Planning
c: Alexanian
Meneses

# County of Los Angeles
# CHIEF EXECUTIVE OFFICE

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Chief Executive Officer

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February 27, 2008

To: Supervisor Yvonne B. Burke, Chair
Supervisor Gloria Molina
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: William T Fujioka
Chief Executive Officer

**INDIAN FALLS AND INDIAN SPRINGS ESTATES TRAIL ACTION PLAN AND TIMELINE**

On February 12, 2008 your Board directed the Chief Executive Office and County Counsel to coordinate with the Departments of Regional Planning, Public Works and Parks and Recreation to: 1) Report back to the Board within 15 days with a detailed action plan and timeline for completion of the partially complete and incomplete trail conditions of the Indian Falls and Indian Springs developments; and 2) Provide a monthly status report regarding the unmet Indian Falls and Indian Springs conditions with the first report due on March 4, 2008.

The Indian Falls and Indian Springs Estates Trail is comprised of five segments (see Attachment A). Based on the Action Plan and timeline (Attachment B), completion of the Indian Falls and Indian Springs Trail Segments 1 through 4 is anticipated by March 31, 2009 assuming the easement relocations for Segments 1 and 2 are accepted by the Indian Falls and Indian Springs Homeowners Associations (HOA) and the Las Virgenes Water District. Relocations are not required for Segments 3 and 4, and the County owns the existing easement. For these four segments, trail construction will be necessary for the relocated Segments 1 and 2; Segments 3 and 4 require signage and maintenance only.

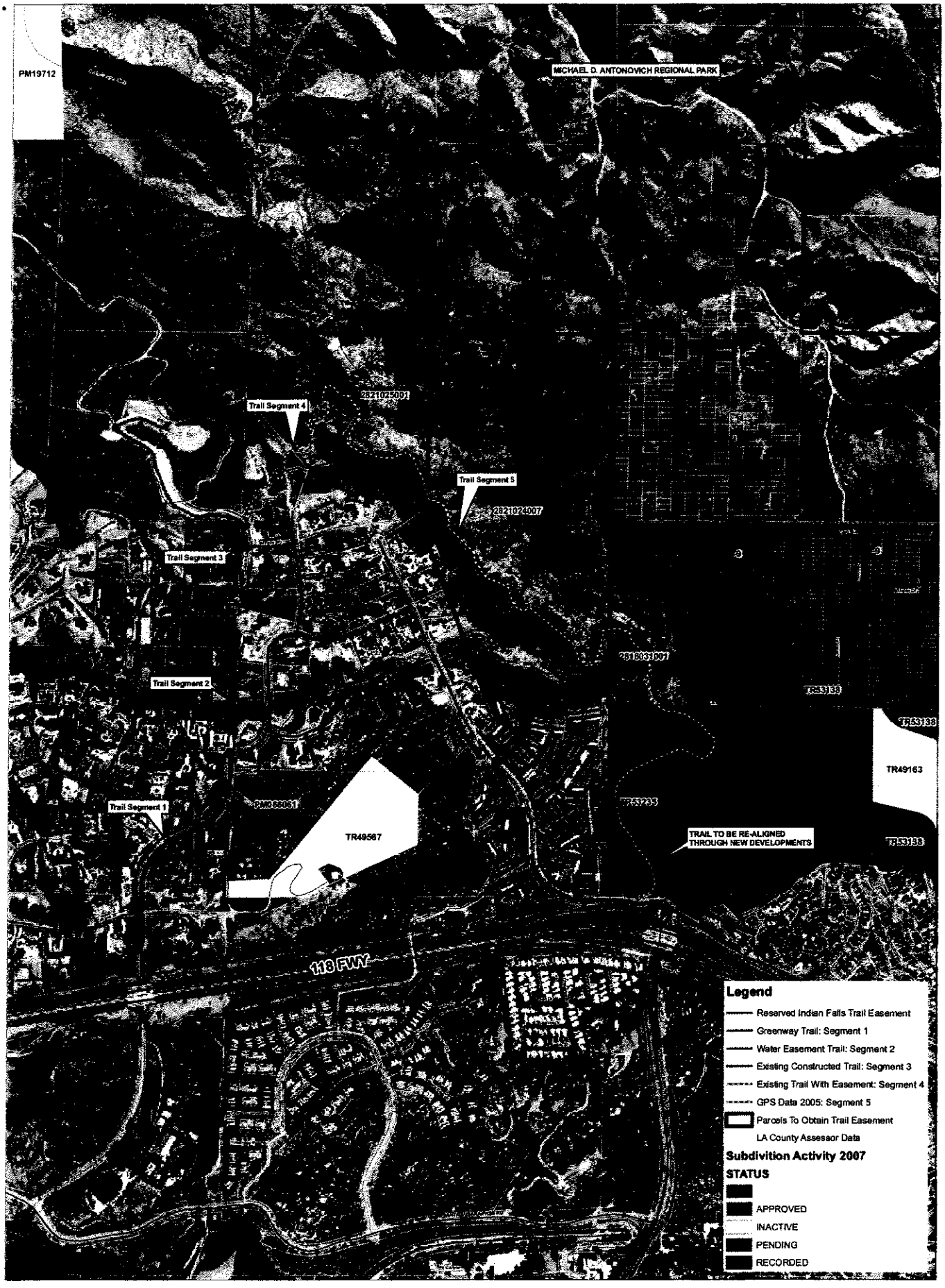
The Indian Falls HOA is responsible for the construction of Trail Segment 5 and will provide the Department of Parks and Recreation with a feasibility assessment, cost estimate, and proposed project timeline by May 30, 2008. In the event that the easement relocations are not accepted by the HOAs, the County will assume responsibility for the affected trail segments with an estimated construction completion date of February 1, 2010.

The first monthly status report will be submitted to your Board from the Department of Parks and Recreation by March 4, 2008. If you have any questions, please contact Larry Hensley at the Department of Parks and Recreation at (213) 351-5098.

WTF:LS
DSP:JT:ib

Attachments (2)

c: Executive Officer, Board of Supervisors
County Counsel
Director, Parks and Recreation
Director, Planning
Director, Public Works




# INDIAN FALLS / SPRINGS ESTATES: TRAIL PLANNING

Map Prepared By: J.B.
Los Angeles County Parks and Recreation
2-21-08

Roads and Hwys: Thomas Brothers Data, All Rights Reserved
Parcels: Los Angeles County Assesaor Office
Aerial: LARIAC Regional Planning 2006
Subdivision Data: Regional Planning 2007

ATTACHMENT B

# INDIAN SPRINGS AND INDIAN FALLS ESTATES TRAIL ACTION PLAN

| Trail Segment | Task | Responsible Parties | Estimated Timeline |
|---|---|---|---|
| 1 | • DPR to write a letter to the Indian Springs HOA to negotiate a new easement on which to create a paved Decomposed Granite (DG) path. The letter will indicate that a stable DG path in this segment of the trail would be safer and more effective, but to create this, the County would need permission to establish a new easement. | Parks & Rec (DPR) | • DPR prepared draft letter and submitted to County Counsel 2/20/08; Draft letter to be finalized and sent no later than 2/28/08. |
| | • HOA will be given 30 days to respond.<br>• *In the event HOA does not respond or agree to request, please see * Alternative below on page 4.* | HOA<br>DPR | • Response to County letter to be provided from HOA by 3/28/08. |
| | If Indian Springs HOA approves new easement, the County will vacate the existing trail easement and relocate the trail: | | |
| | • DPR and CEO/CP to establish cap project. Board letter would be required to approve the project. | DPR & CEO/CP | • 3/3/08 to 5/1/08 (9 weeks) |
| | • DPR will stake the centerline of the new alignment in cooperation with the Indian Springs HOA. | DPR | • 3/31/08 to 4/10/08 (2 weeks) |
| | • DPR will request cost estimate from DPW/ Mapping & Property Mgmt (M&PM) to prepare legal description for relocated trail easement. | DPR | • 3/3/08 to 3/27/08 (4 weeks) |
| | • DPR will authorize DPW/M&PM to survey and prepare legal description for relocated trail easement. | DPR | • 3/31/08 to 11/14/08 (7.5 months) |
| | • DPR will authorize DPW/M&PM to process the trail vacation and re-alignment. | DPR & DPW | • 3/31/08 to 12/31/08 (9 months) |
| | • DPW/M&PM to prepare necessary Board letter and associated documents, including the legal description, for the vacation of the existing trail easement and establishment of the relocated trail easement. | DPW | • 1/6/09 Board letter approved |

rev. 2/26/08

| Trail Segment | Task | Responsible Parties | Estimated Timeline |
|---|---|---|---|
| | • DPR trail crew to begin construction of trail on new easement:<br>1. Removal of existing sod and soil<br>2. Form for curb edging<br>3. Pour Concrete curbing and allow to cure<br>4. Place and compact DG trail<br>5. Install signage<br><br>• **Segment 1 of trail complete** | DPR | • 1/6/09 to 1/15/09<br>• 1/19/09 to 1/29/09<br>• 2/2/09 to 2/26/09<br>• 3/2/09 to 3/12/09<br>• 3/16/09 to 3/27/09<br><br>• **3/31/09** |
| 2 | • County needs to acquire an easement overlaying the existing Las Virgenes Water Company (LVWD) easement. The easement for this segment of the trail would be located adjacent to the rear yards of those homes facing La Quilla Drive in Indian Falls Estates.<br><br>• DPR has obtained, in concept (via e-mail), approval from LVWD for a realignment of the trail easement from La Quilla to a segment over the LVWD easement.<br><br>• DPR will prepare a letter to be sent informing the Indian Falls HOA of the County's intent to relocate the trail easement and solicit their support to realign the trail from the paved street portion along La Quilla Drive to the existing LVWD easement.<br><br>• CEO/RED will prepare a letter to be sent to each of the five affected property owners requesting their approval to vacate and realign the trial easement. If all property owners do not agree, the easement will be within the paved portion of the street.<br><br>• *In the event HOA does not respond or agree to request, please see * Alternative below on page 4.* | DPR & CEO/RED<br><br>DPR<br><br>DPR<br><br>CEO/RED | • DPR sent e-mail request to (LVWD) 2/6/08; response from (LVWD) via e-mail 2/14/08.<br><br>• Draft letter sent to County Counsel for review on 2/22/08; response from County Counsel due by 2/27/08. Letter to HOA by 3/3/08.<br><br>• CEO/RED to prepare letter to property owners and send out by 3/17/08 requesting a response within in 30 days by 4/17/08. |

rev. 2/26/08

| Trail Segment | Task | Responsible Parties | Estimated Timeline |
|---|---|---|---|
| | If easements are approved, the County would vacate its current easement and acquire an easement overlaying the LVWD easement. The LVWD easement has a legal description and survey, which would be used for the County's overlay easement.<br><br>• DPR will authorize DPW/M&PM to process the trail vacation and re-alignment.<br><br>• The Board letter will be written by CEO/RED with assistance of DPR and DPW.<br><br>• Trail improvements on new easement by DPR trails crew:<br>1. Install new culverts as required in two locations<br>2. Minor grading for safety<br>3. Install signage<br><br>• **Segment 2 of Trail Complete** | CEO/RED, DPR and DPW | • 4/21/08 to 1/21/09 (9 months) to be handled by DPW<br><br>• 1/27/09 Board letter approved<br><br>• 2/2/09 to 2/23/09 (3 weeks)<br>• 2/23/09 to 3/9/09 (2 weeks)<br>• 3/9/09 to 3/16/09 (1 week)<br><br>• **3/16/09** |
| 3 | County owns the easement and is ready to proceed with signage and maintenance. However, DPR would wait until Segments 1 and 2 are constructed.<br>**Segment 3 of Trail Complete** | DPR | Will be done concurrently with signage and maintenance of Segments 1 and 2.<br><br>**3/31/09** |
| 4 | Similar to Segment 3. County owns the easement and is ready to proceed with signage and maintenance. However, DPR will wait until Segments 1 and 2 are constructed.<br>**Segment 4 of Trail Complete** | DPR | Will be done concurrently with signage and maintenance of Segments 1 and 2.<br><br>**3/31/09** |
| 5 | DPR to write a letter to the Indian Falls HOA to negotiate a new easement on which the HOA will create the trail. In exchange for use of that easement, the County will give up its current easement. This new easement would be less invasive then the existing trail. The HOA would be given 30 days to respond approving the new easement alignment. | DPR<br><br>HOA | • DPR completed draft letter to Indian Falls HOA on 2/25/08; County Counsel review to be completed by 2/28/08; send letter to HOA by 2/28/08.<br><br>• Response to County letter to be provided from HOA by 3/28/08. |

| Trail Segment | Task | Responsible Parties | Estimated Timeline |
|---|---|---|---|
| | If easement is approved, the Indian Falls HOA would need to construct the trail. The County can provide assistance if necessary. DPR will give the HOA the name of the engineering consultant that the County has worked with to do similar trails.<br><br>*In the event HOA does not respond or agree to request, please see * Alternative below on page 4.* | DPR<br><br>HOA | • DPR will provide engineer consultant contact and GPS data in the 2/28/08 letter to Indian Falls HOA.<br><br>• HOA and engineer required to provide DPR with a feasibility assessment, cost estimate, and proposed project timeline by 5/30/08. |

## * Alternative

| Trail Segment | Task | Responsible Parties | Estimated Timeline |
|---|---|---|---|
| 1, 2, and/or 5 | *In the event none of the actions above prove to be amenable to the HOAs and/or the property owners, DPR would retain a design consultant OR request the services of DPW to prepare the necessary construction documents and specifications. The County would then construct a DG trail within the curbed roadway as previously discussed with all parties.*<br><br>*Due to size and scope of project an Adopt, Advertise and Award Board letter may be recommended and thereby reducing total construction time and complexity by two months.* | DPR & CEO/CP<br><br>DPW | County Project (Administrative Actions):<br>• Establish C.P., ensure funds in place, obtain Board approval of project (2 months) 4/21/08 to 6/24/08.<br>• Transfer of project management role to DPW (2 weeks) by 7/8/08.<br><br>Design Process:<br>• Select/retain design consultant/design kickoff (1 month) by 8/8/08.<br>• Site analysis, surveying and mapping (2 weeks) by 8/22/08.<br>• Schematic plans and specifications (1 month) by 9/22/08.<br>• Review plans (1 week) by 9/29/08.<br>• 50% construction docs and specs. (45 days) by 11/14/08.<br>• Review plans (1 week) 11/21/08.<br>• 75% construction docs and specs. (30 days) by 12/22/08.<br>• Review plans (1 week) by 12/29/08. |

| Trail Segment | Task | Responsible Parties | Estimated Timeline |
|---|---|---|---|
| | | | • 100% construction docs and specs. (2 weeks) by 1/12/09.<br>• Review final plans (2 days) by 1/14/09.<br>• Obtain jurisdictional approval and permits (2 weeks) by 1/28/09.<br><br>Advertise Project:<br>• Advertise Board letter (6 weeks) by 3/17/09.<br>• Advertise project (1 month) 3/17/09 to 4/17/09.<br><br>Bid and Award:<br>• Bid process and bid opening (2 weeks) through 5/1/09.<br>• Award Board letter (6 weeks) on 6/16/09.<br>• Award construction contract (2 weeks) by 6/30/09.<br>• Contract review by County Counsel and in place (1 week) by 7/6/09.<br>• Notify HOAs and property owners of the award (2 weeks) by 7/20/09.<br><br>Construction:<br>• Mobilize contractor (2 months) by 9/21/09.<br>• Demolition (1 week) by 9/28/09.<br>• Survey for construction and stake (2 weeks) by 10/12/09.<br>• Construction (90 days) completed by 1/11/10.<br>• Final inspection and corrections (2 weeks) by 1/25/10.<br>• Final walk-thru (1 week) 2/1/10. |