

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

June 11, 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:

Whittier Senior Center: 13225 Walnut St., Whittier, CA 90602.

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, June 10, 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 April 15, 2024, Special 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. Discussion, receive and file March and April 2024 Mountains Recreation and Conservation Authority (MRCA) Ranger Report.
- VII. Discussion and possible recommendation to the Board for a) Adoption of a Resolution No. 2024-03 Approving Local Goals and Policies for Community Facilities Districts; b) Adoption of a Resolution No. 2024-04 Declaring Intention to Establish Community Facilities District, Community Facilities District No. 2024-01 (Puente Hills Preserve Protection); and c) Schedule a Public Hearing for July 18, 2024, at 3:00 p.m.
- VIII. Discussion and possible recommendation to the Board for Adoption of Resolution No. 2024-05 Declaring June as Pride Month.
- IX. Discussion and possible recommendation to the Board of Adoption Resolution No. 2024-06 Declaring July as Parks Month.
- X. Discussion and possible recommendation to the Board authorizing the Executive Director to enter into a contract amendment with TeamCivX LLC in the amount of \$16,108.40 to fund the full term of the existing contract.
- XI. Discussion and possible recommendation to the Board authorizing the Executive Director to execute the Thirty-fourth Amendment of the Open Space Management Agreement with the Mountains Recreation and Conservation Authority (MRCA) for maintenance and operation services extending the term an additional year from 7/1/24 to 6/30/25 in the amount of \$494,000.
- XII. Discussion and possible recommendation to the Board authorizing Executive Director to execute a contract with Bellfree Contractors in the amount of \$60,513.00 for trail maintenance reimbursable through Los Angeles County Measure A Maintenance and Servicing funds.
- XIII. Review, discussion and possible recommendation to the Board regarding Authority annual budget for fiscal year 2024-25, and review of corresponding budgets.
- XIV. Closing remarks (Comments/questions from Committee Members and/or Executive Director).
- XV. 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
April 15, 2024

The special meeting of the Citizens Technical Advisory Committee was held on Monday, April 15, 2024, at Palm Park, 5703 Palm Ave, Whittier, CA 90601.

I. CALL TO ORDER.

Chair Andros 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.

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

Members Absent:	Adam Nazaroff	La Habra Heights
	John Ford	County of Los Angeles

Authority Representatives Present:

Andrea Gullo, Executive Director
Marlyn Barajas, Program Analyst
Kenn Hughes, MRCA Deputy Chief Ranger

III. PUBLIC COMMENTS.

There were no public comments.

IV. APPROVAL OF MINUTES FOR THE MARCH 26, 2024, SPECIAL MEETING.

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

V. STANDING REPORTS:

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

Vice Chair Houwen, Board Liaison, provided this report.

b. SOCIAL MEDIA REPORT.

Program Analyst Barajas provided this report.

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

There was discussion about the Habitat Authority's participation in the Los Angeles County Sanitation Districts Earth Day event. It was mentioned that it was a good event and the Habitat Authority's booth had a lot of visitors. It was also mentioned that Friends of the Whittier Hills had a booth next to the Habitat Authority's.

Executive Director Gullo gave a presentation to the YMCA Service Club.

Member Cavanaugh mentioned that she will contact the Lions Club and the Rotary Club for an opportunity to have Executive Director Gullo present.

VI. DISCUSSION, RECEIVE AND FILE JANUARY AND FEBRUARY 2024 MOUNTAINS RECREATION AND CONSERVATION AUTHORITY (MRCA) RANGER REPORTS.

Ranger Hughes provided this report, and the reports were received and filed.

VII. PRESENTATION BY AUTHORITY CONSULTANT, TEAMCIVX, AND DISCUSSION REGARDING COMMUNITY OPINION SURVEY RESULTS PROCESSED BY AUTHORITY CONSULTANT FAIRBANK, MASLIN, MAULLIN, METZ & ASSOCIATES.

Joy Kummer from TeamCivX gave this presentation. After the presentation the Committee had the opportunity to ask questions and discuss.

Chair Andros received and filed this item.

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

There was a discussion about the Habitat Authority's Earth Day event on April 20th.

Executive Director Gullo highlighted that Hills for Everyone included the Habitat Authority in their newsletter. Also, Friends of the Whittier Hills included featured articles written by Ecologist Mariscal and Executive Director Gullo in their newsletter, the Hillside Herald.

Executive Director Gullo explained what the recent public records request means and asked that if the Committee has any documents regarding the East San Gabriel Valley Area Plan to send them over to the Habitat Authority's info email.

IX. ADJOURNMENT AND ANNOUNCEMENT OF THE NEXT MEETING.

There being no further comments or business to be discussed, Chair Andros adjourned the meeting at 7:51 p.m. It was mentioned that the next regularly scheduled meeting in May will be in another facility.



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

ITEM VI

April 30, 2024

**Puente Hills Habitat Preservation Authority
Ranger and Park Staff Services Activities for March and April 2024**

- The MRCA contract provides approximately 82 hours weekly of ranger and park staff services.
- Continued general patrol for: providing visitor information, identifying hazardous conditions and correcting illegal activity. Open and close trailhead gates daily.
- Continued general maintenance for: graffiti removal, vandalism repair, litter and dumping removal, fence and gate repairs, sign installations and repairs and trail maintenance.
- Attended the April Puente Hills Habitat Preservation Authority (Habitat Authority) Board meeting.
- Provided an update report on the MRCA services activities to the Habitat Authority Citizens Technical Advisory Committee meeting.
- Participated in our ranger monthly management meeting.
- Met with Habitat Authority ecologist at Powder Canyon regarding restoration plans. Installed "No Public Access" sign on an illegal trail.
- Participated in the Habitat Authority "Earth Day" event at the Hacienda Hills Trailhead.
- Attended MRCA annual law enforcement legal update.
- Utilized a tractor mower to clear the Arroyo Pescadero Trail, Arroyo San Miguel Trail, Deer Loop Trail, Sycamore Canyon Trail, Peppergrass Trail, the two access roads leading to the water tanks in Hellman Park and the fire road leading to the Whittier landfill.
- Periodically checked in on the contractors working on the Sycamore house.

- Monitored Bellfree Contractors repairing the Arroyo Pescadero Trail and Powder Canyon Trail after the storm damage.
- Continue to check and re-post trail closure signs and rope-fence at unauthorized trails and restoration areas in Turnbull Canyon, Worsham Canyon, Powder Canyon and Hellman Park.
- Picked up dumping including:
 - Debris along Fullerton Road.
 - Debris at Arroyo San Miguel.
- Continue to notify the Habitat Authority staff of all unsuccessful animal road crossings that are observed at or near Habitat Authority property. During the months of March and April no animals were observed.
- Continue to monitor the Harbor wildlife underpass. No activity to report.
- Due to safety concerns and overcrowding at the Turnbull Canyon entrance, we previously worked with the owner of the property and Whittier Police Department to secure the vacant lot that is next to the entrance. The lot currently has several illegal dumpings.
- Continue monitoring the surveillance cameras at various trailheads in attempt to catch the vehicle break-in perpetrators. We are also coordinating with Whittier Police and L.A. County Sheriffs. After the County's arrest of a suspect last month, there have not been any break-ins.
- Continue to contact the Los Angeles County Department of Street Maintenance regarding the graffiti along Turnbull Canyon Road.
- Removed a rope swing in Dark Canyon.
- The Preserve was closed several days in March and April due to rain.
- Inspected the roads/trails after the rain for damage. Reported to staff. Caution taped around hazardous areas.
- Removed large fallen tree blocking Powder Canyon Trail.
- Removed large fallen eucalyptus tree blocking the Deer Loop Trail.
- Removed fallen tree blocking the Coyote Trail in Hacienda Heights.
- Continue to refill the doggy bags at Arroyo Pescadero.

- Continue to pick up dog defecation at all the trailheads.
- Repaired the drinking fountain at Arroyo Pescadero.
- Removed weeds around all the trailhead signs and entrances.
- Trimmed trees, bushes, mowed lawn and picked up leaves around the Sycamore Canyon house.
- Replaced broken glass on upper kiosk at the Hacienda Hills Trailhead.
- Searched for a reported possible homeless person at Arroyo San Miguel. Unable to locate.
- Continue to monitor, repair, replace the locks on all of the access gates.
- Continue to patrol the SCE, Brea 57 site and Monterey mitigation sites in Powder Canyon and the Olinda site in Arroyo San Miguel.
- Transported a bicyclist with a fractured clavicle from the Hacienda Hills Trailhead to his car and friends.
- Dealt with various violations including:
 - In the Preserve after hours at Sycamore Canyon, Hellman Park, Hacienda Hills, Powder Cyn. and Arroyo Pescadero.
 - Parking violations at Arroyo Pescadero, Hacienda Hills Trailhead, Sycamore Canyon and Ford property.
 - Bikes in Hellman Park and Arroyo Pescadero.
 - Dogs in Sycamore Canyon
 - Electric bike at Hacienda Hills.
 - Hikers in Turnbull Canyon and Powder Canyon after rain.
 - Loud music at Hellman Park, Hacienda Hills and Arroyo Pescadero.
 - Dogs off leash at Arroyo Pescadero.
- Continue to conduct perimeter patrols of all property for fence damage, illegal access points, rope swings, and encroachments.
- Received several calls during the months of March and April to our 24-hour ranger emergency services number including:
 - Several calls for hikers locked in at Hellman Park after hours.
 - Several calls inquiring if the trails are open after the rain.
 - Reporting homeless couple putting mattress over the fence the Hacienda Hills Trailhead.
 - Reporting that they say large paw prints at Powder Canyon and were concerned for their safety.
 - Reporting that they saw a bobcat at Powder Canyon.
 - Reporting kids painting graffiti at Hacienda Hills.

- Several calls for hikers locked in at the Hacienda Hills Trailhead after hours.
 - Reporting seeing a coyote with a trap on its foot.
 - Inquiring about the Preserve hours.
 - Reporting an injured opossum, may have been hit by a car.
 - Suspicious man with a shopping cart on Catalina Ave.
 - Inquiry regarding trespassing.
 - Reporting tagging in Turnbull Canyon from the previous night.
 - Reporting concerns about coyotes in the area.
 - Reporting an ATV in Worsham Canyon.
 - Reporting a water leak at the Hacienda Hills Trailhead.
 - Caller advising that there are a lot of snakes on the trail.
 - Caller inquiring why the Hellman Park parking lot is closed.
 - Caller reporting tagging in the Catalina drainage.
 - Reporting a tree blocking the Coyote Trail.
 - Reporting an injured duck in the Spyglass area.
 - Caller saw a rattlesnake and wants to know what to do.
 - Reporting a dumped safe in Turnbull Canyon.
 - Reporting an owl fell from the tree at Penn Park.
 - Caller lost their wallet at Arroyo Pescadero.
 - Caller inquiring about parking permits for Hacienda Hills Trailhead.
- Continue to work closely with Executive Director Andrea Gullo on various projects and assignments as requested.

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

Sincerely,

K E Hughes

Kenn Hughes
Deputy Chief Ranger

MEMORANDUM

Meeting Date: June 11, 2024

To: Citizens Technical Advisory Committee

Prepared by: Andrea Gullo, Executive Director

Agenda Item VII. Discussion and possible recommendation to the Board for a) Adoption of a Resolution No. 2024-03 Approving Local Goals and Policies for Community Facilities Districts; b) Adoption of a Resolution No. 2024-04 Declaring Intention to Establish Community Facilities District, Community Facilities District No. 2024-01 (Puente Hills Preserve Protection); and c) Schedule a Public Hearing for July 18, 2024, at 3:00 p.m.

Background:

The Puente Hills Habitat Preservation Authority ("Authority") manages an extensive area of public open space totaling 3,886 acres, known as the Puente Hills Preserve. Despite its significance in providing wildlife habitat protection and recreational opportunities, the Habitat Authority is currently facing a structural budget deficit that threatens its operational capacity.

In recent years, budget constraints have led to significant reductions in funded positions, services, and programs, compromising the Habitat Authority's ability to adequately meet the needs of the community. The increasing length of fire seasons and growing neighborhood safety concerns further exacerbate the demand for essential services. Without a new, stable funding source, the Authority may be forced to make further detrimental cuts, potentially eliminating ranger and support services, staff and restricting public access to the Preserve.

To address these challenges, the Authority is proposing the formation of a Community Facilities District. This financing district would enable the Authority to implement a special tax on real property within a defined geographic area if approved by voters in the November 2024 election. The primary objective of the CFD would be to ensure the security, cleanliness, and environmental integrity of the Preserve. It would support vital services such as maintaining park ranger patrols for fire safety and emergency response, clearing brush from emergency access roads, and protecting natural lands from threats like homeless encampments, vandalism, and illegal dumping.

The proposed CFD is also committed to strict fiscal accountability, with provisions for all funds to remain locally controlled, annual audits, and public financial disclosures to ensure transparency and proper use of the funds.

Creation of the Puente Hills Preserve Protection CFD

The creation of the Puente Hills Preserve Protection CFD involves a series of steps. Attached are the Local Goals and Policies for the creation of CFDs generally and the Resolution of Intention to form the Puente Hills Preserve Protection CFD specifically.

1. Adoption of Local Goals and Policies for CFDs

California Government Code Section 53312.7(a) of the Mello Roos Community Facilities Act ("Act") requires that the Authority consider and adopt local goals and policies concerning the use of the Act prior to the initiation of proceedings to establish a new CFD under the Act ("CFD Policies").

Pursuant to the Board of Director's direction on March 28, 2024, staff is presenting adoption of proposed CFD policies attached as Exhibit A to the Resolution of Intention (Exhibit 2).

The CFD Policies provide guidance and conditions for the use of CFDs for services and facilities and the conduct by the Authority of proceedings for special taxes levied in a CFD established under the Act. The Policies are intended to be general in nature; specific details will depend on the nature of each particular financing. The CFD Policies are applicable to financing under the Act and are intended to comply with Section 53312.7 (a). The CFD Policies may be amended from time to time by the Board's resolution.

2. Formation of a CFD

The proposed CFD encompasses the Whittier, La Habra Heights, and portions of Hacienda Heights and Rowland Heights located within the Authority's jurisdictional boundaries. Once the Board approves the CFD Policies, the process for forming the CFD may be initiated.

The next steps in the process of establishing the CFD, are as follows:

1. Adopt a Resolution of Intention to establish the CFD (Exhibit 2).
2. Set the time and date for the public hearing to consider the formation of the CFD at 3:00 p.m. on July 18, 2024 ("Public Hearing"), which is effectuated in the Resolution of Intention.
3. Advertise a notice of the Public Hearing.
4. Record the proposed boundaries of the CFD with the County Recorder.

Should the Board approve these actions, additional steps in the process that would need to be taken pursuant to future Board action, targeted for July 18, 2024, to complete formation would include:

1. The Public Hearing for Formation of the CFD at 3:00 p.m. on July 18, 2024.
2. Adopt a resolution regarding the formation of the Puente Hills Preserve Protection CFD and authorize the levy of special taxes if approved by the voters.
3. Adoption of a resolution calling for a special tax election to be held on November 5, 2024.

Fiscal Impact:

The cost for these actions was approved through a contract with consultant SCI Consulting by approval of the fiscal year 2023-24 budget. Incidental costs include the cost of publishing the notice of public hearing and recording of the boundary map with the County Recorder. The full cost to add the CFD to the November ballot is yet to be determined.

Attachments:

Exhibit 1 – Resolution No. 2024-03 Adopting Local Goals and Policies for CFDs

Exhibit 2 – Resolution No. 2024-03 Declaring Intention to Establish a CFD

Recommendation:

That the Committee recommend to the Board of Directors to:

- 1) Approve Resolution No. 2024-03 Adopting Local Goals and Policies for Community Facilities Districts ("CFD") (Exhibit 1: "CFD Policies)
- 2) Approve a Resolution No. 2024-04 Declaring Intention to Establish Community Facilities District, Community Facilities District No. 2024-01 (Puente Hills Preserve Protection) ("CFD")
- 3) Schedule a public hearing for July 18, 2024, at 3:00 p.m. for the purpose of forming the CFD.

Puente Hills Habitat Preservation Authority
Resolution No. 2024-03

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PUENTE HILLS
HABITAT PRESERVATION AUTHORITY, ADOPTING LOCAL GOALS
AND POLICIES FOR COMMUNITY FACILITIES DISTRICTS

WHEREAS, the Puente Hills Habitat Preservation Authority (“Authority”) Board of Directors (“Directors”) hereby adopt this resolution to establish local goals and policies for the establishment of community facilities districts as follows:

WHEREAS, under the Mello-Roos Community Facilities Act of 1982, as amended, constituting Chapter 2.5 of Part 1 of Division 2 of Title 5, commencing at Section 53311 of the California Government Code (the “Act”), the Puente Hills Habitat Preservation Authority (“Authority”) is authorized to establish a Community Facilities District and to act as the legislative body for such Community Facilities District (“CFDs”); and

WHEREAS, the Authority intends to consider the formation of one or more CFDs pursuant to the Act; and

WHEREAS, Section 53312.7 of the Act requires that prior to establishment of a CFD, the Authority must consider and adopt Local Goals and Policies or CFDs (“CFD Policies”) and

WHEREAS, attached as Exhibit A, are the proposed set of CFD Policies for consideration and adoption by the Authority Board.

NOW THEREFORE, THE BOARD OF DIRECTORS OF THE PUENTE HILLS HABITAT PRESERVATION AUTHORITY HERBY FINDS, DECLARES, AND RESOLVES AS FOLLOWS:

Section 1. The Authority Board hereby finds that the CFD Policies, attached hereto and incorporated herein as Exhibit A, comply with Section 53312.7 of the Act.

Section 2. The CFD Policies attached as Exhibit A are hereby adopted to enable the Authority to initiate proceedings to establish one or more CFDs pursuant to the Act.

APPROVED AND ADOPTED at a meeting held on the 12th day of June 2024.

AYES:

NOES:

ABSENT:

ABSTAIN:

Chair, Board of Directors
Ivan Sulic

ATTEST:

Secretary to the Board of Directors
Marlyn Barajas

EXHIBIT A

PUENTE HILLS HABITAT PRESERVATION AUTHORITY

Local Goals and Policies Community Facilities Districts

This document sets forth the Local Goals and Policies (“CFD Policies”) of the Puente Hills Habitat Preservation Authority (“Authority”) concerning the use of the Mello-Roos Community Facilities Act of 1982 (the “Act”) (Section 53311 *et seq.*) with respect to community facilities districts for which debt will not be issued. These Policies have been prepared pursuant to the requirements of Section 53312.7 of the Act. The Policies are intended to meet the minimum requirements of the Act and may be amended or supplemented by resolution of the Board at any time, to the extent permitted by law.

Any Community Facilities District (“CFD”) established by the Authority shall be subject to these Policies. In addition to compliance with these Policies, a CFD established by the Authority may also be subject to other goals and policies that have been or may be established by the Authority, which are consistent with these Policies.

Statement Regarding Financing Priorities

The purpose of the Authority’s use of the Act is to fund Services and no Service has a priority over another. Services include (a) police protection services, (b) fire protection and suppression services, (c) recreation program services, (d) operation and maintenance of museums and cultural facilities, (d) maintenance and lighting of parks, parkways, streets, roads, and open space, and (e) the maintenance and operation of any real property or other tangible property with an estimated useful life of five or more years. Maintenance includes operations and/or replacement costs, and the creation and funding of reserve funds, as permitted by law. Services includes the performance by employees of functions, operations, maintenance, and repair activities, as provided by law. It is expected that the Services will be provided by the Authority, either with its own employees or by contract with third parties, or any combination thereof.

Statement Regarding Credit Quality to be Required for Issuance of Bonds

At this time, it is the policy of the Authority to utilize the Act pursuant to these Policies solely for funding Services. Therefore, these Policies do not currently contemplate nor authorize the issuance of bonds pursuant to Article 5 of the Act. Prior to authorizing issuance of any bonds pursuant to Article 5 of the Act, these Policies will be revised by the Authority to include a statement concerning the credit quality to be required of bond issues, including criteria to be used in evaluating the credit quality.

Statement Concerning Prospective Property Purchasers

The Authority intends that prospective purchasers of any property subject to a CFD established pursuant to the Act will be fully informed about their taxpaying obligations imposed pursuant to the Act. In furtherance of this policy, the Authority will take the following steps:

1. It will conduct all proceedings required by the Act in the manner required by the Ralph M. Brown Act (Section 54950 et seq. of the California Government Code);
2. It will cause a map of the boundaries of any proposed CFD to be recorded, pursuant to Section 3111 of the California Streets and Highways Code, in the Office of the Recorder of Los Angeles County within 15 days following the adoption of a resolution of intention to form that CFD pursuant to Section 53321 of the Act;
3. It will publish notice, pursuant to Section 53322 of the Act, prior to holding any public hearing on the establishment of a CFD.
4. It will record a notice of special tax lien, in conformance with the requirements of Government Code section 53328.3, within 15 days of the Authority's determination that the requisite number of voters are in favor of the levy of a special tax in connection with a CFD. Such notice will include, among other information:
 - a. A description of the rate, method of apportionment, and manner of collection of the authorized special tax;
 - b. Information about the conditions under which the obligation to pay the special tax may be prepaid and permanently satisfied and the lien of the special tax canceled;
 - c. The name(s) of the owner(s) and the assessor's tax parcel number(s) of the real property included within this community facilities district and not exempt from the special tax; and
 - d. The name, address, and telephone number of the CFD Administrator, so they may contact the CFD Administrator to obtain further information concerning the current and estimated future tax liability of owners or purchasers of real property subject to the special tax lien.
5. It will, through the CFD Administrator, furnish a notice to any individual requesting the notice or to any owner of property subject to a special tax levied by the CFD, in the form set forth in Section 53340.2(c) of the Act, within five working days of a request for such notice. The Board may establish a reasonable fee for this service, as permitted by Section 53340.2(b) of the Act and as otherwise permitted by law.

Statement Regarding Equity of Tax Allocation Formulas

Any special tax levied by the Authority pursuant to the Act will be structured in such a manner as to result in a reasonable and equitable taxing structure. Toward that end, the Authority will engage a qualified special tax consultant to assist in the development of rate and method of apportionment for any special tax proposed in connection with a CFD.

The Authority recognizes that any determination of tax equity must rely, to a large extent, on assumptions based on average characteristics of parcels, and that an exactly fair share of costs cannot be perfectly estimated with respect to any parcel or class of parcel. Consequently, the Authority may rely on any reasonable special tax apportionment analysis, in its sole and absolute discretion. Furthermore, in its sole and absolute discretion, the Authority may permit the allocation of special taxes on any basis that is rationally related to the purpose of the CFD but may not be based on assessed valuation.

Because any special tax levied pursuant to these CFD Policies will be for the ongoing provision of Services, any special tax methodology may provide for an annual rate increase to reflect inflation. Such annual inflation adjustment may be a fixed annual increase of three percent (3%), tied to the Consumer Price Index for All Urban Consumers for the Los Angeles-Long Beach-Anaheim CA or similar index, or to any other index deemed appropriate by the Authority.

Statement Regarding Appraisals

At this time, it is the policy of the Authority to utilize the Act pursuant to these Policies only for the funding of Services. Therefore, these Policies do not authorize the issuance of bonds pursuant to Article 5 of the Act. Consequently, these Policies do not include a statement regarding credit policies or a statement of definitions, standards, and assumptions to be used in appraisals. The Board may, in the future, amend these Policies to permit the issuance of bonds.

Accounting and Reporting Requirements

The proceeds of the Special Tax shall only be used as described in the Description of Services to be Funded by the CFD. The proceeds of the Special Tax shall be deposited into a fund, which shall be kept separate and apart from other funds of the Authority. No later than October 31 of the following Fiscal Year for which the Special Tax is in effect, the Authority shall prepare a report for review and approval of the Board, with the information specified in Government Code Section 53343.1.

Amendment

These Policies may be amended from time to time by resolution of the Authority's Governing Board, to the extent permitted and as authorized by California law.

Puente Hills Habitat Preservation Authority
Resolution No. 2024-04

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PUENTE HILLS
HABITAT PRESERVATION AUTHORITY DECLARING INTENTION TO
ESTABLISH A COMMUNITY FACILITIES DISTRICT

PUENTE HILLS HABITAT PRESERVATION AUTHORITY
Community Facilities District No. 2024-01
(Puente Hills Preserve Protection)

WHEREAS, the Board of Directors (“Board”) of the Puente Hills Habitat Preservation Authority (the “Authority”) hereby adopts this resolution of intention to establish a Community Facilities District (“CFD”) as follows:

WHEREAS, under the Mello-Roos Community Facilities Act of 1982, as amended (the “Act”), Chapter 2.5 of Part 1 of Division 2 of Title 5, commencing at Section 53311, of the California Government Code, the Authority is authorized to establish a Community Facilities District and to act as the legislative body for such Community Facilities District; and

WHEREAS, this Board, as the legislative body of the Authority, has determined that it is in the best interests of the Authority to institute proceedings for the establishment of a community facilities district pursuant to the Act in order to fund the maintenance, servicing, protection, preservation of open space, natural or other lands and improvements owned or managed by the Authority; reduce the risk of wildfire and improve local wildfire prevention, ranger safety patrols; and recreation program services, all as more specifically described on Exhibit A hereto and by this reference incorporated herein (the “Services”), including administrative or incidental expenses thereto, as more particularly described herein; and

WHEREAS, on June 12, 2024, by Resolution No. 2024-03, the Governing Board adopted the Local Goals and policies (“CFD Policies”) concerning the use of the Act pursuant to Section 53312.7 of the Act.

NOW THEREFORE, THE BOARD OF DIRECTORS OF THE PUENTE HILLS HABITAT PRESERVATION AUTHORITY HERBY FINDS, DECLARES, AND RESOLVES AS FOLLOWS:

Section 1. The Authority hereby declares its intent to initiate proceedings to establish a Community Facilities District pursuant to the Act, by adopting this resolution of intention to establish a Community Facilities District pursuant to Section 53321 of the Act.

Section 2. The name proposed for the proposed CFD is the “Puente Hills Habitat Preservation Authority Community Facilities District No. 2024-01 (Puente Hills Preserve Protection Measure),” referenced herein as “the CFD.”

Section 3. The proposed boundaries of the CFD are as shown on the map on file with the Authority Secretary entitled “Proposed Boundaries of Community Facilities District 2024-01 of the Puente Hills Habitat and Preservation Authority”, a smaller version of which is attached hereto as Exhibit B and by this reference incorporated herein, which boundaries are hereby preliminarily approved and to which map reference is hereby made for further particulars. The Authority Secretary is hereby directed to record, or cause to be recorded, said map of the boundaries of the CFD in the office of the County Recorder of Los Angeles County within fifteen days of the date of adoption of this Resolution, but in any event at least fifteen days prior to the public hearing specified below.

Section 4. The public services (“Services”) proposed to be funded by the CFD are described in the document titled “Description of Services to be Funded by the CFD,” attached hereto as Exhibit A and incorporated herein.

Section 5. Except to the extent that funds are otherwise available to the CFD to pay for the Services, a special tax (the “Special Tax”) sufficient to pay the costs of the Services, including administrative and incidental expenses, secured by recordation of a continuing lien against all nonexempt real property in the CFD, will be levied annually within the CFD perpetually until ended by the voters, and collected in the same manner as ordinary ad valorem property taxes levied within the CFD. The proposed rate and method of apportionment of the Special Tax are described in the document titled “Rate and Method of Apportionment of Special Tax,” attached hereto as Exhibit C and incorporated herein by this reference.

Section 6. The Executive Director, as the officer having charge and control of the Services in and for the CFD, or the designee of such official, is hereby directed to study said proposed Services and to make, or cause to be made, and file with the Authority Secretary a report in writing (“Public Hearing Report”) presenting the following information: (a) A description of the Services by type which will be required to adequately meet the needs of the CFD; (b) An estimate of the fair and reasonable cost of the Services including the cost of incidental expenses in connection therewith. The Public Hearing Report shall be made a part of the record of the public hearing specified below.

Section 7. A public hearing on the establishment of the CFD and the proposed rate, method of apportionment, and manner of collection of the special tax shall be held at 3:00 p.m., or as soon thereafter as practicable, on Thursday, July 18, 2024, at the Joint Administration Office of the County Sanitation Districts of Los Angeles County, 1955 Workman Mill Road, Whittier, California, 90601 at such time being not less than 30 or more than 60 days following the adoption of this resolution. Notice of the hearing shall be published in accordance with all applicable requirements of Section 53322 of the Act, including a summary of this resolution.

Section 8. If the Board proceeds with formation of the CFD the special tax shall be submitted to a vote of the registered voters within the proposed CFD in the November 5, 2024 General Election, in accordance with Section 53326 of the Act. Each voter shall have one vote.

Section 9. The Executive Director, Board Secretary, and all other officers and agents of the Authority are hereby authorized and directed to take all actions necessary or advisable to give

effect to the transactions contemplated by this Resolution.

Section 10. This Resolution shall take effect immediately upon its adoption.

APPROVED AND ADOPTED at a meeting held on the 12th day of June 2024.

AYES:

NOES:

ABSENT:

ABSTAIN:

Chair, Board of Directors
Ivan Sulic

ATTEST:

Secretary to the Board of Directors
Marlyn Barajas

EXHIBIT A

DESCRIPTION OF SERVICES TO BE FUNDED BY THE CFD

PUENTE HILLS HABITAT PRESERVATION AUTHORITY Community Facilities District No. 2024-01 (Puente Hills Preserve Protection)

The Services described below are proposed to be funded by Community Facilities District No. 2024-01 (the “CFD”) of the Puente Hills Habitat Preservation Authority (the “Authority”):

The types of Services to be funded by the CFD (“Services”) shall include the maintenance, servicing, protection, preservation of open space, natural or other lands and improvements owned or managed by the Authority; reduce the risk of wildfire and improve local wildfire prevention, ranger safety patrols; and recreation program services. Additionally, the CFD will fund the collection and accumulation of reserves for these activities and cover administrative or incidental expenses related to them.

“Improvements,” as used herein, means improvements such as facilities, buildings, museums, cultural facilities, housing, visitor centers, fixed equipment, fences, gates, monument signage, other signage, posts, walkways, railings, curbs, benches, kiosks, drinking fountains, drainages, trails, roads, recreational facilities, public facilities, public restrooms, parking lots and other man-made structures on or alterations to lands owned or managed by the Authority, and other real property or other tangible property as permitted by the law.

“Maintenance,” as used herein, means the furnishing of services, equipment and materials or other items for the routine, recurring, and usual work or emergency work for the preservation or protection of Improvements, open space, natural or other lands for their intended purposes. Maintenance includes, but is not limited to, the upkeep, repair, removal or replacement of all or any part of any Improvements; providing for the life, growth, health, and beauty of landscaping, open space, natural or other lands, including cultivation, seeding, planting, weeding, irrigation, trimming, spraying, fertilizing, treating for disease or injury, goat grazing, or wildlife, vegetation and habitat surveys, monitoring and mapping services; vegetation clearance, including the removal of dead, dying or hazardous trees; the removal or disposal of trimmings, rubbish, debris, illegal dumping and other waste; the cleaning and servicing of public restrooms; the cleaning, sandblasting, and painting of walls and other Improvements for sanitation or to remove graffiti; fire prevention and suppression services; safety and security services; gate opening and closing services; law enforcement services; and services to prevent homeless encampments. Maintenance includes operations and/or replacement costs, and the creation and funding of reserve funds, as permitted by law.

“Servicing,” as used herein, means the furnishing of electric current, gas, or other form of energy for any public lighting facilities or for the lighting or operation of any other Improvements; and water or other utilities for uses including, but not limited to, the irrigation of any landscaping, the operation of any fountains, or the Maintenance of any other Improvements.

EXHIBIT A

“Services,” also includes the performance by employees of functions, operations, maintenance, and repair activities, as provided by law. It is expected that the Services will be provided by the Authority, either with its own employees or by contract with third parties, or any combination thereof.

EXHIBIT B

PROPOSED BOUNDARIES OF

PUENTE HILLS HABITAT PRESERVATION AUTHORITY
Community Facilities District No. 2024-01
(Puente Hills Preserve Protection)

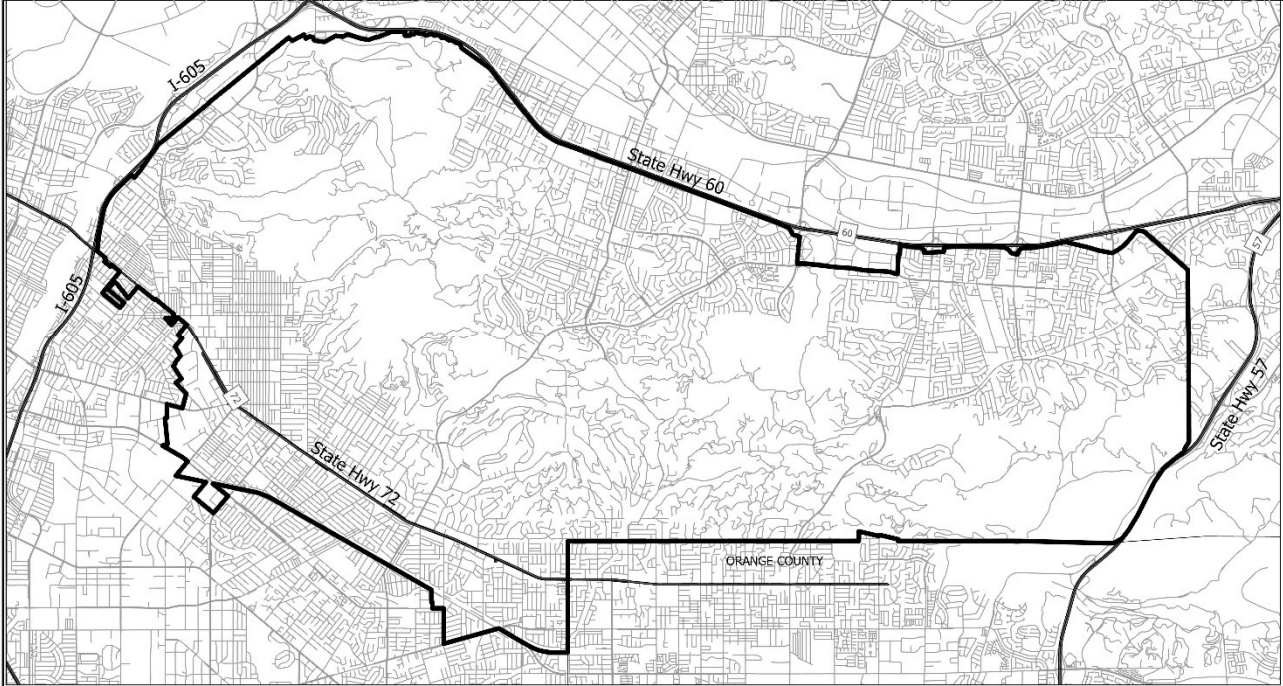
		NOTE: REFERENCE IS HEREBY MADE TO THE MAPS AND DEEDS OF RECORD IN THE OFFICE OF THE ASSESSOR OF THE COUNTY OF LOS ANGELES FOR A DETAILED DESCRIPTION OF THE LINES AND DIMENSIONS OF ANY PARCELS SHOWN HEREIN. THOSE MAPS SHALL GOVERN FOR ALL DETAILS CONCERNING THE LINES AND DIMENSIONS OF SUCH PARCELS. EACH PARCEL IS IDENTIFIED IN SAID MAPS BY ITS DISTINCTIVE ASSESSOR'S PARCEL NUMBER.
CLERK'S MAP FILING STATEMENT FILED IN THE OFFICE OF THE CLERK OF THE BOARD OF THE PUENTE HILLS HABITAT PRESERVATION AUTHORITY, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, THIS _____ DAY OF _____, 2024. _____ CLERK OF THE BOARD	CLERK'S MAP CERTIFICATE I DO HEREBY CERTIFY THAT THE WITHIN MAP SHOWING THE PROPOSED BOUNDARIES OF COMMUNITY FACILITIES DISTRICT NO. 2024-1, PUENTE HILLS HABITAT PRESERVATION AUTHORITY, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, WAS APPROVED BY THE BOARD OF DIRECTORS OF THE PUENTE HILLS HABITAT PRESERVATION AUTHORITY AT A MEETING THEREOF, HELD ON THE _____ DAY OF _____, 2024, BY ITS RESOLUTION NO. _____. _____ CLERK OF THE BOARD	RECORDER'S CERTIFICATE FILED THIS _____ DAY OF _____, 2024 AT THE HOUR OF _____ O'CLOCK _____ M. IN BOOK _____ OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS AT PAGE _____, IN THE OFFICE OF THE COUNTY RECORDER IN THE COUNTY OF LOS ANGELES, STATE OF CALIFORNIA. _____ COUNTY RECORDER, COUNTY OF LOS ANGELES
Legend - Community Facilities District 2024-1 Proposed Boundary - Major Roads - Roads SCI Consulting Group 4745 Mangles Blvd Fairfield, CA 94534 (707) 430-4300		PROPOSED BOUNDARIES OF COMMUNITY FACILITIES DISTRICT NO. 2024-1 OF THE PUENTE HILLS HABITAT PRESERVATION AUTHORITY, CITY OF LOS ANGELES, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA Sheet 1 of 1

EXHIBIT C

RATE AND METHOD OF APPORTIONMENT OF SPECIAL TAX

PUENTE HILLS HABITAT PRESERVATION AUTHORITY Community Facilities District No. 2024-01 (Puente Hills Preserve Protection)

A Special Tax authorized under the Mello-Roos Community Facilities Act of 1982 applicable to the land in the Community Facilities District No. 2024-01 (the “CFD”) of the Puente Hills Habitat Preservation Authority (the “Authority”) shall be levied and collected according to the tax liability determined by the Authority through the application of the appropriate amount or rate described herein.

A. DEFINITIONS

“**Act**” means the Mello-Roos Community Facilities Act of 1982, as amended, being Chapter 2.5, Division 2 of Title 5 of the Government Code of the State of California.

“**Administrative Expenses**” means the actual or estimated costs incurred by the Authority to determine, levy, and collect the Special Taxes, including the proportionate amount of the salaries and benefits of Authority employees whose duties are directly related to administration of the CFD and the fees of Special Tax levy administrator, other consultants, legal counsel, the costs of collecting installments of the Special Taxes upon the County tax rolls and any other incidental costs as determined by the Authority.

“**Assessor’s Parcel**” or “**Parcel**” means a lot or parcel shown in an Assessor’s Parcel Map with an assigned assessor’s parcel number.

“**Authority**” the Puente Hills Habitat Preservation Authority.

“**Base Year**” means the Fiscal Year ending June 30, 2026.

“**Board**” means the Board of Directors of the Puente Hills Habitat Preservation Authority.

“**Building Square Feet**” or “**BSQFT**” means all the square footage within the perimeter of a residential structure or a commercial structure, not including any carport, walkway, garage, overhang, patio, enclosed patio, or similar area. The determination of Building Square Feet shall be made by reference to the Assessor’s Lien Roll Data. If the Assessor’s Lien Roll Data does indicate Building Square Feet, building permit(s) issued for such structure, or other records shall be used, as determined by the CFD Administrator.

“**CFD**” or “**CFD No. 2024-01**” means the Puente Hills Habitat Preservation Authority Community Facilities District No. 2024-01 (Puente Hills Preserve Protection).

“CFD Administrator” means an official of the Authority, or designee thereof, responsible for determining and providing for the levy and collection of the Special Tax.

“County” means the County of Los Angeles, California.

“Developed Property” means real property with improvements for residential, commercial, or other purposes which is assigned improved value by the County Assessor as of July 1 of the current Fiscal Year.

“Fiscal Year” means the period starting July 1 and ending the following June 30.

“Land Use Classification” means any of the classes listed in section B(1).

“Maximum Special Tax” means the greatest amount of Special Tax, determined in accordance with Sections B and C below that can be levied in the CFD in any Fiscal Year on any Assessor’s Parcel.

“Public Property” means any property within the boundaries of the CFD that is either (i) owned by the federal government, the State of California, the County, another public agency, or a private nonprofit organization that owns and is responsible for conservation of open space areas or (ii) encumbered by an easement owned by any such public agency or private organization which easement makes the development of such property impractical. Notwithstanding the foregoing, a leasehold or other possessory interest in any such property which is subject to taxation pursuant to Section 53340.1 of the Act shall not constitute “Public Property.”

“RMA” means this Rate and Method of Apportionment of Special Tax.

“Services” means the services authorized to be funded by the CFD as described in the Resolution of Intention for the CFD.

“Special Tax” means the Special Tax to be levied, in each Fiscal Year, on Taxable Property, pursuant to Sections B through G below.

“Special Tax Requirement” means the amount required in any Fiscal Year for the CFD to 1) provided the Services; 2) pay for reasonable Administrative Expenses; 3) pay any amounts required to establish or replenish any reserve funds; and 4) pay for reasonably anticipated delinquent Special Taxes based on the delinquency rate for Special Taxes levied in the previous Fiscal Year.

“State” means the State of California.

“Taxable Property” means all Parcels within the boundaries of the CFD that are not Tax-Exempt Property.

“Tax-Exempt Property” means any Parcel within the CFD which is not Developed Property or Undeveloped Property and includes Public Property and Welfare Exempt Property.

“Undeveloped Property” means real property without improvements which is designated as vacant by the County Assessor as of July 1 of the current Fiscal Year.

“Welfare Exempt Property” means, in any Fiscal Year, all Parcels within the boundaries of the CFD that (a) have been granted a welfare exemption by the County under subdivision (g) of Section 214 of the Revenue and Taxation Code indicated in the Assessor’s Data finalized as of January 1 of the previous Fiscal Year, and (b) are exempt from the Special Tax pursuant to Section 53340(c) of the Act.

B. PROPERTY CATEGORIES AND SPECIAL TAX RATES

- 1. Classification of Parcels.** Each Fiscal Year, using the Definitions above and the Parcel records of the County Assessor’s Secured Tax Roll of July 1, the Authority shall cause each Parcel of land in the CFD to be classified as Taxable Property and Tax-Exempt Property. Taxable Property shall be further classified as Developed Property or Undeveloped Property.
- 2. Assignment of Maximum Special Tax.** Each Fiscal Year, the Base Year Maximum Tax shown below shall be escalated as specified in Section C, Annual Adjustment of Maximum Special Tax, to determine the Maximum Special Tax for the upcoming Fiscal Year for each Land Use Classification.

Land Use Classification	Base Year Maximum Tax
Developed Property	\$0.0100 per Building Square Foot
Undeveloped Property	\$0.0000
Tax-Exempt Property	Exempt

- 3. Conversion of a Tax-Exempt Property to a Taxable Property.** If a Tax-Exempt Property is not needed for public use and is converted to private use, it shall become subject to the Special Tax.

C. ANNUAL ADJUSTMENT OF MAXIMUM SPECIAL TAX

Beginning Fiscal Year 2026-27 and each Fiscal Year thereafter, the Maximum Special Tax shall be adjusted by three (3) percent for inflation.

D. DETERMINATION OF THE ANNUAL SPECIAL TAX

Commencing with Fiscal Year 2025-26, and for each subsequent Fiscal Year, the Board shall determine the Special Tax Requirement and shall levy the Annual Special Tax on each Assessor's Parcel of Taxable Property at one hundred percent of the applicable Maximum Special Tax to fund the Special Tax Requirement.

Subject to the preceding, the amount of Annual Special Tax levied upon any Taxable Property in any Fiscal Year shall not exceed the Maximum Special Tax for such Fiscal Year as computed herein.

The Board shall not levy a Special Tax on a Tax-Exempt Property.

E. PREPAYMENT OF THE SPECIAL TAX

Prepayment of the Special Tax is not authorized.

F. COLLECTION OF THE SPECIAL TAX

The Special Tax shall be collected each year in the same manner and at the same time as ad valorem property taxes are collected and shall be subject to the same penalties, interest, and lien priorities in the case of delinquency as is provided for ad valorem taxes. The Authority shall cause the actions required above to be done for each Fiscal Year in a timely manner to assure that the schedule of the Special Taxes to be collected are received by the County Auditor for inclusion with billings for such ad valorem taxes for the applicable Fiscal Year. However, the CFD Administrator may directly bill the Special Tax, may collect Special Taxes at a different time or in a different manner if necessary to meet the financial obligations of the Authority or as otherwise determined appropriate by the CFD Administrator.

G. DURATION OF THE SPECIAL TAX

Assessor's Parcels in the CFD shall remain subject to the Special Tax perpetually until ended by voters. If the Special Tax ceases to be levied, the Authority or its designee shall direct the County Recorder to record a Notice of Cessation of Special Tax. Such notice will state that the obligation to pay the Special Tax has ceased and that the lien imposed by the Notice of Special Tax Lien is extinguished.

H. CITIZEN'S OVERSIGHT AND ACCOUNTABILITY PROVISIONS

The proceeds of the Special Tax shall only be used as described in the Description of Services to be Funded by the CFD. The proceeds of the Special Tax shall be deposited into a fund, which shall be kept separate and apart from other funds of the Authority. No later than October 31 of the following Fiscal Year for which the Special Tax is in effect, the Authority shall prepare a report, for review and approval of the Board, detailing the amount of funds collected and expended, and the status of any project authorized to be funded by the Special Tax.

In addition, a citizens advisory committee may report annually to the Board and the public regarding the expenditure of such funds to show that the Special Tax proceeds are spent for their authorized purposes.

I. APPEALS AND INTERPRETATION PROCEDURE

Any property owner within the CFD who believes that the portion of the Special Tax levied on the subject property is in error, may file a written appeal no later than June 30 of the Fiscal Year in which the levy occurred, with the Executive Director or his or her designee, appealing the levy of the Special Tax on the subject property. The Executive Director or his or her designee will promptly review the appeal, and, if necessary, meet with the applicant, and decide the merits of the appeal. If the findings of the Executive Officer or his or her designee verify that the Special Tax levied should be modified, the Special Tax levy for future Fiscal Years shall be corrected, and a credit against future Special Taxes shall be arranged, if applicable. Any overcharges shall be corrected solely by means of adjustments to future Special Tax levies; no cash refunds shall be made. Any dispute over the decision of the Executive Officer or his or her designee shall be referred to the Board and the decision of the Board shall be final.

Interpretation may be made by resolution of the Board for purposes of clarifying any vagueness or uncertainty as it relates to the application of the Special Tax rate, or application of the method of apportionment, or classification of properties or any definition applicable to the CFD.

MEMORANDUM

Meeting Date: June 11, 2024

To: Citizens Technical Advisory Committee

Prepared by: Andrea Gullo, Executive Director

Agenda Item **VIII. Discussion and possible recommendation to the Board for Adoption of Resolution No. 2024-05 Declaring June as Pride Month.**

Background:

According to the United States Library of Congress, Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Pride Month is celebrated each year in the month of June to honor the 1969 Stonewall Uprising in Manhattan which included a series of riots for gay liberation. The Stonewall Uprising was stated as a tipping point for the Gay Liberation Movement in the United States. Nationally, the last Sunday in June was initially celebrated as "Gay Pride Day," but the day varied. In cities across the nation the "day" soon grew to include many days and month-long series of events. Memorials are held during this month for those members of the community who have been lost to hate crimes or HIV/AIDS. Just as Pride Month has evolved over time, so too has the acronym to include Intersex and Asexual members of the community (LGBTQIA+). The purpose of the commemorative month is to recognize the impact that LGBTQIA+ individuals have had on history locally, nationally, and internationally.

The Authority's policies support safe trails for all. The Authority's messaging has promoted building an inclusive outdoor space and the right for all people to feel welcome and to enjoy the trails.

Attached is Authority Resolution 2024-05 recognizing June as Pride Month.

Fiscal Impact:

None

Recommendation:

That the Committee recommend to the Board of Directors to adopt Resolution 2024-05.

RESOLUTION NO. 2024-05

A Resolution of the Board of Directors of the Puente Hills Habitat Preservation Authority Declaring June as Pride Month

WHEREAS, the Board of Directors (“Board”) of the Puente Hills Habitat Preservation Authority (the “Authority”) finds that the Authority’s management of the Puente Hills Preserve plays an important role in our communities to welcome and include all people regardless of race, income, ability, age, nationality, gender identity or expression, sexual orientation, or any other identity.

WHEREAS, the Board acknowledges the importance of building inclusive outdoor space, making outdoors safe and welcoming for the positive development of all persons, including members of the lesbian, gay, bisexual, transgender, queer, intersex, and asexual (LGBTQIA+) community.

WHEREAS, the Board finds the trails of the beautiful Puente Hills Preserve are for all to safely enjoy as a respite from the urban life, in reverence of nature, recreation, creating memories and strengthening social bonds.

WHEREAS, the Board finds that the Authority is committed to diversity, equity, inclusion, and belonging, as well as a strong belief in the civil and constitutional rights of all individuals across our great nation.

WHEREAS, the Authority acknowledges and supports that no matter your age, race, creed, gender, or sexual orientation, individuals should be treated with respect and dignity and be able to live without fear no matter who they love.

WHEREAS, the long battle for inclusion has led to much positive progress toward changing the hearts and minds of people in many parts of the world, which in turn, has helped pave the way for a more inclusive society where LGBTQIA+ individuals can live freely, safely, and free from discrimination.

NOW, THEREFORE BE IT RESOLVED, the Board of Director of the Puente Hills Habitat Preservation Authority recognizes the month of June as Pride Month to celebrate and honor the LGBTQIA+ community, and invites everyone to reflect on ways we can live together with mutual respect and understanding.

APPROVED AND ADOPTED at a meeting held on the 12th day of June 2024.

AYES:

NOES:

ABSTAINS:

ABSENT:

Chair, Board of Directors
Ivan Sulic

ATTEST:

Secretary to the Board of Directors
Marlyn Barajas

MEMORANDUM

Meeting Date: June 11, 2024

To: Citizens Technical Advisory Committee

Prepared by: Andrea Gullo, Executive Director

Agenda Item IX. Discussion and possible recommendation to the Board of Adoption Resolution No. 2024-06 Declaring July as Parks Month.

Background:

Throughout the state and nation, cities and counties have celebrated July as Parks and Recreation Month for decades. This recognition promotes building a strong, vibrant, and resilient community through the power of open space, parks and recreation.

Professional organizations such as the National Park and Recreation Association (NRPA) and the California Park & Recreation Society (CPRS) recognize July as Parks and Recreation Month. The NRPA recognizes Parks and Recreation Month with the theme “Where You Belong”, which celebrates the many ways park and recreation professionals across the country foster a sense of belonging in their community by providing welcoming and inclusive programs, and safe, accessible spaces to build meaningful connection. The CPRS has released a statewide public awareness campaign, “Parks Make Life Better!®” to inform citizens of the many benefits of utilizing parks, facilities, programs, and services.

Open space, parks and recreation is essential and holds a fundamental role in the community, including preserving native habitats and wildlife that live there, promoting health and wellness, supporting economic vitality, and uniting people and strengthening communities. The Authority is a part of the broader Parks community and supports these overall messages in its policies and practices.

Attached is Authority Resolution 2024-06 recognizing July as Parks Month.

Fiscal Impact:

None

Recommendation:

That the Committee recommend to the Board of Directors to adopt Resolution 2024-06.

RESOLUTION NO. 2024-06

A Resolution of the Board of Directors of the Puente Hills Habitat Preservation Authority Declaring the Month of July as Parks Month

WHEREAS, the Board of Directors (“Board”) of the Puente Hills Habitat Preservation Authority (the “Authority”) finds that the Authority’s management of the Puente Hills Preserve contributes to the wellness of the local community.

WHEREAS, this resolution recognizes the importance of equitable access to local park and open space, recreation, trails, open space, and facilities for the positive development of all and their communities.

WHEREAS, parks and open space sustain and steward our natural resources by protecting habitats and wildlife, connecting people to nature, and promoting the ecological function of parkland.

WHEREAS, parks and open space promote physical, emotional, and mental health and wellness through organized and self-directed fitness and activity.

WHEREAS, parks and open space increase a community’s economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction.

WHEREAS, parks and open space foster social cohesiveness in communities by celebrating diversity, providing spaces to come together peacefully, modeling compassion, promoting social equity, connecting social networks, and ensuring all people have access to its benefits.

WHEREAS, parks and open space facilitate community problem and issue resolution by providing safe spaces to come together peacefully and serving as key points of service, helping our communities heal both physically and emotionally.

WHEREAS, parks and open space support safe, vibrant, attractive, progressive communities that make life better through positive alternatives offered in their recreational opportunities.

WHEREAS, parks and open space remain versatile and innovative in providing vital services to communities through local, national, or global emergencies, all while adhering to guidelines set forth by governing agencies.

WHEREAS, the California Park & Recreation Society has released a statewide public awareness campaign, “Parks Make Life Better!” to inform citizens of the many benefits of utilizing parks, facilities, programs, and services.

WHEREAS, the National Parks and Recreation Association has celebrated Park and Recreation Month in July for nearly 40 years to promote building strong, vibrant and resilient communities through the power of parks and recreation.

NOW, THEREFORE, the Board of Directors of the Puente Hills Habitat Preservation Authority resolves to recognize the importance of access to local parks, trails, open space, and facilities for the health, wellness, development, inspiration, and safety of all Californians; and be it further resolved, that we declare the month of July 2024 as Parks Month.

APPROVED AND ADOPTED at a meeting held on the 12th day of June 2024.

AYES:

NOES:

ABSTAINS:

ABSENT:

Chair, Board of Directors
Ivan Sulic

ATTEST:

Secretary to the Board of Directors
Marlyn Barajas

MEMORANDUM

Meeting Date: June 11, 2024

To: Citizens Technical Advisory Committee

Prepared by: Andrea Gullo, Executive Director

Agenda Item X. Discussion and possible recommendation to the Board authorizing the Executive Director to enter into a contract amendment with TeamCivX LLC in the amount of \$16,108.40 to fund the full term of the existing contract.

Background:

In March 2023, the Board approved a contract in the amount of \$102,231.42 with TeamCivX for specialized public outreach, communication and educational consulting services.

In December 2023, the Board amended this contract to fund its first informational mailer for a total contract amount of \$148,196.42. In February 2024, a second amendment was approved to fund the services of designing and mailing informational materials for a total contract amount of \$229,611.42.

This proposed third amendment would fund current services through the remainder of the term of the contract, which is until November 2024. It was not previously funded because the Authority had the ability to suspend services on selected months to decrease costs. For example, services with Team CivX were suspended in June, July and August 2023. The contract is currently funded through part of August 2024, however, to fully fund activities that will occur until November an amendment in the amount of \$16,108.40 is needed. The monthly rates of the contract remain unchanged. The new contract amount would be \$245,719.82.

\$5,491.60 Amount for August already funded

\$1,708.40 Need for the remainder of August

\$14,400.00 Need for September and October

\$16,108.40 Amount to fund until November

Attached is the contract amendment for consideration.

Fiscal Impact:

The cost of this amendment is in the proposed budget for fiscal year 2024-2025 presented at this meeting.

Recommendation:

That the Committee recommend to the Board of Directors to authorize the Executive Director to amend the contract with TeamCivX in the amount of \$16,108.40.

THIRD AMENDMENT TO
PUENTE HILLS HABITAT PRESERVATION AUTHORITY
Habitat Communications and Outreach
Agreement 23-08B

This third amendment to that certain agreement entitled Habitat Communications and Outreach and numbered 23-08B (Agreement) is entered into on June 12, 2024 between the Puente Hills Habitat Preservation Authority (PHHPA) and TeamCivX (Consultant).

RECITALS

A. PHHPA and Contractor entered into the Agreement on December 1, 2022. Consultant agreed to provide professional services for specialized public outreach, educational services, and strategy consulting services related to a possible Community Financing District as a financing mechanism, for a Term ending November 2024, and total compensation in the amount of \$102,231.42.

B. PHHPA amended the Agreement on December 21, 2023 (Amendment No. 1) increasing compensation by \$45,965 for designing and mailing informational materials. The new contract amount was \$148,196.42.

C. PHHPA amended the Agreement on February 15, 2024 (Amendment No. 2) increasing the compensation by \$81,415 for designing and mailing informational materials. The new contract amount was \$229,611.42.

D. PHHPA now wishes to fund the remainder of the Agreement term in the amount of \$16,108.40. The new contract amount would be \$245,719.82.

AGREEMENT

1. PHHPA and Consultant agree to the following amendments (added text in **bold italics**, deleted text in ~~striketrough~~):

Section 3.01 of the Agreement is amended to read:

The total payment for all services on a Time and Materials basis based on the rates as provided in Exhibit A and shall not exceed ~~\$102,231.42 (one hundred two thousand, two hundred thirty-one Dollars and 42 cents)~~ **\$245,719.82 (two hundred forty-five thousand seven hundred nineteen dollars and eighty-two cents)** payable on receipt of invoices on no less than a monthly basis. Additional change orders for costs above the stated contract price need to be pre-approved by PHHPA in writing prior to work being conducted. Invoices shall include a summary of work completed, and shall be payable on a monthly basis. The Base Consulting Fee of \$7,200 per month as stated in Exhibit A shall be calculated on a pro-rata basis for the initial and/or final month of service if less than a full

calendar month before and after contract pauses or when the contract ends. As of the date of the First Amendment, the cost for services to include the mailer shall be \$45,965 which shall be added on a pro rata basis to the Base Consulting Fee. As of the date of the Second Amendment, the cost for services to include the mailers shall be \$81,415 which shall be added on a pro rata basis to the Base Consulting Fee.

2. All other terms and provisions of the Agreement shall remain in full force and effect.

PUENTE HILLS
HABITAT PRESERVATION AUTHORITY

TEAM CIVX

By _____
Andrea Gullo, Executive Director

By _____
Joy Kummer, Partner

Date

Date

MEMORANDUM

Meeting Date: June 11, 2024

To: Citizens Technical Advisory Committee

Prepared by: Andrea Gullo, Executive Director

Agenda Item **XI. Discussion and possible recommendation to the Board authorizing the Executive Director to execute the Thirty-fourth Amendment of the Open Space Management Agreement with the Mountains Recreation and Conservation Authority (MRCA) for maintenance and operation services extending the term an additional year from 7/1/24 to 6/30/25 in the amount of \$ \$494,000.**

Background:

In accordance with the Open Space Management Agreement (Agreement) between the MRCA and Authority for services since May 1996, the MRCA has adequately adhered to the Agreement standards. They have provided maintenance and staff services and have shown flexibility over the past year, and years prior, providing the Authority with basic services under changing circumstances. The proposed annual contract would maintain patrol and maintenance hours by rangers and park staff of approximately 82 hours per week. The attached amendment increases the contract amount by \$23,525 (5%).

Previously, in response to Authority budget restrictions since fiscal year (FY) 19-20 the Authority has repeatedly decreased patrol and maintenance services for the Authority's Preserve. For reference, 90 hours a week were budgeted in FY 19-20, 84 hours a week were budgeted in FY 20-21, 77 hours were budgeted in FY 21-22, 64 hours were budgeted in FY 22-23, and 82 hours were budgeted in FY 23-24.

Fiscal Impact:

The cost of this is in the proposed budget for fiscal year 2024-2025 presented at this Board meeting on June 12, 2024.

Partial funding of the contract proposed is provided through the one-time funding from Assembly Bills 178 and 179 which provides funds for ranger services for firefighting, law enforcement, outdoor education, and protection of the natural resources for trail visitors; this includes utilities and ranger house upkeep among other qualifying expenses. It is anticipated that this funding will be spread out over several years to close the Authority's

budget shortfall. Other funding for this agreement comes from the mitigation restoration projects and the agency's general funds. Additionally, partial funding will be sought from the Measure A maintenance and servicing funds.

Attachments:

Proposed MRCA Amendment and associated budget.

Recommendation:

That the Committee recommend to the Board of Directors to authorize the Executive Director to execute the attached amendment for maintenance and operation services in the amount of \$494,022.

**THIRTY-FOURTH AMENDMENT TO
PUENTE HILLS HABITAT PRESERVATION AUTHORITY
OPEN SPACE MANAGEMENT AGREEMENT**

Formerly Known As Puente Hills Landfill Native Habitat Preservation Authority Open Space
Management Agreement

This thirty-fourth amendment to that certain agreement entitled the Puente Hills Habitat Preservation Authority Open Space Management Agreement (AGREEMENT) is entered into on July 1, 2024 between the Puente Hills Habitat Preservation Authority, a joint powers authority established under the laws of the State of California, acting by and through its Executive Director, (hereinafter known as the PHHPA) and the Executive Officer of the Mountains Recreation and Conservation Authority, a joint powers authority (hereinafter known as the CONTRACTOR). PHHPA and CONTRACTOR agree to the following amendments:

1. That the term of the AGREEMENT is extended for one year from July 1, 2024 to June 30, 2025.
2. This AGREEMENT amends #3 of the thirty-second (32) amendment and includes a 5% increase totaling \$23,525.00 for Ranger/Park Staff. This rate includes: payroll, benefits, vehicle usage, and overhead costs. The amount of Ranger/Park Staff weekly hours remains approximately 82 hours.
3. That the contract amount for services for the term shall not exceed \$494,022.00 (four hundred ninety-four thousand twenty-two dollars) in accordance with the attached budget (Exhibit A).
4. This AGREEMENT amends #5 of the thirty second (32nd) amendment in ***italics, bold and strikethrough*** as follows: Invoices submitted will be in a format that meets known requirements of the Los Angeles County Regional Park and Open Space District (RPOSD) for reimbursable Measure A Maintenance and Servicing costs, provided that those requirements are known at the time services are rendered. CONTRACTOR cannot retroactively change record-keeping practices and is not responsible for ensuring that RPOSD approve any expenses. If RPOSD issues new requirements, CONTRACTOR reserves the right to reevaluate the ability to meet those requirements. CONTRACTOR will make best efforts to accommodate PHHPA in submitting documentation to satisfying RPOSD. Costs shall be separated out by Maintenance and Servicing (M&S) and non-M&S qualifying expenses on City of Whittier Proposition A properties, PHHPA Proposition A properties (Sycamore Canyon, and Turnbull Canyon), and Non-Proposition A properties. Turnbull Canyon and Sycamore Canyon costs must ~~now~~ be separated. Invoices will indicate CONTRACTOR staff time dedicated to various grants. Additionally, CONTRACTOR shall note that \$12,250 of ranger time is allocated for ranger patrol of habitat restoration sites on City of Whittier's Unocal property and not for Proposition A M&S time, and should be not be invoiced as M&S. ~~CONTRACTOR recognizes that \$3,400 of ranger time will be funded by the CalFire grant and should be not be invoiced as M&S.~~
5. That all other terms and provisions of the AGREEMENT shall remain in full force and effect.

PUENTE HILLS
HABITAT PRESERVATION AUTHORITY

MOUNTAINS RECREATION AND
CONSERVATION AUTHORITY

By _____
Andrea Gullo, Executive Director

By _____
Melissa Vega, Contracts Officer

Date

Date

PHHPA Open Space Management Agreement

34th Amendment, FY 24/25

Exhibit A

Description	Whittier owned - Prop A (Arroyo Pescadero/Chevron, Unocal, Hellman, etc.)				Habitat Authority - Prop A (Turnbull/Rose Hills)				Habitat Authority - Prop A (Sycamore)				Non Prop A - (Hacienda Heights, Powder, etc.)			
	This Period	YTD Expenses	Total Budgeted	Budget Balance	This Period	YTD Expenses	Total Budgeted	Budget Balance	This Period	YTD Expenses	Total Budgeted	Budget Balance	This Period	YTD Expenses	Total Budgeted	Budget Balance
Payroll, Benefits, Vehicle Usage, Overhead			\$ 56,000	\$ 56,000		\$ -	\$ 37,000	\$ 37,000		\$ -	\$ 35,100	\$ 35,100		\$ -	\$ 137,000	\$ 137,000
M&S Payroll, Benefits, Vehicle Usage, Overhead (*)			\$ 98,000.00	\$ 98,000			\$ 55,000	\$ 55,000			\$ 55,000	\$ 55,000				\$ -
Non M&S Payroll, Benefits, Vehicle Usage, Overhead				\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
Office Supplies			\$ 100.00	\$ 100.00		\$ -		\$ -		\$ -	\$ 100.00	\$ 100.00		\$ -	\$ 100.00	\$ 100.00
Telephone-Land			\$ 2,000.00	\$ 2,000.00		\$ -		\$ -		\$ -	\$ 2,000.00	\$ 2,000.00		\$ -	\$ 2,000.00	\$ 2,000.00
Answering Service			\$ 50.00	\$ 50.00		\$ -	\$ 25.00	\$ 25.00		\$ -	\$ 25.00	\$ 25.00		\$ -	\$ 50.00	\$ 50.00
Interpretive Supplies			\$ 100.00	\$ 100.00		\$ -	\$ 50.00	\$ 50.00		\$ -	\$ 50.00	\$ 50.00		\$ -	\$ 100.00	\$ 100.00
Misc Operating Expenses (Gate opening)(*)				\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
Food/Kitchen			\$ 50.00	\$ 50.00		\$ -	\$ 25.00	\$ 25.00		\$ -	\$ 27.00	\$ 27.00		\$ -	\$ 50.00	\$ 50.00
Volunteer Expenses			\$ 50.00	\$ 50.00		\$ -	\$ 25.00	\$ 25.00		\$ -	\$ 20.00	\$ 20.00		\$ -	\$ 50.00	\$ 50.00
Clothing/Personal Supplies			\$ 100.00	\$ 100.00		\$ -		\$ -		\$ -	\$ 100.00	\$ 100.00		\$ -	\$ 100.00	\$ 100.00
Warning/ Protective Suppl			\$ 100.00	\$ 100.00		\$ -		\$ -		\$ -	\$ 100.00	\$ 100.00		\$ -	\$ 100.00	\$ 100.00
First Aid/ Rescue Suppl			\$ 150.00	\$ 150.00		\$ -		\$ -		\$ -	\$ 150.00	\$ 150.00		\$ -	\$ 150.00	\$ 150.00
Hand Tools/ Instruments (*)			\$ 150.00	\$ 150.00			\$ 100.00	\$ 100.00			\$ 75.00	\$ 75.00		\$ -	\$ 150.00	\$ 150.00
Minor Equipment (*)			\$ 150.00	\$ 150.00		\$ -	\$ 75.00	\$ 75.00		\$ -	\$ 75.00	\$ 75.00		\$ -	\$ 150.00	\$ 150.00
Peace Officer Supplies			\$ 100.00	\$ 100.00		\$ -	\$ 50.00	\$ 50.00		\$ -	\$ 50.00	\$ 50.00		\$ -	\$ 100.00	\$ 100.00
Signs & Info Fixtures (*)			\$ 300.00	\$ 300.00		\$ -	\$ 150.00	\$ 150.00		\$ -	\$ 150.00	\$ 150.00		\$ -	\$ 300.00	\$ 300.00
Maintenance-Other (*)			\$ 600.00	\$ 600.00		\$ -	\$ 300.00	\$ 300.00		\$ -	\$ 300.00	\$ 300.00		\$ -	\$ 100.00	\$ 100.00
Maintenance-Other Equipment (*)			\$ 100.00	\$ 100.00		\$ -	\$ 50.00	\$ 50.00		\$ -	\$ 50.00	\$ 50.00		\$ -	\$ 100.00	\$ 100.00
Maintenance-Buildings (*)			\$ 1,000.00	\$ 1,000.00				\$ -			\$ 1,000.00	\$ 1,000.00		\$ -	\$ 1,000.00	\$ 1,000.00
Maintenance-Grounds (*)			\$ 1,400.00	\$ 1,400.00		\$ -	\$ 1,200.00	\$ 1,200.00		\$ -	\$ 1,200.00	\$ 1,200.00		\$ -	\$ 1,300.00	\$ 1,300.00
Maintenance-Roads (*)			\$ 100.00	\$ 100.00			\$ 50.00	\$ 50.00			\$ 50.00	\$ 50.00		\$ -	\$ 100.00	\$ 100.00
Weed Control (*)				\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
Vandalism Restoration (*)			\$ 300.00	\$ 300.00		\$ -	\$ 150.00	\$ 150.00		\$ -	\$ 150.00	\$ 150.00		\$ -	\$ 100.00	\$ 100.00
Major Repairs-Structures (*)				\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
Major-Repairs-Other (*)				\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
Sanitation/Waste Removal-Portable Toilets (*)				\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
Sanitation/Waste Removal-Garbage & Landfill (*)				\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
Water (*)				\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
Gas & Propane (*)				\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
Electric				\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
Pest Control (*)				\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
Totals:	\$ -		\$ 160,900.00	\$ 160,900.00	\$ -	\$ -	\$ 94,250.00	\$ 94,250.00	\$ -	\$ -	\$ 95,772.00	\$ 95,772.00	\$ -	\$ -	\$ 143,100.00	\$ 143,100.00
TOTAL CONTRACT																
\$ 494,022.00																

MEMORANDUM

Meeting Date: June 11, 2024

To: Citizens Technical Advisory Committee

Prepared by: Michelle Mariscal, Ecologist

Through: Andrea Gullo, Executive Director

Agenda Item: **XII. Discussion and possible recommendation to the Board authorizing Executive Director to execute a contract with Bellfree Contractors in the amount of \$60,513.00 for trail maintenance reimbursable through Los Angeles County Measure A Maintenance and Servicing funds.**

Background:

Following the above average rainfall experienced in the region over the past two years, emergency access roads/public trails in the Turnbull Canyon area of the Preserve are in need of maintenance to maintain accessibility. Additionally, the social trail that enables bicyclists to access Arroyo San Miguel Trail from Colima Road has been narrowed by erosion damage and has been in need of maintenance for many years. The scope of work at these locations collectively includes the addition of drainage dips to properly drain water, outsloping trails so water can sheet flow to minimize erosion, grading ruts, and rock armoring to prevent further erosion where needed.

According to Section 2-1 of the Authority's Purchasing Policy, contracts over \$25,000 need Board approval. Also, in accordance with section 4-4 of the Purchasing Policy, it is recommended that if competitive procurement of services is not in the best interest of the Authority, it can be waived. Bellfree Contractors is recommended to perform these trail maintenance services because the proposed contractor is known to possess the needed experience and qualifications based on demonstrated competence with several other projects completed on the Preserve and is the most satisfactory for Habitat Authority purposes.

Fiscal Impact:

Expenses in the amount of \$57,223 for maintenance of the trails in the Turnbull Canyon area will be reimbursed through the Authority's allocation of Los Angeles County Measure A Maintenance and Servicing funds.

Expenses in the amount of \$3,290 to maintain the trail in Arroyo San Miguel would be reimbursed through the City of Whittier's annual M&S allocation targeted for city properties. Since this expense is in addition to regular expenses such as MRCA staff time that normally get reimbursed, it will offset regular costs. Administratively, seeking this cost reimbursement using M&S funds for trail maintenance is simpler and more reliable than the seeking reimbursement for MRCA staff time. Regardless of method, \$3,290 will be absorbed by the Authority's general budget for either MRCA staff time or this trail project.

Recommendation:

That the Committee recommend to the Board of Directors that they authorize the Executive Director to execute a contract with Bellfree Contractors.

MEMORANDUM

Meeting Date: June 11, 2024

To: Citizens Technical Advisory Committee

Prepared by: Andrea Gullo, Executive Director

Agenda Item XIII. Review, discussion and possible recommendation to the Board regarding Authority annual budget for fiscal year 2024-25, and review of corresponding budgets.

Background:

For your reference, included in the attached proposed budget for FY 24-25 is the year-to-date budget as of February for FY 23-24. Revenues and invoices for several months are still outstanding. Authority staff consulted with the Authority's accounting consultants from Lance, Soll & Lunghard, LLP in developing the proposed budget.

An expense budget in the amount of \$1.2 million is proposed for ongoing operations, and an estimate of approximately \$1.2 million is anticipated for revenue. The base operations and project-related costs have been offset by approximately \$408,255 by one-time state grant funding. Total operating costs off set by state, local and mitigation funding is approximately \$634,533. Also, the budget proposed still has cost savings included from years past (i.e., Interpreter staff vacancy, no holiday dinner, no professional training, etc.). The mitigation restoration project-related costs are expected to be \$862,368 which are funded by outside sources for the betterment of the lands managed. Overall, from the attached expense budgets proposed \$1,184,521 (operating), \$862,368 (mitigation habitat restoration), and \$578,255 (grants and operating), totaling \$2,625,144, approximately 16% is for staff.

The proposed FY 24-25 budget anticipates consumer price index increases. Also, ongoing contracts have been incorporated into this budget.

The Authority is using grant funds such as those from the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy (RMC), CalFire, and Caltrans to cover some operating expenses. Costs partially funded by these state grants, such as payroll and property management (fuel clearance), have been reflected the same as last year by reducing those categories in the operating budget and reflecting them in the state grant expenses columns. The vast majority of the CalFire and RMC grants projects will be completed in FY 23-24, and will be wrapped up in FY 24-25. The operating deficit for the

proposed fiscal year is estimated to be approximately \$408,255 without these three grants. Currently, mitigation restoration projects also supplement staff and ranger services; in the absence of mitigation funding (\$56,000) the deficit on this cost-cutting budget would be approximately \$464,533. Again, these numbers are based off of the already reduced budgets from the past three fiscal years (i.e., Interpreter staff vacancy, no holiday dinner, no professional training, minimal staff levels, etc.) and do not address a backlog of matters to be addressed or the full operating needs of the agency.

Part of the deficit is a result of the ongoing amendments of the Los Angeles County Regional Park and Open Space District grant administration guidelines. As reported to the Committee and Board in the past, the Authority is eligible to receive approximately \$300,000 annually in maintenance and servicing (M&S) funding, however changes to the guidelines prevent the Authority from spending this funding on property it does not own beginning in FY 21-22. Also, as previously reported, M&S funding could not be accessed for the Authority-owned Sycamore Canyon property until the original grantee has closed out the grant and an Assignment and Assumption of Grant Agreement (AAGA) was signed by the Authority; the AAGA was signed in May 2024. Also, if the AAGAs on managed properties (not owned by the Authority) were transferred to the Authority, then the Authority could spend its M&S funds on those properties.

Revenue

Regarding the Authority's investment portfolio, the Authority expects to receive \$858,500 at current investment positions. Of this amount, \$106,000 is from a short-term investment. For reference, before the pandemic \$940,000 was received in FY 19-20 from its portfolio revenue, and currently the Authority makes \$752,000 from its base portfolio. The Authority has invested \$32.17 million for its base portfolio with an average 2.352% return rate; an additional \$4 million using project-related funding was invested on a short-term basis at a return rate of 5.27%.

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

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

Estimated Cash Balances

A review is still ongoing of the balances, however as of June 30, 2024, the Authority will have an approximate cash balance of \$6 million, after \$4 million short term investment. Within this balance are funds allocated for the FY 23-24 budget. Also, the cash balance includes funds for various mitigation restoration projects that the Authority is contractually obligated to implement. Approximately \$7.2 million is restricted. So far, these projects are on schedule and within budget, but the projects are not far enough along to release the contingency funding. Among these projects the SCE project is scheduled to be completed first, in FY 24-25, with a potential contingency fund release of up to \$1,000,000. Originally, this contingency funding had been discussed to be reinvested into the agency portfolio upon project completion, however, some could be used to help create a community facility district. Creating a community facility district could enable the agency to bring various operating issues to adequate levels and address fire safety issues, needed maintenance, and other related matters.

Within the unrestricted funds, it is recommended to leave a reserve for emergencies (\$1 million) and funds for the proposed fiscal year's operating budget (\$1 million). Also, an amount of approximately \$711,450 of undesignated funds are a result of the Mitigation Access Fees from the Monterey, Olinda, and Brea 57/Lambert projects.

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

Attachments:

FY 23-24 year to date budget

FY 24-25 proposed annual budget

Mitigation restoration project budgets

Recommendation:

That the Committee recommend to the Board of Directors to approve the attached budget for fiscal year (FY) 24-25.

Fiscal Year 2023-24 Projected Actuals

			A	B	C	D = B + C	E = B/A	F = D/A
		Code	FINAL AMENDED FY 23/24 BUDGET	YTD Actuals (as of February 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	3301	\$ 850,500	856,875	\$ -	\$ 856,875	101%	101%
M&S, Grants - Other	53874	8831	-	-	-	-	0%	0%
Interest from Treasury Pool Deposits	53874	8605	80,000	78,719	31,501	110,220	98%	138%
La Habra Heights historic oil	53874	8363	65,904	39,812	31,382	71,194	60%	108%
MRCA tickets /educational program	53874	9681	30,000	-	30,000	30,000	0%	100%
Reimbursement of Expense	53874	9731	7,761	-	7,761	7,761	0%	100%
Donations	53874	9686	-	7,768	-	7,768	0%	0%
Miscellaneous - Ongoing	53874	9679	-	7,500	-	7,500	100%	0%
Transfer of Mitigation Personnel	53874	2000-1	48,677	-	48,677	48,677	0%	100%
Transfer of Mitigation Ranger Services	53874	2000-2	47,863	-	47,863	47,863	0%	100%
Carryover from former Year			-	-	-	-	0%	0%
Total Revenue			\$ 1,130,705	\$ 990,674	\$ 197,184	\$ 1,187,858	88%	105%
		Code	FINAL AMENDED FY 23/24 BUDGET	YTD Actuals (as of February 2024)	Additional Projected through 06/30/24	Forecasted 2024	YTD Actuals % of FY 2024 Budget Exp	Forecasted FYE % of FY 2024 Budget Exp
Expenses:								
Ranger Services and Property Management	53874	3580-4: 3580-5	\$ 239,459	13,008	\$ 227,208	\$ 240,216	5%	100%
Payroll (Personnel - General Services)	53874	3587	412,560	209,956	213,786	423,742	51%	103%
Site Mitigation/Access Fees - Use of Restricted Reserves	53874	3580-11		45,157	114,073	159,230		
Other Insurance Premiums	53874	2302	62,000	16,061	45,939	62,000	26%	100%
Legal Services	53874	3717	84,460	25,956	58,505	84,460	31%	100%
Fiscal Agent Services	53874	3672	32,000	32,000	-	32,000	100%	100%
Utilities (water, phones, internet, etc)	53874	5222-4	40,557	15,015	25,542	40,557	37%	100%
Treas-Tax Collector Services	53874	3856	17,000	10,180	7,455	17,635	60%	104%
Office Rent (Building Rentals)	53874	4422	1	1	-	1	100%	100%
Technical	53874	3580-6	187,100	62,959	124,141	187,100	34%	100%
Audit Fees	53874	3529	5,500	505	4,996	5,500	9%	100%
Street bond	53874	5992	5,500	5,666	-	5,666	103%	103%
Educational Services	53874	3556	3,600	273	3,327	3,600	8%	100%
Office Supplies-General	53874	3240	3,100	203	2,897	3,100	7%	100%
Printing Services	53874	4786	1,000	-	1,000	1,000	0%	100%
Signs & Related Supplies	53874	2780	1,500	-	1,500	2,500	0%	167%
Automotive Maintenance	53874	2363	1,500	-	1,500	1,500	0%	100%
Permit & License Fees	53874	4550	200	-	200	200	0%	100%
Auto Mileage	53874	5092	250	-	250	250	0%	100%
Miscellaneous (GIS, Resr. Misc.)	53874	3182	1,050	-	1,050	1,050	0%	100%
Postage	53874	3202	500	-	500	500	0%	100%
Traveling Expense (local meetings)	53874	5110	150	-	150	150	0%	100%
Publications & Legal Notices	53874	4102	1,000	-	1,000	1,000	0%	100%
Auto Service	53874	5098	500	-	500	500	0%	100%
Publications & Periodicals	53874	3280	150	-	150	150	0%	100%
Total Expenses			\$ 1,100,637	\$ 436,939	\$ 835,669	\$ 1,273,608	40%	116%
Change In Position			\$ 30,067	\$ 553,735	\$ (638,485)	\$ (85,750)	1842%	-285%

Mitigation Costs	Unit #	Object/ Revenue	FINAL AMENDED FY 23/24 BUDGET	YTD Actuals (as of February 2024)	Additional Projected through 06/30/24	Forecasted 2024	YTD Actuals % of FY 2024 Budget Rev	Forecasted FYE % of FY 2024 Budget Rev
Mitigation Revenue	53932	9731	\$ 3,605,364	\$ 3,605,364	\$ -	\$ 3,605,364	100%	100%
Total Revenue			\$ 3,605,364	\$ 3,605,364	\$ -	\$ 4,793,372	100%	133%
Consultant Services (Mitigation) SCE	53879	3580-2	\$ 260,025	\$ 119,960	\$ 140,065	\$ 260,025	46%	100%
Consultant Services (Mitigation) OLINDA	53880	3580-3	148,187	83,567	64,620	148,187	56%	100%
Consultant Services (Mitigation) Brea 57/Lambert	53881	3580-9	34,449	18,200	16,249	34,449	53%	100%
Consultant Services (Mitigation) Turnbull Enhancement	53874	3580-10	11,823	-	11,823	11,823	0%	100%
Consultant Services (Mitigation) Metro Heights	53932	3580-12	-	8,600	-	8,600	100%	100%
Utilities (mitigation) SCE	53879	5222-2	-	4,757	-	4,757	100	0%
Utilities (mitigation) OLINDA	53880	5222-3	-	1,751	876	2,627	100%	100%
Utilities (mitigation) Brea 57/Lbt	53881	5222-5	4,550	2,019	2,531	4,550	44%	100%
Utilities (mitigation) Metro Heights	53932	5222-6	-	-	-	-	0%	0%
Transfers - Personnel (SCE)	53879	3587	12,847	-	12,847	12,847	0%	100%
Transfers - Personnel (Olinda)	53880	3587	12,872	-	12,872	12,872	0%	100%
Transfers - Personnel (Monterey)	53886	3587	3,582	-	3,582	3,582	0%	100%
Transfers - Personnel (Brea 57)	53881	3587	11,949	-	11,949	11,949	0%	100%
Transfers - Personnel (Mitigation) Metro Heights	53932	3587	7,427	-	7,427	7,427	0%	100%
Transfers - Ranger Services (SCE)	53879	3580-4	11,782	-	11,782	11,782	0%	100%
Transfers - Ranger Services (Olinda)	53880	3580-4	12,251	-	12,251	12,251	0%	100%
Transfers - Ranger Services (Monterey)	53886	3580-4	13,184	-	13,184	13,184	0%	100%
Transfers - Ranger Services (Brea 57)	53881	3580-4	8,007	-	8,007	8,007	0%	100%
Transfers - Ranger Services (Metro Heights)	53932	3580-4	2,640	-	2,640	2,640	0%	100%
Total Expenses			\$ 555,574	\$ 238,854	\$ 332,704	\$ 571,558	43%	103%
Total Mitigation			\$ (3,049,790)	\$ (3,366,510)	\$ 332,704	\$ (4,221,814)		

Grants:			FINAL AMENDED FY 23/24 BUDGET	YTD Actuals (as of February 2024)	Additional Projected through 06/30/24	Forecasted 2024	YTD Actuals % of FY 2024 Budget Rev	Forecasted FYE % of FY 2024 Budget Rev
CalFire Grant (multi-year)								
CalFire Grant Revenue	53882	8831	480,383	114,276	200,000	314,276	24%	65%
CalFire Grant Expenditure								
Goats and Fuel Reduction	53882	3580	(416,870)	(226,827)	(190,043)	(416,870)	54%	100%
Payroll Costs (Overhead)	53882	3587	(30,679)	(4,583)	(26,096)	(30,679)	15%	100%
RMC Grant Round 2								
RMC Grant Revenue	53883	8831	205,462	79,803	125,659	205,462	39%	100%
RMC Grant Expenditure								
Payroll Costs (Overhead)	53883	3587	(16,761)	(110)	(16,651)	(16,761)	1%	100%
Fuel Reduction	53883	3580	(93,116)	(57,290)	(35,826)	(93,116)	62%	100%
Caltrans								
Caltrans Grant Revenue	53884	8831	161,355	1,012,073	-	1,012,073	627%	627%
Caltrans Grant Expenditure								
Ranger and associated costs	53884	3580-4	(188,355)	0	(188,355)	(188,355)	0%	100%
Property Management		3580-5	(189,431)	(88,364)	(101,067)	(189,431)	47%	100%
Utilities		5222-5	(10,000)	(5,005)	(4,995)	(10,000)	50%	100%
City M&S								
City M&S Revenue	53888		60,000		60,000	60,000	0%	100%
City M&S Grant Expenditure								
City M&S Property Management	53888	3580-5	(54,307)	(17,391)	(36,916)	(54,307)	32%	100%
City M&S Utilities		5222-4	(5,693)	(3,989)	(1,704)	(5,693)	70%	100%
Turnbull M&S								
Turnbull M&S Revenue	53889		60,000	-	60,000	60,000	0%	100%
Turnbull M&S Grant Expenditure								
Turnbull M&S Property Management	53889	3580-5	(60,000)	(3,556)	(56,444)	(60,000)	6%	100%
Sycamore M&S								
Sycamore M&S Revenue			-	-	-	-	0%	0%
Sycamore M&S Property Management	53930	3580-5	-	-	-	-	0%	0%
Total Revenue			967,200	1,206,152	520,236	1,726,388	125%	178%
Total Expenses			(1,065,212)	(481,691)	(658,099)	(1,139,789)	45%	107%

**Proposed
FY 24-25 Budget**

		Code	Proposed FY 24-25 Budget	\$ Change compared to Final Amended FY 23/24 Budget	% Change compared to Final Amended FY 23/24 Budget
Operating Budget:					
SPI earnings (endowment)	53874	<u>3301</u>	\$ 858,000	\$ 7,500	1%
M&S, Grants - Other	53874	<u>8831</u>	-	-	0%
Interest from Treasury Pool Deposits	53874	<u>8605</u>	177,483	97,483	122%
La Habra Heights historic oil	53874	<u>8363</u>	70,000	4,096	6%
MRCA tickets /educational program	53874	<u>9681</u>	15,000	(15,000)	-50%
Reimbursement of Expense	53874	<u>9731</u>	7,761	-	0%
Donations	53874	<u>9686</u>	-	-	0%
Miscellaneous - Ongoing	53874	<u>9679</u>	-	-	0%
Transfer of Mitigation Personnel	53874	2000-1	28,858	(19,819)	-41%
Transfer of Mitigation Ranger Services	53874	2000-2	27,419	(20,444)	-43%
Carryover from former Year			-	-	0%
Total Revenue			\$ 1,184,521	\$ 53,817	5%
		Code	Proposed FY 24-25 Budget	\$ Change compared to Final Amended FY 23/24 Budget	% Change compared to Final Amended FY 23/24 Budget
Expenses:					
Ranger Services and Property Management	53874	<u>3580-4; 3580-5</u>	\$ 396,395	\$ 156,935	66%
Payroll (Personnel - General Services)	53874	<u>3587</u>	429,062	16,502	4%
Site Mitigation/Access Fees - Use of Restricted Reserves	53874	<u>3580-11</u>	-	-	0%
Other Insurance Premiums	53874	<u>2302</u>	93,000	31,000	50%
Legal Services	53874	<u>3717</u>	84,460	-	0%
Fiscal Agent Services	53874	<u>3672</u>	32,000	-	0%
Utilities (water, phones, internet, etc)	53874	<u>5222-4</u>	40,557	-	0%
Treas-Tax Collector Services	53874	<u>3856</u>	18,000	1,000	6%
Office Rent (Building Rentals)	53874	<u>4422</u>	1	-	0%
Technical	53874	<u>3580-6</u>	65,210	(121,890)	-65%
Audit Fees	53874	<u>3529</u>	5,500	-	0%
Street bond	53874	<u>5992</u>	5,836	336	6%
Educational Services	53874	<u>3556</u>	3,600	-	0%
Office Supplies-General	53874	<u>3240</u>	3,100	-	0%
Printing Services	53874	<u>4786</u>	1,000	-	0%
Signs & Related Supplies	53874	<u>2780</u>	1,500	-	0%
Automotive Maintenance	53874	<u>2363</u>	1,500	-	0%
Permit & License Fees	53874	<u>4550</u>	200	-	0%
Auto Mileage	53874	<u>5092</u>	250	-	0%
Miscellaneous (GIS, Resr. Misc.)	53874	<u>3182</u>	1,050	-	0%
Postage	53874	<u>3202</u>	500	-	0%
Traveling Expense (local meetings)	53874	<u>5110</u>	150	-	0%
Publications & Legal Notices	53874	<u>4102</u>	1,000	-	0%
Auto Service	53874	<u>5098</u>	500	-	0%
Publications & Periodicals	53874	<u>3280</u>	150	-	0%
Total Expenses			\$ 1,184,521	\$ 83,884	8%
Change In Position			\$ (0)	\$ (30,067)	\$ (0)

Mitigation Costs	Unit #	Object/ Revenue	Proposed FY 24-25 Budget	\$ Change compared to Final Amended FY 23/24 Budget	% Change compared to Final Amended FY 23/24 Budget
Mitigation Revenue	53932	9731	\$ -	\$ (3,605,364)	-100%
Total Revenue			\$ -	\$ (3,605,364)	-100%
Consultant Services (Mitigation) SCE	53879	3580-2	\$ -	\$ (260,025)	-100%
Consultant Services (Mitigation) OLINDA	53880	3580-3	87,497	(60,690)	-41%
Consultant Services (Mitigation) Brea 57/Lambert	53881	3580-9	31,451	(2,998)	-9%
Consultant Services (Mitigation) Turnbull Enhancement	53874	3580-10	11,773	(50)	0%
Consultant Services (Mitigation) Metro Heights	53932	3580-12	669,992	669,992	0%
Utilities (mitigation) SCE	53879	5222-2	-	-	0%
Utilities (mitigation) OLINDA	53880	5222-3	-	-	0%
Utilities (mitigation) Brea 57/Lbt	53881	5222-5	-	(4,550)	-100%
Utilities (mitigation) Metro Heights	53932	5222-6	5,377	5,377	100%
Transfers - Personnel (SCE)	53879	3587	-	(12,847)	-100%
Transfers - Personnel (Olinda)	53880	3587	12,462	(410)	-3%
Transfers - Personnel (Monterey)	53886	3587	-	(3,582)	-100%
Transfers - Personnel (Brea 57)	53881	3587	11,965	16	0%
Transfers - Personnel (Mitigation) Metro Heights	53932	3587	4,432	(2,995)	-40%
Transfers - Ranger Services (SCE)	53879	3580-4	-	(11,782)	-100%
Transfers - Ranger Services (Olinda)	53880	3580-4	12,251	-	0%
Transfers - Ranger Services (Monterey)	53886	3580-4	-	(13,184)	-100%
Transfers - Ranger Services (Brea 57)	53881	3580-4	8,167	160	2%
Transfers - Ranger Services (Metro Heights)	53932	3580-4	7,001	4,361	165%
Total Expenses			\$ 862,368	\$ 306,794	55%
Total Mitigation			\$ 862,368	\$ (3,298,570)	108%

FY 24/25 Grants:			Proposed FY 24-25 Budget	\$ Change compared to Final Amended FY 23/24 Budget	% Change compared to Final Amended FY 23/24 Budget
CalFire Grant (multi-year)			-	-	0%
CalFire Grant Revenue	53882	8831	\$ 240,000.00	\$ (240,383.00)	-50%
CalFire Grant Expenditure					
Goats and Fuel Reduction	53882	3580	\$ (20,000.00)	\$ 396,870.00	-95%
Payroll Costs (Overhead)	53882	3587	(3,944)	26,735	-87%
RMC Grant Round 2					
RMC Grant Revenue	53883	8831	\$ 64,910.00	\$ (140,552.00)	-68%
RMC Grant Expenditure					
Payroll Costs (Overhead)	53883	3587	\$ -	\$ 16,761.00	-100%
Fuel Reduction	53883	3580	(43,710)	49,406	-53%
Caltrans					
Caltrans Grant Revenue	53884	8831	\$ -	\$ (161,355.00)	-100%
Caltrans Grant Expenditure					
Ranger and associated costs	53884	3580-4	\$ (130,601.00)	\$ 57,754.00	-31%
Property Management		3580-5	(200,000)	(10,569)	6%
Utilities		5222-5	(10,000)	-	0%
City M&S					
City M&S Revenue	53888		\$ 60,000.00	\$ -	0%
City M&S Grant Expenditure					
City M&S Property Management	53888	3580-5	\$ (54,307.00)	-	0%
City M&S Utilities		5222-4	(5,693)	-	0%
Turnbull M&S					
Turnbull M&S Revenue	53889		\$ 90,000	\$ 30,000.00	50%
Turnbull M&S Grant Expenditure					
Turnbull M&S Property Management	53889	3580-5	\$ (90,000)	(30,000)	50%
Sycamore M&S					
Sycamore M&S Revenue			\$ 20,000	\$ 20,000.00	100%
Sycamore M&S Property Management	53930	3580-5	\$ (20,000)	(20,000)	100%
Total Revenue			\$ 474,910	\$ (492,290)	-51%
Total Expenses			\$ (578,255)	\$ 486,957	-46%

Note: Will attempt to reclaim \$110,000 from M&S to possibly free up Caltrans funding.

Fiscal Year starting July 1

Brea 57 Lambert MITIGATION

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

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

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

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

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

Fiscal Year starting July 1

**ACTUAL Spent	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027	Spent Total [†]	REMAINING (contracted minus spent)
Restoration Contractor - Nakae	\$ 40,482.30	\$ 11,368.00	\$ 63,318.70	\$ 25,722.70	\$ 14,784.00					\$ 155,675.70	\$ 68,984.30
Land IQ - Restoration Ecologist	\$ 16,328.92	\$ 6,070.50	\$ 7,270.16	\$ 9,294.07	\$ 4,704.49					\$ 43,668.14	\$ 91,543.80
Irrigation Water/Utilities*	\$ 776.39	\$ 4,162.43	\$ 5,811.93	\$ 3,037.75	\$ 1,975.02					\$ 15,763.53	\$ (1,673.53)
Misc. (fencing, easement, etc.)**	\$ 4,400.00	\$ 14,395.00	\$ -	\$ -	\$ 7,608.00					\$ 26,403.00	\$ 23,597.00
Staff Time	\$ 18,718.15	\$ 15,106.15	\$ 20,554.32	\$ 19,938.16						\$ 74,316.78	\$ 97,686.41
Total per fiscal year	\$ 80,705.76	\$ 51,102.08	\$ 96,955.11	\$ 57,992.68						\$ 286,755.63	\$ 278,609.50
Total Remaining to Date (funds contracted minus spent to date)										\$ 278,609.50	
[†] SPENT TOTAL DOES NOT INCLUDE RETENTION TO BE BILLED FOR CURRENT FY											

Funds Anticipated to be Contracted	\$ 584,465.00
Anticipated Contingency	\$ 116,893.00
RESTORATION TOTAL	\$ 701,358.00
Access Fee	\$ 42,000.00
Funds Provided by Agreement	\$ 743,358.00
Total Remaining (Funds provided minus access fee and funds spent on committed contracts)	\$ 414,602.37

Metro Heights MITIGATION

Contracted	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032	* Contracted Total	Estimated
Restoration Contractor**		\$ 592,284.00	\$ 190,265.00	\$ 484,903.00	\$ 283,465.00	\$ 180,431.00	\$ 134,979.00	\$ 103,898.00	\$ 132,732.00		\$ 2,102,957.00	
Land IQ - Restoration Ecologist	\$ 25,305.25	\$ 22,331.61	\$ 27,423.87	\$ 48,995.15	\$ 32,234.55	\$ 41,048.45	\$ 42,193.21	\$ 39,292.25	\$ 35,192.99	\$ 16,907.88	\$ 330,925.21	
Irrigation Water/Utilities***	\$ 3,004.53	\$ 5,376.86	\$ 16,521.04	\$ 17,615.48	\$ 55,797.13	\$ 41,135.74	\$ 3,025.63	\$ 3,088.26			\$ 145,564.67	
Misc. (fencing, easement, etc.)****		\$ 50,000.00									\$ 73,600.00	\$ 73,600.00
Staff/ranger Time	\$ 10,067.20	\$ 11,433.14	\$ 17,862.60	\$ 18,291.45	\$ 18,731.75	\$ 19,028.93	\$ 19,183.82	\$ 19,486.96	\$ 14,603.63		\$ 148,689.49	
Total per fiscal year	\$ 38,376.98	\$ 681,425.61	\$ 252,072.51	\$ 569,805.08	\$ 390,228.43	\$ 281,644.12	\$ 199,381.66	\$ 165,765.47	\$ 182,528.62		\$ 2,801,736.37	

*From actual contract amounts (including any subsequent change orders or contract deviations)
**Assumes two years of grow-kill cycles; includes 2% contingency, S&S Seed and Tree of Life costs
***Estimated FY from water budget estimate provided by Nakae (see 'Irrigation calcs' tab)
****Includes 10% overhead

Fiscal Year starting July 1

ACTUAL Spent	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031	Spent Total [†]	REMAINING (contracted minus spent)
Restoration Contractor - Nakae										\$ -	\$ 2,102,957.00
Land IQ - Restoration Ecologist	\$ 13,480.00									\$ 13,480.00	\$ 317,445.21
Irrigation Water/Utilities										\$ -	\$ 145,564.67
Misc. (fencing, easement, etc.)	\$ 11,800.00									\$ 11,800.00	\$ 61,800.00
Staff/ranger Time										\$ -	\$ 148,689.49
Total per fiscal year	\$ 25,280.00	\$ -	\$ -	\$ -						\$ 25,280.00	\$ 2,776,456.37

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

\$ 2,776,456.37

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

Funds Anticipated to be Contracted	\$ 2,801,736
Anticipated Contingency (20%)	\$ 558,627
RESTORATION TOTAL	\$ 3,360,363
Access Fee	\$ 240,000
Admin fee	\$ 5,000
Funds Provided by Agreement	\$ 3,605,363
Total Remaining (Funds provided minus access fee and funds spent on committed contracts)	\$ 3,335,083

Fiscal Year starting July 1

OLINDA OCWR2 Mitigation

											<i>*Proposed</i>	<i>Estimated</i>
											<i>Contract/Category</i>	
Contracted	<u>2017/18</u>	<u>2018/19</u>	<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>July-Dec 2026</u>	<u>Total</u>	
Site 1 (11.56 acres HCP)												
Restoration Contractor**		\$ 149,432.00	\$ 32,330.00	\$ 180,351.00	\$ 83,884.00	\$ 82,100.00	\$ 70,791.00	\$ 36,322.00	\$ 28,231.00		\$ 663,441	\$ 830,411
Land IQ - Restoration Ecologist***		\$ 13,702.49	\$ 19,669.76	\$ 21,588.99	\$ 14,205.42	\$ 17,313.74	\$ 13,848.36	\$ 13,731.57	\$ 13,524.15	\$ 4,976.40	\$ 132,561	\$ 109,665
S&S Seeds				\$ 34,468.53							\$ 34,469	\$ 30,492
Irrigation Water/Utilities		\$ 10,000.00	\$ 10,000.00	\$ 15,000.00	\$ 10,000.00	\$ 5,060.00					\$ 50,060	\$ 50,060
Misc. (fencing, survey, etc.)											\$ 35,745	\$ 35,745
Staff/ranger Time		\$ 15,019.44	\$ 8,043.39	\$8,911.23	\$ 14,022.75	\$ 14,483.28	\$ 14,623.10	\$ 14,384.47	\$ 13,969.04	\$ 13,803.21	\$ 117,260	\$ 117,260
Contingency												\$ 233,563
Admin fee	\$ 5,000.00										\$ 5,000	\$ 5,000
Total per fiscal year	\$ 5,000.00	\$ 188,153.93	\$ 70,043.15	\$ 260,319.75	\$ 122,112.17	\$ 118,957.02	\$ 99,262.46	\$ 64,438.04	\$ 55,724.19	\$ 18,779.61	\$ 1,038,536	\$ 1,412,196
Site 2 (8.3 acres)												
Restoration Contractor**		\$ 114,825.00	\$ 25,215.00	\$ 130,175.00	\$ 62,922.00	\$ 61,864.00	\$ 53,520.00	\$ 27,950.00	\$ 22,138.00		\$ 498,609	\$ 596,229
Land IQ - Restoration Ecologist***		\$ 9,922.49	\$ 14,243.62	\$ 15,633.41	\$ 10,286.69	\$ 12,537.53	\$ 10,028.13	\$ 9,943.55	\$ 9,793.35	\$ 3,603.60	\$ 95,992	\$ 78,738
S&S Seeds				\$ 24,748.16							\$ 24,748	\$ 21,893
Irrigation Water/Utilities		\$ 7,500.00	\$ 7,500.00	\$ 11,000.00	\$ 7,500.00	\$ 2,443.00					\$ 35,943	\$ 35,943
Misc. (fencing, vandalism, etc.)	\$ -										\$ 24,255	\$ 24,255
Staff/ranger Time		\$ 7,193.89	\$ 5,775.10	\$6,398.20	\$ 10,068.24	\$ 10,398.90	\$ 10,499.28	\$ 10,327.95	\$ 10,029.67	\$ 9,910.61	\$ 80,602	\$ 80,602
Contingency												\$ 167,696
Admin fee	\$ 5,000.00										\$ 5,000	\$ 5,000
Total per fiscal year	\$ 5,000.00	\$ 139,441.38	\$ 52,733.72	\$ 187,954.77	\$ 90,776.93	\$ 87,243.43	\$ 74,047.41	\$ 48,221.50	\$ 41,961.02	\$ 13,514.21	\$ 765,149	\$ 1,010,357
*From proposed contract amounts and estimates												
**Assumes two years of grow-kill cycles and has 1% contingency in contracted total												
***Assumes two years of grow-kill cycles												
YEAR TO DATE PAGE 2 OF 2												
ACTUAL Spent[†]	<u>2017/18</u>	<u>2018/19</u>	<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>July-Dec 2026</u>	<u>Spent Total[†]</u>	<i>REMAINING (contracted minus spent)</i>
Site 1 (11.56 acres HCP)												
Restoration Contractor**		\$ 132,472.24	\$ 32,209.56	\$ 168,951.32	\$ 90,365.78	\$ 60,428.50	\$ 61,094.60				\$ 545,522.00	\$ 117,919.00
Land IQ - Restoration Ecologist***		\$ 15,247.27	\$ 9,960.41	\$ 19,037.76	\$ 12,032.19	\$ 16,652.25	\$ 10,816.75				\$ 83,746.63	\$ 48,814.25
S&S Seeds		\$ -	\$ 1,580.93	\$ 29,296.48							\$ 30,877.41	\$ 3,591.12
Irrigation Water/Utilities		\$ 1,805.58	\$ 5,382.60	\$ 33,915.78	\$ 19,140.75	\$ 1,572.12	\$ 1,267.71				\$ 63,084.54	\$ (13,024.54)
Misc. (fencing, survey, etc.)		\$ 20,797.50	\$ 49.30	\$ 49.30	\$ 49.30	\$ 60.90	\$ 55.10				\$ 21,061.40	\$ 14,684.07

OLINDA OCWR2 Mitigation

		Fiscal Year starting July 1												OLINDA OCWR2 Mitigation											
Staff/ranger Time			\$	15,019.44	\$	8,043.39	\$	8,911.23	\$	14,022.75	\$	14,483.28					\$	60,480.08	\$	56,779.82					
Contingency																			\$	233,562.52					
Admin fee		\$	5,000.00															\$	5,000.00	\$	-				
Total per fiscal year		\$	5,000.00	\$	185,342.03	\$	57,226.18	\$	260,161.87	\$	135,610.77	\$	93,197.05	\$	73,234.16	\$	-	\$	-	\$	-	\$	809,772.06	\$	228,763.72
Total Remaining to Date (funds contracted minus spent to date)																		\$	228,763.72						
Site 2 (8.3 acres)																									
Restoration Contractor**			\$	92,549.90	\$	27,032.10	\$	122,089.50	\$	65,729.15	\$	45,166.25	\$	43,865.50					\$	396,432.40	\$	102,176.60			
Land IQ - Restoration Ecologist***			\$	11,041.12	\$	7,212.70	\$	13,785.95	\$	8,712.96	\$	12,058.53	\$	7,832.82					\$	60,644.08	\$	35,348.29			
S&S Seeds			\$	-	\$	1,144.81	\$	21,214.69											\$	22,359.50	\$	2,388.66			
Irrigation Water/Utilities			\$	1,307.49	\$	3,897.74	\$	24,559.71	\$	13,860.54	\$	1,138.44	\$	917.99					\$	45,681.91	\$	(9,738.91)			
Misc. (fencing, vandalism, etc.)			\$	-	\$	35.70	\$	35.70	\$	35.70	\$	44.10	\$	39.90					\$	191.10	\$	24,063.43			
Staff/ranger Time			\$	7,193.89	\$	10,520.85	\$	6,398.20	\$	10,068.24	\$	10,398.90							\$	44,580.07	\$	36,021.76			
Contingency																				\$	167,696.28				
Admin fee		\$	5,000.00																\$	5,000.00	\$	-			
Total per fiscal year		\$	5,000.00	\$	112,092.39	\$	49,843.90	\$	188,083.75	\$	98,406.59	\$	68,806.22	\$	52,656.21	\$	-	\$	-	\$	-	\$	574,889.06	\$	190,260
Total Remaining to Date (funds contracted minus spent to date)																		\$	190,259.84						
Total spent to date (Site 1 + Site 2)																		\$	1,384,661.13						
Funds Anticipated to be Contracted																						\$	2,021,294		
Anticipated Contingency																						\$	401,259		
RESTORATION TOTAL																						\$	2,422,553		
Access Fee																						\$	397,200		
Funds Provided by Agreement																						\$	2,819,753		
Total Remaining (Funds provided minus access fee and funds spent on committed contracts)																						\$	1,037,892		

Fiscal Year starting July 1

SCE TRTP MITIGATION

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

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

\$ 555,228.30

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

***Assumes two years of grow-kill cycles

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

Fiscal Year starting July 1[illegible]**Total Remaining to Date (funds contracted minus spent to date)**

\$ 380,522.61

Funds Anticipated to be Contracted	\$	4,605,846.60
Anticipated Contingency	\$	1,024,153.40
RESTORATION TOTAL	\$	5,630,000.00
Access Fee	\$	1,270,000.00
Funds Provided by Agreement	\$	6,900,000.00
Total Remaining (Funds provided minus access fee and funds spent on committed contracts)	\$	1,677,828.05

TURNBULL MITIGATION***Fiscal Year starting July 1***

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

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

Fiscal Year starting July 1

**ACTUAL Spent	2021/22	2022/23	2023/24	2024/25	2025/26	Spent Total	REMAINING (contracted minus spent)
Restoration Contractor - Nakae	\$ 4,516.00	\$ 1,340.00	\$ 1,340.00			\$ 7,196.00	\$ 33,983.00
Misc. (fencing, easement, etc.)**						\$ -	\$ -
Total per fiscal year	\$ 4,516.00	\$ 1,340.00	\$ 1,340.00			\$ 7,196.00	\$ 33,983.00

Total Remaining to Date (funds contracted minus spent to date) **\$ 33,983.00**

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

Additional Materials



Puente Hills Habitat Preservation Authority

Endowment Provided by the Puente Hills Landfill



May 22, 2024

The Honorable Hilda Solis
Office of The Supervisors, First District
822 Kenneth Hahn Hall of Administration
500 West Temple Street, Room 856
Los Angeles, CA 90012
firstdistrict@bos.lacounty.gov

Dear Supervisor Solis:

As of February 2025, John Ford's term on our Citizens Technical Advisory Committee (CTAC) will be complete. Please provide written notification via email as soon as possible or no later than January 2, 2025, to have uninterrupted representation on the Committee by reappointing Mr. Ford or providing a replacement for the new term running to February 2029.

Per Habitat Authority Board Resolution 97-01 Section 2a, your written recommendation regarding your prospective CTAC member will be subject to the appointment by the Board of Directors of the Puente Hills Habitat Preservation Authority.

Thank you for your continued support of the CTAC. If you have any questions, feel free to contact me or Program Analyst Marlyn Barajas at (562) 945-9003 or mbarajas@HabitatAuthority.org.

Sincerely,

Andrea Gullo
Executive Director

Encl.

CTAC Members' Term Schedule
CTAC Fact Sheet
Application with Board Resolution 97-01

PUENTE HILLS HABITAT PRESERVATION AUTHORITY

Endowment Provided by the Puente Hills Landfill

CITIZENS TECHNICAL ADVISORY COMMITTEE

Members' Term Schedule

<u>City Of Whittier</u>	<u>Member Start Date</u>	<u>Start Date of Current Term</u>	<u>End Date of Term</u>	<u>Next term date</u>
Michelle Pekko-Seymoure	8/17/23	2/1/21	2/1/25	2/1/2029
Shelley Andros	8/17/23	2/1/22	2/1/26	
Janis Cavanaugh	8/17/23	2/1/23	2/1/27	
 <u>City Of La Habra Heights</u>				
Adam Nazaroff	1/21/21	2/1/21	2/1/25	2/1/2029
Catherine Houwen	3/22/12	2/1/22	2/1/26	
Roy Francis	5/25/23	2/1/23	2/1/27	
 <u>County Of Los Angeles</u>				
John Ford	8/17/23	2/1/21	2/1/25	2/1/2029
Matthew Liang	8/18/22	2/1/22	2/1/26	
Bryan Coreas	1/19/23	2/1/23	2/1/27	

Length of all terms is 4 years.

Revised April 2024



Pueble Hills Habitat Preservation Authority

Endowment Provided by the Pueble Hills Landfill



May 22, 2024

Rafferty Wooldridge
Interim City Manager
City of La Habra Heights, California
1245 N. Hacienda Road
La Habra Heights, CA 90631
rwooldridge@lhhcity.org

Dear Mr. Wooldridge:

As of February 2025, the term Adam Nazaroff is serving on our Citizens Technical Advisory Committee (CTAC) will be complete. Please provide written notification via email of the City Council's recommendation as soon as possible or no later than January 2, 2025, to have uninterrupted representation on the Committee by reappointing Mr. Nazaroff or providing a replacement for the new term running to February 2029.

Per Habitat Authority Board Resolution 97-01 Section 2a, the City's written recommendation regarding its prospective CTAC member will be subject to the appointment by the Board of Directors of the Pueble Hills Habitat Preservation Authority.

Thank you for your continued support of the CTAC. If you have any questions, feel free to contact me or Program Analyst Marlyn Barajas at (562) 945-9003 or mbarajas@HabitatAuthority.org.

Sincerely,

Andrea Gullo
Executive Director

Encl.
CTAC Members' Term Schedule
CTAC Fact Sheet
Application with Resolution 97-01



Puente Hills Habitat Preservation Authority

Endowment Provided by the Puente Hills Landfill



May 22, 2024

Brian Saeki
City Manager
City of Whittier, California
13230 Penn Street
Whittier, CA 90602
bsaeki@cityofwhittier.org

Dear Mr. Saeki:

As of February 2025, the term Michelle Pekko-Seymoure serving on our Citizens Technical Advisory Committee (CTAC) will be complete. Please provide written notification via email as soon as possible or no later than January 2, 2025, to have uninterrupted representation on the Committee by reappointing Ms. Pekko-Seymoure or providing a replacement for the new term running to February 2029.

Per Habitat Authority Board Resolution 97-01 Section 2a, the City's written recommendation regarding its prospective CTAC member will be subject to the appointment by the Board of Directors of the Puente Hills Habitat Preservation Authority.

Thank you for your continued support of the CTAC. If you have any questions, feel free to contact me or Program Analyst Marlyn Barajas at (562) 945-9003 or mbarajas@HabitatAuthority.org.

Sincerely,

Andrea Gullo
Executive Director

Encl.
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Puente Hills Habitat Preservation Authority

Endowment Provided by the Puente Hills Landfill



April 18, 2024

Elizabeth C. Baca
4719 Silver Tip Drive
Whittier, CA 90601

Dear Ms. Baca,

Thank you for the generous tax-deductible donation of \$100.00 to the Puente Hills Habitat Preservation Authority. Your donation is very appreciated.

This gift contributed to 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 support means a lot to us.

Sincerely,

Andrea Gullo

Andrea Gullo
Executive Director