of Los Angeles through the Department of Animal Services and the below-listed veterinary care providers for participation in the STAR Program to provide veterinary services:
  - Camarillo Veterinary Hospital
  - Vet Villa
2. **AUTHORIZE** the Department's General Manager or her designee to execute the Letters of Agreement and submit them to the City Attorney for review and approval as to form.

**BACKGROUND:**

The STAR (Special Treatment and Recovery) Program was established to use donated funds to provide medical treatment for severely injured, abused, and neglected animals surrendered to or seized by the Department. This program was designed to allow the Department to get sick/injured animals to a private veterinarian to receive the critical medical care they need and that is not always available in a municipal animal shelter.

The STAR Program cannot function without the participation of veterinary care provider partners. To facilitate their participation, the Department must enter into a Letter of Agreement with each veterinary

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SUBJECT: APPROVAL OF ADDITIONAL LETTERS OF AGREEMENT WITH THE FOLLOWING VETERINARY CARE PROVIDERS; CAMARILLO VETERINARY HOSPITAL AND VET VILLA FOR PARTICIPATION IN THE STAR PROGRAM

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Care provider outlining the terms of the Program. This Board approved the first group of veterinary partners on July 13, 2021.

**SUMMARY:**

The Department is requesting the Board’s approval of the additional Letters of Agreement with the following veterinary care providers:

- Camarillo Veterinary Hospital
- Vet Villa

Each Letter of Agreement will take the form of the template attached to this Report and will set forth the terms and conditions of the STAR Program, including approved medical treatment and reimbursements. Each Letter of Agreement will carry a term of one year with optional renewal for two additional one-year terms at the Department’s sole discretion.

**FISCAL IMPACT:**

There is no fiscal impact to the general fund. The cost of the STAR Program will be used from the STAR Fund, Fund No. 859.

Approved:

  
\_\_\_\_\_  
Annette G. Ramirez, Interim General Manager

Attachment

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**BOARD ACTION:**

_____ Passed	Disapproved _____
_____ Passed with noted modifications	Continued _____
_____ Tabled	New Date _____



**CITY OF LOS ANGELES  
DEPARTMENT OF ANIMAL SERVICES  
STAR PROGRAM VETERINARY PARTNER AGREEMENT**



This Letter of Agreement (“Agreement”) is for veterinarians that wish to participate in the City of Los Angeles (“City”) Department of Animal Services (“LAAS”) STAR Program (“Program”), which allows qualified non-profit rescue organizations to temporarily foster and care for LAAS-owned animals that have suffered from injury, abuse or neglect and are in need of medical treatment. Under the Program, rescue organizations will transport these animals to a veterinarian for treatment and LAAS will pay a portion of qualifying treatment costs.

Veterinary Care Provider: \_\_\_\_\_ (“Provider”)

In order to participate in the Program, Provider understands and agrees to the following terms and conditions:

**1. Animal Intake and Medical Treatment.**

- a. Provider will be included on a list of participating veterinarians provided by LAAS to non-profit rescue organizations that have entered into a separate agreement with LAAS to participate in the Program (“Participating Rescue Organization”). If Provider is selected by a Participating Rescue Organization, the Participating Rescue Organization will transport a LAAS-owned animal in need of specified medical treatment (“Animal”) to the Provider for treatment.
- b. Participating Rescue Organization will submit to Provider a “STAR Program Payment Form,” which will specify the LAAS-approved medical treatment requested for the Animal (“Medical Treatment”). If Provider accepts an Animal for treatment, Provider will only perform the specified Medical Treatment on the Animal and shall obtain prior authorization from LAAS before performing any other treatment or procedure.
- c. When the Medical Treatment is completed and an Animal is ready for discharge, Provider will contact the Participating Rescue Organization to arrange for pick-up. Provider shall not release an Animal to any person, group, or organization other than the Participating Rescue Organization that provided the Animal for treatment. Provider shall provide the Participating Rescue Organization with post-operative instructions.

**2. Payment to Provider.**

- a. If Provider complies with all terms and conditions set forth in this Agreement and if Medical Treatment provided to the Animal is supported by a detailed invoice from Provider, LAAS will pay Provider for a portion of costs for Medical Treatment as follows, per Animal:
  - LAAS will pay 100% of Medical Treatment costs up to \$1,000.
  - LAAS will pay 50% of additional Medical Treatment costs between \$1,000 and \$5,000.
  - LAAS will not pay any portion of Medical Treatment costs above \$5,000.
  - Under this payment structure, LAAS will pay no more than \$3,000 total for Medical Treatment costs per Animal.

- b. LAAS will not be responsible for paying any costs other than those related to the approved Medical Treatment. LAAS will not pay more than \$3,000 per Animal.
- c. In order to receive any payments from LAAS under this Agreement, Provider must provide LAAS with the following Required Documentation for each Animal:
  - a completed STAR Program Payment Form
  - a detailed invoice for Medical Treatment provided to the Animal
    - Invoices must include:
      - Veterinary Hospital Name and Address
      - Nature of Injury
      - Treatment Provided
      - Animal Disposition (e.g. euthanized or specify other)
      - Service Date
      - Complete Service Fees

The Required Documentation, with original signatures, must be mailed and postmarked within 7 days after Medical Treatment is completed. Any documents or requests for payment sent more than 7 days after Medical Treatment is completed will not be accepted by LAAS and no payments will be made to Provider.

The Required Documentation originals must be mailed to:

**Chesterfield Square Animal Care Center**  
**Attn: Dr. Jeremy Prupas**  
**1850 West 60<sup>th</sup> Street**  
**Los Angeles, California 90047**

- d. All costs submitted to LAAS for payment shall be fair and reasonable. Provider shall offer the best prices and discounts that are offered to any of Provider's customers for similar medical treatment provided under this Agreement.
- e. Total payments to Provider under this Agreement shall not exceed \$3,000 for medical treatment cost per animal.

### **3. Term**

- a. This Agreement shall take effect when fully executed and shall terminate one (1) year thereafter, unless terminated earlier pursuant to the terms of this Agreement. This Agreement may be renewed for up to two additional one-year terms at the sole discretion of LAAS. Such renewal options shall be effected through a letter from LAAS to Provider and signed by the General Manager of LAAS, or designee, and by the Provider.

### **4. Termination**

- a. LAAS may terminate this Agreement at any time and for any reason by giving Provider written notice. Upon receipt of the notice of termination, Provider shall not accept LAAS-owned animals under the Program.

## **5. Insurance**

- a. Provider shall acquire and maintain insurance coverage and liability limits of a type and in an amount for premises liability, malpractice and such other insurance as is customary for licensed California veterinarians in the Los Angeles area, with one or more financially sound and reputable insurance companies and provide proof of such insurance to LAAS upon request.

## **6. Indemnity Wavier, Release of Liability, and Assumption of Risk.**

- a. Provider understands that the behavior of domestic animals is unpredictable and that domestic animals are capable of spreading disease, inflicting serious personal injury, causing extensive property damage, and/or causing death. Knowing the risk of handling domestic animals, nevertheless, Provider agrees to assume those risks and agrees to assume full responsibility for personal injury, property damage suffered and/or death sustained as a result of, or in connection with, its participation in the Program. Except for the active negligence or willful misconduct of the City, LAAS, or any of their officers, agents, employees, assigns and successors in interest, Provider shall defend, indemnify and hold harmless the City, LAAS and any of their officers, agents, employees, assigns and successors in interest from and against all lawsuits and causes of action, claims, losses, demands and expenses, including, but not limited to, attorney's fees (both in-house and outside counsel) and costs of litigation (including all litigation costs incurred by the City, including but not limited to costs of experts and consultants, damages or liability of any nature whatsoever, for death or injury to any person, including Provider's employees and agents, or damages or destruction of any property of either party hereto or of third parties, arising in any manner by reason of an act, error, or omission by Provider, including its boards, officers, agents, employees, assigns, and successors in interest. The rights and remedies of LAAS and the City provided in this Paragraph shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Agreement. This provision shall survive expiration or termination of this Agreement.

## **7. Additional Provider Obligations.**

- a. Provider shall comply with all applicable laws of the United States of America, the State of California, and the City of Los Angeles. Provider shall follow the mandates of the California Veterinary Medicine Practice Act.
- b. Provider shall provide all materials, equipment, and personnel and shall bear all costs for any necessary permits, insurance and taxes required to perform these services.
- c. Provider shall maintain all licenses, permits, certifications and other documents required to provide any veterinary care or related services, including but not limited to the following:
  - Veterinary Premise Permit, as required by the California Veterinary Medical Board
  - Veterinarian License
  - Controlled Substance Registration Certificate, as required by the U.S. Drug Enforcement Administration (DEA)
  - City of Los Angeles Business Tax Registration Certificate

I declare under penalty of perjury that I am authorized to enter into this Agreement on behalf of Provider and that all information provided herein is true and correct. I further declare that I have fully read, understand, and agree to the terms and conditions of this Agreement on behalf of the Organization.

\_\_\_\_\_  
Name of Provider Hospital/Clinic (Print)

\_\_\_\_\_  
Veterinarian/Owner or Authorized Representative (Print)

\_\_\_\_\_  
Title (Print)

\_\_\_\_\_  
Veterinarian/Owner or Authorized Representative (Signature)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Location Address

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Los Angeles City Business Tax License Number: \_\_\_\_\_

IRS Taxpayer Identification Number: \_\_\_\_\_

Veterinary Premise Permit Number: \_\_\_\_\_

**THE CITY OF LOS ANGELES,  
DEPARTMENT OF ANIMAL SERVICES**

By \_\_\_\_\_  
Annette G. Ramirez, Interim General Manager

Date: \_\_\_\_\_

**APPROVED AS TO FORM:  
MICHAEL N. FEUER, City Attorney**

By \_\_\_\_\_  
Steve R. Houchin, Deputy City Attorney

Date: \_\_\_\_\_

Form Last Updated: 9/30/21



**BOARD OF  
ANIMAL SERVICES  
COMMISSIONERS**

LARRY GROSS  
PRESIDENT

OLIVIA E. GARCIA  
VICE PRESIDENT

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**City of Los Angeles**  
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**ERIC GARCETTI**  
MAYOR

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ANNETTE G. RAMIREZ  
INTERIM GENERAL MANAGER

CURTIS R. WATTS  
ASSISTANT GENERAL MANAGER  
Administration

DR. JEREMY PRUPAS  
CHIEF VETERINARIAN

**Report to the Board of Animal Services Commissioners**

**MEETING DATE:** October 11, 2022

**PREPARED BY:** Jennifer Curiel

**REPORT DATE:** October 5, 2022

**TITLE:** Director of Field Operations

**SUBJECT: ACCEPTANCE OF AN IN-KIND DONATION OF BUILDING MATERIALS AND LABOR FROM THE LOS ANGELES CHARGERS TO IMPROVE THE GENERAL PLAY YARD AND "GETTING ACQUAINTED" YARDS AT THE EAST VALLEY ANIMAL CARE CENTER**

**BOARD ACTION RECOMMENDED:**

1. **ACCEPT** an in-kind donation of building materials and labor from the Los Angeles Chargers to improve the play yard and "Getting Acquainted" yards at the East Valley Animal Care Center, and
2. **FORWARD** the acceptance of this in-kind donation to the City Council for approval.

**SUMMARY**

Los Angeles Administrative Code Section 5.200.1 states that any gift or bequest of property to be utilized by the Department of Animal Services (Department) that exceeds \$5,000 in fair market value shall be submitted to the City Council for acceptance or rejection.

On September 2, 2022, the Department of Animal Services was chosen to receive an in-kind donation from the Los Angeles Chargers of the building materials and labor required for the renovation of the East Valley Animal Care Center play yard and "Getting Acquainted" yards. The costs associated with this renovation are valued at \$111,066.00. The Los Angeles Chargers selected Custom Turf Scapes to do the installation. There are no continuing costs associated with the acceptance of this in-kind donation.

The renovation of the yards will include the building material and labor to construct the following items:

"Creating a Humane LA"

**AN EQUAL OPPORTUNITY EMPLOYER**

Visit our website at [www.LAAnimalServices.com](http://www.LAAnimalServices.com)

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SUBJECT: ACCEPTANCE OF AN IN-KIND DONATION OF BUILDING MATERIALS AND LABOR FROM THE LOS ANGELES CHARGERS TO IMPROVE THE GENERAL PLAY YARD AND "GETTING ACQUAINTED" YARDS AT THE EAST VALLEY ANIMAL CARE CENTER

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- Decomposed granite walkways - 834 square feet
- Large play yard turf - 4,450 square feet
- Getting Acquainted yard(s) turf - 700 square feet
- Shade sail - 30x60 feet

The duration for demolition and construction is approximately three weeks. Upon approval, renovations can begin as early as October 2022.

## **BACKGROUND**

Although only in operation since 2007, a considerable renovation is needed for the "Getting Acquainted" and general play yards at the East Valley Animal Care Center.

These spaces were designed for the public to interact with dogs available for adoption. They also serve as a space for shelter animals to play and receive enrichment, volunteer/staff interaction, and freedom of movement.

The shared yards have degraded for several reasons: high usage, the removal of trees and shrubs, and increasingly, the impact of extreme weather events (heat and rain) due to climate change. The yards also lack the irrigation and drainage systems for proper maintenance and cleanliness.

As the Department strives to train more staff and volunteers for dog interaction, larger and well-maintained spaces are needed. New programs at the shelter, such as "Dogs Playing For Life," have made larger shelter dogs more visible and socialized for adoption. This has highlighted the need for the yards to be renovated to better facilitate the adoptions of shelter animals.

A shade structure is needed to shield staff/volunteers, animals, and the public from increasingly hot weather. The grass has also receded with water usage restrictions and heavy use from shelter programs.

Rain has also presented an issue: without adequate drainage, the yards are reduced to large mud pits that cannot be utilized for potential adoptions or enrichment activities which is impacted both during the rainy season and during the summer season when pools are put into use.

The Los Angeles Chargers have generously partnered with the Department to provide the in-kind donation for the dog play yards at East Valley Animal Care Center.

This donation will cover the expenses of the installation as well as all of the construction materials.

Report to the Board of Animal Services Commissioners  
SUBJECT: ACCEPTANCE OF AN IN-KIND DONATION OF BUILDING MATERIALS AND LABOR  
FROM THE LOS ANGELES CHARGERS TO IMPROVE THE GENERAL PLAY YARD AND  
“GETTING ACQUAINTED” YARDS AT THE EAST VALLEY ANIMAL CARE CENTER

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**FISCAL IMPACT:**

There will be no financial impact to the General Fund.

Approved:



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Annette G. Ramirez, Interim General Manager

Attachment

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**BOARD ACTION:**

_____ Passed	Disapproved _____
_____ Passed with noted modifications	Continued _____
_____ Tabled	New Date _____

# Custom Turf Scapes

## Synthetic Turf Specialists

### CUSTOM RESIDENTIAL DESIGN & INSTALLATION

P.O. BOX 800238  
Valencia, CA 91380  
(661) 510-5778  
License#998913

INVOICE#22085

INVOICE SUBMITTED TO	PHONE	DATE
Charger Impact Fund	714-540-7199	10/2/22
STREET	JOB NAME	
3333 Susan Street	Los Angeles City East Valley Animal Shelter Dog Yard Renovations	
CITY, STATE AND ZIP CODE	JOB LOCATION	
Costa Mesa, CA 92626	14409 Vanowen St, Van Nuys, CA 91405	
ARCHITECT	DATE OF PLANS	JOB PHONE

We hereby submit specifications and estimates for:

1	Large Play Yards: Remove +/-4447 sqft of existing dirt and base material down 4", export off site	
2	Import new base material, level, slope to drain and compact. Top cap base with crushed lime stone	
3	Install +/-4447 sqft of American Made Tiger Pet Turf 60oz , glue seams, cut to perimeter and secure turf	
4	Infill at 1 1/2lbs per sqft with anti microbial green sand and ATD pet turf infill, fluff turf to finalize	\$66,750.00
5	Install +/-416 linear feet of nailer board to the interior perimeter concrete of each play yard to staple and	
6	Secure perimeter of turf in place	\$ 3,328.00
7	Remove +/-834 sqft of dirt walkways around play yards down 4", export off site	
8	Import 2" of base material, compact in place. Import 2" of decomposed granite over base material and	
9	Compact in place to complete walkways. Also included is the catch pen areas for both yards	\$ 5,838.00
10	Small Play Yards (Yin&Yang): Remove +/-700 sqft of existing turf and base material down 4" export off site	
11	Import new base material, level, slope to drain and compact. Top cap base with crushed lime stone	
12	Install +/-700sqft of American Made Tiger Pet Turf 60oz , glue seams, cut to perimeter and secure turf	
13	Infill at 1 1/2lbs per sqft with anti microbial green sand and ATD pet turf infill, fluff turf to finalize	
14	Nailer board to be installed for these areas as well	\$11,750.00
15		
16	Shade Structure: install 2 - 8" sch40 Steel pipe powder coated black, secure in concrete footing	
17	Install a custom made +/-30'x60' shade cover with all stainless steel cabling and turnbuckles provided	
18	Weld "D" rings to existing steel structure to complete 4 points of attachment	\$23,400.00

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

dollars \$111,066.00

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

John Thorn, President

### Acceptance of Invoice

The above prices, specifications and conditions

are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of acceptance

Signature

Signature