

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

**The special meeting of the Board of Directors, March 28, 2024 at 11 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:** Room information to be provided at 1955 Workman Mill Road on the day of the meeting.

And remotely for members of the public 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, March 27, 2024 before the meeting to [info@HabitatAuthority.org](mailto: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.***

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

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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](http://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 Marlyn Barajas 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 February 15, 2024.
  - b. Receive and file Authority's Portfolio Earnings Reports and Custom by Instrument Type for February, 2024 prepared by the County of Los Angeles Treasurer and Tax Collector.
  - c. Receive and file the Authority's fiscal year 2023-24 mid-year budget report.
4. Presentation and discussion regarding community opinion survey results collected and processed by Authority consultant Fairbank, Maslin, Maullin, Metz & Associates.
5. Discussion and possible action advancing a Community Facilities District ("CFD") Formation, with approval for next steps and election preparation, including approval of the CFD boundary map.
6. Discussion and possible action about pilot program for providing dog waste bags at Arroyo Pescadero Trailhead.
7. Pending litigation – Initiation of litigation. Based on existing facts and circumstances, the legislative body of the local agency has decided to initiate or is deciding whether to initiate litigation. (Gov't Code Section 54956.9(d)(4).)
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 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.
10. Instruction to negotiators on property negotiations for 114 acres 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.)
11. Board Members' statements, responses, questions or directions to staff, and Executive Director's comments.
12. Adjournment and announcement of next meeting.

**Draft Minutes of Regular Meeting – February 15, 2024**  
**BOARD OF DIRECTORS**  
**PUENTE HILLS HABITAT PRESERVATION AUTHORITY**

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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 3:02 p.m., the meeting was called to order and a roll call was taken.

From Sanitation Districts of Los Angeles County:

Present: Robert Ferrante, Vice Chair

From Hacienda Heights Improvement Association:

Present: Andrew Yip, Director

From County of Los Angeles

Present: Ivan Sulic, Chair

From City of Whittier:

Present: Councilmember Jessica Martinez, 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's Board Liaison

**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.**

Steve Huber, Vice President of Whittier Area Audubon, gave an update on the previous month's Bird Walk and mentioned that a new person had joined them.

Maggie Moe, member of the Whittier Area Audubon, commented on the recent news that over 100 trees will be cut down in Whittier. She expressed concerns over its negative impact on birds and wildlife and asked if the Habitat Authority would show their support at the next Whittier Council meeting.

Chair Sulic closed Public Comments at 3:05 p.m.

**2. REPORT BY AUTHORITY'S CITIZENS TECHNICAL ADVISORY COMMITTEE.**

Authority Counsel Gerli arrived during this item.

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**BOARD OF DIRECTORS**  
**PUEENTE HILLS HABITAT PRESERVATION AUTHORITY**

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Liaison to the Board, Cathy Houwen, provided a report for the February 2024 CTAC meeting. Her report noted that a student from a local college and a Whittier resident came to study how the meeting was run for a class project.

**3. CONSENT CALENDAR:**

- A. Approval of Authority Special Meeting Minutes of January 18, 2024.**
- B. Receive and file Authority’s Portfolio Earnings Reports and Custom by Instrument Type for January 24, 2024 prepared by the County of Los Angeles Treasurer and Tax Collector.**
- C. Receive and file November and December 2023 Mountains Recreation and Conservation Authority (MRCA) Ranger Reports.**

Director Martinez motioned to approve items A through C. Vice Chair Ferrante Seconded the motion, and in a vote the motion passed unanimously.

**4. DISCUSSION AND POSSIBLE ACTION AUTHORIZING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT AMENDMENT WITH TEAM CIVX LLC IN THE AMOUNT OF \$81,415 TO FACILITATE A GENERAL INFORMATIONAL MAILERS REGARDING THE AUTHORITY, AND AMEND THE AGENCY BUDGET AS APPROPRIATE.**

Executive Director Gullo discussed how the mailers are part of the outreach efforts to inform the local communities who the Habitat Authority is and what it does. The informational mailers would be funded through Mitigation Access Fees from Powder Canyon.

Chair Sulic would like the cover page to change its design to provide variety, but would like to keep the same information.

Vice Chair Ferrante motioned to approve authorizing Executive Director to enter into a contract amendment with Team CivX LLC in the amount of \$81,415 to facilitate general informational mailers regarding the Authority, and amend the agency budget as appropriate. Director Martinez seconded the motion and in a vote, the motion passed unanimously.

**5. DISCUSSION AND POSSIBLE ACTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH FAIRBANK, MASLIN, MAULLIN, METZ & ASSOCIATES FOR OPINION POLL SERVICES IN THE AMOUNT UP TO \$34,750.**

Executive Director Gullo discussed how a follow up survey would help the Habitat Authority discover if favorability regarding financial issues of the agency has gone up or down.

**Draft Minutes of Regular Meeting – February 15, 2024**  
**BOARD OF DIRECTORS**  
**PUENTE HILLS HABITAT PRESERVATION AUTHORITY**

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Vice Chair Ferrante motioned to approve authorizing the Executive Director to execute a contract with Fairbank, Maslin, Maullin, Metz & Associates for opinion poll services for a 12 minute survey and a sample size of 500 in the amount of \$31,850, and to amend the agency budget as appropriate. Director Yip seconded the motion and in a vote, the motion passed unanimously.

**6. DISCUSSION AND POSSIBLE ACTION REGARDING HABITAT AUTHORITY’S EARTH DAY EVENT.**

Executive Director Gullo provided information on optional locations, giveaways, and event activities for Earth Day.

Chair Sulic asked if the Habitat Authority's Earth Day event could be mentioned in the next informational mailer. He also inquired about having the Habitat Authority's Earth Day be promoted at the Sanitation District's Earth Day on April 13, 2024. Additionally, he inquired about giving recognition to those who participated in the Earth Day event using a small sticker or stamp. He would also like to have a kick-off at the start of the event.

Director Martinez suggested the new agency sticker be made into shirts or bags.

Director Yip would like the Habitat Authority to contact partners to see if they would like to table for this event.

Director Yip motioned to approve executing option 1 – One location: Hacienda Hills Trailhead on Saturday, April 20 from 9-11:30 a.m. Director Martinez seconded the motion and in a vote, the motion passed unanimously.

**7. DISCUSSION AND POSSIBLE ACTION REGARDING PLANNING FOR FUTURE EXPENDITURES USING STATE FUNDING FOR THE PURPOSE OF UPKEEP AND MAINTENANCE ON RANGER USED FACILITIES.**

Executive Director Gullo presented a budgetary chart outlining the potential expenses from the one-time state funding through Caltrans. She suggested continuing the discussion of the remaining upkeep to the ranger facilities until the Authority better understands its budget for next fiscal year.

Vice Chair Ferrante motioned to continue the item until September or at a time the Authority has a better understanding of the Caltrans remaining funds. Director Yip seconded the motion and in a vote, the motion passed unanimously.

**Draft Minutes of Regular Meeting – February 15, 2024**  
**BOARD OF DIRECTORS**  
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**8. DISCUSSION AND REPORT BY EXECUTIVE DIRECTOR PERTAINING TO HABITAT TRAIL HOURS OPENINGS AND CLOSURES.**

There was discussion regarding trail hours and the reasons why some trails are open from sunrise to sunset while others have set times. It was mentioned that one of the reasons why some trails have set opening and closure times was because of high human activity on the trails after closing times, and study results indicating heightened wildlife activity during dusk and dawn. These studies prompted support from CTAC and the decision from the Board in 2017 to have designated times on some of the managed trails by the Habitat Authority.

**9. DISCUSSION AND POSSIBLE ADOPTION OF RESOLUTION 2024-01: OF THE A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PUEENTE HILLS HABITAT PRESERVATION AUTHORITY, APPROVING A LAND SWAP BETWEEN THE ROWLAND HEIGHTS WATER DISTRICT AND THE PUEENTE HILLS HABITAT PRESERVATION AUTHORITY, FOR A FEE TITLE PORTION OF ASSESSOR’S PARCEL NUMBER 8269-003-900 FROM THE ROWLAND HEIGHTS WATER DISTRICT, IN EXCHANGE FOR A FEE TITLE PORTION OF ASSESSOR PARCEL NUMBER 8266-002-901 FROM THE PUEENTE HILLS HABITAT AUTHORITY, AUTHORIZING A MAINTENANCE EASEMENT, AND ACCEPTING A CONTRIBUTION OF \$30,000 FOR HABITAT ENHANCEMENT**

Executive Director Gullo provided a report.

Vice Chair Ferrante motioned to adopt Resolution 2024-01: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PUEENTE HILLS HABITAT PRESERVATION AUTHORITY, APPROVING A LAND SWAP BETWEEN THE ROWLAND HEIGHTS WATER DISTRICT AND THE PUEENTE HILLS HABITAT PRESERVATION AUTHORITY, FOR A FEE TITLE PORTION OF ASSESSOR’S PARCEL NUMBER 8269-003-900 FROM THE ROWLAND HEIGHTS WATER DISTRICT, IN EXCHANGE FOR A FEE TITLE PORTION OF ASSESSOR PARCEL NUMBER 8266-002-901 FROM THE PUEENTE HILLS HABITAT AUTHORITY, AUTHORIZING A MAINTENANCE EASEMENT, AND ACCEPTING A CONTRIBUTION OF \$30,000 FOR HABITAT ENHANCEMENT. Director Martinez seconded the motion and in a vote, the motion passed unanimously.

**10. PENDING LITIGATION – INITIATION OF LITIGATION. BASED ON EXISTING FACTS AND CIRCUMSTANCES, THE LEGISLATIVE BODY OF THE LOCAL AGENCY HAS DECIDED TO INITIATE OR IS DECIDING WHETHER TO INITIATE LITIGATION. (GOV’T CODE SECTION 54956.9(D)(4).)**

At 3:53 p.m. Chair Sulic moved to continue the discussion of items 10 through 13 in Closed Session.

**11. INSTRUCTION TO NEGOTIATORS ON PROPERTY NEGOTIATIONS FOR ASSESSOR PARCEL NUMBERS 8267-014-904, 8267-014-906 COMMONLY KNOWN**

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**BOARD OF DIRECTORS**  
**PUENTE HILLS HABITAT PRESERVATION AUTHORITY**

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**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.)**

- 12. 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.**
- 13. INSTRUCTION TO NEGOTIATORS ON PROPERTY NEGOTIATIONS FOR 114 ACRES 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 4:12 p.m. Chair Sulic moved to end Closed Session and the Open Session recommenced. Items 10 through 13 were discussed and no reportable action was taken.

- 14. BOARD MEMBERS' STATEMENTS, RESPONSES, QUESTIONS OR DIRECTIONS TO STAFF, AND EXECUTIVE DIRECTOR'S COMMENTS.**

Director Martinez expressed liking the agency sticker and is looking forward to Earth Day.

Director Yip expressed appreciation to the Habitat Authority staff for attending and coordinating the Open House. He feels these events are valuable and present an opportunity to engage with the local communities. He also gave positive feedback on social media posts.

Vice Chair Ferrante commented on some of the feedback received from the audience at the Habitat Authorities recent Open House.

Chair Sulic is looking forward to the 30<sup>th</sup> anniversary event. Chair Sulic had questions to Authority Counsel Gerli on the appropriate use of social media.

Ecologist Mariscal mentioned working with an intern who is an ecology student.

**Draft Minutes of Regular Meeting – February 15, 2024**  
**BOARD OF DIRECTORS**  
**PUENTE HILLS HABITAT PRESERVATION AUTHORITY**

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Executive Director Gullo mentioned the following updates:

- Upcoming speaking engagements where she will deliver an informational presentation on the Habitat Authority: Whittier Museum, Hacienda Heights Improvement Association, Hacienda Heights Women’s Club, Y’s Service Club, and the Year Around Garden Club.
- Contractors will be repairing trails in the coming weeks.
- Repairs on the Sycamore ranger home start on February 20.
- Rangers are working with Sheriffs to address car break-ins at the trailheads.
- Continuing to work on grant administration.
- Fuel clearance has started.
- The Metro Heights mitigation agreement has been signed.
- Continuing to work with LSL for accounting services.

**15. ADJOURNMENT AND ANNOUNCEMENT OF NEXT MEETING.**

There being no further comments, or business to be discussed, Chair Sulic adjourned the meeting at 4:34 p.m.

*Approved:*

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*Ivan Sulic, Board Chair*

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*Marlyn Barajas, Board Secretary*





**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) 974-3385 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

March 7, 2024

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

Email: [agullo@habitatauthority.org](mailto:agullo@habitatauthority.org)

Dear Andrea Gullo:

## **PUENTE HILLS HABITAT PRESERVATION AUTHORITY MONTHLY INVESTMENT REPORTS**

Enclosed are the Puente Hills Habitat Preservation Authority Portfolio Income Report (Earnings Report), Custom Position Report, Purchase Detail Report, and Chronological Report for the month ended February 29, 2024, 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](mailto:mliwag@ttc.lacounty.gov).

Very truly yours,

**KEITH KNOX**  
Treasurer and Tax Collector



Jennifer Koar  
Operations Chief

JK:ML:eb

Enclosures

c: Marlyn Barajas

**Income Report - PHHPA**

02/01/2024 - 02/29/2024

**Specific Purpose Invest Agg (299402)**

Dated: 03/01/2024

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 '24 MTN	3134GWSD9	2.000	9,500,000.00	95,000.00	0.00	0.00	15,833.33	0.00	15,833.33
821801198	FEDERAL FARM 2.500 07/29/41 '24	3133EMW65	2.500	22,675,000.00	0.00	0.00	0.00	47,239.58	0.00	47,239.58
---	---	---	<b>2.364</b>	<b>32,175,000.00</b>	<b>95,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>63,072.91</b>	<b>0.00</b>	<b>63,072.91</b>

\* 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 02/29/2024

Specific Purpose Invest Agg (299402)

Dated: 03/01/2024

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 '24	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 '24 MTN	3134GWS09	2.000	08/27/2043	2.000	9,500,000.00	9,500,000.00	9,500,000.00	0.00
---	---	---	<b>2.352</b>	<b>03/10/2042</b>	<b>2.352</b>	<b>32,175,000.00</b>	<b>32,175,000.00</b>	<b>32,175,000.00</b>	<b>0.00</b>

\* 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

Specific Purpose Invest Agg (299402)

02/01/2024 - 02/29/2024

Dated: 03/01/2024

<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 ≥ 02/01/2024 and Settle Date ≤ 02/29/2024 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**

02/01/2024 - 02/29/2024

**Specific Purpose Invest Agg (299402)**

Dated: 03/01/2024

LA Fund Number	Original Lot ID	Detailed Description	Settle Date	Final Maturity	Change In Current FV	Purchases	Maturities/Redemption	Purchased Accrued Interest	Coupon Payment
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\* Filtered By: LA Fund Number = "PHHPA" and Cash Affecting Amount = 0.00. \* Weighted by: Absolute Value of Principal Amount. \* MMF transactions are collapsed. \* Trade transactions are expanded. \* Cash Entry transactions are expanded.


\* Change In Current FV = (IF([Transaction Type]='Buy',[Original Units],0))+ (IF([Transaction Type]='Maturity',[Original Units],0)), Summary Calculation: Sum. \* Purchases = IF([Transaction Type]='Buy',[Original Units],0), Summary Calculation: Sum. \* Maturities/Redemption = IF([Transaction Type]='Maturity',[Original Units],0), Summary Calculation: Sum.

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

MEMORANDUM

**Date:** March 28, 2024

**To:** Board Members

**From:**   
Andrea Gullo, Executive Director

**Subject:** Agenda Item No. 3c) Receive and file the Authority's fiscal year 2023-24 mid-year budget report.

Recommendation:

That the Board receive and file Authority fiscal year 2023-24 mid-year budget report.

Background:

**Mid-Year Budget 2023-24**

The attached (Exhibit A) is the Authority's fiscal year 2023-24 mid-year budget report for expenses and revenues posted through the end of January. The operating budget was approved by the Board on May 25, 2023 in the amount of \$ 1,240,638 for revenue and \$ 1,240,637 for expenses. Several amendments were approved in July 2023, August 2023, December 2023, January 2024 and February 2024 which are reflected in the budget. New totals are \$1,120,638 for revenue and \$1,259,867 for expenditures. The revenue amount projected decreased because the \$120,000 grant revenues were moved to the grant section of the budget report. Please note that in March the Authority received additional revenues from the Metro Heights project Access Fees in the amount of \$240,000 which are not reflected in this report.

As of January 31, 2024, \$299,488 for operations has been recorded as expended. The mid-year expended amount may seem low because many of the expenses have not been processed and/or invoices received, such as ranger and technical services. As with every year, many expenditures will occur within the next few months including ranger services, annual fuel modification, agency insurance, etc. The revenue received totaled \$859,867.

The mitigation restoration budget for FY 23-24 is \$459,034 and \$161,562 had been expended as of the end of January 2024.

The grants expenditure budget for FY 23-24 is \$1,057,639 and \$387,513 has been expended. These funds are provided by state agencies, the Rivers and Mountains Conservancy and CalFire, on a reimbursable basis. The majority of the work will occur in the spring and be invoiced thereafter. The Caltrans grant funding has been provided upfront.

March 28, 2024

Agenda Item 3c

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The beginning cash (not accrual) balance at the start of this fiscal year was \$3.1 million. As of the end of January 2024, the cash balance of agency funds in the County pool was \$8 million. The increase is because the six-month \$4 million investment in the agency portfolio was called. At least \$4.65 million of the balance is restricted for projects such as the habitat restoration mitigation projects.

Attachment:

FY 23-24 Mid-year report

FY 2023-24 Budget

Mid-year

Fiscal Year 2023-24 Projected Actuals

		A	B	C	D = B + C	E = B/A	F = D/A		
		APPROVED FY 23/24 Budget	Budget Amendments	FINAL AMENDED FY 23/24 BUDGET	YTD Actuals (as of January 2024)	Additional Projected through 06/30/24	Forecasted 2024	YTD Actuals % of FY 2024 Budget Rev	Forecasted FYE % of FY 2024 Budget Rev
<b>Operating Budget:</b>									
SPI earnings (endowment)	53874	\$ 850,500	\$ -	\$ 850,500	\$ 761,875	\$ 88,625	\$ 850,500	90%	100%
M&S, Grants - Other	53874	120,000	(120,000)	-	-	-	-	0%	0%
Interest from Treasury Pool Deposits	53874	80,000	-	80,000	55,110	55,110	110,220	69%	138%
La Habra Heights historic oil	53874	65,904	-	65,904	29,664	41,530	71,194	45%	108%
MRCA tickets /educational programs	53874	30,000	-	30,000	-	30,000	30,000	0%	100%
Reimbursement of Expense	53874	7,761	-	7,761	-	7,761	7,761	0%	100%
Donations	53874	-	-	-	5,718	-	5,718	0%	0%
Miscellaneous - Ongoing	53874	-	-	-	7,500	-	7,500	100%	100%
Transfer of Mitigation Personnel	53874	41,250	-	41,250	-	41,250	41,250	0%	100%
Transfer of Mitigation Ranger Services	53874	45,223	-	45,223	-	45,223	45,223	0%	100%
<b>Total Revenue</b>		\$ 1,240,638	\$ (120,000)	\$ 1,120,638	\$ 859,867	\$ 309,498	\$ 1,169,365	77%	104%
<b>Expenses:</b>									
Ranger Services and Property Management	53874	\$ 403,766	\$ (164,307)	\$ 239,459	12,251	\$ 227,208	\$ 239,459	5%	100%
Payroll (Personnel - General Services)	53874	402,560	10,000	412,560	176,559	247,183	423,742	43%	103%
Site Mitigation/Access Fees - Use of Restricted Reserves	53874	-	159,230	159,230	-	159,230	159,230	0%	100%
Other Insurance Premiums	53874	62,000	-	62,000	11,490	50,510	62,000	19%	100%
Legal Services	53874	84,460	-	84,460	14,668	69,792	84,460	17%	100%
Fiscal Agent Services	53874	32,000	-	32,000	23,557	8,443	32,000	74%	100%
Utilities (water, phones, internet, etc)	53874	26,250	14,307	40,557	11,467	29,090	40,557	28%	100%
Treas-Tax Collector Services	53874	17,000	-	17,000	8,818	8,818	17,635	52%	104%
Office Rent (Building Rentals)	53874	1	-	1	1	-	1	100%	100%
Technical	53874	187,100	-	187,100	34,030	153,070	187,100	18%	100%
Audit Fees	53874	5,500	-	5,500	505	4,996	5,500	9%	100%
Street bond	53874	5,500	-	5,500	5,666	-	5,666	103%	103%
Educational Services	53874	3,600	-	3,600	273	3,327	3,600	8%	100%
Office Supplies-General	53874	3,100	-	3,100	203	2,897	3,100	7%	100%
Printing Services	53874	1,000	-	1,000	-	1,000	1,000	0%	100%
Signs & Related Supplies	53874	1,500	-	1,500	-	1,500	2,500	0%	167%
Automotive Maintenance	53874	1,500	-	1,500	-	1,500	1,500	0%	100%
Permit & License Fees	53874	200	-	200	-	200	200	0%	100%
Auto Mileage	53874	250	-	250	-	250	250	0%	100%
Miscellaneous (GIS, Resr. Misc.)	53874	1,050	-	1,050	-	1,050	1,050	0%	100%
Postage	53874	500	-	500	-	500	500	0%	100%
Traveling Expense (local meetings)	53874	150	-	150	-	150	150	0%	100%
Publications & Legal Notices	53874	1,000	-	1,000	-	1,000	1,000	0%	100%
Auto Service	53874	500	-	500	-	500	500	0%	100%
Publications & Periodicals	53874	150	-	150	-	150	150	0%	100%
<b>Total Expenses</b>		\$ 1,240,637	\$ 19,230	\$ 1,259,867	\$ 299,488	\$ 972,363	\$ 1,272,851	24%	101%
<b>Change In Position before Transfers</b>		\$ 0	\$ (139,230)	\$ (139,230)	\$ 560,378	\$ (662,864)	\$ (103,486)	-402%	74%



**FY 2023-24 Budget**

Mid-year

	Unit #	APPROVED FY 23/24 Budget	Budget Amendments	FINAL AMENDED FY 23/24 BUDGET	YTD Actuals	Additional Projected through 06/30/24	Forecasted 2024	YTD Actuals % of FY 2024 Budget Rev	Forecasted FYE % of FY 2024 Budget Rev
<b>Mitigation Costs:</b>									
Mitigation Revenue - metro heights	53932	\$ -	3,605,364	\$ 3,605,364	\$ 10,000	\$ 3,595,364	\$ 3,605,364	0%	100%
<b>Total Revenue</b>		\$ -	\$ 3,605,364	\$ 3,605,364	\$ 10,000	\$ 3,595,364	\$ 3,605,364	0%	100%
Consultant Services (Mitigation) SCE	53879	260,025		260,025	82,864	\$ 177,161	260,025	32%	100%
Consultant Services (Mitigation) OLINDA	53880	148,187		148,187	60,750	87,437	148,187	41%	100%
Consultant Services (Mitigation) Brea 57/Lambert	53881	34,449		34,449	13,304	21,145	34,449	39%	100%
Consultant Services (Mitigation) Turnbull Enhancement	53874	11,823		11,823	-	11,823	11,823	0%	100%
Consultant Services (Mitigation) Metro Heights	53932			-	-		-	0%	0%
Utilities (mitigation) BREA POWER				-	-		-	0%	0%
Utilities (mitigation) SCE	53879	-		-	2,342	2,342	4,685	100%	100%
Utilities (mitigation) OLINDA	53880	-		-	1,313	1,313	2,627	100%	100%
Utilities (mitigation) Brea 57/Lbt	53881	4,550		4,550	988	3,563	4,550	22%	100%
<b>Total Expenses</b>		\$ 459,034	\$ -	\$ 459,034	\$ 161,562	\$ 304,784	\$ 466,346	35%	102%
<b>Total Mitigation</b>		\$ 459,034	\$ (3,605,364)	\$ (3,146,330)	\$ (151,562)	\$ 3,290,580	\$ (3,139,018)		

		APPROVED FY 23/24 Budget	Budget Amendments	FINAL AMENDED FY 23/24 BUDGET	YTD Actuals	Additional Projected through 06/30/24	Forecasted 2024	YTD Actuals % of FY 2024 Budget Rev	Forecasted FYE % of FY 2024 Budget Rev
<b>FY 23/24 Grants:</b>									
<b>RMC Grant 2022</b>									
RMC Grant Revenue	53874	\$ -	\$ -	\$ -	\$ -	\$ 74,577	\$ 74,577	100%	100%
RMC Grant Expenditure									
Mower	53874	-	-	-	(74,577)	-	(74,577)	100%	100%
Tree Removal	53874	-	-	-	-	-	-	100%	100%
<b>CalFire Grant (multi-year)</b>									
CalFire Grant Revenue	53882	480,383	-	480,383	114,276	200,000	314,276	24%	65%
CalFire Grant Expenditure									
Goats and Fuel Reduction	53882	(219,800)	(197,070)	(416,870)	(215,699)	(201,171)	(416,870)	52%	100%
Payroll Costs (Overhead)	53882	(30,679)	-	(30,679)	(4,517)	(26,162)	(30,679)	15%	100%
	53882				-				
<b>RMC Grant Round 2</b>									
RMC Grant Revenue	53883	205,462	-	205,462	79,803	125,659	205,462	39%	100%
RMC Grant Expenditure									
Payroll Costs (Overhead)	53883	(16,761)	-	(16,761)	(110)	(16,651)	(16,761)	1%	100%
Fuel Reduction	53883	(93,116)	-	(93,116)	(42,370)	(50,746)	(93,116)	46%	100%
<b>Caltrans</b>									
Caltrans Grant Revenue	53884	161,355	-	161,355	1,012,073		1,012,073	627%	627%
Caltrans Grant Expenditure									
Ranger and associated costs	53884	(161,355)	(27,000)	(188,355)	0	(188,355)	(188,355)	0%	100%
Property Management	53884	-	(181,858)	(181,858)	(26,201)	(155,657)	(181,858)	14%	100%
Utilities	53884	-	(10,000)	(10,000)	(3,537)	(6,463)	(10,000)	35%	100%
<b>City M&amp;S</b>									
City M&S Revenue	53888	-	60,000	60,000	-	60,000	60,000	0%	100%
City M&S Property Management	53888	-	(54,307)	(54,307)	(14,100)	(40,207)	(54,307)	26%	100%
City M&S Utilities		-	(5,693)	(5,693)	(2,847)	(2,847)	(5,693)	50%	100%
<b>Turnbull M&amp;S</b>									
Turnbull M&S Revenue	53889	-	60,000	60,000	-	60,000	60,000	0%	100%
Turnbull M&S Property Management	53889	-	(60,000)	(60,000)	(3,556)	(56,444)	(60,000)	6%	100%
<b>Total Revenue</b>		<b>847,200</b>	<b>120,000</b>	<b>967,200</b>	<b>\$ 1,206,152</b>	<b>\$ 520,236</b>	<b>\$ 1,726,388</b>	<b>125%</b>	<b>178%</b>
<b>Total Expenses</b>		<b>(521,711)</b>	<b>(535,928)</b>	<b>(1,057,639)</b>	<b>\$ (387,513)</b>	<b>\$ (744,704)</b>	<b>\$ (1,132,216)</b>	<b>37%</b>	<b>107%</b>

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

MEMORANDUM

**Date:** March 28, 2024

**To:** Board Members

*Andrea Gullo*

**From:** Andrea Gullo, Executive Director

**Subject:** Agenda Item No. 4) Presentation and discussion regarding community opinion survey results collected and processed by Authority consultant Fairbank, Maslin, Maullin, Metz & Associates.

Recommendation:

That the Board receive and file presentation and provide direction on continuing community outreach and education regarding the Authority.

Background:

In February 2024, the Board approved a contract with Fairbank, Maslin, Maullin, Metz & Associates (FM3) in the amount of \$31,850 to conduct an opinion poll for the Authority regarding the agency's financial needs and general community perceptions on related matters. The poll has successfully concluded, and an in-person presentation regarding the results will be provided at the Board meeting.

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

MEMORANDUM

**Date:** March 28, 2024

**To:** Board Members

**From:** *Andrea Gullo*  
Andrea Gullo, Executive Director

**Subject:** Agenda Item No. 5) Discussion and possible action advancing a Community Facilities District (“CFD”) Formation, with approval for next steps and election preparation, including approval of the CFD boundary map.

Recommendation:

That the Board 1) authorize Authority consultant SCI Consulting Group (“SCI”) to initiate the CFD formation process and proceed with the next steps and November 2024 election preparation, and 2) approve the attached boundary map for the proposed CFD.

Background:

This item is for consideration and possible action pending discussions of the previous agenda item regarding community polling results.

At the November 2022 Authority Board meeting, the Board awarded a contract to SCI for \$55,000 for financial and planning services regarding a potential funding mechanism, a community facilities district (CFD). They have completed a special tax analysis. With this phase now complete, the next steps are to initiate the CFD formation and prepare for the November 2024 election, contingent upon Board approval.

Proposal for CFD Formation, Election Preparation, and Proposed Boundary Map:

This next phase includes preparing legal documents, including Local Goals and Policies, the Rate and Method of Apportionment (“RMA”), the Description of Services, required notices, resolutions, and associated staff reports. Furthermore, SCI will develop clear and legally compliant election materials—including resolution texts, ballot questions, and full ballot texts—to effectively communicate the initiative’s purpose and benefits to voters while adhering to legal guidelines. Simultaneously, the proposed boundary map of the CFD, which includes Whittier, La Habra Heights, and portions of Hacienda Heights and Rowland Heights, is attached for the Board’s consideration. The Board’s authorization to move forward with the CFD formation will naturally encompass the endorsement of this boundary map.

The CFD formation process and the preparation of election materials are important next steps that cannot commence without the Board’s approval. This approval will signify the Board’s intent to establish the CFD, allowing the Authority to proceed with the necessary legal and procedural steps, including the submission of the proposed boundary map to the Los Angeles

March 28, 2024

Agenda Item 5

Page 2

County Registrar of Voters (“ROV”) and the preparation for the November 2024 election. Should the Board decide to move forward, the Authority staff and Board subcommittee would continue to work with the consultant in this next phase.

**Schedule:**

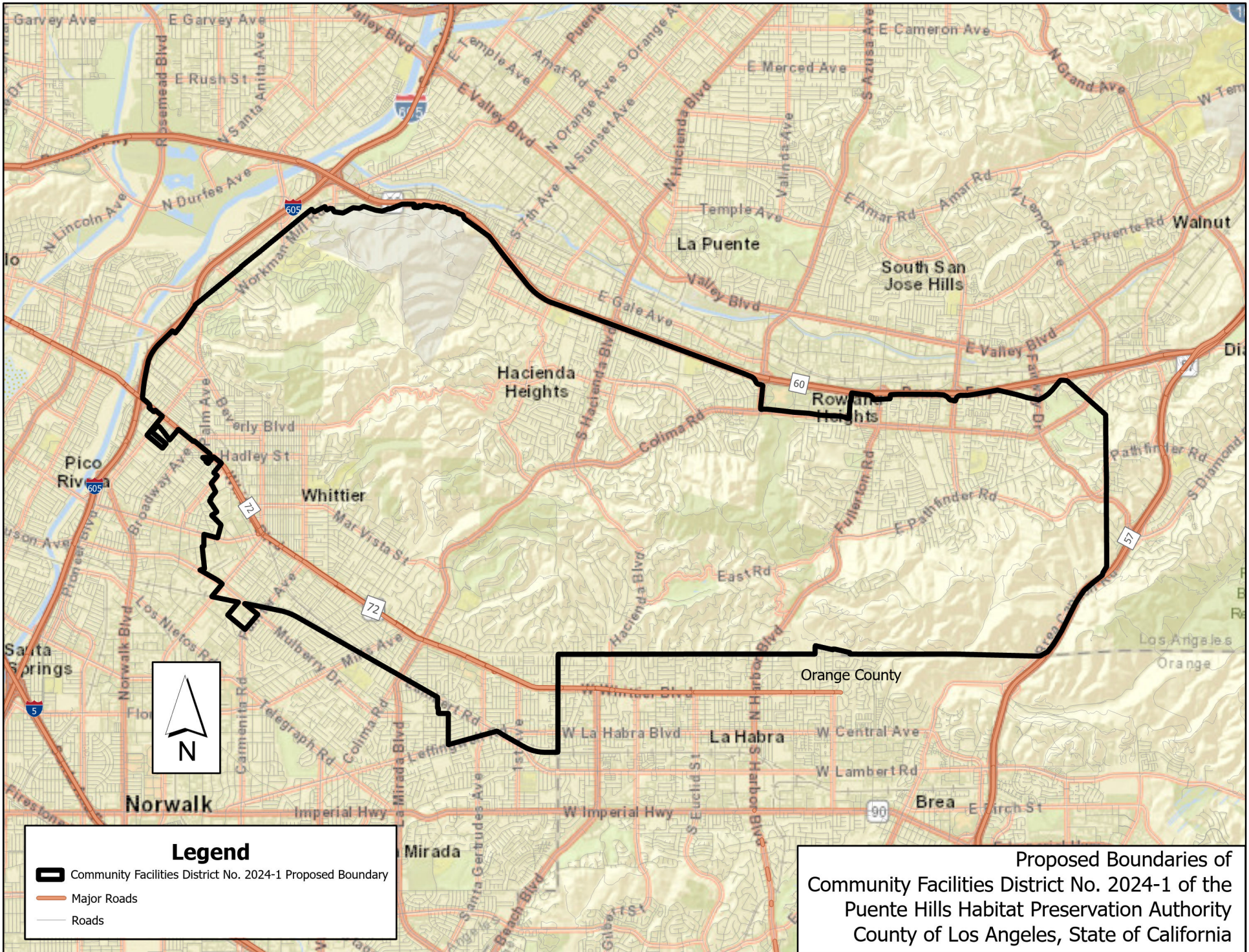
- |                                 |   |
|---------------------------------|---|
| March 28                        | 1) Approval for SCI to initiate the CFD formation process and proceed with the next steps and November 2024 election preparation. 2) Approve boundary map.  |
| May 16                          | 2) Board to receive a presentation of the proposed CFD and Special Tax measure.   |
| June (before 13 <sup>th</sup> ) | 3) Board to review and take action on a resolution adopting local goals and policies for CFDS, a resolution of intention initiating the CFD proceedings documents, and putting a special tax on the Los Angeles County ballot for the November 5, 2024, general election. |
| July 18                         | 4) Board to hold a public hearing and take final action on a resolution of formation and ordering election and requesting consolidation.  |
| August 9                        | 5) Last day to deliver ballot text and resolution calling for election to the Los Angeles County Registrar of Voters.   |
| November 5                      | 6) Election.  |

**Fiscal Impact:**




None. The cost for the SCI contract is already included in the approved agency fiscal year 2023-24 budget.

**Attachment:**

Proposed CFD boundary map



**Legend**

-  Community Facilities District No. 2024-1 Proposed Boundary
-  Major Roads
-  Roads

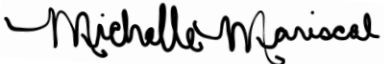
Proposed Boundaries of  
Community Facilities District No. 2024-1 of the  
Puente Hills Habitat Preservation Authority  
County of Los Angeles, State of California

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

MEMORANDUM

**Date:** March 28, 2024

**To:** Andrea Gullo, Executive Director

**From:**   
Michelle Mariscal, Ecologist

**Subject:** Agenda Item No. 6) Discussion and possible action about pilot program for providing dog waste bags at Arroyo Pescadero Trailhead.

Recommendation:

That the Board advise and direct staff.

Summary:

According to the dog waste bag pilot program, providing seven trash cans, the existence of five signs requesting dog waste pick up and disposal, and providing free waste bags did not change trail user behavior. The dog waste on the trails was not reduced during the six-month survey period.

Background:

At the July 2023 Board meeting, the Board approved a six-month pilot program for providing dog waste bags at Arroyo Pescadero Trailhead. This trailhead was chosen as an appropriate location for the pilot program because the Board requested that this location be targeted. Also, it is anecdotally a popular trailhead for trail users with dogs, and it has seven existing trash cans for visitors to discard waste. To ascertain whether providing dog waste bags to Preserve visitors reduced the occurrence of dog waste encountered along the trails, staff devised a pilot program that consisted of conducting count surveys before and after the installation of a dog waste bag dispenser at the trailhead. Count surveys included identifying, counting, and removing all domestic dog waste and coyote scats encountered along the Bob Henderson Loop Trail, the ADA Loop Trail, and the Deer Loop Trail.

Two trained Habitat Authority volunteers assisted with survey efforts. Volunteers visited the trailhead twice prior to initiating surveys in order to practice the survey protocol and remove all old dog waste (118) and coyote scats (91) enabling a more accurate count of new waste/scat thereafter. This accumulated amount of dog and coyote waste on the trails before the pilot program started may have contributed to the idea of poor daily trail behavior.

Count surveys were initiated on August 17<sup>th</sup> and three surveys were conducted prior to installation of the waste dispenser which was installed on August 27<sup>th</sup> at trailhead closing.

By this date, four additional “Pick up after your dog” signs were also installed at the entrance to the trails (five dog waste signs total are now at the trailhead). After installation of the waste bag dispenser, 29 count surveys were conducted (Table 1) with the final count survey occurring on March 1<sup>st</sup>.

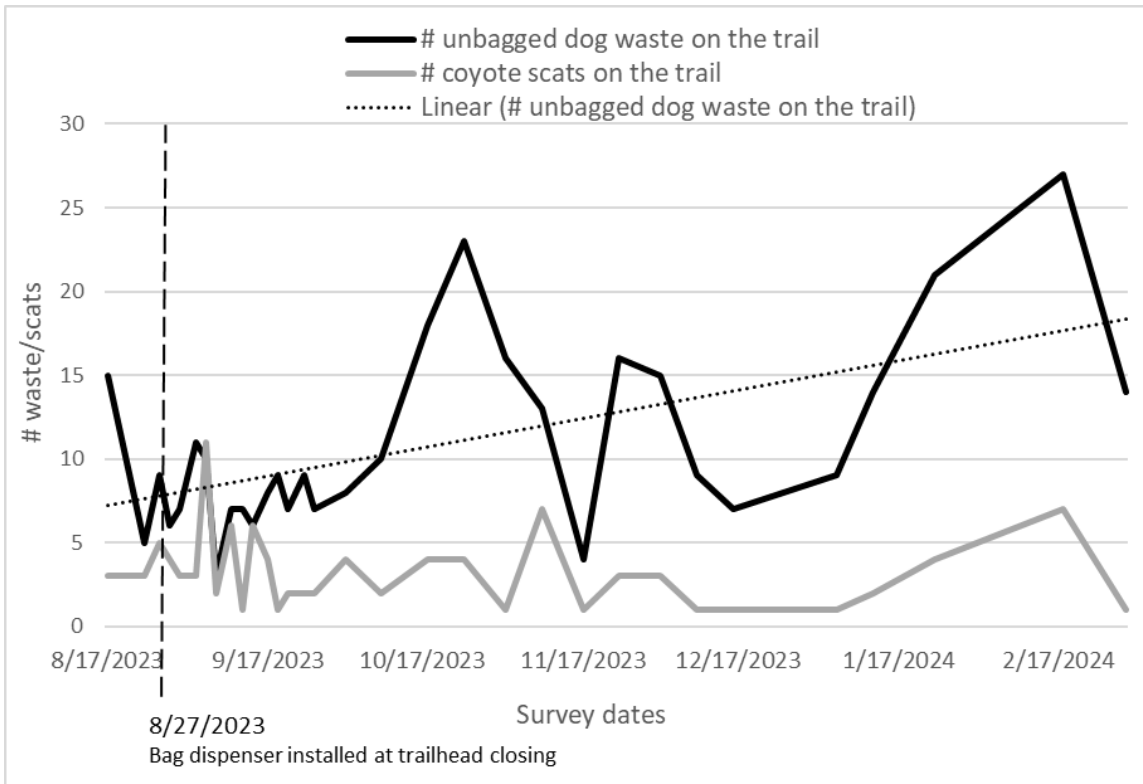
In addition to counting dog waste and coyote scat on the trails, volunteers noted whether bagged waste was found discarded along the trail (encountered during 15 of the 32 total count surveys; range = 0-7 bags, average = 1 discarded dog waste bag encountered per survey). Volunteers also noted whether the used bags observed along trails or in trashcans looked to be Habitat Authority-issued (‘Yes’ = 4 survey days; ‘I don’t know’ = 16 survey days; ‘No’ = 9 survey days) indicating that many visitors brought their own bags rather than using those provided. No change was detected in the number of bags being properly discarded in the trash cans after the bag dispenser was installed.

**Table 1.** Summary of data collected before and after installation of the dispenser.

Survey type	# surveys	(A)	(B)	(A+B)	Used waste bags in trashcans*	Coyote scats on trails
		Unbagged dog waste on trails	Bagged dog waste on trails	Dog waste on trails (bagged and unbagged)		
average per survey ( <i>sum total</i> )						
Pre-install	3	10 (29)	0.3 (1)	10 (30)	9 (26)	4 (11)
Post-install	29	11 (321)	0.8 (23)	12 (344)	10 (285)	3 (93)

\*Not a comprehensive count. Only visible bags were counted and counts were subject to trash removal schedule. There are seven total trashcans provided at this location.

The count surveys indicate that providing dog waste bags at the trailhead did not reduce the prevalence of dog waste encountered on the trails. Rather, it appears that the amount of dog waste increased after the dog waste bag dispenser was installed (Fig. 1), although this may be related to increases in visitor use or other factors that were not quantified as a component of this pilot program.



**Figure 1.** Sum of unbagged dog waste and coyote scat counted on the trail during the pilot program. The trend line indicates an increase in dog waste encountered along the trail through time.

As a reminder, the cost of the pilot program was estimated to be \$1,098 for the first 6 months, and approximately \$800 was expended. 9,600 bags were estimated to be needed, while approximately 2,800 were used. The remaining bags are estimated to be enough for at least the rest of the fiscal year. See the attached staff report from July 2023 for the original estimated costs.

Should the Board decide to continue providing dog poop bags at this or other trailheads, considerations are the costs, future operational rules, and public reliance on bags. The Board has previously discussed banning dogs at some point in the future due to environmental impacts and trail user conflicts. Staff can rely on biological data from its studies, such as Authority wildlife cameras, to be analyzed before possibly reapproaching the topic. Also, the “leave no trace” message has been one that staff and rangers have promoted throughout the years, and public reliance on bags being provided may hamper trail user responsibility.

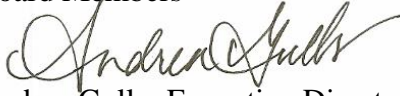
Fiscal Impact:

Using the remaining bags at this location has no additional cost for this fiscal year. Expansion of the program at other trailheads would be an additional cost above the approved budget.



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

MEMORANDUM

**Date:** July 20, 2023  
**To:** Board Members  
**From:**   
Andrea Gullo, Executive Director  
**Subject:** Agenda Item No. 5) Discussion and possible action about pilot program for providing dog poop bags at Arroyo Pescadero Trailhead.

Recommendation:  
That the Board advise and direct staff.

Background:  
At the direction of the Board, this item is before the Board for its consideration.

In response to a report about dog feces being left on trails at the Arroyo Pescadero Trailhead, the Board directed staff to explore a dog poop bag pilot program. The costs of replenishing the bags every few days would be absorbed in the regular maintenance contract with the MRCA. A pilot program for 3 months would cost \$738, and for 6 months would cost \$1,098. The cost breakdown is as follows:

<b>Poop bag pilot program</b>		
<u>Arroyo Pescadero Trailhead (initial first month)</u>		
\$88	dispenser and 400 bags	
\$350	MRCA installation time and materials	
<u>\$60</u>	800 extra bags	
<b>\$498</b>		
<u>Reoccurring monthly costs:</u>		
\$120	1,600 bags	
<b>Cost per trailhead*</b>	<b>Cost for Preserve (6 locations**)</b>	
\$738	first 3 months	\$4,428
\$1,098	first 6 months	\$6,588
\$1,818	first year	\$10,908
\$1,440	second year - just bags	\$8,640
* Costs do not include replacement, maintenance, vandalism repair, bag replenishment		
** Arroyo Pescadero, Hellman, Turnbull, Hacienda Hills, Powder Canyon two entrances		

Considerations for the Board are the costs as outlined above, future operational rules, and public reliance on bags. The Board has previously discussed banning dogs at some point in the future due to environmental impacts and trail user conflicts. Staff can rely on biological data from its studies, such as Authority wildlife cameras, to be analyzed before possibly reapproaching the topic. Also, the “leave no trace” message has been one that staff and rangers have promoted throughout the years, and public reliance on bags being provided may hamper trail user responsibility.

The Arroyo Pescadero Trailhead would be an appropriate location for a pilot program should the Board decide to implement. This location is anecdotally a popular trailhead for trail users with dogs, and it has seven existing trash cans for trail users to discard waste. Other trailheads average one to three trashcans.

Fiscal Impact:

This would be an additional cost above the approved budget.

# Additional Materials

Minutes  
PUENTE HILLS HABITAT PRESERVATION AUTHORITY  
CITIZENS TECHNICAL ADVISORY COMMITTEE  
January 16, 2024

The regular meeting of the Citizens Technical Advisory Committee was held on Tuesday, January 16, 2024, at Palm Park, 5703 Palm Ave, Whittier, CA 90601.

**I. CALL TO ORDER.**

Vice Chair Andros called the meeting to order at approximately 7:02 p.m.

**II. ROLL CALL.**

A roll call was taken, and there was a quorum at this time.

<b>Members Present:</b> Bryan Coreas	County of Los Angeles
Adam Nazaroff	La Habra Heights
Roy Francis	La Habra Heights
Catherine Houwen	La Habra Heights
Michelle Pekko-Seymoure	Whittier
Dr. Janis Cavanaugh	Whittier
Shelley Andros, Vice Chair	Whittier

<b>Members Absent:</b> Matthew Liang, Chair	County of Los Angeles
John Ford	County of Los Angeles

**Authority Representatives Present:**  
Andrea Gullo, Executive Director  
Michelle Mariscal, Ecologist  
Marlyn Barajas, Program Analyst  
Kenn Hughes, Mountains Recreation and Conservation Authority,  
Deputy Chief Ranger

**III. PUBLIC COMMENTS.**

Steve Huber, Vice President of Whittier Area Audubon, mentioned new bird sightings at Sycamore Canyon during their monthly Bird Walk and announced that the next Bird Walk will be on Saturday, February 10, 2024. Vice Chair Andros inquired about the possibility of receiving photos from this monthly event.

**IV. APPROVAL OF MINUTES FOR THE DECEMBER 19, 2023, SPECIAL MEETING.**

Member Coreas motioned to approve these minutes as drafted. Member Houwen seconded the motion, and in a vote, the motion passed unanimously.

**V. STANDING REPORTS:**

**a. REPORT BY BOARD LIAISON ON PREVIOUS MONTH'S AUTHORITY BOARD OF DIRECTORS MEETING.**

Member Houwen, Board Liaison, provided this report.

**b. SOCIAL MEDIA REPORT.**

Program Analyst Barajas mentioned growth in followers on both Facebook and Instagram.

**c. COMMITTEE MEMBER FEEDBACK FROM THE PUBLIC AS IT RELATES TO THE AUTHORITY.**

Member Nazaroff arrived during this item.

Member Andros mentioned that she received the Puente Hills Habitat Preservation Authority's informational mailer that was sent to the surrounding communities. She also asked if we have a report that shows if the mailer impacted the Authority's newsletter signups.

Member Cavanaugh discussed posting the Authority's upcoming Open House flyer on a stake at her home for public viewing. She also mentioned sending a list of emails to the Authority of those present at her Neighborhood Watch meeting, where Executive Director Gullo presented information on the Authority.

Member Houwen commented that she mentioned the upcoming Open House at the La Habra Heights City Council Meeting.

**VI. DISCUSSION AND POSSIBLE RECOMMENDATION TO THE BOARD TO A) AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE A MITIGATION AGREEMENT WITH METRO HEIGHTS MONTEBELLO, LLC TO SATISFY THE HABITAT MITIGATION IN AN AMOUNT OF \$3,595,364 FOR RESTORATION OF 12 ACRES OF HABITAT, B) APPROVE THE ENDOWMENT AGREEMENT BETWEEN METRO HEIGHTS MONTEBELLO, LLC AND THE SAN DIEGO FOUNDATION, C) AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE A CONSERVATION EASEMENT OVER 12 ACRES**

**OF AUTHORITY OWNED PROPERTY IN LA HABRA HEIGHTS IN FAVOR OF THE WATERSHED CONSERVATION AUTHORITY (WCA) OR OTHER QUALIFIED PUBLIC ENTITY, AND D) AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE A NON-BID CONTRACT WITH LAND IQ FOR BIOLOGICAL MONITORING IN THE AMOUNT OF \$330,925.20.**

Executive Director Gullo and Ecologist Mariscal provided background on the matter and provided information on the long-term management plan of this proposed mitigation agreement. Authority staff and the Committee discussed the matter.

Member Nazaroff expressed disagreement with the closure of an illegal trail in Powder Canyon due to the proposed location of the mitigation project in this agenda item.

Member Coreas motioned to recommend to the Board to a) authorize the Executive Director to execute a Mitigation Agreement with Metro Heights Montebello, LLC to satisfy the habitat mitigation in an amount of \$3,595,364 for restoration of 12 acres of habitat, b) approve the Endowment Agreement between Metro Heights Montebello, LLC and The San Diego Foundation, c) authorize the Executive Director to execute a conservation easement over 12 acres of Authority owned property in La Habra Heights in favor of the Watershed Conservation Authority (WCA) or other qualified public entity, and d) authorize the Executive Director to execute a contract with Land IQ for biological monitoring in the amount of \$330,925.20. Member Cavanaugh seconded the motion, and in a vote, the motion passed. Committee Member Nazaroff opposed.

**VII. RECEIVE AND FILE SEPTEMBER AND OCTOBER 2023 MOUNTAINS RECREATION AND CONSERVATION AUTHORITY (MRCA) RANGER REPORTS**

Deputy Chief Ranger Hughes provided this report. The item was received and filed.

**VIII. DISCUSSION AND POSSIBLE RECOMMENDATION TO THE BOARD TO AUTHORIZE A) THE EXECUTIVE DIRECTOR TO EXECUTE THE THIRTY-THIRD AMENDMENT OF THE OPEN SPACE MANAGEMENT AGREEMENT WITH THE MOUNTAINS RECREATION AND CONSERVATION AUTHORITY (MRCA) FOR MAINTENANCE AND OPERATION SERVICES IN THE AMOUNT OF \$48,891.96, AND B) AMEND THE AUTHORITY'S FISCAL YEAR 2022-23 BUDGET TO ACCOMMODATE THE INCREASE.**

Executive Director Gullo provided this report.

Member Houwen motioned to recommend to the Board to a) the Executive Director to execute the Thirty-third Amendment of the Open Space Management Agreement with the Mountains Recreation and Conservation Authority (MRCA) for maintenance and operation services in the amount of \$48,891.96, and b) amend the Authority's Fiscal Year 2022-23 budget to accommodate the increase. Member Coreas seconded the motion, and in a vote, the motioned passed unanimously.

**IX. RECEIVE AND FILE THE AUTHORITY'S FISCAL YEAR 2022-23 END OF THE YEAR BUDGET REPORT.**

Executive Director Gullo provided this report. There was discussion. The report was received and filed.

**X. DISCUSSION AND POSSIBLE RECOMMENDATION TO THE BOARD TO EXECUTE A CONTRACT WITH MDJ MANAGEMENT FOR HOME IMPROVEMENTS TO THE AUTHORITY RANGER HOME ON WORKMAN MILL RD. IN AN AMOUNT UP TO \$161,857.60 UTILIZING ALLOCATED FUNDS FROM A STATE GRANT AGREEMENT.**

Executive Director Gullo provided this report and explained how the home improvements of the ranger home on Workman Mill Rd. will be funded from state funding. The discussion led to questions regarding a grant application to CalFire for the fiscal year 2024-25, which was ultimately rejected.

Member Francis motioned to recommend to the Board to execute a contract with MDJ Management for home improvements to the Authority ranger home on Workman Mill Rd. in an amount up to \$161,857.60 utilizing allocated funds from a state grant agreement. Member Pekko-Seymoure seconded the motion, and in a vote, the motion passed unanimously.

**XI. ANNOUNCEMENT OF THE HABITAT AUTHORITY'S 30TH ANNIVERSARY.**

Executive Director Gullo mentioned that this year is the 30<sup>th</sup> anniversary of the Puente Hills Habitat Preservation Authority and that an event to commemorate this will most likely be held in the middle of the year. There will be more details to come on this matter.

**XII. Closing Remarks (Comments/questions from Committee Members and/or Executive Director).**

Member Coreas congratulated the Authority on nearly finalizing the mitigation agreement with Metro Heights Montebello, LLC.

Executive Director Gullo mentioned a recent fire in Worsham Canyon. She explained that the fire was put out quickly and at this time, there are no details on what started the fire.

Executive Director Gullo mentioned that Member Ford has been absent due to an accident.

Member Nazaroff expressed that he would like to see trails in Powder Canyon similar to those of Turnbull Canyon. Member Andros and Executive Director Gullo explained how the trails managed by the Authority came into existence.

Member Nazaroff requested information regarding a possible acquisition of a property near Powder Canyon to be included in the next CTAC agenda.

**XIII. ADJOURNMENT AND ANNOUNCEMENT OF THE NEXT MEETING.**

There being no further comments or business to be discussed, Vice Chair Andros adjourned the meeting at 8:19 p.m. The next regularly scheduled meeting is on February 13, 2024.





**Puente Hills  
Habitat Preservation Authority**

Endowment Provided by the Puente Hills Landfill



March 12, 2024

Letty Brooks  
13733 E. Gaylin St.  
Whittier, CA 90601

Dear Ms. Brooks,

Thank you very much for the tax-deductible donation of \$2,000 to the Puente Hills Habitat Preservation Authority. Your donation is generous and very appreciated.

This gift will contribute towards the Habitat Authority's mission of preserving and protecting the Puente Hills Preserve. Contributions like this help our agency to continue to preserve the hills for the benefit of wildlife, their habitat and people. Your long-time advocacy of the hills and support of this agency is very appreciated. Again, thank you for the gift.

Sincerely,

Andrea Gullo  
Executive Director

C:  
Board of Directors  
Advisory Committee



**Puente Hills  
Habitat Preservation Authority**

Endowment Provided by the Puente Hills Landfill



March 15, 2024

Environmental Action Committee  
Sante Fe High School  
10400 Orr and Day Rd  
Santa Fe Springs, CA 90670

Dear Committee Members,

Thank you to the Santa Fe High School's Environmental Action Committee for raising \$70.00 for the Puente Hills Habitat Preservation Authority. We admire your proactive involvement in environmental protection, and your dedication is a beacon of hope for the future.

This tax-deductible gift will contribute towards the Habitat Authority's mission of preserving and protecting the Puente Hills Preserve. Contributions like this help our agency to continue to preserve the hills for the benefit of wildlife, their habitat and people. Again, thank you for this impressive gift.

Sincerely,

Andrea Gullo  
Executive Director

C:  
Board of Directors  
Advisory Committee



**Puente Hills  
Habitat Preservation Authority**

Endowment Provided by the Puente Hills Landfill



March 12, 2024

Year Round Garden Club  
PO Box 1284  
Whittier, CA 90609

Dear Year Round Garden Club,

Thank you very much for the tax-deductible donation of \$50.00 to the Puente Hills Habitat Preservation Authority. Your donation is generous and very appreciated.

This gift will contribute towards the Habitat Authority's mission of preserving and protecting the Puente Hills Preserve. Contributions like this help our agency to continue to preserve the hills for the benefit of wildlife, their habitats and people. Your support means a lot to us. Again, thank you!

Sincerely,

Andrea Gullo  
Executive Director

C:  
Board of Directors  
Advisory Committee