

**PUENTE HILLS HABITAT PRESERVATION AUTHORITY
CITIZENS TECHNICAL ADVISORY COMMITTEE
*Endowment Provided by the Puente Hills Landfill***

March 26, 2024, Tuesday, 7 p.m.

The special meeting will take place in-person. Members of the public can observe and participate in the meeting in person.

LOCATION:

Palm Park: 5703 Palm Avenue, Whittier, CA 90601.

Catherine Houwen, Vice Chair	La Habra Heights
Adam Nazaroff	La Habra Heights
Roy Francis	La Habra Heights
Shelley Andros, Chair	Whittier
Janis Cavanaugh	Whittier
Michelle Pekko-Seymoure	Whittier
Matthew Liang	County of Los Angeles
John Ford	County of Los Angeles
Bryan Coreas	County of Los Angeles

Members of the public may provide electronic comments by Monday, March 25, 2024, by 4:00 p.m. to info@habitatauthority.org. Please label the email in the subject heading as “Public Comments.” Public comments may also be verbally heard during item III of the meeting.

72 hours prior to Citizens Technical Advisory Committee meetings, the entire Citizens Technical Advisory Committee agenda package is available for review, along with any meeting-related writings or documents provided to a majority of the Committee members after distribution of the agenda package, at the Authority’s website, 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) will hold a special meeting of the Citizens Technical Advisory Committee (CTAC) at the above time and location for the purpose of:

AGENDA

- I. Call to order.
- II. Roll call.
- III. Public comments.

- IV. Approval of Minutes for the February 13, 2024, Regular Meeting.
- V. Standing Reports:
 - a) Report by the Board Liaison on previous month's Authority's Board of Directors meeting.
 - b) Social Media report.
 - c) Committee Member feedback from the public as it relates to the Authority.
- VI. Receive and file the Authority's fiscal year 2023-24 mid-year budget report.
- VII. Discussion regarding community opinion survey performed by Authority consultant Fairbank, Maslin, Maullin, Metz & Associates.
- VIII. Discussion and possible recommendation to the Board to advance a Community Facilities District Formation, with approval for next steps and election preparation including approval of the boundary map.
- IX. Discussion and possible recommendation to the Board regarding pilot program for providing dog waste bags at Arroyo Pescadero Trailhead.
- X. Closing remarks (Comments/questions from Committee Members and/or Executive Director).
- XI. Adjournment and announcement of the next meeting.

The Puente Hills Habitat Preservation Authority is a public entity established pursuant to the Joint Exercise of Powers Act by agreement between the City of Whittier, Los Angeles County, and Sanitation Districts of Los Angeles County. Regular meetings of the Citizens Technical Advisory Committee are scheduled for the Tuesday before the third Thursday of every month. Questions about any agenda item can be addressed to Andrea Gullo, Executive Director, 562.945.9003.

Draft Minutes
PUENTE HILLS HABITAT PRESERVATION AUTHORITY
CITIZENS TECHNICAL ADVISORY COMMITTEE
February 13, 2024

The regular meeting of the Citizens Technical Advisory Committee was held on Tuesday, February 13, 2024, at Palm Park, 5703 Palm Ave, Whittier, CA 90601.

I. CALL TO ORDER.

Chair Liang called the meeting to order at 7:01 p.m.

II. ROLL CALL.

A roll call was taken, and there was a quorum at this time. Two members arrived after roll call.

Members Present: Bryan Coreas	County of Los Angeles
John Ford	County of Los Angeles
Matthew Liang, Chair	Couty of Los Angeles
Adam Nazaroff	La Habra Heights
Catherine Houwen	La Habra Heights
Michelle Pekko-Seymoure	Whittier
Dr. Janis Cavanaugh	Whittier
Shelley Andros, Vice Chair	Whittier

Members Absent: Roy Francis	La Habra Heights
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Authority Representatives Present:

Andrea Gullo, Executive Director
Michelle Mariscal, Ecologist
Marlyn Barajas, Program Analyst

III. PUBLIC COMMENTS.

Steve Huber, Vice President of Whittier Area Audubon, mentioned new bird sightings at Sycamore Canyon during their monthly Bird Walk as well as a sighting of a healthy-looking coyote. He also announced that the monthly Bird Walks are the second Saturday of the month.

IV. DISCUSSION AND POSSIBLE ACTION REGARDING ELECTION OF COMMITTEE CHAIR AND VICE CHAIR, AND SELECTION OF BOARD LIAISON.

Member Coreas and Member Nazaroff arrived during this item.

Executive Director Gullo explained the rotation of the Chair, Vice-Chair and Board Liaison.

Member Houwen motioned to nominate Member Andros as Chair. Member Liang seconded the motion and in a vote, the motion passed unanimously.

Member Andros motioned to nominate Member Houwen as Vice Chair. Member Cavanaugh seconded the motion and in a vote, the motion passed unanimously.

Member Andros motioned to nominate Member Houwen as Board Liaison. Member Cavanaugh seconded the motion and in a vote, the motion passed unanimously.

V. APPROVAL OF MINUTES FOR THE JANUARY 16, 2024, REGULAR MEETING.

Vice Chair Houwen motioned to approve these minutes as drafted. Member Pekko-Seymore seconded the motion and in a vote the motion passed. Member Ford abstained.

VI. 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 compared data for the months of November, December, and January for the Habitat Authority newsletter and Meetup sign-ups. The data showed growth in January for both the newsletter and Meetup.

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

Member Coreas commented on tabling at the Lunar New Year celebration at the Rowland Heights Community Center along with Executive Director Gullo. He commented on some of the Habitat Authority giveaways including an agency sticker that was premiered on that day.

Member Liang welcomed a new person in the audience during this meeting.

VII. RECEIVE AND FILE NOVEMBER AND DECEMBER 2023 MOUNTAINS RECREATION AND CONSERVATION AUTHORITY (MRCA) RANGER REPORTS.

There was discussion about car break-ins at the trailhead parking structures.

VIII. Update about possible Authority land acquisitions.

Ecologist Mariscal and Executive Director Gullo provided this report. There was discussion regarding two potential acquisitions.

IX. DISCUSSION AND POSSIBLE RECOMMENDATION TO THE BOARD AUTHORIZING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT AMENDMENT WITH TEAM CIVX LLC IN THE AMOUNT OF \$81,415 TO FACILITATE A GENERAL INFORMATIONAL MAILER 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.

Member Liang motioned to approve recommending to the Board authorizing Executive Director to enter into a contract amendment with Team CivX LLC in the amount of \$81,415 to facilitate mailers, and amend the agency budget as appropriate. Member Ford seconded the motion and in a vote the motion passed unanimously.

X. DISCUSSION AND POSSIBLE RECOMMENDATION TO THE BOARD TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE 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 for the Habitat Authority has gone up or down.

Chair Liang motion to recommend to the Board to authorize Executive Director to execute contract with Fairbank, Maslin, Maullin, Metz & Associates for opinion poll services in the amount of at least \$29,250 and up to \$34,750. Member Nazaroff seconded the motion and in a vote the motion passed unanimously.

XI. DISCUSSION AND POSSIBLE RECOMMENDATION TO THE BOARD REGARDING HABITAT AUTHORITY'S EARTH DAY EVENT.

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

Member Coreas suggested using the potential informational mailer, if approved by the Board, to promote this Earth Day event.

Member Coreas motioned to recommend to the Board Option 1: One location at Hacienda Hills on April 20, 2024. Member Ford seconded the motion and in a vote, the motion passed unanimously.

XII. CLOSING REMARKS (COMMENTS/QUESTIONS FROM COMMITTEE MEMBERS AND/OR EXECUTIVE DIRECTOR).

Member Cavanaugh commented that she distributes information to her neighbors including information about the Habitat Authority, and she intends to continue this effort for the upcoming presentation from the Habitat Authority to the Whittier Museum on February 27, 2024.

Member Pekko-Seymoure suggested adding a QR code on the back of agency stickers and making the stickers into shirts. She also suggested tabling at local farmers markets.

Executive Director Gullo mentioned the upcoming events.

- Agency presentation at the Whittier Museum, February 27.
- Whittier's Eggstravaganza event, March 23.
- Tabling at the Sanitation Districts Earth Day event, April 13.

XIII. ADJOURNMENT AND ANNOUNCEMENT OF THE NEXT MEETING.

There being no further comments or business to be discussed, Chair Andros adjourned the meeting at 8:14 p.m. The next regularly scheduled meeting is on March 19, 2024.

MEMORANDUM

Meeting Date: March 26, 2024

To: Citizens Technical Advisory Committee

Prepared by: Andrea Gullo, Executive Director

Agenda Item VI. Receive and file the Authority's 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.

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

Recommendation:
Receive and file.

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
Operating Budget:									
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%
Total Revenue		\$ 1,240,638	\$ (120,000)	\$ 1,120,638	\$ 859,867	\$ 309,498	\$ 1,169,365	77%	104%
Expenses:									
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%
Total Expenses		\$ 1,240,637	\$ 19,230	\$ 1,259,867	\$ 299,488	\$ 972,363	\$ 1,272,851	24%	101%
Change In Position before Transfers		\$ 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
Mitigation Costs:									
Mitigation Revenue - metro heights	53932	\$ -	3,605,364	\$ 3,605,364	\$ 10,000	\$ 3,595,364	\$ 3,605,364	0%	100%
Total Revenue		\$ -	\$ 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%
Total Expenses		\$ 459,034	\$ -	\$ 459,034	\$ 161,562	\$ 304,784	\$ 466,346	35%	102%
Total Mitigation		\$ 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
FY 23/24 Grants:									
RMC Grant 2022									
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%
CalFire Grant (multi-year)									
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				-				
RMC Grant Round 2									
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%
Caltrans									
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%
City M&S									
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%
Turnbull M&S									
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%
Total Revenue		847,200	120,000	967,200	\$ 1,206,152	\$ 520,236	\$ 1,726,388	125%	178%
Total Expenses		(521,711)	(535,928)	(1,057,639)	\$ (387,513)	\$ (744,704)	\$ (1,132,216)	37%	107%

MEMORANDUM

Meeting Date: March 26, 2024

To: Citizens Technical Advisory Committee

Prepared by: Andrea Gullo, Executive Director

Agenda Item VII. Discussion regarding community opinion survey performed by Authority consultant Fairbank, Maslin, Maullin, Metz & Associates.

Background:

In February 2024, the Board of Directors 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 concluded, and results are being processed. They may be shared at this meeting if available.

Recommendation:

Receive and file.

MEMORANDUM

Meeting Date: March 26, 2024

To: Citizens Technical Advisory Committee

Prepared by: Andrea Gullo, Executive Director

Agenda Item VIII. Discussion and possible recommendation to the Board to advance a Community Facilities District Formation, with approval for next steps and election preparation including approval of the boundary map.

Background:

At the November 2022 Authority Board of Directors 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 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 of Directors to receive a presentation of the proposed CFD and Special Tax measure. |
| June (before 13 th) | 3) Board of Directors 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 of Directors 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. |

Moving this item forward is with the assumption that the community survey results support this item.

Fiscal Impact:

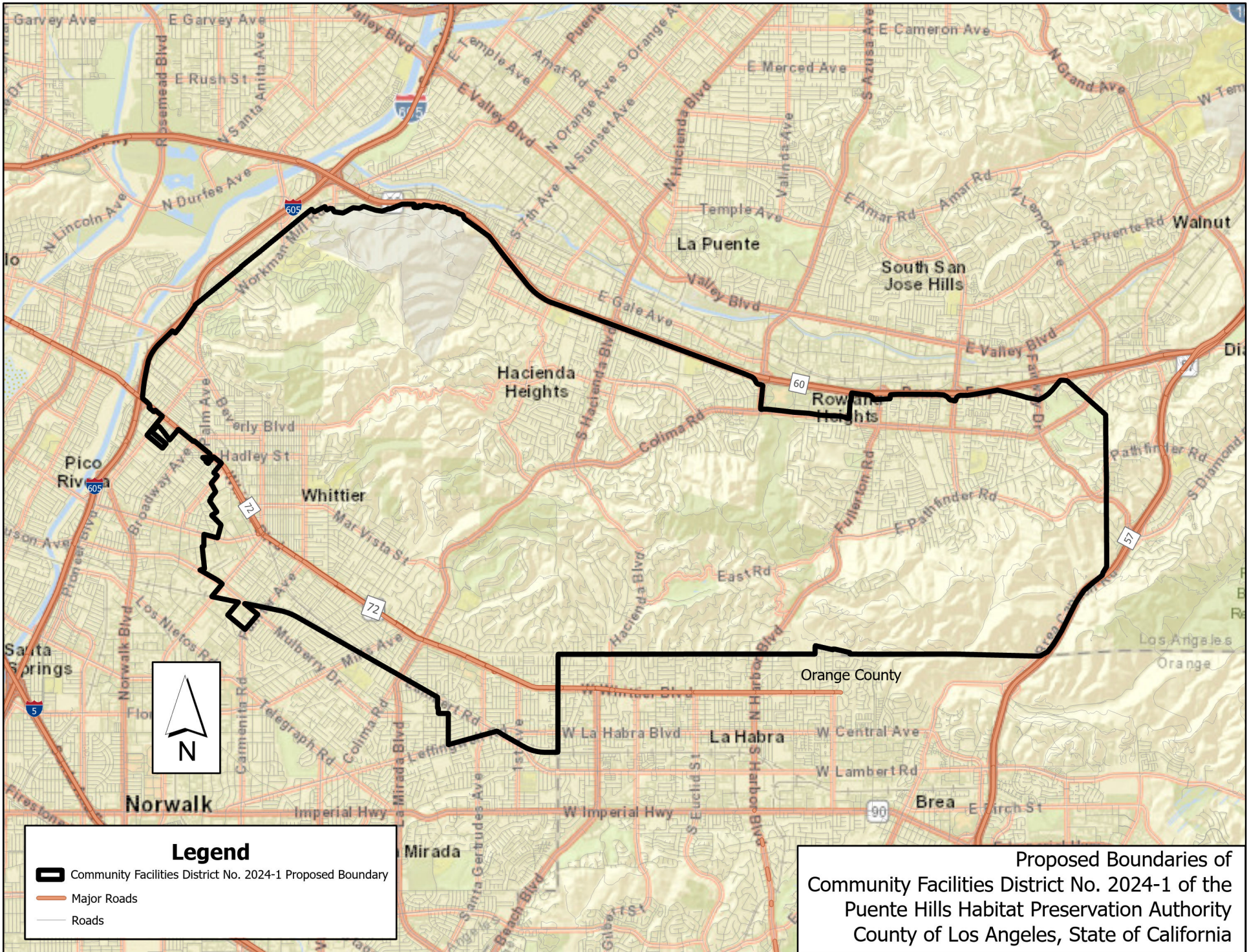
None. The cost for the SCI contract is already included in the approved agency fiscal year 2023-24 budget.

Attachment:




Proposed CFD boundary map

Recommendation:

That the Committee recommend to the Board of Directors with the assumption that the community survey results support this item 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.



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

MEMORANDUM

Meeting Date: March 26, 2024

To: Citizens Technical Advisory Committee

Prepared by: Michelle Mariscal, Ecologist

Through: Andrea Gullo, Executive Director

Agenda Item: **IX. Discussion and possible recommendation to the Board regarding pilot program for providing dog waste bags at Arroyo Pescadero Trailhead.**

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 17th and three surveys were conducted prior to installation of the waste dispenser which was installed on August 27th 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 1st.

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.

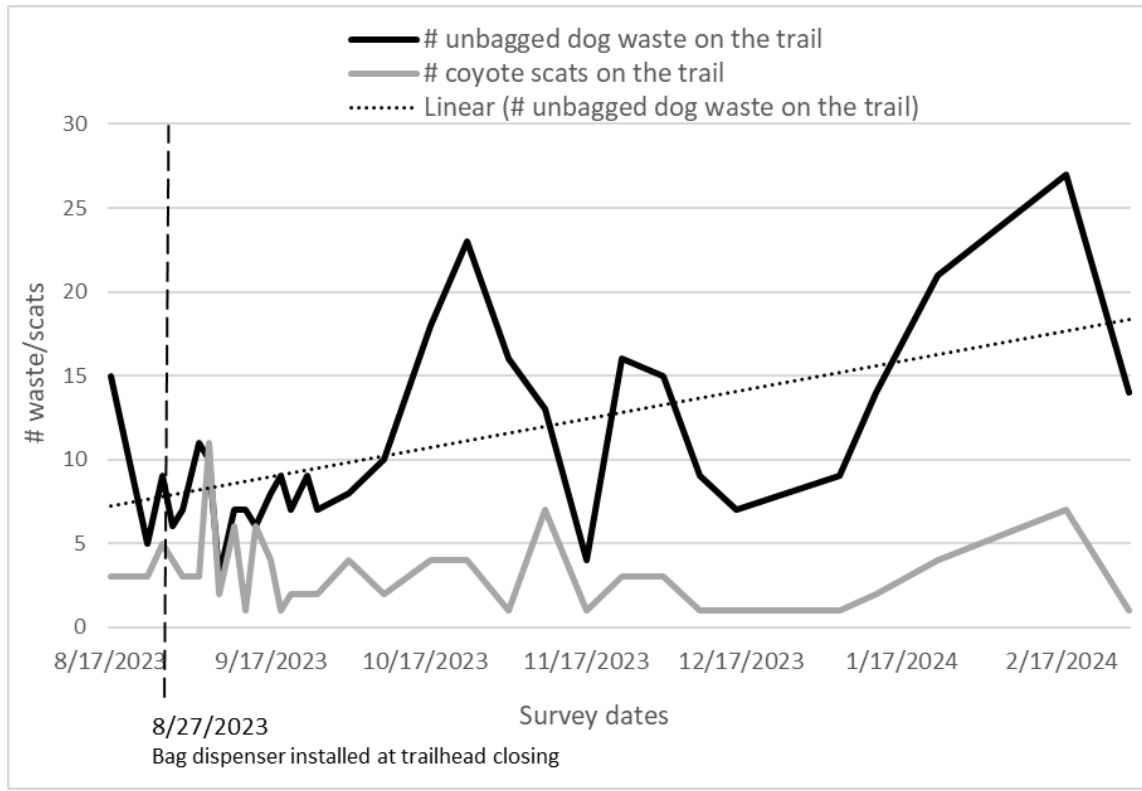


Figure 1. Sum of unbagged dog waste and coyote scat counted on the trail during the pilot program. The trend line indicates an increase in dog waste encountered along the trail through time.

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 September 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.

Recommendation:

Provide feedback, or receive and file.

MEMORANDUM

Meeting Date: September 19, 2023
To: Citizens Technical Advisory Committee
Prepared by: Andrea Gullo, Executive Director

Agenda Item X. Update regarding the pilot program for providing dog poop bags at Arroyo Pescadero Trailhead.

Background:

At the July 20, 2023 Board of Directors meeting, they approved a pilot dog poop bag program at the Arroyo Pescadero Trailhead for 6 months.

Additional Background: In response to a report about dog feces being left on trails at the Arroyo Pescadero Trailhead, the Board directed staff to explore a pilot program for providing dog poop bags. 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:

Poop bag pilot program		
<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	
\$498		
<u>Reoccurring monthly costs:</u>		
\$120	1,600 bags	
Cost per trailhead*	Cost for Preserve (6 locations**)	
\$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 were 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 is an appropriate location for a pilot program because 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. With assistance from Habitat Authority volunteers, Habitat staff will provide a report at a later date about the effectiveness of the pilot program.

Recommendation:

Receive and file.

Additional Materials



**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