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DR. JEREMY PRUPAS
CHIEF VETERINARIAN

November 5, 2025

The Honorable City Council
c/o City Clerk
200 N. Spring Street
Los Angeles, CA 90012

Attention: Legislative Coordinator

RE: REQUEST TO TRANSFER \$38,093 FROM THE ANIMAL WELFARE TRUST FUND TO THE GENERAL SERVICES DEPARTMENT TO DEMOLISH AN EXISTING WALL AND BUILD A NEW CAGE AROUND THE VEHICLE GATE AT THE WEST LOS ANGELES ANIMAL SERVICES CENTER

Recommendation for Council Action, subject to the approval of the Mayor:

1. **APPROVE** the transfer of \$38,093 from the Animal Welfare Trust Fund – Fund 859, Account 060007 – West LA Shelter from any budget fiscal year, to the General Services Department (Department 40, Fund 100), in the amounts of \$16,284 to Account 001014 – Salaries Construction, and \$21,809 to Account 003180 – Construction Materials; and,
2. **FORWARD** these transfer instructions to the Mayor and City Council for approval.

SUMMARY:

The West Los Angeles Animal Services Center opened in 2008, which was when the existing employee vehicle gate on the east side of the building was installed. The vehicle gate was installed to prevent dogs from escaping the facility when on the training field. Currently, the vehicle gate is not operable due to dirt and debris buildup over the gate track. The buildup is due to a design flaw in that a cover was never installed over the gate's track to prevent any buildup.

The Department placed a work order requesting the Department of General Services (GSD) to remove the buildup, however, GSD advised that it was not possible to clean due to their inability to access the track as the space is too small for a person to go through to clean the gate track. The estimate for

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SUBJECT: Transmittal to Mayor and Council

REQUEST TO TRANSFER \$38,093 FROM THE ANIMAL WELFARE TRUST FUND TO THE GENERAL SERVICES DEPARTMENT TO DEMOLISH AN EXISTING WALL AND BUILD A NEW CAGE AROUND THE VEHICLE GATE AT THE WEST LOS ANGELES ANIMAL SERVICES CENTER

\$38,093 is for materials and labor (attached) to demolish the existing wall around the vehicle gate and to build a new cage to keep animals away from the gate. This will enable staff to clean the gate track and keep the animals from escaping the training field. The Department is requesting to transfer funds to GSD for the requested improvement work.

On October 14, 2025, the Board of Animal Services Commissioners authorized to accept the Request to Transfer \$38,093 from the Animal Welfare Trust Fund to the General Services Department to Demolish an Existing Wall and Build a New Cage Around the Vehicle Gate at the West Los Angeles Animal Services Center, subject to the approval of the City Council and Mayor.

FISCAL IMPACT:

There will be no financial impact to the General Fund. The funds in the Animal Welfare Trust Fund – Fund No. 859, Account 060007 – West LA Shelter, were donated specifically for the West Los Angeles Animal Services Center and can be used to support the Department in accordance with the provisions of the Animal Welfare Trust Fund.

Respectfully submitted,



Annette G. Ramirez
Interim General Manager

Attachment: Adopted Board Report – Request to Transfer \$38,093 From The Animal Welfare Trust Fund To The General Services Department To Demolish An Existing Wall And Build A New Cage Around The Vehicle Gate At The West Los Angeles Animal Services Center

cc: Jacqueline Reyes, City Administrative Officer
Sharon Lee, Los Angeles Animal Services