

CITY OF LOS ANGELES  
CALIFORNIA

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KONRAD CARTER  
Acting Chief, Council and Public Services  
Division

[www.cityclerk.lacity.org](http://www.cityclerk.lacity.org)

February 6, 2009

To All Interested Parties:

The City Council adopted the action(s), as attached, under Council file  
No. 07-4097, at its meeting held February 6, 2009.

City Clerk  
jr

**MOTION**

**I MOVE** that the matter of the Communication from the Arts, Parks, Health and Aging Committee relative to establishing a Los Angeles Horse Advisory Committee (CF 07-4097), Item #10 on today's Council Agenda, **BE AMENDED** to also **INSTRUCT** the Department of Recreation of Parks to convene and chair the Los Angeles Horse Advisory Committee, which, in addition to the Chair, shall be comprised of one representative appointed by the Councilmember of each Council District and one representative appointed by the Mayor.

PRESENTED BY: *Wendy Greuel*  
WENDY GREUEL  
Councilmember, 2<sup>nd</sup> District

SECONDED BY: *[Signature]*

**ORIGINAL**

**ADOPTED**

FEB 06 2009

**LOS ANGELES CITY COUNCIL**

February 6, 2009

CB

10  
**COMMUNICATION**

**TO: LOS ANGELES CITY COUNCIL**

**File No. 07-4097**

**FROM: COUNCILMEMBER TOM LABONGE, CHAIR  
ARTS, PARKS, HEALTH AND AGING COMMITTEE**

COMMUNICATION FROM CHAIR, ARTS, PARKS, HEALTH AND AGING COMMITTEE relative to establishing a Los Angeles Equine Advisory Committee.

Recommendation for Council action:

APPROVE the creation of a Los Angeles Equine Advisory Committee that would work with City departments to address equine issues in the City of Los Angeles.

Fiscal Impact Statement: None submitted by the Department of Animal Services. Neither the City Administrative Officer nor the Chief Legislative Analyst has completed a financial analysis of this report.

Community Impact Statement: Yes  
For Proposal: Foothill Trails District Neighborhood Council

**SUMMARY**

At its regular meeting on October 15, 2008, the Arts, Parks, Health and Aging (APHA) Committee considered a report from the Department of Animal Services (Animal Services) relative to the creation of a Los Angeles Equine Advisory Committee. On February 19, 2008, the City Council approved the communication from APHA Committee relative to a Motion (Greuel - Alarcon - Smith) to establish a Horse Advisory Task Force for the City of Los Angeles. Animal Services was initially assigned to lead that effort, which was to include representatives from the Department of Recreation and Parks, Bureau of Sanitation, Department of Planning, City Administrative Officer, and Chief Legislative Analyst, as well as other Council District offices.

Animal Services reports that it has worked closely with staff of Councilmember Greuel's office, met with City staff, and solicited issues statements from throughout the City. The latter has resulted in a compilation of a comprehensive matrix of equestrian-related issues in the City, "Survey of Equine Issues", which is included with the Animal Services report attached to the Council file.

As a result of this background and research phase, Animal Services recommends that the Council create a Los Angeles Equine Advisory Committee modeled on the successful Los Angeles Bicycle Advisory Committee (BAC). Like the BAC does on bicycling issues, an Equine Advisory Committee (EAC) would work with City departments to address equine issues in the City of Los Angeles. The EAC would also be comprised of members appointed by each of the Councilmembers and the Mayor. They would have regular meetings with public involvement and use a sub-committee system to focus on key issues.

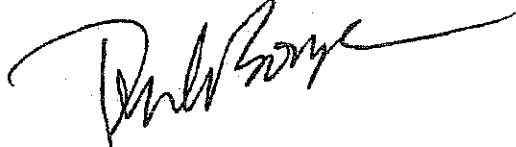
Animal Services proposes that the EAC could begin by reviewing the compiled equine issues in the "Survey of Equine Issues" and selecting or setting priority for committee topics. The various horse-related issues in the City fall into five general categories: Licensing, Resource Needs,

Planning, Trails, and Manure. The lead Department identified in the "Survey" chart could support the EAC in learning about and processing actions relative to the issues.

Representatives of Animal Services and Council District 2 provided an overview of the results of the survey and the proposed Los Angeles Equine Advisory Committee to the APHA Committee. After providing an opportunity for public comment, the Chair of the Committee moved to approve the recommendation to create a Los Angeles Equine Advisory Committee. This matter is now forwarded to the Council for its consideration.

Respectfully submitted,

COUNCILMEMBER TOM LABONGE, CHAIR  
ARTS, PARKS, HEALTH AND AGING COMMITTEE



<u>MEMBER</u>	<u>VOTE</u>
LABONGE:	YES
PERRY:	ABSENT
HAHN:	ABSENT

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Not Official Until Council Acts

**ADOPTED**  
*AS AMENDED*  
FEB 06 2009

LOS ANGELES CITY COUNCIL

*see attached motion*

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EDWARD A. BOKS  
GENERAL MANAGER

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RECEIVED  
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2008 SEP 23 AM 10:18  
RECREATION & PARKS

September 18, 2008

Councilmember Tom LaBonge, Chair  
Arts, Parks, Health And Aging Committee  
C/o Office of the City Clerk  
City Hall Room 395

Attention: Erika Pulst, Legislative Assistant

Re: Establishing a Horse Advisory Task Force, CF 07-4097

Dear Honorable Members:

On February 19, 2008, the City Council approved the communication from your Committee relative to a Motion made by Councilmember Wendy Greuel, and seconded by Councilmembers Alaron and Smith, to establish a Horse Advisory Task Force for the City of Los Angeles. The Department of Animal Services was initially assigned to lead that effort, which was to include representatives from the Department of Recreation and Parks, Bureau of Sanitation, Department of Planning, City Administrative Officer, and Chief Legislative Analyst, as well as other Council District offices.

Since that approval, Animal Services has worked closely with staff of Councilmember Greuel's office, met with City staff as directed in the Motion, and solicited issues statements from throughout the City. The latter has resulted in compilation of a comprehensive matrix of equestrian-related issues in our City, "Survey of Equine Issues."

As a result of this background and research phase, we recommend that the Council consider creating a Los Angeles Equine Advisory Committee modeled on the successful Los Angeles Bicycle Advisory Committee (BAC) formed in 1974 by Mayor Tom Bradley. Like the BAC does on bicycling issues, an Equine Advisory Committee (EAC) would work with City Departments to address equine issues in the City of Los Angeles. The EAC would also be comprised of members appointed by each of the Councilmembers and the Mayor. They would have regular meetings with public involvement and use a sub-committee system to focus on key issues.

AN EQUAL OPPORTUNITY EMPLOYER

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

The EAC could begin by reviewing the compiled equine issues in the "Survey of Equine Issues," attached, and selecting or setting priority for committee topics. The lead Department identified in the "Survey" chart would support the EAC in learning about and processing actions relative to the issues.

The various horse-related issues in the City fall into five general categories: Licensing, Resource Needs, Planning, Trails, and Manure. Much work is ahead to achieve the relative accomplishments of the BAC, which include input and implementation assistance on the City' Bicycle Plan. Bicycle services and information in the City include bikeway standards, safety information, maps, and special events. Horse owners in the City will be well served by an EAC which addresses the type of issues that the BAC has worked on, and if the City can provide the level of service and information which exists today for bicycle riders.

Review of the various issues also reveals the multi-Department nature of equestrian issues, in contrast to the logic of having Department of Transportation as lead Department for bicycle issues. Horses are living things subject to licensing, census, and waste generation, in addition to presenting many planning, maintenance, land use, design, and safety issues. The Committee may wish to consider the information on the "Survey," in determining the lead Department to assist the EAC. As previously mentioned, all effected Departments would need to provide support for the particular issues in which they were most involved.

Please do not hesitate to contact our Task Force Chair, Captain Jan Selder, at 818-837-2609, or by e-mail, or Assistant General Manager for Administration, Linda Barth, at 213-482-9558, if you have additional questions. We look forward to working in partnership with other City Departments and the equine community to proceed with an Equine Advisory Committee.

Very truly yours,



EDWARD R. BOKS  
General Manager

#### Attachment

Cc: Andrew A. Adelman, Building and Safety  
James G. Featherstone, Emergency Preparedness  
S. Gail Goldberg, Planning  
Jon K. Mukri, Recreation and Parks  
Enrique C. Zaldivar, Bureau of Sanitation  
Jim Dantona  
Linda J. Barth  
Kathleen J. Davis  
Jan Selder

## Horse Advisory Task Force - Survey of Equine Issues

Department	Issue	Optimum Result	Most Knowledgeable Person as Key Contact	Advisory Committee Topic (Y/N?)
<b>Equine Licensing</b>				
Animal Services	No census of equines in the City.	Campaign to expand licensing coordinated as a census activity with clear benefits to equine owners.	Jan Selder 818-837-2609	Y
Animal Services	Equine License Fee does not provide a clear benefit to equine owners.	Develop method for public input and oversight of usage of funds generated from fee; or, develop new programs to give value for fee (newsletters, emergency notification system, etc.) dependent on collecting sufficient fees to fund.	Jan Selder 818-837-2609	Y
Animal Services	Equine License Fee is not cost effective to collect (entire \$14 goes to special fund).	Increase fee with a portion to the general fund to offset collection and administration costs.	John Forland 213-482-9554	Y
<b>Resource Needs</b>				
EMD	Increase resources to handle equines in the event of a disaster.	Use a portion of any increased equine fees or other funding sources to expand capability to house, feed and care for pets, service animals, equines and other owned animals at temporary disaster shelter or sites.	TBD Temporary Keith Garcia 213 473-9932	N
RAP	Management and Maintenance: New Maintenance Staff Positions needed (Excludes Griffith)	Salary Total needed: \$251,540.00 annually	Ken Novak 818-756-8189	N
RAP	Management and Maintenance: Materials & Supplies	Mostly fencing repairs and D.G. \$80,000 annually	Ken Novak 818-756-8189	N
RAP	Management and Maintenance: Contractual Services	Brush clearance, gates, step overs, etc. \$15,000 annually	Ken Novak 818-756-8189	N
RAP	Management and Maintenance: Vehicular Equipment	\$556,000 (1 time purchase) More \$\$\$ if have to go to biofuel.	Ken Novak 818-756-8189	N
RAP	Management and Maintenance: Guidelines and Service Levels	Define base line level of maintenance service. Develop written policy for inspection and maintenance. Establish documentation procedure for inspections.	TBD Temporary Tom Gibson 213 928-9106	N
<b>Planning and Coordination</b>				
RAP	Mapping	Establish mapping guidelines: elements to map, GSP map coordinates at ___ feet on-center along trail. On-going updates to map. Mapping hazards. User-friendly method or program to accurately report and pinpoint hazards.	TBD Temporary Tom Gibson 213 928-9106	N

## Horse Advisory Task Force - Survey of Equine Issues

Department	Issue	Optimum Result	Most Knowledgeable Person as Key Contact	Advisory Committee Topic (Y/N?)
RAP	Effective communication about equestrian issues	Utilize a standardized terminology for equine related subjects (Riding and Hiking Trails, etc.). Establish City equine trails website for public info, outreach, and safety alerts.	TBD Temporary Tom Gibson 213 928-9106	Y
Planning/RAP/ Public Works/ DOT/DBS	Agency Coordination	Identify and establish responsible parties for City trails program (RAP, Planning, BOE, etc). Utilize consistent standards across jurisdictions where possible (County, Mountain Recreation Conservancy, etc.). Develop land use agreements with Utilities. Establish code authority to inspect and enforce trail standards. Coordinate efforts to identify and successfully compete for grant funds for trails projects.	TBD Temporary Tom Gibson (RAP) 213 928-9106  Emily Yllescas (Planning) 818-374-5058	N
RAP	Funding	Identify funding opportunities. Recognition of trails as a Public Facility. Develop procedure to partner with non-profits and private industry to get funding. Develop method for the equitable distribution of funds/resources across council district lines.	TBD Temporary Tom Gibson 213 928-9106	Y
RAP/ Planning	Amend/Update Community Plans	Incorporate specific goals, policies, and implementation strategies into the plans & update the Community Plan Maps to reflect where trails exist, the type of trail it is, and where we could potentially locate and build future trail connections. Unite 15 community plans (in the Valley) and between council districts, coalescing the equine needs and desires of the community, identifying linkages between existing trails, identifying access points to trails, establishing trail network as part of overall transportation system. Look to successful community models to emulate (eg. San Diego County).	TBD Temporary Tom Gibson (RAP) 213 928-9106  Emily Yllescas (Planning) 818-374-5058	Y
Planning	Update the Hiking & Equestrian Trails Plan	Amend the language to read "Recreational" trails as opposed to "Equestrian"; Assess the trail system City-wide by analyzing trail needs, planning opportunities, implementation methods, management structures and funding.	Emily Yllescas 818-374-5058	Y



## Horse Advisory Task Force - Survey of Equine Issues

Department	Issue	Optimum Result	Most Knowledgeable Person as Key Contact	Advisory Committee Topic (Y/N?)
Planning	Amend/Update the Transportation Element	Incorporate trail guidelines in the non-motorized section of the plan, including appropriate signage & signalization at major intersections where horses cross. Develop a missing link strategy to connect trails.	Emily Ylescas 818-374-5058	Y
Planning	Amend/Update the Conservation Element	To take into account sustainability & preservation of the historic K-land uses.	Emily Ylescas 818-374-5058	Y
RAP/ Planning	Rim of the Valley	Clearly depict on the City-Wide trail map and on the Community Plan maps where the connections should be. Sort out the sprawling Rim of the Valley trail project into defined subjects for community meetings and design charrettes.	TBD Temporary Tom Gibson (RAP) 213 928-9106  Emily Ylescas (Planning) 818-374-5058	Y
Planning	Subdivision/Entitlement	Conditions placed on projects should have a time specified by which trails should be in place. Revise subdivision conditions to implement horsekeeping requirements of Specific Plans.	Emily Ylescas 818-374-5058	N
RAP	Easements	Review/adjust standard trail easement requirements	TBD Temporary Tom Gibson 213 928-9106	N
Planning/DBS	Legal Non-Conforming Issues	Related to barns built prior to the establishment of a K-Supplemental Use District; Work with DBS to create a simple standard for barns to address the legal non-conforming issue - a chart of setbacks & procedures for deviation from setback requirements.	Emily Ylescas 818-374-5058	N
Planning/DBS	Standard Barn Size	An 8'x8' structure is exempt from needing a building permit but is too small & unhealthy for the horse. It is difficult/expensive for an applicant who wants to build an appropriate sized barn (12'x12' or larger). Need clear standard for U-type occupancies.	Emily Ylescas 818-374-5058	N
Planning/DBS	Distance issue in the Code	Legal non-conforming distances; DCP/DBS need to develop a simple deviation process (so a variance could be avoided)	Emily Ylescas 818-374-5058	N

## Horse Advisory Task Force - Survey of Equine Issues

Department	Issue	Optimum Result	Most Knowledgeable Person as Key Contact	Advisory Committee Topic (Y/N?)
RAP	Trail Design	Establish requisite trail engineering standards to include grading and drainage, materials and siting guidelines. Design and adopt new set of standard designs and specifications for: trail types, signage and placement of signage/markers (including warning signage for traffic, environmentally sensitive areas, natural hazards such as snakes, mountain lions, etc), staging areas, equine camps, arenas, rest areas, fencing and gates, step overs, water troughs, bridges, tunnels, drainage systems, traffic signal buttons, etc.	TBD Temporary Tom Gibson 213 928-9106	N
RAP	Streamline Trail Construction	Develop trails consultant list for project design/ build. Acquire current trail construction costs for estimating purposes.	TBD Temporary Tom Gibson 213 928-9106	N
RAP	Trail Safety and Liability	Identify areas of liability, how to mitigate, and get City Attorney's approval. Resolve conflicting safety usage (motor bikes/horses etc.), Procedure for accident and injury reporting and documentation. Set standardized/non-conflicting trail names adopted to help accurately report user accidents and other on-trail problems. Signage to mark trail problems that can't be fixed (fallin rocks hazard, vehicles on trails, etc.)	TBD Temporary Tom Gibson 213 928-9106	N
RAP	Volunteer Program	Utilize volunteer user groups for inspection/reporting and where possible -maintenance and repair. Develop a program information center as part of website.	TBD Temporary Tom Gibson 213 928-9106	Y
<b>Manure</b>				
Sanitation	City collection of residential horse manure	Create a list of all brown can users serviced by Sanitation	Bernadette Halverson 213-485-3634	Y
Sanitation	Manure Disposal	Investigate cost effective methods to manage horse manure produced by commercial barn owners or private horse owners.	Bernadette Halverson 213-485-3634	Y

## City of Los Angeles Bicycle Advisory Committee

### Charter

*adopted by the membership on June 4, 2002*

#### **I Name**

This committee, established in 1973 by the Mayor of the City of Los Angeles, shall be named the Bicycle Advisory Committee (BAC).

#### **II Purpose**

The purpose of the BAC is to act in an advisory capacity to the Mayor, City Council Members, and the various agencies of the government of the City of Los Angeles in the encouragement and facilitation of the use of the bicycle as regular means of transportation and recreation.

The charge of the BAC is to serve at the pleasure of the Mayor and City Council in an advisory capacity on bicycling in the City of Los Angeles. To that end the BAC may:

A. Establish an ongoing **Planning Subcommittee** of the BAC to review the objectives and programs of the Bicycle Plan (a part of the Circulation Element of the City General Plan and the Community Plan process) and other planning related activities to make recommendations on updates to the Mayor's Office, City Council, and affected city departments.

B. Establish an ongoing **Bikeways Subcommittee** of the BAC which will review preliminary bikeway plans with Bikeway Engineering staff for the implementation of bikeways in the City of Los Angeles.

C. Establish an ongoing **Education and Promotion Subcommittee** of the BAC which will review and support educational, promotional, and law enforcement programs related to bicycle use and safety.

D. Establish an ongoing **Advocacy Subcommittee** of the BAC which will inform the public and work with advocacy groups regarding existing and proposed bikeway and bicycle programs as well as legislation pertaining to bicycling; as well as encourage public participation in identifying problem areas, reviewing existing facilities, and planning and supporting new ones.

### **III Membership**

BAC membership is established by the appointment of four nominees representing the Mayor's Office and one nominee representing each Council District. Each BAC member is expected to regularly communicate in writing with their respective council member and staff as well as the Mayor's Office and staff. Copies of such correspondence should be forwarded to the Bikeways Section of LADOT to be filed accordingly.

### **IV Officers**

A Chairperson shall be appointed by the Mayor.

### **V Meetings**

Regular meetings of the BAC shall be held on the first Tuesday of the month during the even months of February, April, June, August, October and December in a public room open and accessible to members of the public. Subcommittees shall meet during a regularly established time and place open and accessible to the public. Minutes of the full BAC meetings and of any correspondence authorized by the committee shall be the responsibility of the Bikeways Section of the LADOT. Records of the minutes and any correspondence authorized shall be made available in response to written requests by the general public. Agendas for BAC meetings and BAC Subcommittee meetings will be posted and made available to the public.