

**BOARD OF DIRECTORS
PUENTE HILLS HABITAT PRESERVATION AUTHORITY
Endowment Provided by the Puente Hills Landfill**

The special meeting of the Board of Directors, May 25, 2023 at 10:00 a.m. will take place in-person and also available for remote access. Members of the public can observe and participate in the meeting as follows:

In-person: **Joint Administration Office of the County Sanitation Districts of Los Angeles County
1955 Workman Mill Road, Whittier California 90601**
Location: Conference Room E/F

And remotely via Zoom by joining at this address:
<https://us02web.zoom.us/j/3397206095>
Zoom ID **339 720 6095**

PUBLIC COMMENTS: Members of the public may provide electronic comments by 10:00 am on Wednesday, May 24, 2023 before the meeting to info@HabitatAuthority.org. Please label the email in the subject heading as “Public Comments”. Public comments may also be verbally heard during item #1 of the meeting, either in person or via Zoom.

Agency	Director	Alternate
County of Los Angeles	SULIC, Chair	YOKOMIZO
City of Whittier	MARTINEZ	MARTINEZ
Hacienda Heights Improvement Association	Vacant	YIP
Sanitation Districts of Los Angeles County	FERRANTE, Vice Chair	REVILLA

The Puente Hills Habitat Preservation Authority is a public entity established pursuant to the Joint Exercise of Powers Act by agreement with the City of Whittier, County of Los Angeles, and Los Angeles County Sanitation Districts. Questions about any agenda items can be directed to Andrea Gullo, Executive Director, at 562.945.9003.

72 hours prior to Board of Directors meetings, the entire Board of Directors agenda package is available for review, along with any meeting-related writings or documents provided to a majority of the Board members after distribution of the agenda package, at www.HabitatAuthority.org. In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to participate in this meeting, including auxiliary aids or services, please call Andrea Gullo at 562.945.9003 at least 48 hours prior to meeting.

Pursuant to Section 54956 of the Government Code the Puente Hills Habitat Preservation Authority (Authority), a Special Meeting of the Board of Directors of the Authority will be held at the call of the Chair of the Authority at the above time and place for the purpose of:

1. Receipt of Public Comments. Members of the public may address the Board of Directors on any topic within the jurisdiction of the Habitat Authority, or any item shown on the agenda.
2. Report by Authority’s Citizens Technical Advisory Committee.

3. Consent Calendar:
 - a. Approval of Authority Regular Meeting Minutes of April 20, 2023.
 - b. Receive and file March 2023 Mountains Recreation and Conservation Authority (MRCA) Ranger Report.
 - c. Receive and file the Authority's Portfolio Earnings Reports and Custom by Instrument Type for April 2023 prepared by the County of Los Angeles Treasurer and Tax Collector.
 - d. Receive and file Authority financial audit, Management Report and Auditor's Communication Letter for fiscal year 2021-22, prepared by Moss, Levy and Hartzheim, LLP, contracted by Los Angeles County Department of Auditor-Controller.
 - e. Receive and file Authority's Wells Fargo account reconciliation reports.
 - f. Receive and file an update on the completed Harbor Boulevard Coastal Sage Scrub mitigation site.
 - g. Approval of recommendation from La Habra Heights and appointment of Roy Francis to the Authority's Citizens Technical Advisory Committee for a term expiring in February 2027.
4. Presentation and briefing regarding how State Parks are structured and/or created by Claire Schlotterbeck of Hills For Everyone.
5. Presentation and briefing regarding the status of the Missing Middle, Aera property, land use within the Puente Chino Hills Wildlife Corridor by Claire Schlotterbeck of Hills For Everyone.
6. Review of Authority workplan for fiscal year 2022-2023, and review, discussion and possible action regarding Authority workplan for fiscal year 2023-24, and review of Strategic Guidelines.
7. Review, discussion and possible action regarding Authority annual budget for fiscal year 2023-24, and review of corresponding budgets.
8. Instruction to negotiators on property negotiations for Assessor Parcel Numbers 8267-014-904, 8267-014-906 commonly known as the Diaz/Old Coach property and APN 8266-002-901, Powder Canyon. 1) Negotiations for an easement over approximately 1/10th of an acre of the property for heli-hydrant easement, and 2) Negotiations regarding La Habra Road vacation and a portion to be dedicated to the City of La Habra Heights for a fire access easement. Negotiating parties include Board Chair or Vice Chair, Executive Director, and City of La Habra Heights. (This item can be heard in closed session pursuant to Government Code Section 54956.8 regarding real estate negotiations.)
9. Instruction to negotiators on property negotiations for Assessor Parcel Numbers 8266-002-901 and 8269-003-900. Negotiating parties include Board Chair, Executive Director, and Rowland Water District. (This item can be heard in closed session pursuant to Government Code Section 54956.8 regarding real estate negotiations.)

Notice and Agenda Meeting

Thursday, May 25, 2023, 10:00 a.m.

10. Instruction to negotiators on property negotiations for Assessor Parcel Numbers 8239-045-902 and 8239-047-902. Negotiations for an access easement over the property. Negotiating parties include Board Chair, Executive Director, and Coast Community College. (This item can be heard in closed session pursuant to Government Code Section 54956.8 regarding real estate negotiations.)
11. Instruction to negotiators on property negotiations for Assessor Parcel Numbers 8267-017-900, 8267-017-905, 8267-017 906, and 8267-018-909 located along Harbor Boulevard. Negotiations for RMX Resources LLC., to Quitclaim to Habitat Authority all its rights, title, and interest and reserve easement for certain rights and pipelines. Negotiating parties include Board Chair or Vice Chair, Executive Director, Los Angeles County, and RMX Resources, LLC.
12. Instructions to negotiators on property negotiations for 10 acre portion of Assessor Parcel Number 8294-030-001 located in Hacienda Heights. Negotiating parties include Board Chair, Executive Director, and Nelson Chung, As Trustee of the Chung Family Trust and Palmdale Summit, a California Limited Partnership. (This item can be heard in closed session pursuant to Government Code Section 54956.8 regarding real estate negotiations.)
13. Board Members' statements, responses, questions or directions to staff, and Executive Director's comments.
14. Adjournment and announcement of next meeting.

Draft Minutes of Regular Meeting – April 20, 2023
BOARD OF DIRECTORS
PUENTE HILLS HABITAT PRESERVATION AUTHORITY

This meeting was held at the Joint Administration Office of the County Sanitation Districts of Los Angeles County: 1955 Workman Mill Road, Whittier, CA 90601

And remotely for members of the public via Zoom at this address:
<https://us02web.zoom.us/j/3397206095>, Zoom ID 339 720 6094

At 3:05 p.m., the meeting was called to order and a roll call was taken.

From Hacienda Heights Improvement Association:

Present: Andrew Yip, Alternate Director

From City of Whittier:

Present: Mayor Pro Tem Jessica Martinez, Director

From Sanitation Districts of Los Angeles County:

Present: Robert Ferrante, Vice Chair

From County of Los Angeles

Present: Lauren Yokomizo, Alternate Director

Authority representatives present:

Andrea Gullo, Authority Executive Director

Michelle Mariscal, Authority Ecologist

Marlyn Barajas, Authority Board Secretary

Elena Gerli, Esq., Aleshire & Wynder LLP, Authority Counsel

Cathy Houwen, CTAC Board Liaison

Kenn Hughes, Mountains Recreation and Conservation Authority, Deputy Chief Ranger

1. RECEIPT OF PUBLIC COMMENTS. MEMBERS OF THE PUBLIC MAY ADDRESS THE BOARD OF DIRECTORS ON ANY TOPIC WITHIN THE JURISDICTION OF THE HABITAT AUTHORITY, OR ANY ITEM SHOWN ON THE AGENDA.

None.

2. REPORT BY AUTHORITY’S CITIZENS TECHNICAL ADVISORY COMMITTEE.

There was not a CTAC meeting held this month due to a lack of quorum, therefore no report was given. Liaison to the Board, Cathy Houwen, suggested that CTAC be given a project to work on.

Executive Director Gullo informed the Board of the CTAC vacancies.

3. CONSENT CALENDAR:

- a. Approval of Authority Special Meeting Minutes of March 22, 2023.**

Draft Minutes of Regular Meeting – April 20, 2023
BOARD OF DIRECTORS
PUEENTE HILLS HABITAT PRESERVATION AUTHORITY

- b. Receive and file February 2023 Mountains Recreation and Conservation Authority (MRCA) Ranger Reports.**
- c. Receive and file the Authority’s Portfolio Earnings Reports and Custom by Instrument Type for March 2023 prepared by the County of Los Angeles Treasurer and Tax Collector.**
- d. Adopt annual County of Los Angeles Treasurer and Tax Collector Investment Policy Statement dated March 21, 2023. Adoption of an investment policy is a requirement of the Memorandum of Understanding (MOU) dated May 2011 between the Authority and Los Angeles County Treasurer and Tax Collector for specific purpose investments.**
- e. Receive and file Receipts and Disbursements for the Authority for the quarter ending March 31, 2023, as submitted by the Los Angeles County Department of Auditor-Controller.**
- f. Approval allowing all written resolutions attached to staff reports to be read by title only and waiving further reading.**

Director Yokomizo motioned to approve items a through f. Director Yip seconded this motion, and in a vote the motion passed unanimously.

4. DISCUSSION AND ADOPTION OF AUTHORITY RESOLUTION 2023-04, AUTHORIZING EXECUTION OF ADMINISTERING AGREEMENTS FOR STATE FUNDED PROJECTS.

Executive Director Gullo provided a report on the matter.

Director Martinez made a motion to adopt Resolution 2023-04, and Director Yip seconded the motion. In a vote, the motion passed unanimously.

5. PRESENTATION AND BRIEFING REGARDING HOW STATE PARKS ARE STRUCTURED AND/OR CREATED BY CLAIRE SCHLOTTERBECK OF HILLS FOR EVERYONE.

No report. The presentation was postponed.

6. PRESENTATION AND BRIEFING REGARDING THE STATUS OF THE MISSING MIDDLE, AERA PROPERTY, LAND USE WITHIN THE PUEENTE CHINO HILLS WILDLIFE CORRIDOR BY MELANIE SCHLOTTERBECK OF HILLS FOR EVERYONE.

Draft Minutes of Regular Meeting – April 20, 2023
BOARD OF DIRECTORS
PUEENTE HILLS HABITAT PRESERVATION AUTHORITY

No report. The presentation was postponed.

7. DISCUSSION AND POSSIBLE ACTION AUTHORITY BUDGET, INCLUDING ISSUES REGARDING DISQUALIFICATIONS TO RECEIVE MAINTENANCE AND SERVICING FUNDING THROUGH THE COUNTY OF LOS ANGELES' MEASURE A FUNDING INCLUDING AT SYCAMORE CANYON TRAILHEAD.

Executive Director Gullo provided a report. There was discussion on the matter. No action was taken.

8. INSTRUCTIONS TO NEGOTIATORS ON PROPERTY NEGOTIATIONS FOR ASSESSOR PARCEL NUMBERS 8266-002-901 AND 8269-003-900. NEGOTIATING PARTIES INCLUDE BOARD CHAIR, EXECUTIVE DIRECTOR, AND ROWLAND WATER DISTRICT. (THIS ITEM CAN BE HEARD IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.8 REGARDING REAL ESTATE NEGOTIATIONS.)

At 3:24 p.m. Vice Chair Ferrante moved to continue the discussion of items 8 through 11 in Closed Session.

9. INSTRUCTION TO NEGOTIATORS ON PROPERTY NEGOTIATIONS FOR ASSESSOR PARCEL NUMBERS 8239-045-902 AND 8239-047-902. NEGOTIATIONS FOR AN ACCESS EASEMENT OVER THE PROPERTY. NEGOTIATING PARTIES INCLUDE BOARD CHAIR, EXECUTIVE DIRECTOR, AND COAST COMMUNITY COLLEGE. (THIS ITEM CAN BE HEARD IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.8 REGARDING REAL ESTATE NEGOTIATIONS.)

10. INSTRUCTION TO NEGOTIATORS ON PROPERTY NEGOTIATIONS FOR ASSESSOR PARCEL NUMBERS 8267-017-900, 8267-017-905, 8267-017 906, AND 8267-018-909 LOCATED ALONG HARBOR BOULEVARD. NEGOTIATIONS FOR RMX RESOURCES LLC., TO QUITCLAIM TO HABITAT AUTHORITY ALL ITS RIGHTS, TITLE, AND INTEREST AND RESERVE EASEMENT FOR CERTAIN RIGHTS AND PIPELINES. NEGOTIATING PARTIES INCLUDE BOARD CHAIR OR VICE CHAIR, EXECUTIVE DIRECTOR, LOS ANGELES COUNTY, AND RMX RESOURCES, LLC

11. INSTRUCTIONS TO NEGOTIATORS ON PROPERTY NEGOTIATIONS FOR 10-ACRE PORTION OF ASSESSOR PARCEL NUMBER 8294-030-001 LOCATED IN HACIENDA HEIGHTS. NEGOTIATING PARTIES INCLUDE BOARD CHAIR, EXECUTIVE DIRECTOR, AND NELSON CHUNG, AS TRUSTEE OF THE CHUNG FAMILY TRUST AND PALMDALE SUMMIT, A CALIFORNIA LIMITED PARTNERSHIP. (THIS ITEM CAN BE HEARD IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.8 REGARDING REAL ESTATE NEGOTIATIONS.)

At 3:52 p.m. Vice Chair Ferrante moved to end the Closed Session and the Open Session recommenced.

Draft Minutes of Regular Meeting – April 20, 2023
BOARD OF DIRECTORS
PUENTE HILLS HABITAT PRESERVATION AUTHORITY

Items 8, 9, 10 were discussed and no reportable action was taken.

Item 11 was discussed, and the Board provided direction to execute a letter of intent to accept 10 acres of open space and execute a reimbursement agreement.

12. BOARD MEMBERS’ STATEMENTS, RESPONSES, QUESTIONS OR DIRECTIONS TO STAFF, AND EXECUTIVE DIRECTOR’S COMMENTS.

Director Martinez thanked the Habitat Authority for its continuous efforts.

Executive Director Gullo announced the booth events that the Habitat Authority is participating in: Earth Day hosted by the Sanitation District on April 22nd, Earth Day hosted by WAEC on April 29th, and Whittier’s Founders Day on May 13th.

Executive Director Gullo thanked the Board for their efforts. She also pointed out items of interest in the additional materials of the Board packet.

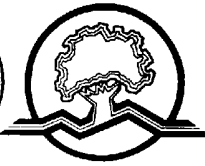
13. ADJOURNMENT AND ANNOUNCEMENT OF NEXT MEETING.

There being no further comments, or business to be discussed, Vice Chair Ferrante adjourned the meeting at 3:59 p.m. The next regularly scheduled meeting is expected to be canceled, and a special meeting is expected to be held on Thursday, May 25th.

Approved:

Ivan Sulic, Board Chair

Marlyn Barajas, Board Secretary



MOUNTAINS RECREATION & CONSERVATION AUTHORITY
Franklin Canyon Park
2600 Franklin Canyon Drive
Beverly Hills, California 90210
Phone (310) 858-7272 Fax (310) 858-7212

March 31 , 2023

**Puente Hills Habitat Preservation Authority
Ranger Services Activities for March 2023**

- Continued general patrol for: providing visitor information, identifying hazardous conditions and correcting illegal activity.
- Continued general maintenance for: graffiti removal, vandalism repair, litter and dumping removal, fence and gate repairs, sign installations and repairs and trail maintenance.
- Attended the Habitat Authority Board meeting. Showed our support and safe travels to Mike Hughes on his retirement from the Board.
- Gave a report on the ranger service activities at the Citizens Technical Advisory Committee meeting.
- Communicated with Habitat Authority volunteer trail watchers about trail conditions and hazards.
- Participated in our ranger monthly management meeting.
- Attended annual Law Enforcement refresher training.
- Participated in the recording of a video about the daily duties of a ranger.
- Picked up dumping including:
 - Trash on Colima Road.
 - Construction debris at Arroyo San Miguel.
 - Tires at Powder Canyon.
- Continue to notify the Habitat Authority staff of all unsuccessful animal road crossings that are observed at or near Habitat Authority property. During the month of March no animals were observed.
- Continue to monitor the Harbor underpass. No activity to report.
- Continue to pick up dog defecation at all the trailheads.
- Started installing the “No E-Bikes” signs at the trailheads.

- Cleaned up a large amount of graffiti in the tunnel under Colima Road.
- The black iron fence at the end of Friends Ave and Orange Ave was damaged from a vehicle accident. The fence has been repaired.
- Met with resident on Villaverde Drive regarding water and fence damage. Scheduling a follow up meeting with Habitat Authority staff.
- Inspected the roads and trails for downed trees and trail damage after the rain. Cleared several fallen branches along the trails.
- Replaced the back-flow device at Arroyo Pescadero.
- Large oak tree fell across the Powder Canyon trail. Contacted California Arborist Contractor for the removal.
- Removed memorial flowers that were left at Arroyo Pescadero.
- Marked off area to not be disturbed at Worsham Canyon for resident's native plants authorized by the Board.
- Removed a dead tree along Catalina Ave.
- Removed several leaning and fallen eucalyptus trees behind Altmark Ave.
- Turnbull Canyon Road was closed for several weeks due to a sink hole.
- Continue to patrol the SCE, Brea 57 site and Monterey mitigation sites in Powder Canyon and the Olinda site in Arroyo San Miguel.
- Recovered a stolen van that was left abandoned at Sycamore Canyon.
- Dealt with various violations including:
 - In the Preserve after hours at Sycamore Canyon, Hacienda Hills, Powder Cyn., Hellman Park and Arroyo Pescadero.
 - Parking violations at Arroyo Pescadero, Hacienda Hills Trailhead, Sycamore Canyon and Ford property.
 - Dogs in Sycamore Canyon
 - Hikers in Turnbull Canyon and Powder Canyon after rain.
 - Loud music in the Hacienda Hills.
 - Warn and advise electric bikes in Powder Canyon and Hacienda Hills.
 - Dogs off leash at Arroyo Pescadero.
 - Bikes in Arroyo Pescadero and Hellman Park.

- The Preserve was closed several days in March due to rain.
- Searched Hellman Park for any homeless activity. No activity to report.
- Due to safety concerns and overcrowding at the Turnbull Canyon entrance, we previously worked with the owner of the property and Whittier Police Department to secure the vacant lot that is next to the entrance. We secured the lot once in March.
- Continue monitoring the surveillance cameras at various trailheads in attempt to catch the vehicle break-in perpetrators. We are also coordinating with Whittier Police and L.A. County Sheriff. We continue to get positive information of the suspects from the cameras.
- Continue to contact the Los Angeles County Department of Street Maintenance regarding the graffiti along Turnbull Canyon Road.
- Continue to check and re-post trail closure signs and rope-fence at unauthorized trails and restoration areas in Turnbull Canyon, Worsham Canyon, Powder Canyon and Hellman Park.
- Continue to conduct perimeter patrols of all property for fence damage, illegal access points, rope swings, and encroachments.
- Received several calls during the month of January to our 24-hour ranger emergency services number including:
 - Several calls for hikers locked in at Hellman Park.
 - Several inquiries if the Preserve is open.
 - Hikers locked in at Orange Grove Ave.
 - Hikers locked in at the Hacienda Hills Trailhead.
 - Lost hiker at Hellman Park. Hiker was located.
 - Lost hiker in Turnbull Cyn asking for directions down the hill.
 - Reporting a downed tree in Powder Canyon.
 - Reporting people in the Hacienda Hills after hours.
 - Inquiring about the trails.
 - Reporting motorcycles in Worsham Cyn.
 - Reporting deer bones on the trail. The bones were removed.
 - Reporting a suspicious person in the restroom at Hellman Park.
 - Reporting a sink hole behind their house on Workman Mill Rd. Not Habitat Authority property.
- Continue to work closely with Executive Director Andrea Gullo on various projects and assignments as requested.

Puente Hills Habitat Preservation Authority
Ranger Services Activities
March 31, 2023

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If you have any questions, or would like any additional information, please feel free to contact me anytime. Thank you.

Sincerely,

K E Hughes

Kenn Hughes
Deputy Chief Ranger



KEITH KNOX
TREASURER AND TAX COLLECTOR

COUNTY OF LOS ANGELES TREASURER AND TAX COLLECTOR

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 462, Los Angeles, California 90012
Telephone: (213) 974-2139 Fax: (213) 626-1701
ttc.lacounty.gov and propertytax.lacounty.gov

Board of Supervisors
HILDA L. SOLIS
First District
HOLLY J. MITCHELL
Second District
LINDSEY P. HORVATH
Third District
JANICE HAHN
Fourth District
KATHRYN BARGER
Fifth District

May 9, 2023

Andrea Gullo, Executive Director
Puente Hills Habitat Preservation Authority
7333 Greenleaf Avenue, First Floor
Whittier, CA 90602

Email: agullo@habitatauthority.org

PUENTE HILLS HABITAT PRESERVATION AUTHORITY MONTHLY INVESTMENT REPORTS

Dear Andrea Gullo:

Enclosed are the Puente Hills Habitat Preservation Authority Portfolio Income Report (Earnings Report), Custom Position Report, Purchase Detail Report, and Chronological Detail Report for the month ended April 30, 2023, for your review and reference.

Should you have questions, you may contact Ms. Marivic Liwag, Assistant Operations Chief, of my staff at (213) 584-1252, or mliwag@ttc.lacounty.gov.

Very truly yours,

KEITH KNOX
Treasurer and Tax Collector


Jennifer Koai
Operations Chief

JK:ML:mp

Enclosures

c: Marlyn Barajas

Income Report - PHHPA

04/01/2023 - 04/30/2023

Specific Purpose Invest Agg (299402)

Dated: 05/02/2023

SPI

Original Lot ID	Detailed Description	CUSIP	Coupon Rate	PAR Value	Interest/Dividend Received	Accretion Income	Amortization Expense	Interest Income	Net Gain/Loss	Net Income
821801196	FREDDIE MAC 2.000 08/27/43 '23 MTN	3134GWSD9	2.000	9,500,000.00	0.00	0.00	0.00	15,833.33	0.00	15,833.33
821801198	FEDERAL FARM 2.500 07/29/41 '23	3133EMW65	2.500	22,675,000.00	0.00	0.00	0.00	47,239.58	0.00	47,239.58
931461387	US TREASURY BILL 04/20/23 MATD	912796V48	0.000	0.00	0.00	8,951.11	0.00	0.00	0.00	8,951.11
---	---	---	2.366	32,175,000.00	0.00	8,951.11	0.00	63,072.91	0.00	72,024.02

* Grouped by: Aggregate Accounts. * Groups Sorted by: Aggregate Accounts. * Filtered By: LA Fund Number = "PHHPA". * Weighted by: Ending Market Value + Accrued. * Holdings Displayed by: Lots without MMF Collapse.

Custom Position Report - PHHPA

As of 04/30/2023

Specific Purpose Invest Agg (299402)

Dated: 05/02/2023

SPI

Original Lot ID	Detailed Description	CUSIP	Coupon Rate	Final Maturity	Purchase Yield	PAR Value	Amortized Cost	Historical Cost	Net Accumulated Amortization/Accretion
821801198	FEDERAL FARM 2.500 07/29/41 '23	3133EMW65	2.500	07/29/2041	2.500	22,675,000.00	22,675,000.00	22,675,000.00	0.00
821801196	FREDDIE MAC 2.000 08/27/43 '23 MTN	3134GWS09	2.000	08/27/2043	2.000	9,500,000.00	9,500,000.00	9,500,000.00	0.00
---	---	---	2.352	03/10/2042	2.352	32,175,000.00	32,175,000.00	32,175,000.00	0.00

* Grouped by: Aggregate Accounts. * Groups Sorted by: Aggregate Accounts. * Filtered By: LA Fund Number = "PHHPA". * Weighted by: PAR Value. * Holdings Displayed by: Lots without MMF Collapse.

Purchase Detail Report-PHHPA

04/01/2023 - 04/30/2023

Specific Purpose Invest Agg (299402)

Dated: 05/02/2023

<i>LA Fund Number</i>	<i>Original Lot ID</i>	<i>Description</i>	<i>Settle Date</i>	<i>Final Maturity</i>	<i>Coupon Rate</i>	<i>PAR Value</i>	<i>Principal</i>	<i>Purchased Accrued Income</i>	<i>Settlement Amount</i>
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* Grouped by: Aggregate Accounts. * Groups Sorted by: Aggregate Accounts. * Filtered By: Settle Date ≥ 04/01/2023 and Settle Date ≤ 04/30/2023 and LA Fund Number = "PHHPA". * Weighted by: Ending Market Value + Accrued. * Holdings Displayed by: Lot.

* Purchased Accrued Income = -[Purchased Accrued Income], Summary Calculation: Sum. * Settlement Amount = [Ending Original Cost]+(-[Purchased Accrued Income]), Summary Calculation: Sum.

Chronological Report - PHHPA

Specific Purpose Invest Agg (299402)

04/01/2023 - 04/30/2023

Dated: 05/02/2023

<i>Original Lot ID</i>	<i>Detailed Description</i>	<i>Settle Date</i>	<i>Final Maturity</i>	<i>Change in Current FV</i>	<i>Purchases</i>	<i>Maturities and Redemptions</i>	<i>Purchased Accrued Income</i>	<i>Coupon Payment</i>
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* Grouped by: LA Fund Number. * Groups Sorted by: LA Fund Number. * Filtered By: Settle Date ≤ 04/30/2023 and Settle Date ≥ 04/01/2023 and LA Fund Number = "PHHPA". * Weighted by: Coupon Payment. * Holdings Displayed by: Lot.

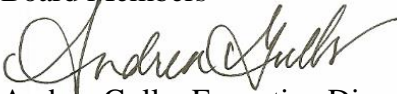
* Change in Current FV = ([Purchases]+[Beginning Lot-Based Trade Payable])-[Maturities and Redemptions], Summary Calculation: Sum. * Purchases = [Purchases]+[Beginning Lot-Based Trade Payable], Summary Calculation: Sum. * Purchased Accrued Income = - [Purchased Accrued Income], Summary Calculation: Sum.

Puente Hills
Habitat Preservation Authority
Endowment Provided by the Puente Hills Landfill

MEMORANDUM

Date: May 25, 2023

To: Board Members

From: 
Andrea Gullo, Executive Director

Subject: Agenda Item No. 3d) Receive and file Authority financial audit, Management Report and Auditor's Communication Letter for fiscal year 2021-22, prepared by Moss, Levy and Hartzheim, LLP, contracted by Los Angeles County Department of Auditor-Controller.

Recommendation:

That the Board receive and file the agency audit for fiscal year 2021-22.

Background:

The County of Los Angeles' Department of Auditor and Controller administered the Authority's fiscal year 2021-22 audit in accordance with section 5.2 of the Authority's joint powers agreement:

The Board shall appoint as Authority's Controller an employee of the Authority, the Auditor/Controller of the County of Los Angeles, or a third-party individual or company with qualifications to act as Controller. The Controller shall be strictly accountable for all funds and shall report all receipts and disbursements. The Controller shall establish and maintain such funds and accounts as may be required by good accounting practice. The books and records of Authority in the hands of the Controller shall be open to inspection at all reasonable times by representatives of the Parties. The Controller within one hundred eighty (180) days after the close of each fiscal year shall give a complete written report of all financial activities for such fiscal year to the Board and shall make such further reports and cause such audits of the accounts and records of the Authority to be made as are required by law.

The audit was prepared by Moss, Levy & Hartzheim LLP under the direction of the County of Los Angeles' Department of Auditor and Controller, and reimbursable by the Authority. Attached is the audit, Management Report and Auditor's Communication Letters. The auditors concluded that there are no observations, recommendations or suggestions, nor any significant findings to report.

Fiscal Impact:

None.

**PUENTE HILLS
HABITAT PRESERVATION AUTHORITY**

ANNUAL FINANCIAL REPORT

June 30, 2022

PUENTE HILLS HABITAT PRESERVATION AUTHORITY
JUNE 30, 2022

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PARTNERS
CRAIG A HARTZHEIM, CPA
HADLEY Y HUI, CPA
ALEXANDER C HOM, CPA
ADAM V GUISE, CPA
TRAVIS J HOLE, CPA
WILSON LAM, CPA

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www.mlhcpas.com

Independent Auditor's Report

To the Honorable Board of Directors
Puente Hills Habitat Preservation Authority
Whittier, California

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying basic financial statements of the Puente Hills Habitat Preservation Authority (the "Authority") as of and for the fiscal year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents. In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Authority, as of June 30, 2022, and the changes in its financial position and its cash flows for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Authority and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4 and 6 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated April 6, 2023 on our consideration of the Authority's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.

Moss, Levy & Hartzheim, LLP
Culver City, California
April 6, 2023

PUENTE HILLS HABITAT PRESERVATION AUTHORITY
Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2022

Management's discussion and analysis (MD&A) of the Puente Hills Habitat Preservation Authority (the Authority) provides a narrative overview of the Authority's financial activities for the fiscal year ended June 30, 2022. Please read it in conjunction with the accompanying financial statements, footnotes, and supplementary information.

Financial Highlights

- During the current fiscal year, the Authority's net position decreased by \$7.28 million to \$68.01 million.
- The Authority has investments of \$24.93 million in various government securities that have interest rates ranging from 2.00% to 2.50%.
- Operating revenues increased by \$0.50 million to \$0.61 million and operating expenses decreased by \$0.15 million to \$2.14 million.

Overview of Financial Statements

This MD&A serves as an introduction to the Authority's basic financial statements. The basic financial statements include four components: 1) Statement of Net Position; 2) Statement of Revenues, Expenses, and Changes in Net Position; 3) Statement of Cash Flows; and 4) Notes to the Financial Statements.

- The Statement of Net Position presents all the Authority's assets and liabilities, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator to determine whether the financial position of the Authority is improving or deteriorating.
- The Statement of Revenues, Expenses, and Changes in Net Position presents information showing how the Authority's net position changed during the fiscal year. All changes in net position (revenues and expenses) are reported when the underlying event giving rise to the change occurs, regardless of the timing of the related cash flows. Accordingly, revenues and expenses are reported in this statement for items that will result in cash flows in future fiscal periods (e.g. accrued but unpaid contract and professional service fees).
- The Statement of Cash Flows presents information regarding the Authority's use of cash during the fiscal year and is an indicator of whether or not sufficient cash flow is being generated during the fiscal year to meet the operating needs of the Authority.
- The notes provide additional information that is essential for a full understanding of the data provided in the financial statements.

PUENTE HILLS HABITAT PRESERVATION AUTHORITY
Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2022

Financial Statement Analysis

Since its formation, Net Position of the Authority has gradually grown from \$1.8 million to about \$68.01 million. Most of the growth in Net Position has been attributable to the Authority's acquisition of land and related capital assets. Operating revenues increased from \$0.11 million as of June 30, 2021, to \$0.61 million as of June 30, 2022. The operating revenues consisted primarily of grants from state and local governments, oil rights revenue, reimbursement of expenses, site mitigation fees, and donations. Operating expenses decreased from \$2.29 million as of June 30, 2021, to \$2.14 million as of June 30, 2022. Operating expenses consisted primarily of contract and professional service fees, salaries and benefits, and administrative expenses.

The Authority's Net Position was \$68.01 million as of June 30, 2022, compared to \$75.29 million as of June 30, 2021. Net Investments in Capital Assets accounted for \$35.76 million of the total Net Position. Liabilities were \$0.78 million as of June 30, 2022, compared to \$0.32 million as of June 30, 2021.

Capital Assets

As of June 30, 2022, the Authority's capital assets consisted of \$35.76 million in land, \$0.43 million in buildings, and \$0.43 million in accumulated depreciation.

Debt Administration

As of June 30, 2022, the Authority had no outstanding debt.

Economic Factors

Due to the global pandemic and subsequent economic crisis, the Authority's specific portfolio investments have been significantly affected resulting in a significant revenue decrease for the Authority. As a result, the operating budget of the Authority has been decreased to partially mitigate the impact. The Authority is seeking and exploring additional revenue streams such as environmental mitigation fees from regional projects, a financing mechanism, grants, and short-term portfolio investments. It was successful in recapturing partial back payments from the City of Whittier funded through the Los Angeles County Proposition A maintenance and servicing (M&S) allocation for fiscal years 2011-2015. The Authority was successful in obtaining two grants for fiscal year 2021-2022, one from the Rivers and Mountains Conservancy (RMC) and the other from CalFire, which will help to mitigate partial revenue shortfalls. Also, it was successful in being awarded another RMC grant for the fiscal year 2022-2023.

The Authority is adjusting the grant guideline amendments made in the spring of 2021 by Los Angeles County Regional Parks and Open Space District regarding Measure A M&S funding. Additionally, further Measure A grant guideline amendments made in early 2022 by the County will prohibit the Authority from using its annually allocated M&S funds on Proposition A purchased property that it manages (City of Whittier-owned property) starting fiscal year 2022-2023. The City of Whittier has committed reimbursement through the City's M&S allocation for expenditures on

PUENTE HILLS HABITAT PRESERVATION AUTHORITY
Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2022

their land which is managed by the Authority, which will partially assist with some costs. Additionally, the Authority is responding to recent direction from the County to correct qualification for M&S funding on land it owns, Sycamore Canyon. This will have significant impacts on the budget which the Authority is in the process of analyzing.

The budget, investments, other revenue sources, and expenditures will be closely monitored by the Authority moving forward to maintain solvency.

Contacting the Authority's Financial Management

This financial report is designed to provide our citizens and other interested parties with a general overview of the Authority's finances and to demonstrate the Authority's accountability for the money it receives. If you have any questions about this report or need additional financial information, contact the County of Los Angeles, Department of Auditor-Controller, 500 West Temple Street Room 525, Los Angeles, CA 90012.

Puente Hills Habitat Preservation Authority
Statement of Net Position
June 30, 2022

Assets

Cash on deposit (Note 2)	\$	7,330,155
Restricted cash on deposit with County Treasurer (Note 2)		263,179
Investments (Note 2)		24,929,859
Receivables:		
Accrued interest		21,289
Accounts receivable		430,003
Prepaid expense		48,812
Capital Assets: (Note 4)		
Land - nondepreciable		35,759,977
Buildings and improvements		428,480
Accumulated depreciation		(428,480)

Total Assets		68,783,274
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Liabilities

Accrued payables		776,451
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Total Liabilities		776,451
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Net Position (Note 3)

Net investment in capital assets		35,759,977
Restricted		263,179
Unrestricted		31,983,667

Total Net Position	\$	68,006,823
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See accompanying notes to the basic financial statements

Puente Hills Habitat Preservation Authority
Statement of Revenues, Expenses, and Changes in Net Position
For the Fiscal Year Ended June 30, 2022

Operating Revenues:	
Contributions from Other Governmental Agencies	\$ 147,268
Oil Revenue	70,499
State Grants	263,137
Site Mitigation	50,600
Miscellaneous	75,324
Total Operating Revenues	<u>606,828</u>
Operating Expenses:	
Contract and Professional Service Fees	1,520,203
Salaries and Benefits	393,993
Insurance	62,134
Rent (Note 5)	5,188
Treasurer and Tax Collector - Management Fees	15,649
Auditor-Controller Services	32,000
Utilities, Supplies, and Other Charges	106,541
Total Operating Expenses	<u>2,135,708</u>
Operating Income (Loss)	<u>(1,528,880)</u>
Non-Operating Revenues (Expenses):	
Interest on Deposited Funds	53,312
Investment Income (Loss)	(5,808,989)
Total Non-Operating Revenues (Expenses)	<u>(5,755,677)</u>
Change in Net Position	(7,284,557)
Net Position, beginning of the fiscal year	<u>75,291,380</u>
Net Position, end of the fiscal year (Note 3)	<u><u>\$ 68,006,823</u></u>

See accompanying notes to the basic financial statements

**Puente Hills Habitat Preservation Authority
Statement of Cash Flows
For the Fiscal Year Ended June 30, 2022**

Cash Flows from Operating Activities:

Cash received from other governmental agencies	\$ 10,000
Cash received from other agencies	183,081
Cash paid to employees for services	(415,907)
Cash paid to suppliers for goods and services	(1,263,004)

Net Cash (Used) by Operating Activities	(1,485,830)
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Cash Flows from Investing Activities:

Investments purchased	(22,675,000)
Investment sales	22,500,000
Investment income	648,437
Interest received	46,884

Net Cash Provided by Investing Activities	520,321
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Net Decrease in Cash and Cash Equivalents	(965,509)
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Cash and Cash Equivalents, Beginning of Fiscal Year	8,558,843
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Cash and Cash Equivalents, End of Fiscal Year	\$ 7,593,334
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Reconciliation of Cash and Cash Equivalents to amounts reported on the statement of net position

Cash on deposit (Note 2)	\$ 7,330,155
Restricted cash on deposit with County Treasurer (Note 2)	263,179
Cash and Cash Equivalents, End of Fiscal Year	\$ 7,593,334

Reconciliation of Operating Income (Loss) to Net Cash Used by Operating Activities:

Operating Income (Loss)	\$ (1,528,880)
Change in assets and liabilities	
(Increase) in accounts receivable	(413,835)
(Increase) in prepaid expense	(215)
Increase in accrued payables	457,100

Net Cash Used by Operating Activities	\$ (1,485,830)
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See accompanying notes to the basic financial statements

NOTES TO THE BASIC FINANCIAL STATEMENTS

PUENTE HILLS HABITAT PRESERVATION AUTHORITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2022

NOTE 1 ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Organization

The Puente Hills Habitat Preservation Authority (Authority) was formed on February 15, 1994, as a joint powers authority by the County of Los Angeles, certain County Sanitation Districts, and the City of Whittier. The Authority was established for the purpose of acquiring, restoring, and/or maintaining additional open space lands in the La Puente/Whittier Hills area in order to create or preserve native habitat areas. Additionally, the Authority will give special consideration to land acquisitions, habitat restoration, trailhead construction, and recreational and/or educational amenities on open space lands within and for the benefit of the community of Hacienda Heights. It serves as a condition of approval to address impacts on oak tree resources and natural open space resulting from the operation of the Puente Hills Landfill. The term of the Authority will continue indefinitely unless cancelled by the County of Los Angeles (County), certain County Sanitation Districts, and the City of Whittier. The Authority is governed by a Board of Directors composed of four appointed directors: one by the Board of Directors of the Sanitation Districts, one by the County, one by the supervisor representing the Supervisorial District which geographically includes the Puente Hills Landfill, and one by the City of Whittier. The Authority is legally separate and fiscally independent from each of the member entities. This means it can incur debt, set, and modify its own budget and fees, enter into contracts, and sue and be sued in its own name.

The accompanying financial statements reflect the financial activities of the Authority. The Authority has no component units.

B. Significant Accounting Policies

The Authority's financial statements have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to governmental agencies. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

Basis of Accounting and Measurement Focus

The Authority is accounted for as an enterprise fund (proprietary fund type). A fund is an accounting entity with a self-balancing set of accounts established to record the financial position and results of operations of a specific governmental activity. The activities of enterprise funds closely resemble those of ongoing businesses in which the purpose is to conserve and add to basic resources while meeting operating expenses from current revenues. Enterprise funds account for operations that provide services on a continuous basis and are substantially financed by revenues derived from user charges. The Authority utilizes the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when the liability is incurred.

PUENTE HILLS HABITAT PRESERVATION AUTHORITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2022

NOTE 1 ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES
(Continued)

B. Significant Accounting Policies (Continued)

Proprietary funds distinguish operating revenues and expenses from nonoperating items. The principal operating revenues of the Authority are contributions from the Regional Park and Open Space District, state grants, donations, and site mitigation fees. Operating expenses include administrative expenses and contract and professional service fees. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the Authority's policy to use restricted resources first, then unrestricted resources as they are needed.

The Authority's financial statements are presented in accordance with the provisions of GASB Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments* and GASB Statement No. 63 – *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*. Statement No. 34 established standards for external financial reporting for all state and local governmental entities and Statement No. 63 established standards for reporting deferred outflows of resources, deferred inflow of resources, and net position in a statement of financial position. The net position is required to be classified into three components – net investment in capital assets; restricted; and unrestricted. These classifications are defined as follows:

Net investment in capital assets – This component of net position consists of capital assets, including restricted capital assets, net of accumulated depreciation and is reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. If there are significant unspent related debt proceeds at year-end, the portion of the debt attributable to the unspent proceeds is not included in the calculation of invested in capital assets, net of related debt. Rather, that portion of the debt is included in the same net position component as the unspent proceeds.

Restricted net position – This component of net position represents restricted assets net of liabilities that relate to those specific restricted assets. A restricted asset is an asset for which constraints have been placed on the asset's use by creditors, contributors, laws, or regulations of other governments, or as a governing body at the time a particular fee, charge, levy, or assessment was approved. These restrictions must be narrower than the general purposes for which the reporting government can use its resources.

PUENTE HILLS HABITAT PRESERVATION AUTHORITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2022

NOTE 1 ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES
(Continued)

B. Significant Accounting Policies (Continued)

Unrestricted net position – This component of net position consists of net position that does not meet the definition of “restricted” or “net investment in capital assets.”

See note 3 for additional disclosures regarding net position.

C. Revenue Recognition

Revenue is recognized on the accrual basis of accounting and donation revenue is recognized according to the conditions of the promise.

D. Land

Acquisition of land and buildings and improvements are recorded at cost or, if donated, at fair value at date of donation. Land basically consists of open space acquired in accordance with the joint powers agreement that created the Authority. Buildings and improvements consist of houses and improvements that were located on the land at the time of purchase or donation. When land and buildings and improvements are sold or otherwise disposed of, related costs are removed from the accounts and any gain or loss is reported in the statement of revenues, expenses, and changes in net position.

E. Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenues and expenses during the reporting period. Actual results could differ from those estimates.

F. Cash and Cash Equivalents

For the purposes of the statement of cash flows, cash represents balances that can be readily withdrawn without substantial notice or penalty. Cash equivalents are defined as short-term, highly liquid investments that are both readily convertible to known amounts of cash or so near their maturity that they present insignificant risk of changes in value because of changes in interest rates and have an original maturity date of three months or less.

G. Lease Liability

As a lessee, a lease is defined as a contractual agreement that conveys control of the right-to-use another entity’s nonfinancial asset, for a minimum contractual period of greater than one year, in an exchange or exchange-like transaction. The Authority has no lease liabilities that meet the criteria to be recognized at June, 30, 2022.

PUENTE HILLS HABITAT PRESERVATION AUTHORITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2022

NOTE 2 CASH AND INVESTMENTS

In accordance with the Joint Powers Authority (JPA) agreement and Government Code, cash balances of the Authority are deposited with and pooled and invested by the County Treasurer and Tax Collector (Treasurer) for the purpose of increasing interest earnings through investment activities. Interest earned on pooled investments is deposited to participating funds based upon each fund's average daily balance during the allocation period. The Authority maintains a deposit account for donations with Wells Fargo Bank which at June 30, 2022 had a balance of \$1,725.

California Government Code Sections 53601 and 53635 authorize the Treasurer to invest the External Investment Pool (Pool) and Specific Purpose Investment (SPI) funds in obligations of the United States Treasury, federal agencies, municipalities, asset-backed securities, bankers' acceptances, commercial paper, negotiable certificates of deposit, medium-term notes, corporate notes, repurchase agreements, reverse repurchase agreements, forwards, futures, options, shares of beneficial interest of a JPA that invests in authorized securities, shares of beneficial interest issued by diversified management companies known as money market mutual funds registered with the Securities and Exchange Commission, securities lending agreements, the State of California's Local Agency Investment Fund, and supranational institutions. California Government Code Section 53534 authorizes the Treasurer to enter into interest rate swap agreements. However, these agreements should only be used in conjunction with the sale of the bonds approved by the Board of Supervisors. As permitted by the California Government Code, the Treasurer developed, and the Board of Supervisors adopted, an Investment Policy that further defines and restricts the limits within which the Treasurer may invest. The investments are managed by the Treasurer, which reports investment activity to the Board of Supervisors on a monthly basis. In addition, the Treasurer's investment activity is subject to an annual investment policy review, compliance oversight, quarterly financial review, and annual financial reporting by the County. The Treasurer also maintains Other Specific Investments, which are invested pursuant to Section 1300.76.1, Title 28, California Code of Regulations. The County has not provided nor obtained any legally binding guarantees during the fiscal year ended June 30, 2022, to support the value of shares in the Pool.

Also, the Authority's Memorandum of Understanding (MOU) with the Treasurer, executed in May 2011, enables the County to make investments for the Authority using the SPI program that is within the guidelines of the County's investment policy. Section III of that MOU instructs the Authority to create its own investment policy or adopt that of the County, either of which shall be approved by the Authority on an annual basis. The investment policy needs to comply with the California Government Code and Education Code and may not be less restrictive than the Treasurer's investment policy. The Authority's Board annually adopts the County's investment policy. The investments are managed by the Treasurer, which reports investment activity to the Authority's Board on a monthly basis.

Disclosures Relating to Interest Rate Risk

Cash and investments as of June 30, 2022, are classified in the accompanying financial statements as follows:

PUENTE HILLS HABITAT PRESERVATION AUTHORITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2022

NOTE 2 CASH AND INVESTMENTS (Continued)

Statement of Net Position:

Cash on deposit	\$	7,330,155
Restricted cash on deposit with County Treasurer		263,179
Investments		<u>24,929,859</u>
Total cash and investments	\$	<u>32,523,193</u>

Cash and investments as of June 30, 2022, consist of the following:

Demand deposits - outside bank	\$	<u>1,725</u>
Total demand deposits		<u>1,725</u>
Cash and investments with County Treasurer		7,328,430
Restricted cash and investments on deposit with County Treasurer		263,179
Investments		<u>24,929,859</u>
Total Investments		<u>32,521,468</u>
Total cash and investments	\$	<u>32,523,193</u>

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. One of the ways that the Authority manages its exposure to interest rate risk is by purchasing a combination of shorter term and longer-term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturity evenly over time as necessary to provide the cash flow and liquidity needed for operations.

Information about the sensitivity of the fair value of the Authority's investments to market interest rate fluctuations is provided by the following table that shows the distribution of the Authority's investments by maturity:

Investment Type	Fair Value	Remaining Maturity (in Months)		
		12 Months or Less	13 - 60 Months	More than 60 Months
Cash and Investments				
with County Treasurer	\$ 7,591,609	\$ 7,591,609	\$ -	\$ -
Federal Agency				
Securities	<u>24,929,859</u>			<u>24,929,859</u>
Total	<u>\$ 32,521,468</u>	<u>\$ 7,591,609</u>	<u>\$ -</u>	<u>\$ 24,929,859</u>

PUENTE HILLS HABITAT PRESERVATION AUTHORITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2022

NOTE 2 CASH AND INVESTMENTS (Continued)

Disclosures Relating to Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Presented below is the minimum rating required by (where applicable) the California Government Code or the Authority's investment policy, and the actual rating as of fiscal year end for each investment type (Standard & Poor's).

Investment Type	Fair Value	Minimum Legal Rating	Ratings as of Fiscal Year End			
			AAA	AA+	AA AA- A+, A-	Not Rated
Cash and Investments						
with County Treasurer	\$ 7,591,609	N / A	\$ -	\$ -	\$ -	\$ 7,591,609
Federal Agency						
Securities	24,929,859	N / A		24,929,859		
Total	\$ 32,521,468		\$ -	\$ 24,929,859	\$ -	\$ 7,591,609

Concentration of Credit Risk

The investment policy of the Authority contains limitations on the amount that can be invested in any one issuer beyond that stipulated by the California Government Code. Investments (other than external investment pools) in any one issuer that represent 5% or more of total Authority's investments are as follows:

Issuer	Investment Type	Reported Amount	Maturity	Interest Rate
Federal Farm Credit Bank	Federal Agency Securities	\$ 18,222,764	2042	2.50%
Federal Home Loan Mortgage Corporation	Federal Agency Securities	6,707,095	2044	2.00%

Investments are stated at fair value and are valued on a monthly basis. The Treasurer categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. Securities classified in Level 1 of the fair value hierarchy are valued using prices quoted in active markets for those securities. Securities classified in Level 2 of the fair value hierarchy are valued using other observable inputs such as matrix pricing techniques or based on quoted prices for assets in markets that are not active. Matrix pricing is used to value securities based on securities' relationship to benchmark quoted prices. Level 3 inputs are significant unobservable inputs. Securities classified in Level 3 are valued using the income approach such as discounted cash flow techniques. Investments in an external government investment pool are not subject to reporting within the level hierarchy.

PUEENTE HILLS HABITAT PRESERVATION AUTHORITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2022

NOTE 2 CASH AND INVESTMENTS (Continued)

See the County’s Annual Comprehensive Financial Report for disclosures related to cash and investments and the related interest rate risk, credit rate risk, custodial risk, and concentration risk.

Funds deposited in the County Treasury Pool amounted to \$7,591,609 as of June 30, 2022; however, this external pool is not measured under Level 1, 2, or 3. This represents less than 0.02% of the total Treasury Pool.

Fair Value Measurements

The Authority categorizes its fair value measurement within the fair value hierarchy established by generally accepted accounting principles. These principles recognize a three-tiered fair value hierarchy as follows:

- Level 1: Investments reflect prices quoted in active markets;
- Level 2: Investments reflect prices that are based on a similar observable asset either directly or indirectly, which may include inputs in markets that are not considered active; and
- Level 3: Investments reflect prices based on unobservable sources.

The Authority has the following recurring fair value measurements as of June 30, 2022:

	Total	Fair Value Measurement Using		
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Investments by Fair Value				
Federal Agency Securities	\$ 24,929,859	\$ -	\$ 24,929,859	\$ -
Total investments measured at fair value	<u>\$ 24,929,859</u>	<u>\$ -</u>	<u>\$ 24,929,859</u>	<u>\$ -</u>

The investment activity of the Authority with the County Treasurer occurs separately from the County’s investment pool and is reported as a Specific Purpose Investment on behalf of the Authority.

NOTE 3 NET POSITION

Net position at June 30, 2022 consisted of the following:

Net Investment in Capital Assets	\$ 35,759,977
Restricted Net Position *	263,179
Unrestricted Net Position	<u>31,983,667</u>
Total Net Position	<u>\$ 68,006,823</u>

PUENTE HILLS HABITAT PRESERVATION AUTHORITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2022

NOTE 3 NET POSITION (Continued)

*Under the purchase agreement for the Brearley/Malkenhorst/Turnbull Property, the Authority agreed to pledge \$263,179 of the funds on deposit with the County Treasurer as security for obligations, including street improvements that would need to be made in the event that the property ceases to be used for open space, habitat restoration, or other biological preservation activities consistent with open space management, and passive recreational use.

NOTE 4 CAPITAL ASSETS

Capital asset activity for the fiscal year ended June 30, 2022, is as follows:

	Balance at June 30, 2021	Additions	Deletions	Balance at June 30, 2022
Capital Assets, Non-depreciable:				
Land (Acquired by the Authority)	\$ 34,520,585	\$ -	\$ -	\$ 34,520,585
Land (Donated to the Authority)	1,239,392			1,239,392
Total Capital Assets, Non-depreciable	35,759,977			35,759,977
Capital Assets, Depreciable:				
Buildings and improvements	428,480			428,480
Accumulated depreciation	(428,480)			(428,480)
Total Capital Assets, Depreciable				
Total Capital Assets, net	\$ 35,759,977	\$ -	\$ -	\$ 35,759,977

PUENTE HILLS HABITAT PRESERVATION AUTHORITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2022

NOTE 4 CAPITAL ASSETS (Continued)

Capital assets, at cost, or fair value at the time of donation, for the fiscal year ended June 30, 2022, consist of the following:

Property Name	Land Amount	Building Amount
Assets Acquired by the Authority		
a. Powder Canyon	\$ 2,398,188	\$ -
b. Hacienda Hills Property	790,467	
c. Unocal Properties	46,524	
d. Davies Property	726,100	
e. Weisel/Sanders Property	352,363	300,000
f. Old Coach Property	3,616,020	
g. Pellkofer Properties	236,699	
h. Lim Property	450,875	
i. Roberts/Pellkofer Property	769,550	
j. Huang/Chen Property	481,921	
k. Newbre II Property	501,868	
l. Shuey Property	75,877	
m. Canlas Property	396,151	
n. Rose Hills Foundation Property	14,213,405	
o. Kou Property	650,854	
p. Javaid Property	2,204,100	
q. Viola Berg Property	355,737	
r. Public Works Property - La Habra Heights	320,302	
s. Gibson Property	790,440	
t. Ranney Property	2,729	
u. Brearley/Malkenhorst/Turnbull Property	2,124,500	
v. Corona Property	438,175	
w. Maico Property	601,200	
x. Sycamore Canyon Property	1,505,032	128,480
y. Parcel No. 8239-045-018 in La Habra Heights	3,987	
z. Parcel No. 8239-045-016	21,026	
aa. Easement on Parcel No. 8126-024-004	2,800	
bb. Moravek APN 8221-026-010	22,156	
cc. APN 8221-004-013, 014, 015	421,539	
Total Assets Acquired by the Authority	34,520,585	428,480
Assets donated to the Authority		
a. Benson Ford Donation	104,000	
b. J. Grimont Donation	100,000	
c. Newbre Property	316,394	
d. Gale Property	708,667	
e. OCWR Project easement	9,401	
f. Ridgewood/BroadrockBrea/ Power II easement	930	
Total Assets Donated to the Authority	1,239,392	
Total Capital Assets as of June 30, 2022	\$ 35,759,977	\$ 428,480

PUENTE HILLS HABITAT PRESERVATION AUTHORITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2022

NOTE 5 COMMITMENTS AND CONTINGENCIES

The Authority leases its office space from the City of Whittier (City). In August 2021, the Authority signed a lease renewal for the office space in the City, effective from August 1, 2021 through July 31, 2026, with an option to renew for two consecutive five year terms. According to the lease agreement, the base rent will start at \$471.68 per month and will be adjusted annually, based on the Authority's proportionate share of the operating expenses incurred by the City. On August 23, 2022, the lease agreement was amended to change the base rent to \$1 annually, commencing August 23, 2022. The lease does not meet the criteria for being recorded under Governmental Accounting Standards Board Statement No. 87 "Leases".

The Authority's personnel are employees of the City. Their CalPERS benefits and related pension liabilities are disclosed in the City's financial statements.

NOTE 6 CONTINGENT LIABILITIES

Claims and suits have been filed against the Authority in the normal course of business. The outcome of these matters is not presently determinable. However, in the opinion of management, the resolution of these matters is not expected to have a significant impact on the financial condition of the Authority.

**PUENTE HILLS HABITAT
PRESERVATION AUTHORITY**

**MANAGEMENT REPORT
AND
AUDITOR'S COMMUNICATION LETTER**

June 30, 2022

PUENTE HILLS HABITAT PRESERVATION AUTHORITY

**MANAGEMENT REPORT
AND
AUDITOR'S COMMUNICATION LETTER**

June 30, 2022

Required Communication under Statement on Auditing Standards No. 114	1
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed In Accordance with <i>Government Auditing Standards</i>	3
Current Year Recommendations	5
Status of Prior Year Recommendations	6



MOSS, LEVY & HARTZHEIM LLP

CERTIFIED PUBLIC ACCOUNTANTS

PARTNERS

CRAIG A HARTZHEIM, CPA
HADLEY Y HUI, CPA
ALEXANDER C HOM, CPA
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To the Honorable Board of Directors
Puente Hills Habitat Preservation Authority
Whittier, California

We have audited the financial statements of the Puente Hills Habitat Preservation Authority (Authority) for the fiscal year ended June 30, 2022. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit as noted in Work Order No. 9-33A. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Authority are described in Note 1 to the basic financial statements. Governmental Accounting Standards Board Statement No. 87 "Leases" was adopted as of July 1, 2021 but had no material impact on the financial statements. We noted no transactions entered into by the Authority during the fiscal year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the Authority's financial statements were:

Management's estimates of the historical cost and useful lives of certain capital assets. These estimates were based on historical data, industry guidelines and information from Authority staff. We evaluated the key factors and assumptions used to develop these estimates and determined that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. We noted no such misstatements during our audit.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated April 6, 2023.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Authority's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Authority's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.


Other Matters

We applied certain limited procedures to management's discussion and analysis, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Restriction on Use

This information is intended solely for the use of Board of Directors and management of Puente Hills Habitat Preservation Authority and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,



Moss, Levy & Hartzheim, LLP
Culver City, California
April 6, 2023



MOSS, LEVY & HARTZHEIM LLP

CERTIFIED PUBLIC ACCOUNTANTS

PARTNERS

CRAIG A HARTZHEIM, CPA
HADLEY Y HUI, CPA
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**Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance
and Other Matters Based on an Audit of Financial Statements Performed
In Accordance with *Government Auditing Standards***

To the Honorable Board of Directors
Puente Hills Habitat Preservation Authority
Whittier, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Puente Hills Habitat Preservation Authority (Authority) as of and for the fiscal year ended June 30, 2022, which collectively comprise the Authority's basic financial statements, and have issued our report thereon, dated April 6, 2023.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Authority's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be a material weakness. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Very truly yours,



Moss, Levy & Hartzheim, LLP
Culver City, California
April 6, 2023

CURRENT YEAR RECOMMENDATIONS

None noted during the fiscal year ended June 30, 2022.

STATUS OF PRIOR YEAR RECOMMENDATIONS

None noted during the fiscal year ended June 30, 2021.



Puente Hills Habitat Preservation Authority

Endowment Provided by the Puente Hills Landfill

April 6, 2023

Moss, Levy & Hartzheim, LLP
5800 Hannum Avenue, Suite E
Culver City, California 90230

This representation letter is provided in connection with your audit(s) of the financial statements of the Puente Hills Habitat Preservation Authority (Authority), which comprise the statement of net position as of June 30, 2022, the respective changes in financial position, the statement of cash flows and the related notes to the financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of April 6, 2023, the following representations made to you during your audit.

Financial Statements

- 1) We have fulfilled our responsibilities, as set out in the terms of Work Order No. 9-33A, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for preparation of the supplementary information in accordance with the applicable criteria.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with U.S. GAAP.
- 7) Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements.

- 8) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
- 9) Guarantees, whether written or oral, under which the Authority is contingently liable, if any, have been properly recorded or disclosed.

Information Provided

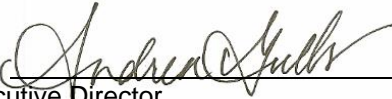
- 10) We have provided you with:
 - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records (including information obtained from outside the general and subsidiary ledgers), documentation, and other matters.
 - b) Additional information that you have requested from us for the purpose of the audit.
 - c) Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
 - d) Minutes of the meetings of the Board of Directors or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 11) All material transactions have been recorded in the accounting records and are reflected in the financial statements.
- 12) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 13) We have no knowledge of any fraud or suspected fraud that affects the Authority and involves:
 - o Management,
 - o Employees who have significant roles in internal control, or
 - o Others where the fraud could have a material effect on the financial statements.
- 14) We have no knowledge of any allegations of fraud or suspected fraud affecting the Authority's financial statements communicated by employees, former employees, regulators, or others.
- 15) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
- 16) We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
- 17) We have disclosed to you the identity of the Authority's related parties and all the related party relationships and transactions of which we are aware.

Government—specific

- 18) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 19) We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- 20) We have identified to you any investigations or legal proceedings that have been initiated with respect to the period under audit.
- 21) The Authority has no plans or intentions that may materially affect the carrying value or classification of assets, deferred outflows of resources, liabilities, deferred inflows of resources, fund balance or net position.
- 22) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts, and legal and contractual provisions for reporting specific activities in separate funds.

- 23) We have identified and disclosed to you all instances of identified and suspected fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we believe have a material effect on the financial statements.
- 24) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
- 25) As part of your audit, you assisted with preparation of the financial statements and related notes. We acknowledge our responsibility as it relates to those nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and related notes.
 - a) The financial statements were reviewed and approved by Rachelle Anema, Division Chief of the Auditor-Controller Department of Los Angeles County.
- 26) The Authority has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 27) The Authority has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- 28) The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
- 29) The financial statements include all fiduciary activities required by GASB Statement No. 84 – *Fiduciary Activities*.
- 30) The financial statements properly classify all funds and activities in accordance with GASB Statement No. 34 – *Basic Financial Statements – and Management’s Discussion and Analysis – for State and Local Governments*.
- 31) All funds that meet the quantitative criteria in GASB Statement No. 34 and No. 37 – *Basic Financial Statements -and Management’s Discussion and Analysis – for State and Local Governments: Omnibus – an amendment of GASB Statements No. 21 and No. 34* for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 32) Components of net position (net investment in capital assets; restricted; and unrestricted) are properly classified and, if applicable, approved.
- 33) Investments, derivative instruments, and land and other real estate held by endowments are properly valued.
- 34) Provisions for uncollectible receivables have been properly identified and recorded.
- 35) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 36) Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- 37) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 38) Deposits and investment securities and derivative instruments are properly classified as to risk and are properly disclosed.

- 39) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated.
- 40) We have appropriately disclosed the Authority's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
- 41) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.

Signature: 
Title: Executive Director


Signature: _____
Title: Division Chief, Accounting Division, Auditor-
Controller

Puente Hills
Habitat Preservation Authority
Endowment Provided by the Puente Hills Landfill

MEMORANDUM

Date: May 25, 2023

To: Board Members

From: 
Andrea Gullo, Executive Director

Subject: Agenda Item No. 3e) Receive and file Authority's Wells Fargo account reconciliation reports.

Recommendation:

Receive and file the monthly reconciliation of the Wells Fargo Bank Account for April through June for Fiscal Year 2021-22, and July through April for Fiscal Year 2022-23.

Background:

At the October 2020 Board meeting the Board authorized the Executive Director to open an Authority bank account with Wells Fargo Bank for donations and electronic payments for matters such as facilitating payments by volunteers for uniforms. According to Authority policies, a minimum balance of \$500 should be maintained, and an individual with no deposit or check writing responsibilities should do the reconciliation reports.

The attached reports have been finalized by an Authority consultant, Kelly Telford, CPA, of Lance, Soll & Lunghard, LLP and reviewed by staff.

As a reminder, the initial deposit into this account was \$1,725, which was revenue resulting from an Authority film permit on Authority property. To date, the Authority has collected \$2,061, and has earned \$0.56 in interest income.

For only the time period of these attached reports, the Authority collected \$0.48 in interest, collected \$335.96 in donations, and has had payments totaling \$153. The ending bank balance as of April 30, 2023 is \$1,909. At the time this staff report was written, a deposit in the amount of \$1,408.67 had been made from the Wells Fargo account into the Authority's main account held in the Los Angeles County's pool account. This results in a current minimum balance of \$500 with the Wells Fargo account.

Fiscal Impact:

There is no fiscal impact with transferring the cash to the County.

Puente Hills Habitat Preservation Authority
Wells Fargo Bank Reconciliation
FY 2021-22

	<u>Apr-22</u>	<u>May-22</u>	<u>Jun-22</u>
Beginning Balance	1,725.08	1,725.09	1,725.11
Deposits	-	-	-
Interest	0.01	0.02	0.01
Ending Balance	<u>1,725.09</u>	<u>1,725.11</u>	<u>1,725.12</u>

Prepared By: Kelly Telford, Partner, Lance, Soll & Lunghard (Consultant)

Reviewed By: Andrea Gullo, Habitat Authority

Puente Hills Habitat Preservation Authority
Wells Fargo Bank Reconciliation
FY 2022-23

	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22
Beginning Balance	1,725.12	1,725.14	1,725.15	1,725.17	1,572.33	1,572.36
Deposits	-	-	-	-	-	-
Payments	-	-	-	(152.85)	-	-
Interest	0.02	0.01	0.02	0.01	0.03	0.07
Ending Balance	1,725.14	1,725.15	1,725.17	1,572.33	1,572.36	1,572.43

	Jan-23	Feb-23	Mar-23	Apr-23		TOTAL
Beginning Balance	1,572.43	1,572.50	1,578.52	1,778.59		1,725.12
Deposits	-	5.96	200.00	130.00		335.96
Payments	-	-	-	-		(152.85)
Interest	0.07	0.06	0.07	0.08		0.44
Ending Balance	1,572.50	1,578.52	1,778.59	1,908.67		1,908.67

Prepared By: Kelly Telford, Partner, Lance, Soll & Lunghard (Consultant)

Reviewed By: Andrea Gullo, Habitat Authority

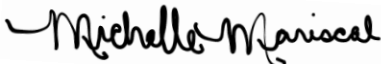
Cummulative Amounts	FY 21-22	FY 22-23	Total
Deposits	1,725.00	335.96	2,060.96
Payments	-	(152.85)	(152.85)
Interest	0.12	0.44	0.56

Puente Hills
Habitat Preservation Authority
Endowment Provided by the Puente Hills Landfill

MEMORANDUM

Date: May 25, 2023

To: Andrea Gullo, Executive Director



From: Michelle Mariscal, Ecologist

Subject: Agenda Item No. 3f) Receive and file an update on the completed Harbor Boulevard Coastal Sage Scrub mitigation site.

Recommendation:

That the Board receive and file this update on the project completion.

Background:

On August 15, 2018, during a pipeline installation project, Matrix Oil (currently RMX Resources) encroached onto Authority-owned property resulting in impacts to 0.56 acres of non-occupied coastal sage scrub (CSS) habitat. The encroachment occurred in La Habra Heights along Harbor Boulevard, adjacent to the wildlife underpass. The pipeline project was intended to occur in an area that was designated as an easement for the pipeline (0.13 acres), however, the easement has not been recorded and additional acreage beyond the easement area was also impacted (0.43 acres; Exhibit A). Following direction given by the Board at its March 2019 meeting, staff provided Matrix/RMX with a request for payment in the amount of \$47,342 for a three-year non-irrigated restoration project as mitigation for habitat impacts. Full payment to fund the restoration activities was received on May 23, 2019 and two non-bid contracts with Nakae & Associates (restoration services) and Land IQ (restoration oversight) were subsequently executed upon receiving Board authorization.

Following de-compaction of the soil by a Matrix/RMX contractor, soil erosion control measures (photodegradable straw wattles and temporary silt fence) were installed and the site was weeded prior to seeding. The 0.43-acre impact area was hydroseeded in December 2019 with a locally collected CSS seed mix and then maintenance (i.e., weeding) of the entire 0.56-acre site occurred for two years. The 0.13-acre easement area was maintained free of weeds but was not seeded given the likelihood of future disturbance from pipeline-related activities. Following one final weeding event in spring of 2023, Land IQ visited the site on April 5th and certified the restoration project as complete. Despite being a non-irrigated project, the CSS habitat has established within an expected range of growth and plant diversity for the age of the site and many species of plants were observed flowering and germinating this year indicating plant recruitment. Before and after photos of the site are provided below.

Fiscal Impact:

Costs for this mitigation project remained within the anticipated budget. Less than \$2,000 of the budget remains unspent. The Authority received \$47,342 from Matrix Oil/RMX Resources to complete the project. There was no long-term endowment established for management of this

mitigation project; management of the site will be the ongoing responsibility of the Habitat Authority.

Figure 1. The restoration site before hydroseeding (Nov. 2019; left photo) and after habitat establishment (March 2023; right photo).



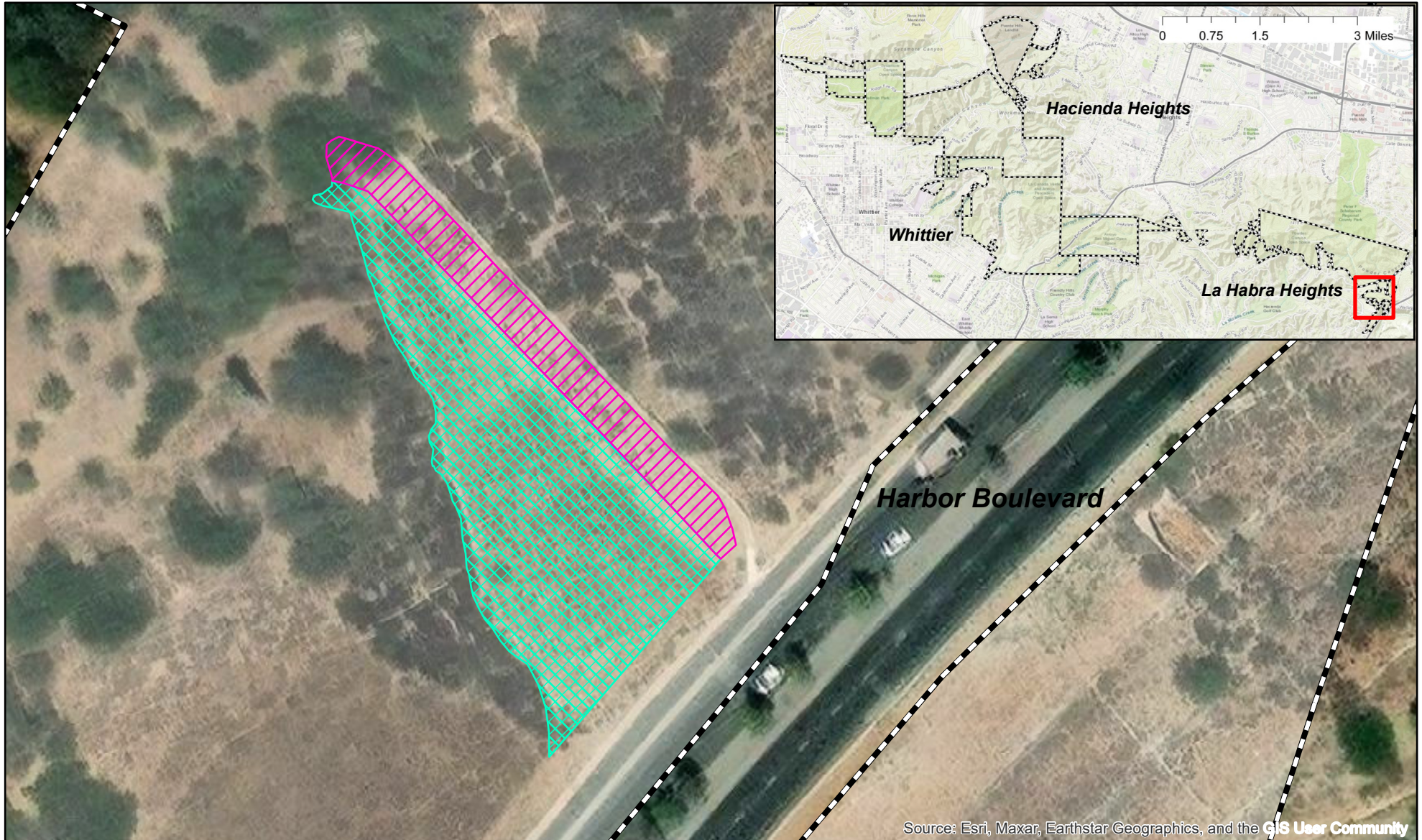
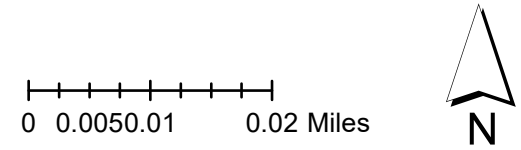
Figure 2. The restoration site immediately after the impact area was hydroseeded (Dec. 2019; left photo) and after habitat establishment (April 2023; right photo).




Exhibit A

Harbor Boulevard Mitigation (0.56 ac)

Puente Hills Preserve, Los Angeles County



Legend

- Harbor Boulevard Coastal Sage Scrub Mitigation Area (0.56 ac)**  Puente Hills Preserve Boundary
-  Coastal Sage Scrub Impact Area (0.43)
-  Easement Area (0.13 ac)


Created: May 2023

Puente Hills
Habitat Preservation Authority
Endowment Provided by the Puente Hills Landfill

MEMORANDUM

Date: May 25, 2023

To: Board Members

From: 
Andrea Gullo, Executive Director

Subject: Agenda Item No. 3g) Approval of recommendation from La Habra Heights and appointment of Roy Francis to the Authority's Citizens Technical Advisory Committee for a term expiring in February 2027.

Recommendation:

That the Board appoint Roy Francis for the CTAC appointment representing La Habra Heights with a term expiring in 2027.

Background:

In 1997 the Board of Directors established a nine-member Citizens Advisory Committee, later to be known as the Citizens Technical Advisory Committee (CTAC). It is made up of representatives from the communities of Whittier, La Habra Heights, and the unincorporated areas of Hacienda Heights and Rowland Heights in Los Angeles County per the 97-01 Board resolution. Attached is a fact sheet that describes its purpose. The resolution provides for the Board's ability to appoint CTAC members who have been approved and recommended by the respective city councils and the Supervisor representing the supervisorial district which includes the Subject Jurisdiction.

There currently are three vacant CTAC positions. The three vacancies comprise two City of Whittier positions and one La Habra Heights position.

On May 8, 2023, the City of La Habra Heights voted to recommend reappointment of Roy Francis to the CTAC. The attached is his application. Mr. Francis previously served almost 6 years on CTAC from March 2017 until February 2023, until his term ended.

The four-year terms of the CTAC members are set by rotating dates, not by when they are appointed. Therefore, if approved, the term for Mr. Francis would have begun in February 2023, and would extend until February 2027.

Attachments:

CTAC fact sheet
Roy Francis' application



Puente Hills Habitat Preservation Authority

Endowment Provided by the Puente Hills Landfill

Citizens Technical Advisory Committee

FACT SHEET

The purpose of the Puente Hills Habitat Preservation Authority (Habitat Authority) is to acquire, restore and maintain open space in the western Puente Hills as a permanent protection for the native habitat. The Habitat Authority came into existence in 1994 as a condition of approval for the Puente Hills Landfill.

The Board of Directors consists of four members: the City of Whittier, County of Los Angeles, Sanitation Districts of Los Angeles County, and the Hacienda Heights Improvement Association.

In 1997 the Board of Directors established a nine-member Citizens Technical Advisory Committee (CTAC) made up of representatives from the communities of Whittier, La Habra Heights, and the unincorporated areas of Hacienda Heights and Rowland Heights in Los Angeles County per the 97-01 Board resolution.

ADVISORY COMMITTEE MEMBERS:

- Are approved by their respective agencies and appointed by the Habitat Authority for the purpose of acting as a liaison between the Habitat Authority and the residents of the communities within their subject jurisdiction (Whittier, La Habra Heights, and Los Angeles County) as well as advising the Board of Directors, at its expressed direction, on various parkland matters.
- Work on a variety of issues including community concerns, trails and access, and work to preserve and protect in perpetuity the remaining habitat areas and secure tenuous wildlife crossing points.
- Should be interested and committed to preserving regional native habitat in line with the purpose of the Habitat Authority.
- Should have enthusiasm and a willingness to prepare and fully participate at each meeting.
- Any person with skills and/or talents in the areas of ecology, outdoor recreation, graphics, planning, environmental interpretation (education), landscape architecture, or any other applicable specific skill is welcomed and encouraged to apply.

CTAC MEETINGS:

- CTAC meetings will be held on the Tuesday before the third Thursday of every month at 7 p.m. These meetings will be held remotely or in person depending on Board direction based on County and state health guidelines. *Three consecutive unexcused absences constitute removal from the Committee.*



**Puente Hills
Habitat Preservation Authority**

Endowment Provided by the Puente Hills Landfill

CITIZENS TECHNICAL ADVISORY COMMITTEE APPLICATION

Name: Roy Francis

Address: [REDACTED] La Habra Heights, Cal 90631
(Zip code)

Occupation: Retired

Employer: Retired

Preferred Daytime Phone Number: (562) [REDACTED]

E-mail Address: [REDACTED].com

Educational background / degree, licenses or special certificates:
Bachelors Degree

Organizations to which you belong (professional, technical, community service):
NA

What are your reasons for wanting to serve on this Advisory Committee? (Use additional paper, if necessary.) I have been a member of CTAC for approximately 5 years and I have an interest in service again. It is Import that LHH keep our position on the board inorder to protect, preserve, and maintain Powder Canyon

How did you find out about this position? _____

Please include a résumé if available.

(continued on next page)

Ethics Training

Members of the Board of Directors and the Citizens Technical Advisory Committee are required to attend ethics training within one year of commencing service and every two years thereafter, as mandated by Assembly Bill No. 1234, which requires that all local agencies that provide compensation, salary, or stipend to, or reimburse the expenses of, members of a legislative body must provide ethics training to local agency officials. The term "legislative body" includes not only the governing body of a local agency, but also a commission, committee, board, or other body of a local agency, whether permanent or temporary, decision-making or advisory.

I have read and understand the Puente Hills Habitat Preservation Authority Board Resolution # 97-01 and Citizens Technical Advisory Committee Fact Sheet, including attendance standards. I am available to attend regular meetings of this Citizens Technical Advisory Committee as outlined in the Committee Fact Sheet.

Signature:  **Date:** 4-4-20

All data supplied on this application is a matter of public record and will be disclosed upon request. This application will be kept on file for up to three years.

Please return this completed application to the person(s) recommending you for placement on this Committee. It in turn will be submitted to the Habitat Authority for the next steps in the appointment process.

CITY OF LA HABRA HEIGHTS

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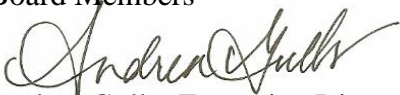
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Puente Hills
Habitat Preservation Authority
Endowment Provided by the Puente Hills Landfill

MEMORANDUM

Date: May 25, 2023

To: Board Members

From: 
Andrea Gullo, Executive Director

Subject: Agenda Item No. 6) Review of Authority workplan for fiscal year 2022-2023, and review, discussion and possible action regarding Authority workplan for fiscal year 2023-24, and review of Strategic Guidelines.

Recommendation:

That the Board provide feedback and take appropriate action.

Background:

A summary of the workplan for fiscal year (FY) 22-23 is provided for your review. Due to workload, unexpected happenings, and circumstances beyond our control, progress on a few of these items is not at the level previously estimated. Workload and unexpected happenings include staff retirements and temporary leave, park ordinance updates, adding priorities to workplan, additional grant applications, etc. Also attached is the end-of-the-year habitat restoration workplan.

The draft FY 23-24 workplan is attached for your review and feedback. The format of the workplan in general does not reflect routine day to day and core functions of staff's time which essentially support the mission of the agency. Potential priority rankings for this fiscal year have been suggested to facilitate discussion and ultimate direction by the Board. Staff welcomes further defined parameters of what the Board would prefer to see included in its workplan.

Lastly, the agency's Strategic Guidelines that the workplan has historically supported are attached. It is recommended that the Guidelines be revisited and possibly updated by the Advisory Committee and Board at future meetings. The Guidelines were last updated over ten years ago.

In terms of agency core functions for FY 23-24, similar to last year due to the limited staff, outdoor education and interpretation will not be a focus and outdoor school programs at the level of prior years is not expected. However, staff may be able to support the rangers' limited Jr. Ranger programming if reinstated to some extent. This veers from the Guidelines. Staff will continue to keep the current volunteers engaged.

Fiscal Impact:

The fiscal impact depends on the chosen workplan items.

Attachments:

End of Year update FY 22-23 workplan, includes restoration update
Proposed FY 23-24 workplan, including possible long-term goals
Strategic Guidelines

	GOAL	Resp. Party	Priority Level (1-3)	Est. Completion Date	Update Approx. % Complete	Board Approval Date	Cost / Funding
1	Heli-hydrant project	Board,staff , Attorney	1	Ongoing	90%	direction provided sprg/smmr 2021	
2	Administer RMC Grant (1)	Staff, Rngr	1	12/30/2022	95%	5/20/2021	RMC
3	Implement CalFire Grant	Staff, Rngr	1	3/30/2025	50%	5/20/2021	CalFire
4	Implement RMC Round 2 Grant	Staff, Rngr	1	12/30/2024	35%	4/21/2022	RMC
5	Seek M&S funding reimbursement FY 11-15 and 20-21	ED, Admin Assist	1	10/30/2022	75%	7/15/2021	Operations/County
6	Seek M&S funding reimbursement FY 21-22	ED, Admin Assist	1	2/30/2022	5%	6/30/2022	Operations/County
7	Conduct financial analysis of agency	ED, Board	1	11/30/2022	100%	4/8/2022	Access Fee Reserves
8	Repair Authority residence (LHH)	ED, Rgr	2	6/30/2023	60%	direction provided in spring 2021	Access Fee Reserves
9	Repair HVAC Authority residence (SYC)	ED, Rgr	2	10/30/2022	100%	5/25/2022	Access Fee Reserves (or state funding)
10	Process new mitigation opportunities as they arise.	ED, Ecol	3	Ongoing		7/15/2021	Mitigation funding
11	Add website donate button linked to PayPal (after opening bank account)	ED	3	12/30/2022	100%	8/27/2015	Operations
12	Repair Arroyo Pescadero gate	ED	3	TBD		7/15/2021	Emergency or Reserves
13	Revise Authority trailhead rules signs	Staff, Rngrs, CTAC, Board	3	TBD		6/30/2022	Operations/ possible RMC grant
14	Hire Naturalist to coordinate volunteers	ED	3	TBD		6/30/2022	Operations
*	Address funding issues and community outreach	ED, Board, CTAC	1	Ongoing		11/17/2022	Access Fee Reserves/ Operations

UPDATE SUMMARY

	GOAL	Notes
1	Heli-hydrant project	Awaiting City regarding amendments, and other obligations.
2	Administer RMC Grant (1)	Completed except for purchase of mower, expected in summer of 2023. Received reimbursements for expenditures, minus 10% retention held by state.
3	Implement CalFire Grant	100% of dead tree removal achieved. 2nd year of goat grazing in Turnbull commenced. Annual urban wildland interface clearance underway.
4	Implement RMC Round 2 Grant	Started fall of 2022. 1st year of goats in La Habra Heights underway.
5	Seek M&S funding reimbursement FYs 11-15 and 20-21	Receive reimbursement for FYs 11-15. FY 20-21 delayed by unexpected paperwork regarding Sycamore Canyon and staff workload.
6	Seek M&S funding reimbursement FY 21-22	Delayed by unexpected paperwork regarding Sycamore Canyon and staff workload.
7	Conduct financial analysis of agency	Fieldman, Rolapp and Associates completed.
8	Repair Authority residence (LHH)	Finished roof replacement and two additional repairs. The rest has been delayed due to staff workload and budget.
9	Repair HVAC Authority residence (SYC)	Completed.
10	Process new mitigation opportunities as they arise.	Addressed inquiries during the year.
11	Add website donate button linked to PayPal (after opening bank account)	Completed.
12	Repair Arroyo Pescadero gate	Delayed due to staff workload and budget.
13	Revise Authority trailhead rules signs	Delayed due to staff workload.
14	Hire Naturalist to coordinate volunteers	Delayed due to staff workload.
*	Address possible alternative funding for agency, and community outreach efforts	Staff dedicated considerable time to this effort throughout the year in response to Board direction.

May-23

**Restoration Work Plan
 End of the Fiscal Year Update**

SUMMARY:					
Overall (Habitat Authority and Mitigation) restoration projects (includes mitigation restoration, habitat restoration, and enhancement/weeding):					
102.56	acres ongoing				
203.21	acres completed				
305.77	acres total				
Habitat Authority Restoration Projects:					
Restoration - 0.75 acres Ongoing, 64.33 acres Complete, 65.08 acres Total					
		Original Completion Date	Estimated Completion Date	Status	Comments
Ongoing Projects	Activity				
Peppergrass Restoration (0.75 ac)	Planting cactus, seeding and maintenance	Spring 2019	Spring 2024	Ongoing	Additional restoration efforts funded via RMC Round 2 Grant
Enhancement/weeding - 3.5 acres Ongoing, 54.45 acres Complete, 57.95 acres Total					
Ongoing projects include woody invasive removal along Turnbull Canyon Trail and weeding of the Hacienda Hills bioswale. General weed removal efforts, such as goat grazing (66 acres), are not included in the acreage totals.					
HABITAT AUTHORITY RESTORATION PROJECTS SUMMARY					
4.25	ACRES ONGOING				
118.78	ACRES COMPLETE				
123.03	ACRES TOTAL				
Mitigation Projects:					
Outside Entity Implementing (15 acres Ongoing, 59.76 acres Complete, 74.76 acres Total)					
		Original Completion Date	Estimated/Actual Completion Date	Status	Comments
Ongoing Projects	Activity				
Monterey Park Marketplace					
15 ac CSS (Powder Canyon)	Site Preparation	Fall 2017		Complete	Grazing conducted Oct-Nov 2017
	Temporary Irrigation Installation	Fall 2017		Complete	
	Grow & Kill*	Fall 2019	Winter 2018	Complete	One year of weed abatement; Feb 2018 - Feb 2019

*Original completion dates assume two years of grow and kill cycles

**Restoration Work Plan
 End of the Fiscal Year Update**

Ongoing Projects (continued)	Activity	Original Completion Date	Estimated/Actual Completion Date	Status	Comments
	Planting*	Winter 2019	Spring 2019	Complete	March - April 2019
	Hydroseeding*	Winter 2019	Spring 2019	Complete	
	Maintenance*	Spring 2025	Spring 2024	Ongoing	
	Final performance monitoring report*	Winter 2025	Winter 2024	Planned	Project sign-off expected by Feb 2025
Habitat Authority Implementing (83.31 acres Ongoing, 24.67 acres Complete, 107.98 acres Total)					
Ongoing Projects	Activity	Original Completion Date	Estimated/Actual Completion Date	Status	Comments
Broadrock - Phase II					
0.5 ac CSS (Arroyo San Miguel)	Maintenance	Winter 2019	Winter 2020	Complete	Additional year of site maintenance approved by resource agencies
	Final performance monitoring report	Winter 2020	Winter 2021	Complete	Project sign-off received Feb 2022
Turnbull Riparian Restoration					
1.35 ac Riparian (Turnbull Canyon)	Seeding and maintenance	Fall 2017 (Original mitigation project)	Fall 2025	Ongoing	Formerly Permittee Implemented Mitigation (PXP/Sentinel); transferred to Habitat Authority in 2021
SCE					
60 ac CSS (Powder Canyon)	Site Preparation	Fall 2016		Complete	Sept 2016-Dec 2018
	Temporary Irrigation - install	Fall 2016		Complete	
	Grow & Kill*	Fall 2018	Winter 2018	Complete	
	Planting*	Winter 2018	Spring 2019	Complete	Fall 2018-Spring 2019
	Hydroseeding*	Winter 2018	Spring 2019	Complete	Fall 2018-Spring 2019
	Maintenance	Spring 2024		Ongoing	
	Final performance monitoring report	Fall 2024		Planned	Project signoff expected by December 2024

*Original completion dates assume two years of grow and kill cycles

**Restoration Work Plan
 End of the Fiscal Year Update**

Ongoing Projects	Activity	Original Completion Date	Estimated/Actual Completion Date	Status	Comments
Olinda (OCWR2)					
19.86 ac CSS (Arroyo San Miguel)	Site Preparation	Fall 2018		Complete	
	Temporary Irrigation - install	Fall 2018		Complete	
	Grow & Kill*	Fall 2020		Complete	
	Planting*	Winter 2020	Spring 2021	Complete	
	Hydroseeding*	Winter 2020	Spring 2021	Complete	
	Maintenance	Spring 2026		Ongoing	Plant establishment period ended July 2021
	Final performance monitoring report	Winter 2026		Planned	Project signoff expected by February 2027
Brea 57 / Lambert					
2.1 ac CSS (Powder Canyon)	Site Preparation	Fall 2019		Complete	
	Temporary Irrigation - install	Fall 2019		Complete	
	Grow & Kill*	Fall 2021		Complete	
	Planting*	Winter 2021		Complete	
	Hydroseeding*	Winter 2021		Complete	
	Maintenance	Spring 2027		Ongoing	
	Final performance monitoring report	Winter 2027		Planned	Project signoff expected by February 2028
Harbor Blvd					
0.56 ac CSS (La Habra Heights)	Site Preparation	Summer/Fall 2019		Complete	
	Hydroseeding	Fall 2019	Winter 2019	Complete	
	Maintenance	Winter 2022		Complete	Project completed March 2023
<u>MITIGATION PROJECTS SUMMARY</u>					
	98.31 ACRES ONGOING				
	84.43 ACRES COMPLETE				
	182.74 ACRES TOTAL				

*Original completion dates assume two years of grow and kill cycles

Habitat Authority Workplan

FY 23-24

Proposed

	GOAL	Resp. Party	** Priority Level (1-3)	Est. Completion Date	Update Approx. % Complete	Board Approval Date	Cost / Funding
1	Heli-hydrant project	Board,staff , Attorney	1	Ongoing	90%	direction provided sprg/smmr 2021	
2	Implement RMC Grant (1)	Staff, Rngr	1	12/30/2022	95%	5/20/2021	RMC
3	Implement CalFire Grant	Staff, Rngr	1	3/30/2025	50%	5/20/2021	CalFire
4	Implement RMC Round 2 Grant	Staff, Rngr	1	12/30/2024	35%	4/21/2022	RMC
5	Address funding issues and community outreach	ED, Brd subcom., Board, CTAC	1	Ongoing		11/17/2022	Access Fee Reserves/ Operations
6	Seek M&S funding reimbursement FYs 20-21, 21-22, 22-23	ED, Project Analyst	1	10/30/2022	10%	7/15/2021, 6/30/2022, 5/25/2023	County
7	Administer Caltrans grant	ED, Project Analyst	1	2026 or earlier	0%	5/25/2023	Caltrans
8	Replace agency website	ED	2	12/1/2023		5/25/2023	Operations
9	Repair Authority residence (LHH)	ED, Rgr	3	6/30/2023	60%	direction provided in spring 2021	State funds through Caltrans
10	Process new mitigation opportunities as they arise.	ED, Ecol	3	Ongoing		7/15/2021	Mitigation funding
11	Repair Arroyo Pescadero gate and Hacienda Hills Trailhead railing	ED	3	TBD		7/15/2021, 5/25/2023	Access Fee Reserves/ State funds through Caltrans
12	Revise Authority trailhead rules signs	Staff, Rngrs, CTAC, Board	3	TBD		6/30/2022	Operations/ possible RMC grant
13	Hire Naturalist to coordinate volunteers	ED	3	TBD		6/30/2022	Operations

**Board to review and provide direction on priority rankings.

Habitat Authority Workplan
Long Term

Possible Long Term Items							
1. Re-evaluate need for possible community facility district within FY 23-24.							
2. Agency strategy and vision re-assessment.							
3. Agency staffing/operations assessment. The assessment could focus on identifying performance or resource gaps, inclusive of staffing, and would present recommendations if any that could provide an opportunity to improve the performance of work processes, reduce long-term costs, and help to ensure a high-functioning organization that adapts to current and future challenges.							
4. Seek grant funding to update all trailhead monument signs.							
5. Evaluate whether to change remaining Preserve hours to set times.							
6. Develop facility (including homes) maintenance schedule and budget.							
7. Update agency Resource Management Plan (RMP).							
8. Update agency vegetation mapping.							
9. Conduct Preserve-wide biological surveys for various species in accordance with the RMP, including Coastal California Gnatcatcher surveys							
10. Install Turnbull Canyon fence and/or other perimeter fencing.							
11. Issue trail license to the County for parts of the Ahwingna Trail.							

Not listed in any priority ranking.

Presented to Board July 15, 2021, Updated June 30, 2022, Updated May 25, 2023

PUENTE HILLS HABITAT PRESERVATION AUTHORITY
Endowment Provided by the Puente Hills Landfill
Strategic Planning Guidelines

1. Administration and General Operations

Goal A: Create effective financial and operational forecasts.

Goal B: Develop and maintain organizational capacities for operational needs.

2. Acquisition

Goal A: Add acreage to strengthen existing habitat areas.

Goal B: Ensure linkage to eastern habitat area.

Priority of Acquisitions:

High Priority

- Dark Canyon
- Linkage area at Hacienda Boulevard and restricted “Corridor” between Powder Canyon and former Unocal property

Priority

- Additional open space to strengthen existing habitat areas

Other

- Opportunity purchases

3. Preserve Management

Goal A: Provide adequate public safety and management services.

Goal B: Offer access and recreational opportunities for the public benefit, balancing with ecological sustainability.

Goal C: Facilitate various maintenance projects that benefit the Preserve.

4. Public Outreach, Education and Involvement (Interpretation)

Goal A: Provide high-quality educational and outdoor learning opportunities.

Goal B: Provide opportunities for community involvement.

5. Resource Management

Goal A: Promote and protect biodiversity as well as natural and cultural resources.

Goal B: Promote management practices that protect ecological health of the environment.

Goal C: Address various projects that have the potential to negatively affect the Preserve, and work to avoid, minimize or mitigate their impacts.

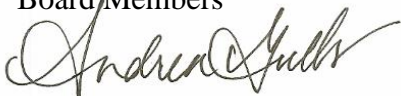
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Puente Hills
Habitat Preservation Authority
Endowment Provided by the Puente Hills Landfill

MEMORANDUM

Date: May 25, 2023

To: Board Members

From: 
Andrea Gullo, Executive Director

Subject: Agenda Item No. 7) Review, discussion and possible action regarding Authority annual budget for fiscal year 2023-24, and review of corresponding budgets.

Recommendation:

That the Board approve the attached budget for fiscal year (FY) 23-24.

Background:

For your reference, attached is the year-to-date budget for FY 22-23. Revenues and invoices for several months are still outstanding, and some ongoing contracts have been applied to the proposed budget. The state funding administered through Caltrans has been incorporated to balance the budget. The Authority expects to receive these funds in June 2023.

Authority staff consulted with the Authority's accounting consultants from Lance, Soll & Lunghard, LLP in developing the year-to-date and proposed budgets. They have reformatted the budget to improve efficiency and accuracy of expense reconciliation given the growing complexity with grant funded projects.

An expense budget in the amount of \$1.2 million is proposed for ongoing operations, and an estimate of approximately \$1.2 million is anticipated for revenue. The budget proposed still has cost savings included from years past (i.e., Interpreter staff vacancy, no holiday dinner, no professional training, etc.). Also, the various grants have been incorporated to balance the proposed budget. The mitigation restoration project-related costs are expected to be \$459,034 which are funded by outside sources. The state grant project-related costs are expected to be \$521,711.

The proposed FY 23-24 budget anticipates consumer price index increases as well as grant funded staffing increases for the Mountains Recreation and Conservation Authority (MRCA) maintenance and services contract; the proposed contract with the MRCA will be considered at a future meeting. The proposed budget also includes \$10,000 for updating and redesigning the agency website, as well as \$10,000 for educational outreach efforts involving the Board subcommittee on this matter. Also, ongoing contracts have been incorporated into this budget.

The Authority is using grant funds such as those from the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy (RMC), CalFire, and Caltrans to cover some operating expenses. Costs partially funded by these state grants, such as payroll and property management (fuel clearance), have been reflected the same as last year by reducing those categories in the operating budget and reflecting them in the state grant expenses columns. The operating deficit for the proposed fiscal year is estimated to be approximately \$521,711 without these three grants. Currently, mitigation restoration projects also supplement staff and ranger services; in the absence of mitigation funding (\$86,473) the deficit on this cost-cutting budget would be \$608,184. This number decreases somewhat when adjusted to eliminate extra grant funded fuel clearance activities that the Authority has not historically conducted on an annual basis. Again, these numbers are based off of the already reduced budget from FY 21-22 and FY 22-23 (i.e., Interpreter staff vacancy, no holiday dinner, no professional training, minimal staff levels, etc.) and do not address a backlog of matters to be addressed.

Part of the deficit is a result of the ongoing amendments of the Los Angeles County Regional Park and Open Space District grant administration guidelines. As reported last year the Authority is eligible to receive approximately \$300,000 annually in Maintenance and Servicing (M&S) funding, however changes to the guidelines prevent the Authority from spending this funding on property it does not own beginning in FY 22-23. Also, as previously reported, M&S funding cannot be accessed for the Authority-owned Sycamore Canyon property until the original grantee has closed out the grant and an Assignment and Assumption of Grant Agreement (AAGA) is signed by the Authority.

Revenue

Regarding the Authority's investment portfolio, the Authority expects to receive \$752,500 at current investment positions and an additional \$98,000 from a short-term investment for a total of \$850,500. For reference, before the pandemic \$940,000 was received in FY 19-20. The Authority has invested \$32.17 million for its portfolio with an average 2.352% return rate; an additional \$4 million is has been invested on a short-term basis as finances allow.

The grants category of the annual budget illustrates funding from the RMC, CalFire, and Caltrans, however funding from Los Angeles County Measure A, the City of Whittier (also Measure A) and mitigation restoration funding for Authority staff and rangers has been incorporated into the main operating budget.

Other revenues are from interest gained on agency cash holdings, historic oil revenues in La Habra Heights obtained when the properties were acquired, ranger tickets, and reimbursements.

Estimated Cash Balances

A review is still ongoing of the balances, however as of June 30, 2023, the Authority will have an approximate cash balance of \$6.2 million, minus an expected short-term investment of \$4 million into the portfolio, plus an estimated \$1.3 from Caltrans,

resulting in \$3.5 million. Within this balance are funds allocated for the FY 22-23 budget. Also, the cash balance includes funds for various mitigation restoration projects (approximately \$3 million) that the Authority is contractually obligated to implement, including \$1.5 million of contingency funding for the SCE, Olinda and Brea 57/Lambert mitigation projects. So far, these projects are on schedule and within budget, but the projects are not far enough along to release the contingency funding. Among these projects the SCE project is scheduled to be completed first, in FY 24-25, with a potential contingency fund release of up to \$1,000,000. Originally, this contingency funding had been discussed to be reinvested into the agency portfolio upon project completion. Creating a community facility district could enable the agency to continue with that plan while also bringing various operating issues to adequate levels and addressing fire safety issues, needed maintenance, and other related matters.

Within the unrestricted funds, it is recommended to leave a reserve for emergencies (\$1 million) and funds for the proposed fiscal year's operating budget (\$1.2 million). Also, an amount of approximately \$628,080 of undesignated funds are a result of the Mitigation Access Fees from the Monterey, Olinda, and Brea 57/Lambert projects. Note that Mitigation Access Fees are revenue to be used at the Board's discretion and not associated with direct habitat restoration project implementation tasks. The Access Fees could be used to address budget shortfalls for future fiscal years or pay for the costs associated with creating a community facility district. For example:

Mitigation Access Fees		\$739,200.00
Less costs:		
Gem Roofing (LHH Roof)	78,120.00	
Rolapp, Fieldman (financial)	18,000.00	
Land IQ (on-call bio)	15,000.00	
	<hr/>	
	111,120	\$628,080

After the close of the fiscal year a more accurate account of the cash balance can be determined.

Attachments:

FY 22-23 year to date budget

FY 23-24 proposed annual budget

Mitigation restoration project budgets, and grants project budget cash flows.

Fiscal Year 2022-23 Projected Actuals

		B	C	D = B + C	E = B/A	F = D/A
Operating Budget:	Code	YTD Actuals (as of March 2023)	Additional Projected through 06/30/23	Forecasted 2023	YTD Actuals % of FY 2023 Budget Rev	Forecasted FYE % of FY 2023 Budget Rev
SPI earnings (endowment)	3301	756,875	\$ 85,000	\$ 841,875	90%	101%
M&S, Grants - Other	8831	-	-	-	0%	0%
Interest from Treasury Pool Deposits	8605	55,209	18,403	73,612	110%	147%
La Habra Heights historic oil	8363	45,502	32,501	78,003	91%	156%
MRCA tickets /educational programs	9681	-	30,000	30,000	0%	100%
Reimbursement of Expense	9731	-	7,761	7,761	0%	100%
Site Mitigation/Access Fees - Use of Restricted Reserves	R180	-	42,476	42,476	0%	0%
Donations	9686	250	-	250	0%	0%
Transfer of Mitigation Personnel	2000	-	40,300	40,300	0%	100%
Transfer of Mitigation Ranger Services	2000	-	44,595	44,595	0%	100%
Total Revenue		\$ 857,836	\$ 301,037	\$ 1,158,872	62%	83%
Expenses:	Code			Forecasted FYE 2023	YTD Actuals % of FY 2022 Budget Rev	Forecasted FYE % of FY 2023 Budget Rev
Ranger Services and Property Management	3580-4, 3580-5	253,645	\$ 149,645	\$ 403,290	42%	67%
Payroll (Personnel - General Services)	3587	234,825	80,888	315,713	50%	67%
Other Insurance Premiums	2302	3,119	58,881	62,000	5%	100%
Legal Services	3717	32,967	49,033	82,000	40%	100%
Fiscal Agent Services	3672	19,922	12,078	32,000	62%	100%
Utilities (water, phones, internet, etc)	5222-4	14,778	10,222	25,000	59%	100%
Treas-Tax Collector Services	3856	11,418	5,709	17,127	71%	107%
Office Rent (Building Rentals)	4422	1,003	-	1,003	12%	12%
Technical	3580-6	66,676	33,800	100,476	23%	35%
Audit Fees	3529	500	5,001	5,500	9%	100%
Street bond	5992	5,501	-	5,501	100%	100%
Educational Services	3556	908	2,692	3,600	25%	100%
Office Supplies-General	3240	725	2,375	3,100	23%	100%
Printing Services	4786	-	-	1,000	0%	100%
Signs & Related Supplies	2780	-	-	2,500	0%	100%
Automotive Maintenance	2363	1,228	272	1,500	82%	100%
Permit & License Fees	4550	-	200	200	0%	100%
Auto Mileage	5092	-	250	250	0%	100%
Miscellaneous (GIS, Resr. Misc.)	3182	7	1,043	1,050	1%	100%
Postage	3202	113	387	500	23%	100%
Traveling Expense (local meetings)	5110	-	150	150	0%	100%
Publications & Legal Notices	4102	848	-	848	212%	212%
Auto Service	5098	173	327	500	35%	100%
Publications & Periodicals	3280	90	60	150	60%	100%
Total Expenses		\$ 648,449	\$ 413,011	\$ 1,064,960	40%	66%
Change In Position before Transfers		\$ 209,387	\$ (111,974)	\$ 93,912	-97%	-44%

	Object/ Revenue	YTD Actuals	Additional Projected through 06/30/23	Forecasted 2023	YTD Actuals % of FY 2023 Budget Rev	Forecasted FYE % of FY 2023 Budget Rev
Mitigation Costs:						
Consultant Services (Mitigation) SCE	3580-2	\$ 90,200	\$ 180,374	\$ 260,025	33%	96%
Consultant Services (Mitigation) OLINDA	3580-3	70,086	128,611	148,187	35%	75%
Consultant Services (Mitigation) MONTEREY	3580-7	-	16,766	-	0%	0%
Consultant Services (Mitigation-Encroachment) RMX Harbor	3580-8	2,537	198	-	93%	0%
Consultant Services (Mitigation) Brea 57/Lambert	3580-9	18,951	36,158	37,103	34%	67%
Consultant Services (Mitigation) Turnbull Enhancement	3580-10	-	4,020	11,823	0%	294%
Utilities (mitigation) SCE	5222-2	7,982	-	-	-	0%
Utilities (mitigation) OLINDA	5222-3	2,028	5,475	-	27%	0%
Utilities (mitigation) Brea 57/Lbt	5222-5	2,027	2,523	1,896	45%	42%
Total Expenses		\$ 193,812	\$ 374,125	\$ 459,034	35%	82%

		YTD Actuals	Additional Projected through 06/30/23	Forecasted FYE 2023	YTD Actuals % of FY 2023 Budget Rev	Forecasted FYE % of FY 2023 Budget Rev
FY 23/24 Grants:						
RMC Grant 2022						
RMC Grant Revenue	8831	-	60,658	\$ 60,658	0%	100%
RMC Grant Expenditure						
Mower	3580-RMC22 (MO)	-	(60,658)	(60,658)	0%	100%
CalFire Grant (multi-year)						
CalFire Grant Revenue	8831	-	114,000	114,000	0%	39%
CalFire Grant Expenditure						
Goats and Fuel Reduction	3580	-	(307,174)	(307,174)	0%	100%
Payroll Costs (Overhead)	3587	-	(36,730)	(36,730)	0%	100%
RMC Grant Round 2						
RMC Grant Revenue	8831	-	54,172	54,172	0%	36%
RMC Grant Expenditure						
Payroll Costs (Overhead)	3587	-	(22,882)	(22,882)	0%	100%
Fuel Reduction	3580	-	(126,875)	(126,875)	0%	100%
Caltrans						
Caltrans Grant Revenue	8831	-	280,927	280,927	0%	0%
Caltrans Grant Expenditure						
Ranger and associated costs	3580	(80,927)	(200,000)	(280,927)	0%	0%
Total Revenue		\$ -	\$ 509,757	\$ 509,757	0%	145%
Total Expenses		\$ (80,927)	\$ (754,319)	\$ (835,246)	20%	206%

FY 2023-24 Proposed Budget

		G	H = G-A	I = H/A
		Proposed FY 23/24 Budget	compared to Final Amended FY 22/23 Budget	compared to Final Amended FY 22/23 Budget
Operating Budget:				
	Code			
SPI earnings (endowment)	3301	\$ 850,500	\$ 13,000	2%
M&S, Grants - Other	8831	120,000	(40,000)	-25%
Interest from Treasury Pool Deposits	8605	80,000	30,000	60%
La Habra Heights historic oil	8363	65,904	15,904	32%
MRCAs tickets /educational programs	9681	30,000	-	0%
Reimbursement of Expense	9731	7,761	-	0%
Site Mitigation/Access Fees - Use of Restricted Reserves	R180	-	(173,403)	-100%
Donations	9686	-	-	0%
Transfer of Mitigation Personnel	2000	41,250	950	2%
Transfer of Mitigation Ranger Services	2000	45,223	628	1%
Total Revenue		\$ 1,240,638	\$ (152,922)	-11%
Expenses:				
	Code	Proposed FY 23/24 Budget	compared to Final Amended FY 22/23 Budget	compared to Final Amended FY 22/23 Budget
Ranger Services and Property Management	3580-4; 3580-5	\$ 403,766	\$ (199,524)	-33%
Payroll (Personnel - General Services)	3587	402,560	(66,228)	-14%
Other Insurance Premiums	2302	62,000	-	0%
Legal Services	3717	84,460	2,460	3%
Fiscal Agent Services	3672	32,000	-	0%
Utilities (water, phones, internet, etc)	5222-4	26,250	1,250	5%
Treas-Tax Collector Services	3856	17,000	1,000	6%
Office Rent (Building Rentals)	4422	1	(8,239)	-100%
Technical	3580-6	187,100	(98,954)	-35%
Audit Fees	3529	5,500	-	0%
Street bond	5992	5,500	-	0%
Educational Services	3556	3,600	-	0%
Office Supplies-General	3240	3,100	-	0%
Printing Services	4786	1,000	-	0%
Signs & Related Supplies	2780	1,500	(1,000)	-40%
Automotive Maintenance	2363	1,500	-	0%
Permit & License Fees	4550	200	-	0%
Auto Mileage	5092	250	-	0%
Miscellaneous (GIS, Resr. Misc.)	3182	1,050	-	0%
Postage	3202	500	-	0%
Traveling Expense (local meetings)	5110	150	-	0%
Publications & Legal Notices	4102	1,000	600	150%
Auto Service	5098	500	-	0%
Publications & Periodicals	3280	150	-	0%
Total Expenses		\$ 1,240,637	\$ (368,635)	-23%
Change In Position before Transfers		\$ 0	\$ 215,713	-100%

FY 2023-24 Proposed Budget

		Proposed FY 23/24 Budget	compared to Final Amended FY 22/23 Budget	compared to Final Amended FY 22/23 Budget
Mitigation Costs:	Object/ Revenue			
Consultant Services (Mitigation) SCE	3580-2	\$ 260,025	\$ 260,024	96%
Consultant Services (Mitigation) OLINDA	3580-3	148,187	148,187	75%
Consultant Services (Mitigation) MONTEREY	3580-7	-	-	0%
Consultant Services (Mitigation-Encroachment) RMX Harbor	3580-8	-	-	0%
Consultant Services (Mitigation) Brea 57/Lambert	3580-9	34,449	34,448	63%
Consultant Services (Mitigation) Turnbull Enhancement	3580-10	11,823	11,820	294%
Utilities (mitigation) SCE	5222-2	-	-	0%
Utilities (mitigation) OLINDA	5222-3	-	-	0%
Utilities (mitigation) Brea 57/Lbt	5222-5	4,550	4,550	100%
Total Expenses		\$ 459,034	\$ 459,033	82%
FY 23/24 Grants:				
RMC Grant 2022				
RMC Grant Revenue	8831	\$ -	\$ (60,658)	-100%
RMC Grant Expenditure				
Mower	3580-RMC22 (MO)	-	60,658	-100%
CalFire Grant (multi-year)				
CalFire Grant Revenue	8831	480,383	188,479	65%
CalFire Grant Expenditure				
Goats and Fuel Reduction	3580	(219,800)	87,374	-28%
Payroll Costs (Overhead)	3587	(30,679)	6,051	-16%
RMC Grant Round 2				
RMC Grant Revenue	8831	205,462	55,705	37%
RMC Grant Expenditure				
Payroll Costs (Overhead)	3587	(16,761)	6,121	-27%
Fuel Reduction	3580	(93,116)	33,759	-27%
Caltrans				
Caltrans Grant Revenue	8831	161,355	161,355	0%
Caltrans Grant Expenditure				
Ranger and associated costs	3580	(161,355)	(161,355)	0%
Total Revenue		847,200	289,176	82%
Total Expenses		(521,711)	(7,272)	2%

Fiscal Year starting July 1

SCE TRTP MITIGATION

Contracted	<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>	<u>2018/19</u>	<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<i>* Contracted Total</i>	<i>Estimated</i>
Restoration Contractor**		\$ 736,943.72	\$ 124,849.43	\$ 750,548.33	\$ 387,899.43	\$ 427,344.40	\$ 326,299.41	\$ 195,387.24	\$ 207,400.04	\$ 3,198,437.72	\$ 3,430,840.00
Land IQ - Exec Plans & surveying	\$ 41,514.88									\$ 41,514.88	\$ 400,000.00
Land IQ - Restoration Ecologist***	\$ 7,230.00	\$ 53,596.00	\$ 68,216.00	\$ 53,947.00	\$ 66,979.00	\$ 63,319.00	\$ 56,943.00	\$ 51,879.00	\$ 52,625.00	\$ 474,734.00	
S&S Seeds				\$ 156,855.44						\$ 156,855.44	\$ 144,377.00
Tree of Life	\$ 1,143.00	\$ 1,143.00								\$ 2,286.00	\$ 98,898.00
Irrigation Water/Utilities****/****		\$ 44,587.76	\$ 44,587.76	\$ 83,517.28	\$ 60,109.00	\$ 14,987.84				\$ 247,789.64	\$ 224,131.60
Misc. (fencing, easement, etc.)	\$ 56,860.00									\$ 56,860.00	\$ 152,600.00
Staff Time		\$ 12,622.07	\$ 12,622.07	\$ 12,622.07	\$ 22,781.20	\$ 22,781.20	\$ 22,851.26	\$ 23,308.29	\$ 24,628.73	\$ 154,216.88	\$ 155,000.00
Total per fiscal year	\$ 106,747.88	\$ 848,892.55	\$ 250,275.26	\$ 1,057,490.12	\$ 537,768.63	\$ 528,432.44	\$ 406,093.67	\$ 270,574.53	\$ 284,653.77	\$ 4,332,694.56	\$ 4,605,846.60

*From actual contract amounts (including any subsequent change orders or contract deviations)

\$ 555,228.30

**Assumes two years of grow-kill cycles and has 1% contingency in contracted total

***Assumes two years of grow-kill cycles

****Contracted total estimate water use multiplied by \$1.96 (La Habra Heights Water District 7/1/2016 Upper Zone Commodity Rate; \$4200 are 2x2" meters @\$171.28/mo for 12 months)

Fiscal Year starting July 1

ACTUAL Spent[†]	<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>	<u>2018/19</u>	<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<i>Spent Total[†]</i>	<i>REMAINING (contracted minus spent)</i>
Restoration Contractor - Nakae		\$ 704,803.77	\$ 203,831.48	\$ 713,210.40	\$ 362,909.01	\$ 398,767.21	\$ 307,230.00	\$ 127,530.45		\$ 2,818,282.32	\$ 380,155.40
Land IQ - Exec Plans & surveying	\$ 41,514.88									\$ 41,514.88	\$ -
Land IQ - Restoration Ecologist		\$ 35,070.25	\$ 17,409.65	\$ 55,537.01	\$ 55,266.64	\$ 59,019.68	\$ 41,415.45	\$ 10,547.84		\$ 274,266.52	\$ 200,467.48
S&S Seeds			\$ 3,232.50	\$ 137,406.33		\$ 6,889.22				\$ 147,528.05	\$ 9,327.39
Tree of Life	\$ 1,143.00	\$ 1,348.74								\$ 2,491.74	\$ (205.74)
Irrigation Water/Utilities*		\$ 36,052.59	\$ 14,932.19	\$ 59,672.38	\$ 48,664.69	\$ 57,072.14	\$ 20,326.18	\$ 6,017.90		\$ 242,738.07	\$ 5,051.57
Misc. (fencing, easement, etc.)**	\$ 57,192.92	\$ 21,918.50	\$ (57,699.87)	\$ 130.00	\$ 2,815.03	\$ 170.00	\$ 2,368.00	\$ 1,445.54		\$ 28,340.12	\$ 28,519.88
Staff Time		\$ 12,622.07	\$ 12,622.07	\$ 12,622.07	\$ 22,781.20	\$ 22,781.20				\$ 83,428.60	\$ 70,788.28
Total per fiscal year	\$ 99,850.80	\$ 811,815.92	\$ 194,328.02	\$ 978,578.19	\$ 492,436.57	\$ 544,699.45	\$ 371,339.63	\$ 145,541.73		\$ 3,638,590.30	\$ 694,104.26

Total Remaining to Date (funds contracted minus spent to date)

\$ 694,104.26

Funds Anticipated to be Contracted	\$ 4,605,846.60
Anticipated Contingency	\$ 1,024,153.40
RESTORATION TOTAL	\$ 5,630,000.00
Access Fee	\$ 1,270,000.00
Funds Provided by Agreement	\$ 6,900,000.00
Total Remaining (Funds provided minus access fee and funds spent on committed contracts)	\$ 1,991,409.70

Fiscal Year starting July 1

OLINDA OCWR2 Mitigation

Contracted	<u>2017/18</u>	<u>2018/19</u>	<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>July-Dec 2026</u>	<u>*Proposed</u>	<u>Estimated</u>
											<u>Contract/Category</u>	
Site 1 (11.56 acres HCP)												
Restoration Contractor**		\$ 149,432.00	\$ 32,330.00	\$ 180,351.00	\$ 83,884.00	\$ 82,100.00	\$ 70,791.00	\$ 36,322.00	\$ 28,231.00		\$ 663,441	\$ 830,411
Land IQ - Restoration Ecologist***		\$ 13,702.49	\$ 19,669.76	\$ 21,588.99	\$ 14,205.42	\$ 17,313.74	\$ 13,848.36	\$ 13,731.57	\$ 13,524.15	\$ 4,976.40	\$ 132,561	\$ 109,665
S&S Seeds				\$ 34,468.53							\$ 34,469	\$ 30,492
Irrigation Water/Utilities		\$ 10,000.00	\$ 10,000.00	\$ 15,000.00	\$ 10,000.00	\$ 5,060.00					\$ 50,060	\$ 50,060
Misc. (fencing, survey, etc.)											\$ 35,745	\$ 35,745
Staff/ranger Time		\$ 15,019.44	\$ 8,043.39	\$ 8,911.23	\$ 14,022.75	\$ 14,483.28	\$ 14,623.10	\$ 14,384.47	\$ 13,969.04	\$ 13,803.21	\$ 117,260	\$ 117,260
Contingency												\$ 233,563
Admin fee	\$ 5,000.00										\$ 5,000	\$ 5,000
Total per fiscal year	\$ 5,000.00	\$ 188,153.93	\$ 70,043.15	\$ 260,319.75	\$ 122,112.17	\$ 118,957.02	\$ 99,262.46	\$ 64,438.04	\$ 55,724.19	\$ 18,779.61	\$ 1,038,536	\$ 1,412,196
Site 2 (8.3 acres)												
Restoration Contractor**		\$ 114,825.00	\$ 25,215.00	\$ 130,175.00	\$ 62,922.00	\$ 61,864.00	\$ 53,520.00	\$ 27,950.00	\$ 22,138.00		\$ 498,609	\$ 596,229
Land IQ - Restoration Ecologist***		\$ 9,922.49	\$ 14,243.62	\$ 15,633.41	\$ 10,286.69	\$ 12,537.53	\$ 10,028.13	\$ 9,943.55	\$ 9,793.35	\$ 3,603.60	\$ 95,992	\$ 78,738
S&S Seeds				\$ 24,748.16							\$ 24,748	\$ 21,893
Irrigation Water/Utilities		\$ 7,500.00	\$ 7,500.00	\$ 11,000.00	\$ 7,500.00	\$ 2,443.00					\$ 35,943	\$ 35,943
Misc. (fencing, vandalism, etc.)	\$ -										\$ 24,255	\$ 24,255
Staff/ranger Time		\$ 7,193.89	\$ 5,775.10	\$ 6,398.20	\$ 10,068.24	\$ 10,398.90	\$ 10,499.28	\$ 10,327.95	\$ 10,029.67	\$ 9,910.61	\$ 80,602	\$ 80,602
Contingency												\$ 167,696
Admin fee	\$ 5,000.00										\$ 5,000	\$ 5,000
Total per fiscal year	\$ 5,000.00	\$ 139,441.38	\$ 52,733.72	\$ 187,954.77	\$ 90,776.93	\$ 87,243.43	\$ 74,047.41	\$ 48,221.50	\$ 41,961.02	\$ 13,514.21	\$ 765,149	\$ 1,010,357
*From proposed contract amounts and estimates												
**Assumes two years of grow-kill cycles and has 1% contingency in contracted total												
***Assumes two years of grow-kill cycles												

Fiscal Year starting July 1

Brea 57 Lambert MITIGATION

Contracted	<i>2019/20</i>	<i>2020/21</i>	<i>2021/22</i>	<i>2022/23</i>	<i>2023/24</i>	<i>2024/25</i>	<i>2025/26</i>	<i>2026/27</i>	<i>2027</i>	<i>* Contracted Total</i>	<i>Estimated</i>
Restoration Contractor**	\$ 45,600.00	\$ 18,120.00	\$ 72,830.00	\$ 23,810.00	\$ 19,750.00	\$ 16,800.00	\$ 9,150.00	\$ 18,600.00	\$ -	\$ 224,660.00	\$ 213,150.00
Land IQ - Restoration Ecologist***	\$ 23,015.75	\$ 18,589.04	\$ 15,428.94	\$ 11,360.63	\$ 17,352.90	\$ 14,651.34	\$ 14,344.02	\$ 14,476.12	\$ 5,993.20	\$ 135,211.94	\$ 135,212.00
Irrigation Water/Utilities****	\$ 1,857.69	\$ 2,229.23	\$ 3,557.24	\$ 4,550.00	\$ 1,895.83					\$ 14,090.00	\$ 14,100.00
Misc. (fencing, easement, etc.)	\$ 4,400.00	\$ 15,000.00								\$ 19,400.00	\$ 50,000.00
Staff Time	\$ 18,718.15	\$ 15,106.15	\$ 20,554.32	\$ 19,938.16	\$ 19,955.90	\$ 20,132.06	\$ 20,421.82	\$ 19,729.49	\$ 17,447.15	\$ 172,003.19	\$ 172,003.19
Total per fiscal year	\$ 93,591.59	\$ 69,044.42	\$ 112,370.50	\$ 59,658.79	\$ 58,954.64	\$ 51,583.40	\$ 43,915.84	\$ 52,805.61	\$ 23,440.35	\$ 565,365.13	\$ 584,465.19

*From actual contract amounts (including any subsequent change orders or contract deviations)

**Assumes two years of grow-kill cycles; includes 6% contingency, S&S Seed and Tree of Life costs; contracted amount higher than estimated based on final Habitat Restoration Plan specifications

***Assumes two years of grow-kill cycles and includes 6% contingency for FY 2019/20 and 2020/21 dependent upon herbicide restrictions

****Estimated FY from water budget estimate provided by Nakae (see 'Irrigation calcs' tab)

Fiscal Year starting July 1

**ACTUAL Spent	<i>2019/20</i>	<i>2020/21</i>	<i>2021/22</i>	<i>2022/23</i>	<i>2023/24</i>	<i>2024/25</i>	<i>2025/26</i>	<i>2026/27</i>	<i>2027</i>	<i>Spent Total[†]</i>	<i>REMAINING (contracted minus spent)</i>
Restoration Contractor - Nakae	\$ 40,482.30	\$ 11,368.00	\$ 63,318.70	\$ 13,692.15						\$ 128,861.15	\$ 95,798.85
Land IQ - Restoration Ecologist	\$ 16,328.92	\$ 6,070.50	\$ 7,270.16	\$ 6,739.13						\$ 36,408.71	\$ 98,803.23
Irrigation Water/Utilities*	\$ 776.39	\$ 4,162.43	\$ 5,811.93	\$ 2,306.32						\$ 13,057.07	\$ 1,032.93
Misc. (fencing, easement, etc.)**	\$ 4,400.00	\$ 14,395.00	\$ -							\$ 18,795.00	\$ 605.00
Staff Time	\$ 18,718.15	\$ 15,106.15								\$ 33,824.30	\$ 138,178.89
Total per fiscal year	\$ 80,705.76	\$ 51,102.08	\$ 76,400.79	\$ 22,737.60						\$ 230,946.23	\$ 334,418.90
Total Remaining to Date (funds contracted minus spent to date)										\$ 334,418.90	

[†]SPENT TOTAL DOES NOT INCLUDE RETENTION TO BE BILLED FOR CURRENT FY

Funds Anticipated to be Contracted	\$ 584,465.00
Anticipated Contingency	\$ 116,893.00
RESTORATION TOTAL	\$ 701,358.00
Access Fee	\$ 42,000.00
Funds Provided by Agreement	\$ 743,358.00
Total Remaining (Funds provided minus access fee and funds spent on committed contracts)	\$ 470,411.77

Fiscal Year starting July 1

Harbor Blvd Encroachment MITIGATION

Contracted	<i>2018/19</i>	<i>2019/20</i>	<i>2020/21</i>	<i>2021/22</i>	<i>2022/23</i>	<i>* Contracted Total</i>	<i>Estimated</i>
Restoration Contractor**		\$ 16,998.75	\$ 6,353.75	\$ 4,978.75	\$ 1,273.75	\$ 29,605.00	\$ 29,605.00
Land IQ - Restoration Ecologist	\$ 1,461.00	\$ 5,844.00	\$ 1,461.00	\$ 1,461.00	\$ 1,461.00	\$ 11,688.00	\$ 11,688.00
S&S Seeds***	\$ 704.50	\$ 704.50	\$ -	\$ -	\$ -	\$ 1,409.00	\$ 1,409.00
Staff Time	\$ 4,641.80	\$ -	\$ -	\$ -	\$ -	\$ 4,641.80	\$ 4,640.00
Total per fiscal year	\$ 6,807.30	\$ 23,547.25	\$ 7,814.75	\$ 6,439.75	\$ 2,734.75	\$ 47,343.80	\$ 47,342.00

*From actual contract amounts (including any subsequent change orders or contract deviations)

**FY 2019/20 includes monies for executing Options 3 & 4 per the proposal. Each FY includes Performance and Payment Bond (\$615 divided by the number of contract years)

***FY 2018/19 deposit on seeds (50%)

Fiscal Year starting July 1

**ACTUAL Spent	<i>2018/19</i>	<i>2019/20</i>	<i>2020/21</i>	<i>2021/22</i>	<i>2022/23</i>	<i>Spent Total^^</i>	<i>REMAINING (contracted minus spent)</i>
Restoration Contractor - Nakae	\$ -	\$ 13,384.50	\$ 6,574.00	\$ 5,204.50	\$ 3,343.50	\$ 28,506.50	\$ 1,098.50
Land IQ - Restoration Ecologist ¹	\$ -	\$ 5,725.57	\$ 1,885.25	\$ 1,185.10	\$ 1,424.75	\$ 10,220.67	\$ 1,467.33
S&S Seeds ²	\$ 763.22	\$ 770.28				\$ 1,533.50	\$ (124.50)
Staff Time	\$ 4,641.80					\$ 4,641.80	\$ -
Total per fiscal year	\$ 5,405.02	\$ 19,880.35	\$ 8,459.25	\$ 6,389.60	\$ 4,768.25	\$ 44,902.47	\$ 2,441.33

Total Remaining to Date (funds provided minus spent to date, minus retention)

\$ 1,957.83

^^SPENT TOTAL DOES NOT INCLUDE RETENTION TO BE BILLED FOR CURRENT FY

¹ Time for FY 18/19 was billed in FY 19/20

² Budgeted amount excluded taxes and shipping costs

Funds Anticipated to be Contracted	\$ 42,702.00
Anticipated Contingency	\$ -
RESTORATION TOTAL	\$ 42,702.00
Staff/legal services fee	\$ 4,640.00
Funds Provided by Agreement	\$ 47,342.00

TURNBULL MITIGATION

Fiscal Year starting July 1

Contracted	<i>2021/22</i>	<i>2022/23</i>	<i>2023/24</i>	<i>2024/25</i>	<i>2025/26</i>	<i>* Contracted Total</i>
Restoration Contractor*	\$ 6,260.00	\$ 4,020.00	\$ 11,823.00	\$ 11,773.25	\$ 7,302.75	\$ 41,179.00
Misc. (fencing, easement, etc.)	\$ -					\$ -
Total per fiscal year	\$ 6,260.00	\$ 4,020.00	\$ 11,823.00	\$ 11,773.25		\$ 41,179.00

*Two years of grow-kill cycles and two years of maintenance; 1% contingency, S&S Seed costs

Fiscal Year starting July 1

**ACTUAL Spent	<i>2021/22</i>	<i>2022/23</i>	<i>2023/24</i>	<i>2024/25</i>	<i>2025/26</i>	<i>Spent Total</i>	<i>REMAINING (contracted minus spent)</i>
Restoration Contractor - Nakae	\$ 4,516.00					\$ 4,516.00	\$ 36,663.00
Misc. (fencing, easement, etc.)**						\$ -	\$ -
Total per fiscal year	\$ 4,516.00	\$ -				\$ 4,516.00	\$ 36,663.00

Total Remaining to Date (funds contracted minus spent to date)

\$ 36,663.00

Funds Anticipated to be Contracted	\$ 40,770.00
Anticipated Contingency	\$ 409.00
RESTORATION TOTAL	\$ 41,179.00
Access Fee	\$ -
Funds Provided by Agreement	\$ 41,179.00

Habitat Authority -Awarded Grant Projections

Fiscal Year starting July 1

Grant	Task #, Sub task letter	2021/22	2022/23	2023/24	2024/25	Total
RMC Round 2	1A- LBCC veg haul away		\$ 24,860.00			\$ 24,860.00
	1B- Peppergrass clearance & enhancement		\$ 14,911.60	\$ 25,179.00		\$ 40,090.60
	1C- Turnbull trail clearance		\$ 26,327.00	\$ 13,213.00		\$ 39,540.00
	1D- HHT fuel clearance		\$ 17,576.00	\$ 11,524.00		\$ 29,100.00
	1E- LHH goat grazing		\$ 43,200.00	\$ 43,200.00		\$ 86,400.00
RMC*	2- Equipment	\$ 72,000.00				\$ 72,000.00
	4-Fuel Clearance	\$ 160,000.00				\$ 160,000.00
	3-Tree removal	36,850.00				\$ 36,850.00
CalFire*	Goat grazing	\$ 43,120.00	\$ 33,774.00			\$ 76,894.00
	Annual UWI fuel reduction & ranger time		\$ 171,400.00	\$ 179,800.00		\$ 351,200.00
	Tree removal		\$ 50,000.00	\$ 40,000.00	\$ 20,000.00	\$ 110,000.00
						\$ -
Total per fiscal year		\$ 311,970.00	\$ 382,048.60	\$ 312,916.00	\$ 20,000.00	\$ 1,026,934.60

*Amounts from "Budget Tracking RMC Grant FY 21-22" spreadsheet, "Project tracking" tab

**Amounts from "Tracking Calfire grant" spreadsheet, "CalFire Budget Detail" tab

Grant Projections

Fiscal Year starting July 1

Grant	Task	2021/22	2022/23	2023/24	2024/25	Total
RMC Round 2 \$275,600	Project management		\$ 11,441.31	\$ 8,380.44		\$ 19,821.75
	Overhead/indirect costs		\$ 11,441.31	\$ 8,380.44		\$ 19,821.75
RMC* \$300,000	Project management	\$ 11,465.00	\$ -	\$ -		\$ 11,465.00
	Overhead/indirect costs	\$ 19,685.00	\$ -	\$ -		\$ 19,685.00
CalFire* \$617,862	Project management	\$ 4,054.00	\$ 9,764.00	\$ 7,908.00	\$ 1,767.00	\$ 23,493.00
	Overhead/indirect costs	\$ 4,255.00	\$ 26,966.00	\$ 22,771.00	\$ 2,177.00	\$ 56,169.00
Total per fiscal year		\$ 39,459.00	\$ 59,612.63	\$ 47,439.88	\$ 3,944.00	\$ 150,455.51
Grand Totals		\$ 351,429.00	\$ 441,661.23	\$ 360,355.88	\$ 23,944.00	\$ 1,177,390.11
Granted Amount	\$300,000, \$275,600, \$617,862					\$ 1,193,462.00