

MEMORANDUM



RANCHO PALOS VERDES

TO: RANCHO PALOS VERDES CITY COUNCIL

FROM: DOUG WILLMORE, CITY MANAGER *DW (CW)*

DATE: MAY 4, 2016

SUBJECT: ADMINISTRATIVE REPORT NO. 16-18

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CITY MANAGER

- **Status of AB 1800 (Hadley) & AB 2381 (Hernández):** AB 1800 and AB 2381 were both amended in the State Assembly on April 26th. AB 1800 has now been amended to require reporting of claims where the utility is at fault or the utility has determined to pay a claim. However, language has also been added preventing the information about utility outage compensation claims from being admitted as evidence in any action for damages against a utility. AB 2381 has now been amended to delay implementation until July 2018; clarify that bill credits will only be issued for continuous, 24-hour periods that a customer is without power; and eliminated provisions for annual adjustments of the bill credit amount based upon the Consumer Price Index. Both bills await hearing before the Assembly's Appropriations Committee.
- **Dirt at Portuguese Bend Fields:** On April 27th, the Lomita Sheriff's Station advised the City Manager's Office that soil samples were being taken at the School District's Portuguese Bend Fields under the authority of a search warrant (see attached *Daily Breeze* article). The fields have subsequently been posted with signs warning of the presence of asbestos, and the attached statement has been posted on the District's website. These fields are not a part of the City's Ladera Linda Community Center or the Forrestal Nature Reserve.
- **5883 Crest Road Project, Rolling Hills Estates:** The Rolling Hills Estates City Council remanded this proposed 4-unit detached condominium project, located at the northeast corner of Crest and Highridge roads, back to the Rolling Hills Estates Planning Commission in August 2015. On May 9th, the Rolling Hills Estates Planning Commission will be considering a revised version of this project again. The meeting starts at 7:00 PM at Rolling Hills Estates City Hall, located at 4045 Palos Verdes Dr. N., Rolling Hills Estates, CA 90274. Staff will provide further updates on this project in the June 2016 Border Issues Status Report.

Attachments

- AB 1800, as Amended on 4/26/16 – Page 58
- AB 2381, as Amended on 4/26/16 – Page 62
- Daily Breeze Article Regarding Portuguese Bend Fields (published 5/3/16) – Page 65
- PVPUSD Statement Regarding Portuguese Bend Fields – Page 67

FINANCE

- **GFOA Certificate of Achievement Award:** The Government Finance Officers Association (GFOA) awarded a Certificate of Achievement for Excellence in Finance Reporting to the City for its Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2015. This was the 23rd consecutive year that the City has achieved this award. To be considered for this Certificate of Achievement, a government must publish an easily readable and efficiently organized CAFR. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

PUBLIC WORKS

- **Sunnyside Ridge Trail Segment:** The construction for the trail began on Monday, April 11th. The project will involve the construction of the northern end of the trail and storm drain system first before completing the southern entrance of the trail. The staging area has been fenced off and construction is underway to clear the brush in the canyon. At-risk youths, coordinated with the Los Angeles Conservation Corp's Youth Employment Plan, will help with this part of the construction. They are scheduled to begin their work on the first week of May.



- **San Ramon Project Publicity:** The City was honored one more time for its work on the San Ramon project. This time from Municipal Sewer & Water Magazine (www.mswmag.com), a trade publication for water, wastewater and stormwater professionals. The article discusses the interesting solution of tunnels through ancient landslides, and the aesthetic features, such as the sculpted outlet structure and the restoration of the canyon's wildlife environment. It also highlights the cost savings achieved in the value engineering process and how those savings were plugged back into needed improvements in the adjacent storm drain system.
- **Maintenance:** Personnel installed approximately 150' of 6' temporary chain link fence on Portuguese Point to prevent persons from approaching cliff face. Maintenance staff contracted the replacement of certified playground chips at Ryan, Hesse & Eastview Parks. Maintenance staff began the fabrication of the Altamira Canyon drainage pipe grate. The estimated completion and installation date of the grate is 20 May, 2016.
- **Parking Permits:** The end of April indicates that there have been approximately 40 New Residential Vehicle Permanent decals and approximately 1000 RPV Residential Guest

Parking Placards issued throughout the 10 Permit Parking areas in the City. The new Crenshaw Boulevard 10 space RPV Residents parking decals indicates that approximately 110 decals have been issued for these spaces. Oversized Vehicles renewed for 2016 is 4 with no new applications received for the year.

- Public Works Encroachment Permits Report – April 2016: The Public Works Department is responsible for control of work performed within the City Public “Rights of Way”. An Encroachment Permit is required to insure that any applicant working in our streets or parkways is properly licensed, insured and in compliance with the NPDES requirements. The report can be viewed at <http://www.rpvca.gov/694/Permitting>
- Brush Clearing Continues: The City’s spring season brush clearing event continues. EDCO has reported the following excess green waste tonnage collected: Monday route 4.14 tons, Tuesday route 5.53 tons and Wednesday route 6.55 tons. This Saturday is for the Thursday routes.
- HHW Roundup Site Walk-Through: Staff attended a site walk-through in preparation of next week’s annual Household Hazardous/Electronics Waste Roundup. Staff and representatives from Clean Harbor (the County’s contactor) and LA County Sanitations District discussed the event logistics, site preparation, and the traffic control plan. The neighboring HOAs and the dog park patrons have received courtesy notification of the event day traffic control and the temporary dog park closure for several hours during the event.

COMMUNITY DEVELOPMENT

- Crestridge Condominium Project (Sol y Mar): In last week’s Administrative Report, Staff reported that the developer (Taylor Morrison) was informed by Staff that the color of the flat portion of the mansard roofs for five of the buildings (out of 18 buildings) will need to closely match the terra cotta color of the roof tiles that were in the renderings presented to the Planning Commission and City Council during the public hearing process. As a result, on Monday, May 2, 2016, the developer informed Staff that the flat portion of the mansard roofs for Building Nos. 7, 14, 15, 17 and 18 will now utilize a terra cotta color TPO that closely matches the existing tiles. The Developer will be submitting the color specifications for the City’s records within the coming week. As for Building No. 18, which was constructed with a white TPO roof, the City will not issue the final Certificate of Occupancy for this building until the terra cotta TPO roof material is installed. On a related matter, a question was recently asked by the public as to when and how the pitched roofs were changed to mansard roofs for these five buildings. Staff is researching the sequence of events, which is believed to have occurred in 2013, that led to this roof change. Staff will continue to update the Council and public on this matter.
- Marymount California University: On April 20, 2016, Marymount California University submitted their annual Special Use Permit (SUP) to allow amplified sound at certain outdoor events throughout the 2016-2017 academic year. The 2016-2017 SUP includes a request for the biennial Gala event and tent scheduled for October 2016.

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- Marymount Neighborhood Advisory Committee: Pursuant to Condition No. 138, a Neighborhood Advisory Committee (NAC) comprised of members from the surrounding five homeowners associations and two at-large representatives who live within 3,000 feet of the campus meet once during the fall term and once during the spring term, to review any campus operational and neighborhood concerns. The Spring 2016 NAC meeting is scheduled for Wednesday, May 18th. Staff will provide a summary report after the meeting.
- 5500 PVDS (Ginsburg – Heritage Castle): The Planning Division granted a Geotechnical Investigation Permit (GIP) for the drilling of exploratory test pits on the City property abutting 5500 Palos Verdes Drive South. The purpose of the test pits is to prepare a geotechnical analysis report to address the past unpermitted grading on the City property. The work is currently being conducted and will continue through May 5th. Staff will continue to monitor the work to ensure that no work will be conducted over habitat areas.
- Planning Division Monthly Activity: Attached is the Planning Division's Monthly Activity Report for April 2016. The report contains a brief summary of the Division's activities during this last month regarding: 1) New applications received; 2) Staff, Director, Planning Commission and City Council decisions rendered; and 3) Number of decisions made, including median processing time. As indicated in the report, the division received 42 new applications during the month and took action on submitted applications.
- View Restoration/Preservation Applications Monthly Activity: Attached is the View Restoration Division's Monthly Activity Report for April 2016. The report contains: 1) A brief summary of the Division's activities during this last month; 2) A summary of pre-application meetings; 3) A summary of cases resolved by mediation; and 4) A summary of the Division's activities year-to-date. The Division received 5 new applications in the month of April 2016.
- Right-of-Way Permit Monthly Activity: Attached is the Right of Way Permit Monthly Activity Report for April 2016. The Department issued 3 right of-way permits.
- Code Enforcement Division Monthly Activity: Attached is the Code Enforcement Division's Monthly Activity Report for April 2016. The report contains: 1) A brief summary of the Division's activities during this last month; 2) A summary of sign abatement activity; and 3) Number of cases closed including median processing time. As indicated in the report, the Division conducted 85 field inspections and brought 34 cases to closure.
- Building and Safety Division Monthly Activity: Attached is the Building and Safety Division's Monthly Activity Report for April 2016. The report provides information on: 1) The types and number of permits issued; 2) The number of plan checks performed; 3) The number of inspections performed; and 4) The total amount of fees collected. Each of these items is compared to the activities during the same month of the previous year. In addition, a comparison of the activities for this fiscal year to those of the previous

year is also provided. As shown on the report, the Division issued 140 permits during the month of April 2016.

- Draft PC Agenda: Attached is the draft agenda for the Planning Commission meeting on May 10, 2016.
- Applications of Note: Attached is a table with a summary of the Applications of Note that were submitted to the Department between Wednesday, April 27, 2016 and Tuesday, May 3, 2016.

Attachments:

- Planning Division Activity – April 2016 – Page 68
- View Activity Summary – April 2016 – Page 69
- Right-of-Way Activity Summary – April 2016 – Page 70
- Code Enforcement Activity Summary – April 2016 – Page 71
- Building & Safety Activity Summary – April 2016 – Page 72
- Building Activity Monthly Report – April 2016 – Page 73
- Draft PC Agenda – April 2016 – Page 74
- Applications of Note – Page 77

RECREATION & PARKS

- Palos Verdes Nature Preserve April Activity Summary

Meetings:

- Monthly Preserve Management Meeting (April 14th): PVPLC staff, MRCA, Recreation & Parks, Public Works, and Community Development staff met to discuss maintenance and operational management projects and priorities. Minutes attached.
- Volunteer Trail Watch Coordination Meeting (April 27th): PVPLC staff, Volunteer Trail Watch leaders, City staff and MRCA met to discuss public use and maintenance observations as well as to coordinate efforts.
- Public Forum (April 20th): PVPLC staff, MRCA and City staff met with members of the public to brief them and answer questions on current projects, recent activities and future opportunities in the Preserve. Minutes attached.
- Recreation and Parks Dept. staff is continuing discussions with the LA County Sheriff's Department on the enforcement transition taking place in July.

New Preserve/Open Space Staff:

The Department was staffed at 75% for April, and will be 100% staffed in May. We are excited about the improvements to the Preserve public use and maintenance that will result from this additional staffing. The Preserve Staff activities in April have included:

- Abalone Cove Reserve – put up tide pool closure signs and cleaned seven instances of graffiti from pipes and signs along Beach School, Sea Dahlia, and Sacred Cove View Trails.

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- Filiorum Reserve – picked up lots of broken glass from Jack's Hat overlook, removed a broken fence post from along Rattlesnake Trail, and cleaned two instances of graffiti from a concrete foundation along Ford Trail.
- Forrestal Reserve – cleaned 5 instances of graffiti from along Flying Mane & Mariposa Trails, picked up lots of litter along Intrepid Drive and filled in a deep hole in the switchbacks area of Flying Mane Trail.
- Portuguese Bend Reserve – re-installed a downed sign at the upper Rim Trailhead, cleaned 3 instances of graffiti along Peacock Flats & Kubota Trails and swept clear a small rock slide on lower Rim Trail.
- San Ramon Reserve – removed six large bags of trash and large metallic debris from an old homeless camp east of the switchbacks of PV Drive East.



Preserve/Open Space Management cooperates closely with the Public Works Department to discover, submit and complete work orders to repair problems and improve conditions in the Preserve. In April, Public Works responded to work orders including a downed gate chain along PV Drive South, a broken water pipe adjacent to Beach School Trail in the Abalone Cove Reserve and a downed rail on the Inspiration Point cliff fence also in the Abalone Cove Reserve. The City's graffiti contractor responded to 11 incidents of graffiti that were reported by Open Space Management. Thank you Public Works and thank you to the Land Conservancy's Volunteer Trail Watch for being our eyes in the Preserve to help report maintenance issues.

- Volunteer Event at Abalone Cove: Last Sunday, two middle school students organized a beach cleanup at Abalone Cove Shoreline Park for their National Junior Honor Society. Twenty volunteers showed up to help out and they had a lot of fun! The Recreation and Parks Department provided bags and other supplies and the volunteers provided the energy!



- Free Yoga in the Park: Two free outdoor Yoga in the Park classes were held this week, with 13 people attending the Monday class at the Civic Center location and 15 people attending the Tuesday morning class at Ryan Park.



- Founders Park: A portion of Founders Park will be rented for a small stand-up wedding ceremony this Friday afternoon. The public may rent space at this beautiful park for small ceremonies of 15 or less people. For larger ceremonies at Founders Park, the public needs to contact Trump National Golf Club and the City receives a flat rate for any bookings.

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- Hesse Park: The facilities are rented this week for twelve indoor recreation classes, two outdoor recreation classes, six non-profit meetings, four Peninsula Seniors activities, and one private rental.
- Ladera Linda Park: The facilities are rented this week for four indoor recreation classes and one non-profit meeting.
- PVIC and Docents: Staff attended the monthly Los Serenos docent board meeting on Tuesday morning. Los Serenos docents will lead two morning museum tours this week. The Sunset Room will be rented on Saturday for an evening wedding reception.
- Ryan Park: The facilities are rented this week for four outdoor recreation classes and seven youth sports league practices.
- REACH Therapeutic Recreation Program: On Wednesday evening, REACH will travel to Del Amo Mall to dine at the food court, followed by shopping for Mother's Day. On Saturday, REACH takes flight as it makes its first stop at the Flight Path Learning Center and Museum at LAX to learn about local history and the development of aviation. After a stop for lunch, REACH will travel to the Western Museum of Flight in Torrance.

Attachments:

- Preserve Public Forum Minutes – Page 78
- Meeting Minutes – Page 82

May 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3 7:00 pm—City Council Meeting @ Hesse Park	4 6:00 pm—Trails Network Plan Update Workshop #6 @ City Hall Community Room	5	6	7 7:00 am—11:00 am Mayor's Breakfast Ridge @ Ernie Howlett Park (Dyda)
8	9	10 7:00 pm—Planning Commission Meeting @ Hesse Park	11	12 8:00 am—Regional Law Committee Meeting @ RH City Hall (Brooks/Yap) 6:00 pm—IMAC Meeting @ Hesse Park	13	14 8:15 am—Hike With Councilman Campbell—Families Welcome Contact b.camp@cox.net for each month starting location 9:00 am—3:00 pm—HHW/E-Waste Roundup @ Civic Center
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> CCCA Municipal Seminar—Indian Wells (Dyda/Misetich) </div>						
15 CCCA Municipal Seminar—Indian Wells (Dyda/Misetich)	16	17 7:00 pm—City Council Meeting @ Hesse Park	18 12:00 pm—Mayor's Lunch @ The Depot (Dyda) 1:30 pm—Sanitation District Meeting (Dyda)	19 5:30—7:30 pm—Pet Licensing, Vaccination & Microchip Clinic @ Hesse Park 7:00 pm—Emergency Preparedness Committee Meeting @ City Hall Community Room	20	21 10:00 am—12:00 pm—Kids for Parks Day @ City Parks
22 10:00 am—12:00 pm—PVIC Native Plant Volunteer Event @ PVIC	23 7:00 pm—Traffic Safety Committee @ City Hall Community Room	24 7:00 pm—Planning Commission Meeting @ Hesse Park	25	26	27 7:30 am—Mayor's Breakfast @ Marie Callendars (Dyda/Campbell)	28
29	30 Memorial Day Holiday—City Hall Closed	31 6:30 pm—9:30 pm—City Council Follow-up Budget/CIP Meeting @ Hesse Park				

June 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6 7:00 pm—City Council Meeting @ Hesse Park	7 Election Day	8	9 6:00 pm—IMAC Meeting @ Hesse Park	10	11 8:15 am—Hike With Your Councilman—Families Welcome Contact b.camp@cox.net for each month starting location
12 10:00 am—12:00 pm—PVIC Native Plant Volunteer Event @ PVIC	13	14 7:00 pm—Planning Commission Meeting @ Hesse Park	15 12:00 pm—Mayor's Lunch @ The Depot (Dyda) 1:30 pm—Sanitation District Meeting (Dyda)	16 7:00 pm—Emergency Preparedness Committee Meeting—City Hall Community Room	17	18
19	20	21 7:00 pm—City Council Meeting @ Hesse Park	22	23	24 7:30 am—Mayor's Breakfast @ Marie Callendars (Dyda/Brooks)	25
26	27 7:00 pm—Traffic Safety Committee Meeting @ City Hall Community Room	28 7:00 pm—Planning Commission Meeting @ Hesse Park	29	30		

July 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 <i>11:00 am—5:00 pm 4th of July Celebration @ Upper Point Vicente Park/ Civic Center</i>	5 <i>7:00 pm—City Council Meeting @ Hesse Park</i>	6	7	8	9 <i>8:15 am—Hike With Your Councilman— Families Welcome Con- tact b.camp@cox.net for each month starting location</i>
10	11	12 <i>7:00 pm—Planning Com- mission Meeting @ Hesse Park</i>	13	14 <i>6:00 pm—IMAC Meeting @ Hesse Park</i> <i>7:00 pm—Emergency Pre- paredness Committee @ City Hall Community Room</i>	15	16
17	18	19 <i>7:00 pm—City Council Meeting @ Hesse Park</i>	20 <i>12:00 pm—Mayor's Lunch @ The Depot (Dyda)</i> <i>1:30 pm—Sanitation District Meeting (Dyda)</i> <i>6:00 pm—Preserve Public Forums @ City Hall Commu- nity Room</i>	21 <i>6:00 pm—PV Transit Au- thority @ RHE (Duhovic)</i> <i>7:00 pm—Emergency Pre- paredness Committee @ City Hall Community Room</i>	22	23
24/31	25 <i>7:00 pm—Traffic Safety Committee Meeting @ City Hall Community Room</i>	26 <i>7:00 pm—Planning Com- mission Meeting @ Hesse Park</i>	27	29	29 <i>7:30 am—Mayor's Breakfast @ Marie Callendars (Dyda/ Duhovic)</i>	30

TENTATIVE AGENDAS*

*This list is a tool used by the City to plan and coordinate Council agendas. As a working document, items on this list are subject to frequent changes.

Note: Time Estimates include 30 minutes for the first section of the agenda (Mayor's Announcements, etc. through the Consent Calendar) and 15 minutes for the last section (Future Agenda Items through Adjournment).

May 31, 2016 – Adj. Reg. Meeting (6:30 P.M.) - Budget & CIP Workshop – Hesse Park – 3 hrs.

Regular Business

Proposed FY 16-17 Budget

Proposed FY 16-17 Capital Improvement Budget and 5-year CIP

June 6, 2016, Monday - Adj. Reg. Meeting – (Time Est. – 3 hrs 40 mins)

Closed Session: City Attorney Performance Evaluation

Mayor's Announcements:

City Manager Report:

Consent

Consider Border Issues Status Report

Consider Award of Contract – Street Sweeping

Consider Award of Contract for Public Works Inspection Services

Consider Award of Contract for Traffic Signal Maintenance

Consider Award of On-Call Contracts

Consider Award of Prof. Serv. Contract for Implementation of AB 939 Program

Consider Award of Contract for NPDES Consulting Services

License Agreement Amendment – Clint Place

Consider Award of Construction Contract for PVDE Guard Rail Project

Award of Design Contract for Lower Hesse Park

ESA Consultant Contract for General Plan Update

Public Hearings

Appeal of PC Decision - 5448 Bayridge Road (ZON2011-00281) (30 mins)

Consider Residential Rate Adjustment Request for EDCO Disposal Corporation (10 mins)

Consider Annual Fee for Existing Citywide Landscape and Lighting Maint. District (10 mins)

Consider Annual Fee for Existing Abalone Cove Sewer Maintenance District (20 mins)

Regular Business

Consider Draft FY16-17 Budget (30 mins)

Preserve Sign Program - Grant Funded (10 mins)

Consider Award of ALPR Contract (20 mins)

Consider Approval of ALPR Memorandum of Understanding (20 mins)

Consider Contract with Tyler to Purchase & Install Financial System Software (10 mins)

Consider Award of Consultant Contract - Ladera Linda Master Plan (15 mins)

June 21, 2016 – (Time Est. – 4 hrs)

Closed Session:

Mayor's Announcements: 4th of July Celebration

City Manager Report:

Consent

Consider Award of Contract for Annual Landslide Road Maintenance Repairs
Consider Award of Contract for CDBG Administrative Services
Consider Award of Graffiti Abatement Services
Consider Award of Construction Contract for Hawthorne Blvd. Pedestrian Linkage Project
Consider Award Contract-Labor & Equip. of Landscaping, Gen. Main., Litter & Trash Servs.
Consider Award of Contract for Cleaning Services

Public Hearings

Consider Adoption of FY16-17 Budget (20 mins)
Consider Appeal Fee Waiver for Wireless Telecommunications Facilities (20 mins)
Intro. Ordinance-Tree Trimming of City Owned Trees & Trees in the Right-of-Way (30 mins)

Regular Business

Consider Records Retention and Destruction Schedules (20 mins)
Consider Helicopter Noise Issues (20 mins)
Consider Modification to Address Repeat Offenders/Violators (20 mins)
Consider Update of Personnel Policies (20 mins)
Consider Portuguese Bend Landslide Mgmt. Strategic Planning Concept (30 mins)

Study Session: (15 mins)

July 5, 2016 – (Time Est. – 2 hrs 25 mins)

Closed Session:

Mayor's Announcements: Parks and Recreation Month

City Manager Report: 4th of July Report

Consent

Consider Award of Contract for Fuel Modification Services by Grazing
Consider Award of Contract to LA Conservation Corps for At-Risk Youth
Consider Award of Contract for Tree Trimming Services
Consider Award of Contract for Roadway Maintenance
Adoption of Ordinance - Tree Trimming of City Owned Trees & Trees in the Right-of-Way

Public Hearings

Regular Business

Consider Representation on the PVPLC Board (20 mins)
Arterial Walls and Fences Update (45 mins)
Coyote Status Update and Mitigation Program (15 mins)
Status Report on PVDE "Switchbacks" Zero Tolerance Plan (20 mins)

July 19, 2016 – (Time Est. – 1 hr 30 mins)

Closed Session:

Mayor's Announcements:

City Manager Report:

Consent

Public Hearings

Regular Business

Consider Adoption of RPV Overhead Utilities Conversion Plan (Rule 20A or 20B) (30 mins)

Study Session: (15 mins)

August 2, 2016 – (Time Est. – 45 mins)

Closed Session:

Mayor's Announcements:

City Manager Report:

Consent

Public Hearings

Regular Business

August 16, 2016 – (Time Est. – 1 hr)

Closed Session:

Mayor's Announcements:

City Manager Report:

Consent

Public Hearings

Regular Business

Study Session: (15 mins)

September 6, 2016 – (Time Est. 1 hr 15 mins)

Closed Session:

Mayor's Announcements:

City Manager Report:

Consent

Public Hearings

Regular Business

Update on Del Cerro Parking Plan (30 mins)

September 20, 2016 – (Time Est. – 1 hr)

Closed Session:

Mayor's Announcements:

City Manager Report:

Consent

Public Hearings

Regular Business

Study Session: (15 mins)

Future Agenda Items (Identified at Council Mtgs & pending receipt of memo from Councilmember)

April 21, 2015 – City Partnership with traditional non-profit organizations in a non-monetary way (Campbell)

June 2, 2015 – Public/private partnership regarding neighborhood beautification projects (Campbell)

October 20, 2015 -- Review Percentage of Allowable Hardscape at Residential Properties (Duhovic)

November 17, 2015 – Social Media Policy (Brooks)

January 5, 2016 & February 2, 2016 – Review of Travel Policies & Expense Reimbursement; Travel to Conferences on City Business with the City Manager to Report to Council after the Event (Campbell)

February 2, 2016 – Council Involvement in an Advise and Consent Role regarding the Hiring of Senior Management Staff (Campbell); Council's Use of the City Email Server (Brooks); Council's Use of Cell Phones Dedicated for City Business (Campbell)

February 16, 2016 - Future Agenda Items and Study Session Process (Dyda); Modification to the Study Session Procedure regarding Staff Driven Issues (Duhovic)

March 15, 2016 – Renaming Shoreline Park (Duhovic)

Future Agenda Items Agendized or Otherwise Being Addressed

March 3, 2015 – Annexation of the Navy Fuel Depot property into the City to utilize the space as open space area into perpetuity (Misetich) [City Attorney to research]

June 30, 2015 – Skate Park (Campbell) [Staff is working with Skatepark PV proponents on a long-term plan]

July 21, 2015 – Expansion of resident parking at Abalone Cove after evaluation of Del Cerro Parking Plan (Campbell) [Agendized on September 6, 2016]

October 20, 2015 - Options to Regulate Short-Term Rentals in the City (Duhovic) [Agendized on May 17, 2016]

January 5, 2016 – Joint Meeting of City Council/Planning Commission (Brooks) [Staff to Address after PC appointments made]

February 16, 2016 - Helicopter Noise Issues (Brooks) [Agendized on June 21, 2016]; Consider Modification to Address Repeat Offenders/Violators (Duhovic) [Agendized on June 21, 2016]; Standing Report regarding Green Hills Memorial Park Issues (Duhovic) [Agendized as Needed]

March 1, 2016 - Peafowl Census (Brooks) [Agendized on May 17, 2016]

March 15, 2016 - Marilyn Ryan Park Parking Lot (Duhovic) [Agendized on May 17, 2016]; Update Report regarding Fraud, Waste and Abuse Hotline (Misetich) [Agendized on May 17, 2016]

April 19, 2016 – Consider the Addition of a City Staff Member to Manage the Neighborhood Watch Program (Brooks) [Staff to Address as part of the Budget Process]; Temporary Lease Space at Pt. Vicente Civic Center for Storage Trailer for Historical Artifacts for the Historical Society (Dyda) [Agendized on May 17, 2016 to consider feasibility of this proposal]

May 3, 2016 - Coyote Status Update and Mitigation Program (Brooks) [Agendized on July 5, 2016]

PVPtv Cox 35 / FIOS 39 Programming Schedule Guide								
PVPtv Schedule - 05/08/16 - 05/14/16								
	Sunday 05/08	Monday 05/09	Tuesday 05/10	Wednesday 05/11	Thursday 05/12	Friday 05/13	Saturday 05/14	
6:00 AM - 6:30 AM	PVPtv Community Calendar - Reader Board	PVPtv Community Calendar - Reader Board	PVPtv Community Calendar - Reader Board	PVPtv Community Calendar - Reader Board				
6:30 AM - 7:00 AM	This day in History- Reader Board	This day in History- Reader Board	This day in History- Reader Board	This day in History- Reader Board				
7:00 AM - 7:30 AM					Rancho Palos Verdes Planning Commission Meeting May 10th 2016	Rancho Palos Verdes Planning Commission Meeting May 10th 2016	Rancho Palos Verdes Planning Commission Meeting May 10th 2016	
7:30 AM - 8:00 AM								
8:00 AM - 8:30 AM		Rancho Palos Verdes Emergency Preparedness Committee Meeting: USGS/SAFRR Hazards Science, Scenarios & Tools for	Rancho Palos Verdes Emergency Preparedness Committee Meeting: USGS/SAFRR Hazards Science, Scenarios & Tools for	Rancho Palos Verdes Emergency Preparedness Committee Meeting: USGS/SAFRR Hazards Science, Scenarios & Tools for				
8:30 AM - 9:00 AM								
9:00 AM - 9:30 AM								
9:30 AM - 10:00 AM								
10:00 AM - 10:30AM							Palos Verdes Estates City Council Meeting May 10th, 2016	
10:30 AM - 11:00AM								
11:00 AM - 11:30 AM								
11:30 AM - 12:00PM								
12:00 PM - 12:30PM					Rancho Palos Verdes Planning Commission Meeting May 10th 2016	Rancho Palos Verdes Planning Commission Meeting May 10th 2016		
12:30 PM - 1:00PM								
1:00 PM - 1:30PM	RPV City Council Meeting May 3rd, 2016							
1:30 PM - 2:00PM								
2:00 PM - 2:30PM								
2:30 PM - 3:00PM								
3:00 PM - 3:30PM	The Brigitte Schuegraf Elementary Choral Festival: March 29, 2016	Palos Verdes Library Meeting	The Brigitte Schuegraf Elementary Choral Festival: March 29, 2016	The Brigitte Schuegraf Elementary Choral Festival: March 29, 2016	The Brigitte Schuegraf Elementary Choral Festival: March 29, 2016	The Brigitte Schuegraf Elementary Choral Festival: March 29, 2016		
3:30 PM - 4:00PM								
4:00 PM - 4:30PM	The Brigitte Schuegraf Elementary Choral Festival: March 30th, 2016		The Brigitte Schuegraf Elementary Choral Festival: March 30th, 2016	The Brigitte Schuegraf Elementary Choral Festival: March 30th, 2016	The Brigitte Schuegraf Elementary Choral Festival: March 30th, 2016	The Brigitte Schuegraf Elementary Choral Festival: March 30th, 2016		
4:30 PM - 5:00PM								
5:00 PM - 5:30PM	The Brigitte Schuegraf Elementary Choral Festival: March 31, 2016		The Brigitte Schuegraf Elementary Choral Festival: March 31, 2016	The Brigitte Schuegraf Elementary Choral Festival: March 31, 2016	The Brigitte Schuegraf Elementary Choral Festival: March 31, 2016	The Brigitte Schuegraf Elementary Choral Festival: March 31, 2016		
5:30 PM - 6:00PM								
6:00 PM - 6:30PM		PVP Coordinating Council						
6:30 PM - 7:00PM								
7:00 PM - 7:30PM	Rancho Palos Verdes Emergency Preparedness Committee Meeting: USGS/SAFRR Hazards Science, Scenarios & Tools for Risk Reduction	PV School District	LIVE - Rancho Palos Verdes Planning Commission Meeting May 10th 2016	Rolling Hills Estates City Council Meeting May 10th, 2016	Palos Verdes Estates City Council Meeting May 10th, 2016	Rancho Palos Verdes Planning Commission Meeting May 10th 2016	Rancho Palos Verdes Planning Commission Meeting May 10th 2016	
7:30 PM - 8:00PM								
8:00 PM - 8:30PM								
8:30 PM - 9:00PM								
9:00 PM - 9:30PM								
9:30 PM - 10:00PM								
10:00 PM - 10:30PM	PVPtv Community Calendar - Reader Board	RPV City Council Meeting May 3rd, 2016		Rancho Palos Verdes Planning Commission Meeting May 10th 2016	Rancho Palos Verdes Emergency Preparedness Committee Meeting: USGS/SAFRR Hazards Science, Scenarios & Tools for Risk Reduction	Rancho Palos Verdes Planning Commission Meeting May 10th 2016	PVPtv Community Calendar - Reader Board	
10:30 PM - 11:00PM	This day in History- Reader Board						This day in History- Reader Board	
11:00 PM - 11:30PM								
11:30 PM - 12:00 AM								
12:00 AM - 1:00 AM								
1:00 AM - 6:00 AM								

**LOS ANGELES COUNTY SHERIFF'S DEPARTMENT- LOMITA STATION
REPORTED CRIMES & ARRESTS BETWEEN 4/24/16 - 4/30/16**

LOMITA:

CRIME	FILE #	RD	DATE	TIME	LOCATION	METHOD OF ENTRY	LOSS	ADDITIONAL INFORMATION
GRAND THEFT (AUTO)	16-01535	1710	4/24/2016	1800	2400 BLK LOMITA BL	N/A	2008 SIL 4DR DODGE CALIBER	SUSPECT KNOWN. VEH RECOVERED.
PETTY THEFT (UNLOCKED VEHICLE)	16-01518	1711	4/24/2016-4/25/2016	2200-0743	2300 BLK 246TH ST	UNLOCKED VEHICLE	CAR STEREO, VEH PAPERWORK, MISC PAPERWORK	SUSPECT(S) UNKNOWN
PETTY THEFT	16-01625	1711	4/24/2016	1000-1100	25500 BLK OAK ST	UNK	CHECK	SUSPECT(S) UNKNOWN
BURGLARY (VEHICLE)	16-01542	1711	4/25/2016-4/26/2016	1800-0600	25500 BLK CYPRESS ST	FRONT PASSENGER SIDE DOOR PRIED	CIGARETTES	SUSPECT(S) UNKNOWN
GRAND THEFT (AUTO)	16-01530	1713	4/25/2016-4/26/2016	1900-0800	2000 BLK 262ND ST	N/A	2013 BLK 4DR AUDI A4	SUSPECT(S) UNKNOWN
GRAND THEFT (AUTO)	16-01529	1711	4/26/2016	0500	25300 BLK PENNSYLVANIA AV	N/A	1996 WHI CHEVY ASTRO VAN	SUSPECT(S) UNKNOWN
BURGLARY (VEHICLE)	16-01590	1713	4/28/2016	2030-2330	25800 BLK HILLWORTH AV	KEY LOCK PUNCHED	DRAIN CLEANING MACHINE, SEWER CAMERA, MINI SEWER CAMERA, JACK HAMMER, CONCRETE SAW, RIGID LOCATOR	SUSPECT(S) UNKNOWN
BURGLARY (RESIDENTIAL)	16-01618	1710	4/30/2016	0600	2300 BLK 241ST ST	NO SIGNS OF FORCED ENTRY	GPS, GARAGE DOOR OPENERS, CAMERA, DRILL	SUSPECT MW or MH/16-19/509-600/120/WRG DENIM SHIRT WITH PATCHES/JEANS AND LEFT ON A SKATEBOARD.
BURGLARY (VEHICLE)	16-01607	1713	4/30/2016	0825	259TH ST / ESHELMAN AV	REAR PASSENGER WINDOW PUSHED DOWN	UNK AT TIME OF REPORT	SUSP MH/15-25/ 0600/170/ SHORT BLK CURLY HAIR/BRO EYES/ BLK SCRUFFY FACIAL HAIR/ LIGHT COMPLEXION WRG A BLK BASEBALL HAT/ GRY SHIRT/ BLU JEANS CARRYING A BURGUNDY BAG. SUSP LEFT ON A SKATEBOARD.
ARRESTS: DRUGS-6, DRUNK IN PUBLIC-1, VEHICLE VIOLATIONS-1, WARRANTS-2								

RANCHO PALOS VERDES:

CRIME	FILE #	RD	DATE	TIME	LOCATION	METHOD OF ENTRY	LOSS	ADDITIONAL INFORMATION
GRAND THEFT (UNLOCKED VEHICLE)	16-01517	1740	4/24/2016-4/25/2016	2000-0800	CINNAMON LN	UNLOCKED VEHICLE	GOLF CLUBS, JACKET, SUNGLASSES	SUSPECT(S) UNKNOWN
GRAND THEFT (AUTO)	16-01596	1747	4/28/2016-4/29/2016	1800-1200	1900 BLK REDONDELA DR	N/A	1982 YEL CHEVY BLAZER SUV	SUSPECT(S) UNKNOWN
DRUGS-1, NO LICENSE-1, SUSPENDED LICENSE-1, VEHICLE VIOLATIONS-1, WARRANTS-5								

ROLLING HILLS:

CRIME	FILE #	RD	DATE	TIME	LOCATION	METHOD OF ENTRY	LOSS	ADDITIONAL INFORMATION
NO CRIMES DURING THIS TIME								
NO ARRESTS DURING THIS TIME								

ROLLING HILLS ESTATES:

CRIME	FILE #	RD	DATE	TIME	LOCATION	METHOD OF ENTRY	LOSS	ADDITIONAL INFORMATION
PETTY THEFT (UNLOCKED VEHICLE)	16-01565	1720	4/27/2016	1800-1830	26400 BLK CRENSHAW BL	UNLOCKED VEHICLE	PURSE, CDL, IPHONE, CHECKBOOKS, MISC CREDIT CARDS, U.S. CURRENCY, EMPTY MED BOTTLES	SUSPECT(S) UNKNOWN
PETTY THEFT	16-01564	1724	4/27/2016	1725	900 BLK SILVER SPUR RD	OPEN FOR BUSINESS	MISC NAIL PRODUCTS (RECOVERED)	1 SUSPECT ARRESTED
GRAND THEFT (AUTO)	16-01574	1721	4/28/2016	0000-0530	PONY LN	N/A	2010 BLK 4DR SUBARU IMPREZA	SUSPECT(S) UNKNOWN. VEH RECOVERED.
GRAND THEFT (UNLOCKED VEHICLE)	16-01611	1724	4/30/2016	1600-1611	PENINSULA CENTER	UNLOCKED VEHICLE	LAPTOP WITH CHARGER AND CASE, PURSE/TOTE, IPHONE, PRESCRIPTION GLASSES, SUNGLASSES, SMALL BAG CONTAINING MAKE-UP, MED PRESCRIPTIONS	SUSPECT(S) UNKNOWN
ARRESTS: DRUGS-3, PETTY THEFT-1, DRUGS-3								

SAN PEDRO:

CRIME	FILE #	RD	DATE	TIME	LOCATION	METHOD OF ENTRY	LOSS	ADDITIONAL INFORMATION
GRAND THEFT (AUTO)	16-01547	1750	4/26/2016-4/27/2016	2230-0400	500 BLK MEYLER ST	N/A	1998 TAN 4DR TOYOTA COROLLA	SUSPECT(S) UNKNOWN
ATTEMPT BURGLARY (COMMERCIAL)	16-01571	1750	4/28/2016	0209	1300 BLK 6TH ST	PRIED DOOR OPEN	NO LOSS	3 SUSPECTS WRG HOODED JACKETS/ PANTS/ GLOVES/ AND THEIR FACES COVERED.
ARRESTS: DRUGS-1, SUSPENDED LICENSE-1								

PVP:

CRIME	FILE #	RD	DATE	TIME	LOCATION	METHOD OF ENTRY	LOSS	ADDITIONAL INFORMATION
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NO CRIMES DURING THIS TIME						
NO ARRESTS DURING THIS TIME						

**AGENDA
 PALOS VERDES PENINSULA TRANSIT AUTHORITY
 REGULAR MEETING
 APRIL 21, 2016
 ROLLING HILLS ESTATES CITY HALL, 4045 Palos Verdes Drive North
 Rolling Hills Estates, CA 90274**

Time Estimates: The time noted next to an agenda item is only an estimate of the amount of time that will be spent during the meeting on that particular item. Accordingly, these estimates should not be relied on in determining when a matter will be heard, especially since agenda items are often re-ordered during a meeting and may be discussed at any time.

6:00 P.M. REGULAR SESSION

(5 mins) **CALL TO ORDER:**

ROLL CALL:

FLAG SALUTE:

CONFIRM POSTING OF THE AGENDA BY ROLLING HILLS ESTATES CITY CLERK:

PUBLIC COMMENTS: (All matters listed under the Consent Calendar are considered to be routine and will be enacted by one vote. There will be no discussion of these items unless members of the Board request specific items to be removed from the Consent Calendar for separate action.

(5 mins) **APPROVAL OF CONSENT CALENDAR:**

- 1. Minutes of the February 25, 2016 Board Meeting Page 4
- 2. Register of Standing demands and Previously Authorized demands under Resolution 94/95-01 and per attached listing: Page 7

	Checks	Amount
January	5574-5591	\$173,686.01
February	5592-5605	\$247,806.74
March	5606-5623	\$204,077.56
TOTAL		\$625,570.31

Recommended Action: Approve Consent Calendar items

If you need special assistance to participate in an Authority meeting under the Americans with Disabilities Act (ADA) or as a person with limited English proficiency (LEP) under Executive Order 13166, please contact the Secretary (310-544-7108) with request for reasonable accommodation at least forty-eight hours prior to the meeting.

(10 mins) **ADMINISTRATOR REPORT:**

(45 mins) **REGULAR BUSINESS:**

I. MONTHLY & REGULAR REPORTS

A. Operations Report Page 9

1. Review of ridership data for the period ending 03/31/16

Recommendation: Receive and file report

B. Finance

1. Financial Statements as of March 31, 2016 Page 13

2. 2016-17 Budget Page 14

OPEN PUBLIC HEARING

Staff presentation on Fiscal Year 2016-17 Budget

CLOSE PUBLIC HEARING

Recommendation: Adopt Fiscal Year 2016-17 Budget, setting service levels and fares.

II. NEW BUSINESS

1. Purchase Replacement Bus from A-Z Bus Sales Page 19

Recommendation: Purchase replacement bus from A-Z Bus Sales for a price not-to-exceed \$244,503 and approve a project budget of \$268,953.

2. Amendment #4 with Mobility Advancement Group Page 22

RECOMMENDED ACTION: Approve Amendment #4 for transit administration services with the Mobility Advancement Group.

3. South Bay Cities Council of Governments, Senior Transportation Verbal

(5 mins) FUTURE AGENDA ITEMS: (This section of the agenda is designated for individual Board Members to request that an item be placed on a future PVPTA meeting agenda.)

(10 mins) CHAIR AND MEMBER ITEMS REPORT:

- A. METRO South Bay Governance Council Update
- B. PVPUSD Update

Verbal
Verbal

ADJOURNMENT: Rolling Hills Estates City Hall, July 21, 2016

DRAFT
MINUTES
PALOS VERDES PENINSULA TRANSIT AUTHORITY

Thursday, February 25, 2016

The meeting was called to order at 4:12 p.m. by Chairperson Goodhart at Rolling Hills Estates City Hall, 4045 Palos Verdes Drive North Rolling Hills Estates, CA 90274

REGULAR SESSION:

Board roll call was answered as follows:

PRESENT: Betty Peterson, PVE, Jerry Duhovic, RPV, Jim Goodhart, PVE;
Steve Zuckerman, RHE, Britt Huff, RHE
ABSENT: Susan Brooks, RPV

Also present were Martin Gombert, PVPTA; Alexa Davis, RHE; Greg Grammer, RHE; Nicole Jules, RPV; Sheri Repp, PVE; and Koral Shishido, BCWS

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairperson Goodhart.

CONFIRM POSTING OF THE AGENDA BY ROLLING HILLS ESTATES CITY CLERK

City of Rolling Hills Estates confirmed the posting of the Authority Agenda.

APPROVAL OF CONSENT CALENDAR (1-4):

Member Zuckerman requested that Item #2 be removed from the consent calendar.

Member Duhvic moved approval of the Consent Calendar items 1, 3, and 4, seconded by Member Huff and approved by unanimous vote.

Administrator Gombert responded to Member Zuckerman's question on item #2.

Member Zuckerman moved approval of Consent Calendar item #2, seconded by Member Peterson, and approved by unanimous vote.

PUBLIC COMMENTS: (Audience Comments regarding Items not on the Agenda)

None

MONTHLY AND REGULAR REPORTS:

- A.1 Operations Report: Mr. Gombert presented the operations report for the period ending January 31, 2015. There were several comments by Board Members.

Member Zuckerman moved to receive and file the Operations Report, seconded by Member Duhovic and approved by unanimous vote.

- B.1 Financial Report: Mr. Martin Gombert, Administrator reviewed the financial report for the period ending December 31, 2015. There was discussion.

Member Duhovic moved to receive and file the Financial Report, seconded by Member Peterson and approved by unanimous vote.

- B.2 FY 2015 Audit Report: Mr. Terry Robertson, Manager Macias Gini & O'Connell presented the Fiscal Year 2015 Audit Report. There was discussion by several Board Members.

Member Duhovic moved to receive and file the audit report, seconded by Member Huff.

The motion passed on the following roll call vote:

AYES: Goodhart, Peterson, Zuckerman, Huff, Duhovic
NOES: None
ABSENT: Brooks

NEW BUSINESS

- II. A. Proposition A Fund Exchange, City of Hidden Hills

Administrator Gombert made a brief presentation on the staff report.

Member Duhovic moved to approve the Agreement with the City of Hidden Hills, seconded by Member Huff.

The motion passed on a unanimous vote.

II.B Capital Improvement Program

Administrator Gombert noted that staff had decided not to replace the CNG fuel tanks on Bus #1029 and would come back to the Board in April with a request to purchase a new bus.

Administrator Gombert reviewed the proposal to purchase three replacement buses.

Member Zuckerman moved to approve the staff recommendation, seconded by Member Duhovic.

The motion passed on the following roll call vote:

AYES: Goodhart, Peterson, Zuckerman, Huff, Duhovic
NOES: None
ABSENT: Brooks

II.C. Fare Policy

Administrator Gombert presented the staff report on the Fare Policy. Member Goodhart also provided background on the topic.

Staff was directed to come back to the Board at the next Board meeting with a proposal to offer a 50% discount on transit passes for low-income Peninsula residents that met eligibility requirements.

OLD BUSINESS

None

FUTURE AGENDA ITEMS

None

ADMINISTRATOR ITEMS

Administrator Gombert reviewed items related to the Route 225-226 Memorandum of Understanding (MOU). He noted that the MOU expired this fiscal year and staff had proposed that the route be extended to its current terminal on 8th & Averill to San Pedro to connect with Metro's Silver Line.

CHAIR AND MEMBER ITEMS

There was a brief updated on Metro items provided by Member Goodhart.

C. Election of Officers

Member Zuckerman moved to accept the following slate of offices for calendar year 2016:

Mr., Jim Goodhart, Chairperson
Mr., Jerry Duhovic, Vice Chairperson
Mrs. Britt Huff, Secretary Treasurer

Seconded by Peterson and approved by unanimous vote.

ADJOURNMENT

At 6:01 p.m. Chairperson Goodhart moved to adjourn the Board Meeting until April 21, 2016 at 6 pm.

Palos Verdes Peninsula Transit Authority

Checks Written for Month

January-March 2016

Date	Num	Name	Memo	Original Amount	Paid Amount
Jan 16					
01/21/2016	5574	Janet Mebane	24 unused DAR rides	-120.00	-120.00
01/21/2016	5575	Administrative Services Co-Op	December 2015 Dial-A-Ride Service	-13,336.48	-13,336.48
01/21/2016	5576	AT&T	Account No. 0206360576001	-187.66	-187.66
01/21/2016	5577	Clean Energy	CNG Fuel	-6,381.69	-6,381.69
01/21/2016	5578	County Sanitation Districts of LA County	February 2016 Parking Lot Rent	-7,075.41	-7,075.41
01/21/2016	5579	Mutual Liquid Gas & Equipment Co., Inc.	December 2015 Propane Fule	-3,587.29	-3,587.29
01/21/2016	5580	MV Transportation, Inc.	December 2015 Fixed Route Bus Service	-102,697.50	-102,697.50
01/21/2016	5581	Pitney Bowes - Purchase Power	Acct. 8000-9090-0212-1536	-400.00	-400.00
01/21/2016	5582	PitneyBowes Global Financial Services	Quarterly Lease 1/20/16-4/20/16	-286.68	-286.68
01/21/2016	5583	ReadyRefresh by Nestle	Water	-23.96	-23.96
01/21/2016	5584	State Board of Equalization	2015 Exempt Bus Operator Use Fuel Tax	-820.14	-820.14
01/21/2016	5585	Verizon California	118744825	-149.99	-149.99
01/21/2016	5586	Verizon California 310 544-7108	310 544-7108	-146.54	-146.54
01/21/2016	5587	Verizon California 310 544-7109	310 544-7109	-27.09	-27.09
01/21/2016	5588	Wells Fargo	Acct 4484610002154188	-2,260.37	-2,260.37
01/21/2016	5589	Xerox	Account 719892051	-317.46	-317.46
01/25/2016	5590	Administrative Services Co-Op	October 2015, Dial-A-Ride Service	-18,315.03	-18,315.03
01/29/2016	5591	Mobility Advancement Group	Administrative Services for January 2016	-17,552.72	-17,552.72
Jan 16					-173,686.01

Date	Num	Name	Memo	Original Amount	Paid Amount
Feb 16					
02/18/2016	5592	Administrative Services Co-Op	January 2016, Dial-A-Ride Service	-13,603.84	-13,603.84
02/18/2016	5593	AT&T	Account No. 0206360576001	-203.77	-203.77
02/18/2016	5595	County Sanitation Districts of LA County	March 2016, Parking Lot Rent	-7,075.41	-7,075.41
02/18/2016	5596	Mutual Liquid Gas & Equipment Co., Inc.	January 2016, Propane Fuel	-4,610.41	-4,610.41
02/18/2016	5597	MV Transportation, Inc.	January 2016, Fixed Route Bus Service	-113,424.69	-113,424.69
02/18/2016	5598	Pitney Bowes - Purchase Power	Acct. 8000-9090-0212-1536	-323.68	-323.68
02/18/2016	5599	Verizon California	118744825	-149.99	-149.99
02/18/2016	5600	Verizon California 310 544-7108	310 544-7108	-156.00	-156.00
02/18/2016	5601	Verizon California 310 544-7109	310 544-7109	-21.50	-21.50
02/18/2016	5602	Wells Fargo	Acct 4484610002154188	-86.60	-86.60

Palos Verdes Peninsula Transit Authority

Checks Written for Month

January-March 2016

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Original Amount</u>	<u>Paid Amount</u>
02/18/2016	5603	Xerox	Account 719892051	-342.25	-342.25
02/29/2016	5604	Mobility Advancement Group	Administrative Services for February 2016	-17,808.60	-17,808.60
02/29/2016	5605	City of Hidden Hills	Proposition A Assignment Agreement	-90,000.00	-90,000.00
Feb 16					<u>-247,806.74</u>

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Original Amount</u>	<u>Paid Amount</u>
03/17/2016	5606	West Tseng	DAR Member Annie Tseng #5898/TC#048304	\$ (120.00)	\$ (120.00)
03/17/2016	5607	Administrative Services Co-Op	February Dial-A-Ride Service	-29,868.65	-29,868.65
03/17/2016	5608	AT&T	Account No. 0206360576001	-176.56	-176.56
03/17/2016	5609	Clean Energy	CNG Fuel	-20,648.75	-20,648.75
03/17/2016	5610	County Sanitation Districts of LA County	April 2016, Parking Lot Rent	-7,075.41	-7,075.41
03/17/2016	5611	Macias Gini & O'Connell. LLP	FY 2015 Audit	-7,950.30	-7,950.30
03/17/2016	5612	Mutual Liquid Gas & Equipment Co., Inc.	February 2016, Propane Fuel	-4,383.62	-4,383.62
03/17/2016	5613	MV Transportation, Inc.	February 2016, Fixed Route Bus Service	-112,631.43	-112,631.43
03/17/2016	5614	National Bus Trader	12 months	-30.00	-30.00
03/17/2016	5615	ReadyRefresh by Nestle	Water	-60.88	-60.88
03/17/2016	5616	Trillium Solutions	Invoice 1704 - May and June 2015, IT	-390.00	-390.00
03/17/2016	5617	Verizon California 310 544-7108	310 544-7108	-152.88	-152.88
03/17/2016	5618	Verizon California 310 544-7109	310 544-7109	-26.91	-26.91
03/17/2016	5619	Verizon Communications	Acct 1187744825	-149.99	-149.99
03/17/2016	5620	Xerox	Account 719892051	-336.22	-336.22
03/24/2016	5621	Craig Davies	Pass Refund	-245.00	-245.00
03/31/2016	5622	CKG Communications	Invoice PVPTA 104, Marketing	-2,306.26	-2,306.26
03/31/2016	5623	Mobility Advancement Group	Administrative Services for March 2016	-17,524.70	-17,524.70
Mar 16					<u>\$ (204,077.56)</u>

MEMORANDUM

TO: AUTHORITY MEMBERS
FROM: Martin Gombert, Administrator
DATE: April 18, 2016
SUBJECT: Operations Report for the period ending March 31, 2016

PV TRANSIT

PV Transit ridership for the period ending March 31, 2016 totaled 116,793, a 1% drop from previous year's totals.

PV Transit operators have driven 241 days without an accident through March 31, 2016.

Staff is preparing the schedules for summer service, which will be held from June 20th through July 28th. High School will be held at Peninsula, which historically has resulted in lower ridership than when summer school is held at Palos Verdes H. S.

Metro has recently informed staff that they are preparing a new Memorandum of Understanding (MOU) for the continued operation of Route 225-226. This MOU provides approximately \$20k of funding for the operation of this route monthly.

Staff will be presented previously-discussed changes to Route 225-226 at the July Board meeting.

DIAL-A-RIDE

Dial-A-Ride ridership totaled 8,607 for the period ending March 31, 2016, a 4% increase over previous year's totals. Dial-A-Ride ridership has declined every month since November 2015.

Copies of the ridership graphs for both fixed route and dial-a-ride service are attached.

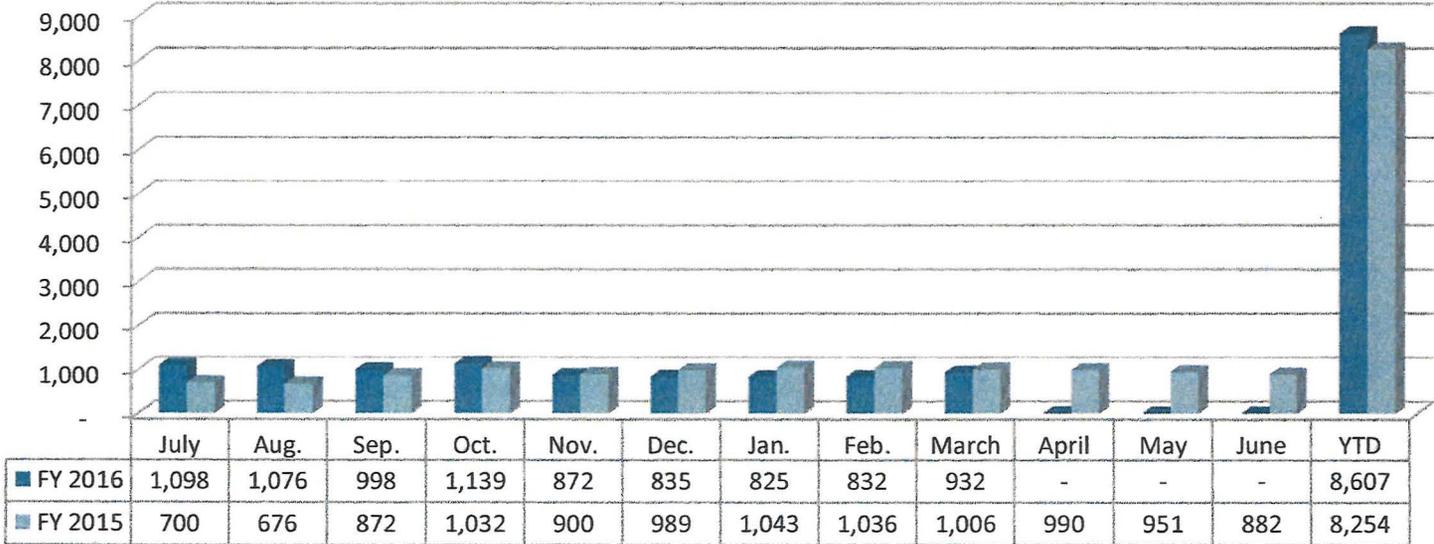
GONVERMENT RELATIONS

During the past three months staff has attended meetings of Metro's Local Transit Service Subcommittee (LTSS), Access Services Board Meetings, Metro's Bus Operations Subcommittee (BOS), and the California Transit Association annual meeting in La Jolla.

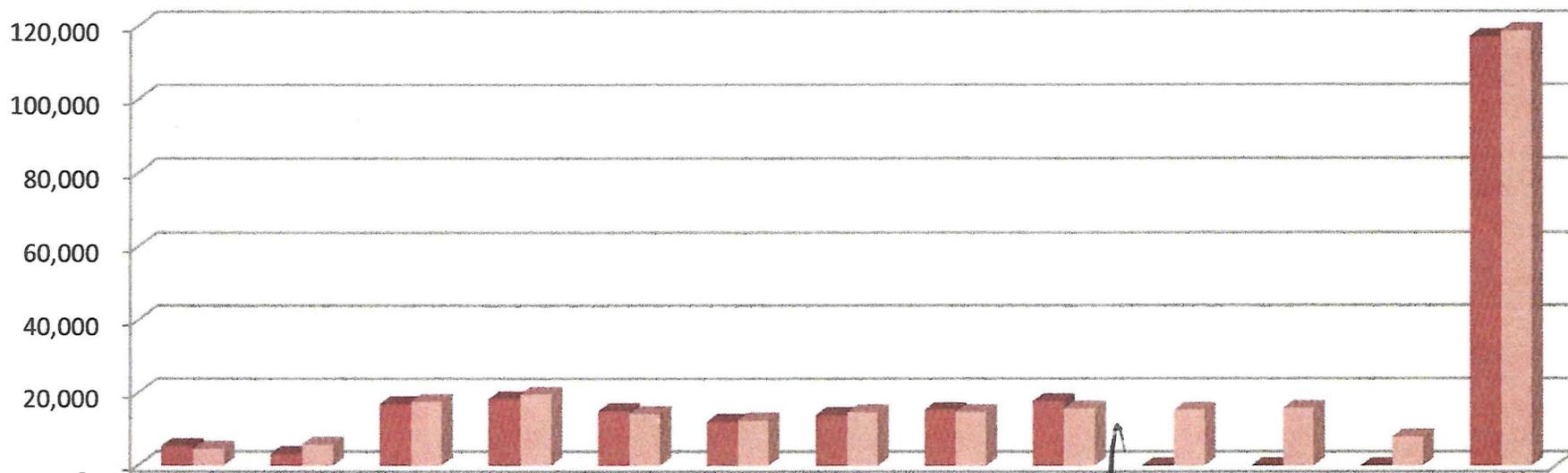
RECOMMENDATION

Receive and file report.

Dial-A-Ride/Lift Ridership Palos Verdes Peninsula Transit Authority



PV TRANSIT RIDERSHIP



	July	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	YTD
■ FY 2016	5,282	3,195	16,861	18,150	14,865	11,962	13,755	15,178	17,545	-	-	-	116,793
■ FY 2015	4,578	5,747	17,431	19,427	14,146	12,390	14,476	14,654	15,568	15,177	15,674	7,819	118,417

MEMORANDUM

TO: AUTHORITY MEMBERS
FROM: Martin Gombert, Administrator
DATE: April 18, 2016
SUBJECT: Financial Statements for the period ending March 31, 2016

This report will be provided under separate cover.

MEMORANDUM

TO: AUTHORITY MEMBERS
FROM: Martin Gombert, Administrator
DATE: April 18, 2016
SUBJECT: Proposed Budget for Fiscal Year 2016-17

BACKGROUND

The April 21, 2016, meeting for the consideration and adoption of the Fiscal Year 2016-17 budget has been duly advertised. It includes a static level of service and no proposed changes in fares.

FY 2016-2017 BUDGET REVIEW

The attached budget document shows the current year budget (Column A) and the proposed budget (Column C) on a line-item basis for expenditures and anticipated revenues.

Operating expenses are planned to increase 1.25% over FY 2016 budgeted totals.

- Contracted Services: The cost of our contract with MV Transportation is estimated to cost \$1,285,978, a 2.32% increase over FY 2016 totals. The hourly rate increase is 0.21%. The remainder of the increase is for a slight expansion of Route 225-226 to connect with the Metro Silver Line in San Pedro as well as the operation of the Beach Bus in August.

Dial-A-Ride contractor fees (line 2) have been increased to reflect the continuing increased ridership.

- Facility Lease Cost: The lease cost of the parking lot at the L.A. County Sanitation District (line 4) facility has increased 3% per contract.
- Fuel Cost: The budget assumes a 4.5% decrease in fuel cost (line 5) for the fiscal year.

- Administrative Costs: Total administrative costs (line 6) are unchanged from the FY 2015-16 budget.
- Nextbus: The budget contains annual operations cost for the Nextbus system (line 8) of \$29,747.
- Depreciation Expense: This amount (line 10) is from BCWS estimates. This number will be adjusted depending on the delivery date of new equipment.
- Capital Program: No vehicle purchases are proposed for Fiscal Year 2016-17.

SUPPORT FUNDING SOURCES

Support funding from the three member agencies has increased 2.6% over FY 2016 totals. This is the annual increase in local return funds (Prop. A, C, and Measure R) received by member agencies.

Metro Incentive Funding has decreased by 4.5%. This funding is generated by a formula that takes into account operating statistics and financial performance.

The budget includes a \$26,507 gain from a Proposition A Fund Exchange in Fiscal Year 2017.

ROUTE AND SCHEDULE CHANGES

Minor route and schedule changes will be made to improve schedule adherence and meet passenger demand. Schedules will be adjusted using Nextbus operating data.

PASSENGER FARES

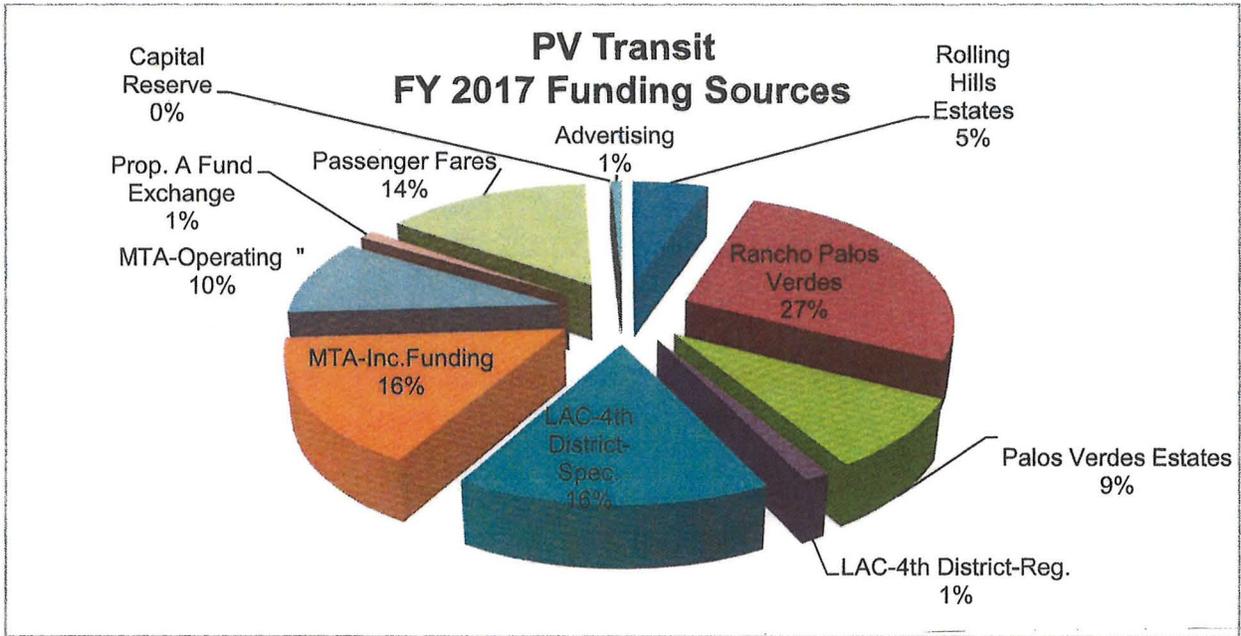
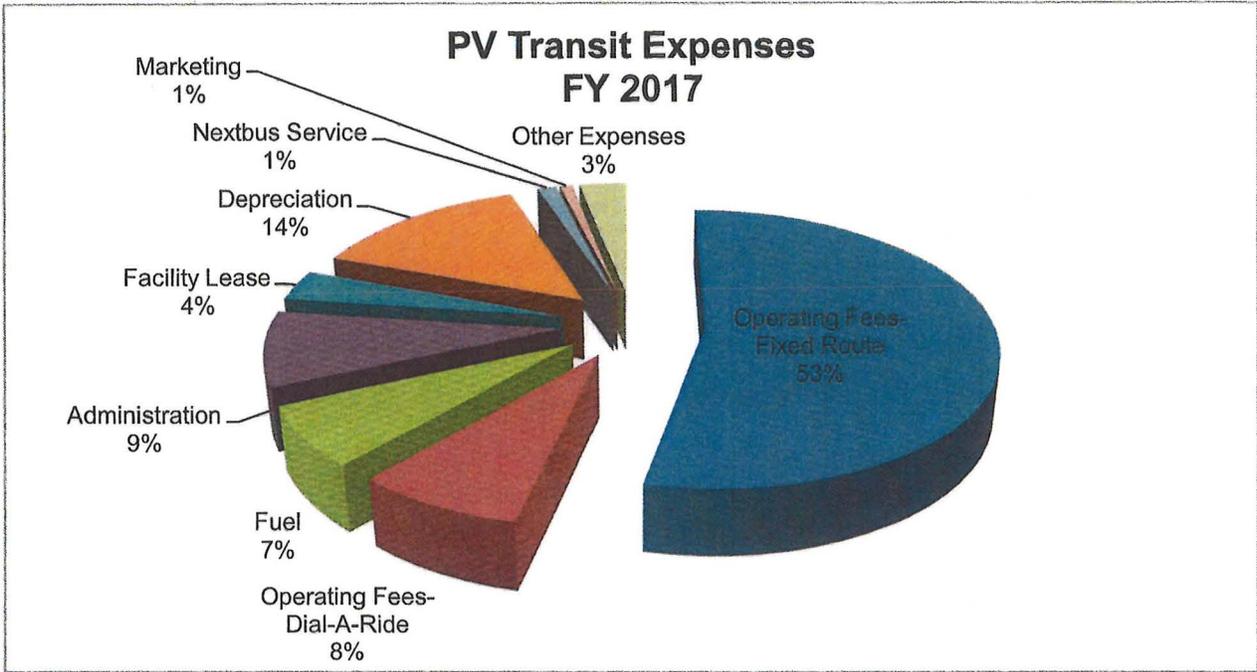
~~The proposed prices for fixed route and dial-a-ride fees are shown in the attachment.~~

The following items are noted:

- No increases in fixed route or dial-a-ride fares are proposed.

RECOMMENDATION

Adopt the Fiscal Year 2016-17 budget in the amount of \$2,054,347 for operations and \$0 for capital. Adopt the proposed PVPTA fare structure.



Attachments:

- Proposed FY 2016-17 Budget
- Proposed PVPTA Fare Structure

**PALOS VERDES PENINSULA TRANSIT AUTHORITY
PROPOSED BUDGET
FISCAL YEAR 2016-17**

	A FY 2015-16 Final Budget	C FY 2016-17 Draft Budget	NOTES	% Change over FY 2016
EXPENDITURES				
Operations Expense				
1 Oper. Fees-Fixed Rt	\$ 1,256,793	\$ 1,285,978	Beach Bus and 225 increase	2.32%
2 " " -DAR/DAL	189,523	190,000		0.25%
3 " " - Charter	1,000	1,000		
4 Facility Lease	86,391	86,178	Contractual increase	-0.25%
5 Fuel	175,000	166,855		-4.65%
Total Operations	\$ 1,708,707	\$ 1,730,011		1.25%
Administrative Exp.				
6 Admin. - General	\$ 211,200	\$ 211,200		
7 Marketing	18,000	20,000	Slight increase for Beach Bus	
8 Nextbus Service	29,747	29,747		
9 Other Operating Expenses	74,000	74,000		
Total Administration	\$ 332,947	\$ 334,947		0.60%
10 Depreciation Expense	391,620	340,716	Updated by BCWS 4/3/16	
Mun. Lease pmts	-	-		
TOTAL EXPENDITURES	\$ 2,433,274	\$ 2,405,674		-1.13%
REVENUES				
11 Farebox	\$ 281,328	\$ 281,328		
12 Charter sales	\$ 2,000	\$ 2,000		
13 Voucher Sales	\$ 57,000	\$ 50,000		
Total Sales	\$ 340,328	\$ 333,328		
14 Other Revenue	14,900	18,000	Bus advertising and interest	
TOTAL REVENUES	\$ 355,228	\$ 351,328		-1.10%
SUPPORT FUNDING REQ.	\$ 2,078,046	\$ 2,054,346		
15 Operating Res.Reqmnt	-	-		
CAPITAL PROGRAM	-	-		
TOTAL FUNDING REQ.	\$ 2,078,046	\$ 2,054,346		-1.14%
SUPPORT FUNDING SOURCES				
Source:				
Rolling Hills Estates	\$ 126,694	\$ 129,988	Metro LRF Increase	
Rancho Palos Verdes	644,556	661,314		
Palos Verdes Estates	204,328	209,641		
LAC-4th District-Reg.	32,200	32,200		
LAC-4th District-Spec.	376,000	376,000		
MTA-Inc.Funding	401,145	383,290	Draft funding marks 2/18/16	
MTA-Operating "	236,572	235,407	1% increase over 2016 funding	
Prop. A Fund Exchange	56,551	26,507	Prop A Fund Exchange	
Prop. A Fund Exchange	-	-		
SUPPORT FUNDING	\$ 2,078,046	\$ 2,054,347		-1.14%
From Capital Reserve	\$ -	\$ -		
TOTAL FUNDING	\$ 2,078,046	\$ 2,054,347		

PVPTA FARE STRUCTURE
Effective 7/1/16

Cash Fares Current Proposed

Cash/Token \$ 2.50 N/C
 Senior/Disabled \$ 1.00 N/C

Transfers Current Proposed

PV bus to PV bus \$ - \$ -
 Muni Transfer \$ 0.25 N/C

Transit Passes Current Proposed

Monthly Pass \$ 78 N/C
 Summer Pass \$38/Semester High School
 \$57/Intermediate School

Semester Pass Current Proposed

One 295 N/C
 Two in Family 290 N/C
 Three in Family 280 N/C

Annual Pass Current Proposed

One 590 N/C
 Two in Family 580 N/C
 Three in Family 560 N/C

Other Current Proposed

PV DAR Card \$ - \$ -
 (for use on PV buses)
 Access Services Card \$ - \$ -
 EZ Pass (225-226) \$ - \$ -
 Lost Pass Fee \$ 10.00 \$ 10.00

Dial-A-Ride Current Proposed

Registration Fee \$ 10 N/C
 (initial registration only)
 Voucher \$ 6 N/C

Charter Service Current Proposed

Cost Per Hour \$ 72 N/C
 (5 Hour minimum)

MEMORANDUM

TO: AUTHORITY MEMBERS
FROM: Martin Gombert, Administrator
DATE: April 18, 2016
SUBJECT: Capital Improvement Program

INTRODUCTION

Bus #1029 was purchased in 2003 and has exceeded its useful life. The vehicle is powered by a John Deere CNG engine which is no longer manufactured, which has caused difficulties in sourcing parts and conducting maintenance.

Staff is recommending that a new bus be purchased to replace bus #1029.

ANALYSIS

Replacement Buses

It is recommended that the Authority purchase one replacement bus from A-Z Bus Sales to replace bus #1029.

A summary of vehicle specifications is shown below:

- Make and Model: Blue Bird
- Forty-nine passenger capacity
- Wheelchair Lift with seating positions for two wheelchairs
- Powered by compressed-natural-gas (CNG)
- Electronic Destination Signs
- Bike Racks

Detailed vehicle specifications are attached.

FINANCIAL IMPACT

Shown below is the estimated cost and funding source for the replacement vehicle purchase. A copy of the A-Z quote dated April 6th is attached.

Replacement Buses

Price	\$ 244,503
Number	1
Subtotal	\$ 244,503
Contingency	\$ 24,450
TOTAL	\$ 268,953

Funding Source

**Capital
Reserves** **\$ 268,953**

There are sufficient capital reserves to fund the \$268,953 of the Capital Improvement Program funding request.

RECOMMENDATION

Approve the purchase of one (1) Blue Bird bus from A-Z Bus Sales (quote dated 4-6-16) for a price not to exceed \$244,503 plus a project contingency of 10%.

AZ BUS SALES

SALES AGREEMENT

Customer: **Palo Verde Peninsula Transit Authority** Date: **4/6/2016**
 Address: **38 Crest Road W.** County: _____
 City: **Rolling Hills, CA 90724** State: **CA** Zip Code: **90274**
 Contact: **Martin Gombert** Office _____ Fax: _____
 Email Address: _____ Cell: **(626) 487-8230**
 Sales Representative: **Brian Hunt** Transaction Type: **Purchase Order**
 Trade Ins: **none**

QUOTATION SUMMARY

Description	Price
2017 Blue Bird Rear Engine, CNG Activity Bus	\$225,877
Similar to the current BB in service, Specifications Attached	
Delivery in Sept/Oct if ordered in in April/May	
This order can not be cancelled. Section 3 in terms applies.	
Quotation is Valid for 90 Days and subject to pricing changes and option availability until executed by the customer.	

SPECIFICATION SUMMARY

Model Year: 2017	Make: Blue Bird	Model: T3RE 3904
Type: Activity	Chassis: Blue Bird	Wheelchair Lift Type: Braun
Passenger Capacity: 53	Wheelbase: 259	Number of Tie Downs: 2 - Qstraint Deluxe
Seat Fabric: Brown Vinyl	Engine: CNG ISL G 250hp	Alternator: 320 amp
Air Conditioning System: Trans Air/ Blitzer	GVWR: 32,000	Other: Fare Box, Dest Signs, Alu Wh
Exterior Color/Graphics: White	Body Length: 40'	Estimated Delivery: 4-5 months ROO

SALES ORDER

4/6/2016

PRICING SUMMARY

Vehicle as Specified	\$	225,877.00
Dealer Added Options		
Total Cash Price	\$	225,877.00
ADA Equipment Amount (non-taxable)	\$	19,800.00
Documentation Fee	\$	80.00
Total Taxable Amount	\$	206,077.00
Sales Tax Carson 9.00%		18,546.93
Estimated DMV Fees	\$	-
Tire Recycle Fee (California only)	\$	-
Delivery to Customer	\$	-
Total Price Per Bus	\$	244,503.93
Quantity		1
Total Sales Order Amount	\$	244,503.93
Due Upon Order		
Deposit	0%	
	\$	-
Balance Due on Delivery	\$	244,503.93

Delivery Commitment:
150 days from order or less
FOB Rolling Hills, CA

Purchaser agrees that this Order is inclusive all information contained herein and Addendum attached; that this Order cancels and supersedes any prior agreement; and as of the date indicated herein comprises the complete and exclusive statement of the terms of the agreement relating to the subject matters covered hereby; and that this order shall not become binding until accepted by dealer; this sales order may be terminated by the seller at any time at its sole discretion. All pricing is inclusive of and net of manufacturer rebates and concessions, rebates or concessions shall be retained by dealer.

Offered by:

Agreed and Accepted by:

 Representative Date 4/6/2016

 Purchase Date

Print Name Title

MEMORANDUM

TO: AUTHORITY MEMBERS

FROM: Darold Pieper, General Counsel

DATE: April 21, 2016

SUBJECT: Contract for Authority Administration

INTRODUCTION

The current Agreement for Transit Administration Services with the Mobility Advancement Group (Mr. Martin Gombert, Administrator) expires on June 30, 2016. The agreement may be extended for additional terms upon the mutual consent of Authority and Administrator.

CONTRACT RENEWAL

The Administrator is prepared to extend the agreement for an additional three-year term with no change in compensation. Should the Authority desire to extend the agreement, a Fourth Amendment to the agreement is attached for your consideration. The only changes reflected in the amendment are to the term dates and to the mailing address for the Administrator.

Should the Authority not desire to extend the term, then the Authority would need to prepare and circulate a request for proposals for administrative services.

RECOMMENDED ACTION

Consider renewal of the Agreement for Transit Administration Services with the Mobility Advancement Group.

AMENDMENT No. 4
To
AGREEMENT FOR TRANSIT ADMINISTRATIVE SERVICES

This Amendment to the February 1, 2005 Agreement is made and entered into by the PALOS VERDES PENINSULA TRANSIT AUTHORITY (AUTHORITY) and the MOBILITY ADVANCEMENT GROUP (Administrator).

WITNESSETH:

WHEREAS, on February 1, 2005, Authority and Administrator entered into an Agreement to retain Administrator for certain services to be performed,

WHEREAS, on ~~April 22, 2010~~ May 23, 2013, Authority and Administrator entered into an Amendment to extend the Agreement to June 30, ~~2013~~ 2016.

WHEREAS, Authority and Administrator agree that it is in their mutual interest to extend the Agreement under like terms and conditions,

NOW, THEREFORE, in consideration of the mutual covenants in said Agreement, Authority and Administrator agree to revise the Agreement as follows:

Article 2 – Term – The first sentence, shall be removed and replaced by the following: This Agreement shall commence February 1, 2005, and shall terminate on June 30, ~~2016~~ 2019.

Article 10 – Notice – The address for the Administrator shall be replaced by the following:

Administrator: Mr. Martin Gombert

Except as herein amended, the Agreement shall remain in full force and effect. This amendment shall become effective as of ~~May 23, 2013~~ April 21, 2016, the date same was approved by the Authority.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment No. 4 to be executed by their duly authorized Officers.

PALOS VERDES PENINSULA TRANSIT AUTHORITY

DATE _____

BY _____

THE MOBILITY ADVANCEMENT GROUP

DATE _____

BY _____

AMENDMENT No. 4
To
AGREEMENT FOR TRANSIT ADMINISTRATIVE SERVICES

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WITNESSETH:

WHEREAS, on February 1, 2005, Authority and Administrator entered into an Agreement to retain Administrator for certain services to be performed,

WHEREAS, on May 23, 2013, Authority and Administrator entered into an Amendment to extend the Agreement to June 30, 2016.

WHEREAS, Authority and Administrator agree that it is in their mutual interest to extend the Agreement under like terms and conditions,

NOW, THEREFORE, in consideration of the mutual covenants in said Agreement, Authority and Administrator agree to revise the Agreement as follows:

Article 2 – Term – The first sentence, shall be removed and replaced by the following: This Agreement shall commence on February 1, 2005, and shall terminate on-June 30, 2019.

Article 10 – Notice – The address for the Administrator shall be replaced by the following:

Administrator: Mr. Martin Gombert
 2202 Pinecrest Drive
 Altadena, CA 91001

Except as herein amended, the Agreement shall remain in full force and effect. This amendment shall become effective as of April 21, 2016, the date same was approved by the Authority.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment No. 4 to be executed by their duly authorized Officers.

PALOS VERDES PENINSULA TRANSIT AUTHORITY

DATE _____ BY _____

THE MOBILITY ADVANCEMENT GROUP

DATE _____ BY _____

MEMORANDUM

TO: AUTHORITY MEMBERS
FROM: Martin Gombert, Administrator
DATE: April 21, 2016
SUBJECT: Financial Statements for the period ending March 31, 2016

Attached are the *draft* Financial Statements for the period ending March 31, 2016.

The first report presented is Management Analysis-Budget vs. Actual. The results of this report are analyzed below. The following two reports are Profit and Loss YTD Comparison and Balance Sheet generated by the Quick Books accounting software. These reports have been modified to show previous year comparison as requested by Board Members.

Budget vs. Actual

Total expenses through March 31, 2016 totaled \$1,849,977, 2.58%% below budgeted amounts.

Fuel expenses totaled \$119,531, 8.93% below budget. The Authority has received a payment from the U.S. Treasury for the alternative fuel tax credit in April, which will result in a \$15,841 credit against 4th quarter fuel expenses.

Fixed Route and dial-a-ride operating fees were \$39,727 below budget due to lower dial-a-ride ridership and a slight reduction in fixed route operating hours.

Charges for Services

Passenger revenue totaled \$274,303 for the fiscal year. This was \$8,998 below budget (-3%).

Government Revenue

PV Transit is current with all grant payments from Metro and member agencies as of March 31, 2016.

Attachments
-Financial Statements

Palos Verdes Peninsula Transit Authority Management Analysis

	<u>YTD 03/31/16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% Diff</u>
Operating Revenue				
Charges for Services				
Fixed Route	\$ 225,483	\$ 227,876	\$ (2,393)	-1.05%
Dial-A-Ride	\$ 35,637	\$ 42,750	\$ (7,113)	-16.64%
Advertising	\$ 13,183	\$ 11,175	\$ 2,008	17.97%
Charters	\$ -	\$ 1,500	\$ (1,500)	0.0%
TOTAL OPERATING REVENUE	\$ 274,303	\$ 283,301	\$ (8,998)	-3.18%
Operating Expenses				
Operator Fees				
Fixed Route	\$ 980,232	\$ 1,017,453	\$ (37,221)	-3.66%
Dial-A-Ride	\$ 139,637	\$ 142,142	\$ (2,505)	-1.76%
Subtotal	\$ 1,119,868	\$ 1,159,595	\$ (39,727)	-3.43%
Contract Administration	\$ 155,559	\$ 158,400	\$ (2,841)	-1.79%
Fuel Purchases	\$ 119,531	\$ 131,250	\$ (11,719)	-8.93%
Marketing and Promotions	\$ 8,134	\$ 13,500	\$ (5,366)	-39.75%
Facility Leasing	\$ 61,230	\$ 64,793	\$ (3,564)	-5.5%
Other operating Expenses	\$ 92,308	\$ 77,810	\$ 14,498	18.63%
Depreciation	\$ 293,346	\$ 293,715	\$ (369)	-0.13%
Subtotal	\$ 730,108	\$ 739,469	\$ (9,360)	-1.27%
TOTAL EXPENSE	\$ 1,849,977	\$ 1,899,064	\$ (49,087)	-2.58%
OPERATING LOSS	\$ (1,575,674)	\$ (1,615,763)	\$ 40,089	-2.48%

Palos Verdes Peninsula Transit Authority
Profit & Loss Prev Year Comparison
July 2015 through March 2016

	<u>Jul '15 - Mar 16</u>	<u>Jul '14 - Mar 15</u>	<u>\$ Change</u>	<u>% Change</u>
Ordinary Income/Expense				
Income				
46400 · Other Types of Income	11,563.08	2,046.72	9,516.36	464.96%
504.04 · Route 225/226 Operating Support	174,807.00	174,807.00	0.00	0.0%
500.00 · Charges for Services	261,120.06	283,305.51	-22,185.45	-7.83%
Total Income	<u>447,490.14</u>	<u>460,159.23</u>	<u>-12,669.09</u>	<u>-2.75%</u>
Expense				
621.03 · Facility Leasing	61,229.69	61,878.29	-648.60	-1.05%
620.00 · Operator fees	1,119,868.48	1,194,923.73	-75,055.25	-6.28%
660.00 · Marketing and promotions	8,134.38	5,958.75	2,175.63	36.51%
650.00 · Fuel Purchases	119,531.10	126,640.12	-7,109.02	-5.61%
640.00 · Depreciation	293,346.00	294,570.00	-1,224.00	-0.42%
630.00 · Contract administration	155,559.33	155,559.33	0.00	0.0%
680.00 · Other Operating Expense	92,308.20	86,764.96	5,543.24	6.39%
Total Expense	<u>1,849,977.18</u>	<u>1,926,295.18</u>	<u>-76,318.00</u>	<u>-3.96%</u>
Net Ordinary Income	<u>-1,402,487.04</u>	<u>-1,466,135.95</u>	<u>63,648.91</u>	<u>4.34%</u>
Other Income/Expense				
Other Income				
551.01 · LA County Grant	376,000.00	376,000.00	0.00	0.0%
556.00 · MTA Funding	0.00	212,771.50	-212,771.50	-100.0%
750.00 · City Prop A exchange	-90,000.00	0.00	-90,000.00	-100.0%
450.00 · Prop A Exchange	120,000.00	0.00	120,000.00	100.0%
900.00 · Interest Income	56.80	290.51	-233.71	-80.45%
920.00 · Member contributions	975,578.00	938,508.00	37,070.00	3.95%
Total Other Income	<u>1,381,634.80</u>	<u>1,527,570.01</u>	<u>-145,935.21</u>	<u>-9.55%</u>
Net Other Income	<u>1,381,634.80</u>	<u>1,527,570.01</u>	<u>-145,935.21</u>	<u>-9.55%</u>
Net Income	<u><u>-20,852.24</u></u>	<u><u>61,434.06</u></u>	<u><u>-82,286.30</u></u>	<u><u>-133.94%</u></u>
Net Assets, Beginning of Year	<u>2,938,816.90</u>	<u>3,042,899.89</u>		
Net Assets, End of Year	<u><u>2,917,964.66</u></u>	<u><u>3,104,333.95</u></u>		

Palos Verdes Peninsula Transit Authority
Balance Sheet Prev Year Comparison
As of March 31, 2016

	<u>Mar 31, 16</u>	<u>Mar 31, 15</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
101.00 · Cash and cash equivalents	1,580,109.34	966,086.38	614,022.96	63.56%
Total Checking/Savings	<u>1,580,109.34</u>	<u>966,086.38</u>	<u>614,022.96</u>	<u>63.56%</u>
Accounts Receivable				
120.00 · Due from other governments	76,499.08	508,843.28	-432,344.20	-84.97%
130.00 · Accounts Receivable-Other	6,975.96	525.72	6,450.24	1,226.93%
Total Accounts Receivable	<u>83,475.04</u>	<u>509,369.00</u>	<u>-425,893.96</u>	<u>-83.61%</u>
Other Current Assets				
140.00 · Prepaid Expense	11,111.62	10,028.62	1,083.00	10.8%
1499 · Undeposited Funds	0.00	6,980.50	-6,980.50	-100.0%
Total Other Current Assets	<u>11,111.62</u>	<u>17,009.12</u>	<u>-5,897.50</u>	<u>-34.67%</u>
Total Current Assets	<u>1,674,696.00</u>	<u>1,492,464.50</u>	<u>182,231.50</u>	<u>12.21%</u>
Fixed Assets				
212.00 · Accum. Depreciation - Vehicles	-2,696,084.15	-2,309,928.15	-386,156.00	-16.72%
212.10 · Accum Deprec Infrastructures	-5,987.17	-4,937.17	-1,050.00	-21.27%
15900 · Leasehold Improvements	12,449.00	12,449.00	0.00	0.0%
16400 · Vehicles	4,110,710.49	4,110,710.49	0.00	0.0%
Total Fixed Assets	<u>1,421,088.17</u>	<u>1,808,294.17</u>	<u>-387,206.00</u>	<u>-21.41%</u>
TOTAL ASSETS	<u><u>3,095,784.17</u></u>	<u><u>3,300,758.67</u></u>	<u><u>-204,974.50</u></u>	<u><u>-6.21%</u></u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
310.00 · Vouchers Payable	173,429.43	190,156.65	-16,727.22	-8.8%
Total Accounts Payable	<u>173,429.43</u>	<u>190,156.65</u>	<u>-16,727.22</u>	<u>-8.8%</u>
Credit Cards				
Wells Fargo Business Card	1,091.08	-280.93	1,372.01	488.38%
Total Credit Cards	<u>1,091.08</u>	<u>-280.93</u>	<u>1,372.01</u>	<u>488.38%</u>
Total Current Liabilities	<u>174,520.51</u>	<u>189,875.72</u>	<u>-15,355.21</u>	<u>-8.09%</u>
Long Term Liabilities				
355.00 · Deferred Rent	3,299.00	6,549.00	-3,250.00	-49.63%
Total Long Term Liabilities	<u>3,299.00</u>	<u>6,549.00</u>	<u>-3,250.00</u>	<u>-49.63%</u>
Total Liabilities	<u>177,819.51</u>	<u>196,424.72</u>	<u>-18,605.21</u>	<u>-9.47%</u>
Equity				
3900 · Retained Earnings	2,938,816.90	3,042,899.89	-104,082.99	-3.42%
Net Income	-20,852.24	61,434.06	-82,286.30	-133.94%
Total Equity	<u>2,917,964.66</u>	<u>3,104,333.95</u>	<u>-186,369.29</u>	<u>-6.0%</u>
TOTAL LIABILITIES & EQUITY	<u><u>3,095,784.17</u></u>	<u><u>3,300,758.67</u></u>	<u><u>-204,974.50</u></u>	<u><u>-6.21%</u></u>

PUBLIC RECORDS ACT REQUESTS - TRACKING LOG 2016

DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
1/4/2016	Dan Dave Mantiza	PRA for 2015 Storm Drain Lining Project	1/5/16 PW Staff responded. Completed.
1/4/2016	Holly Autry Blackstone Consulting LLC	PRA for 6600 Beachview Drive	1/6/16 CDDD Mihranian responded. Completed.
1/4/2016	Murphy Austin	PRA for 28220 Highridge Road	1/7/16 Requestor and Senior Planner Mikhail clarified request. 2/2/16 received payment from requestor. Documents shipped out. Completed.
1/7/2016	Nicole Hachett TNN Top Notch Networking	PRA for IT Vendor contract and addendums.	1/7/15 DCC Takaoka responded. Completed.
1/13/2016	Greg Royston	PRA for mail/house service for Storm Drain User fee mailer.	1/15/16 Senior Admin Analyst Kaufman responded to requestor that he is awaiting invoice from vendor and will provide a copy as soon as available. 2/2/16 SAA Kaufman responded. Completed.
1/14/2016	Bruno Dieseldorff	PRA for Notices of Parking Violations on Del Cerro Jan 1 2016	1/14/16 DCC Takaoka responded. Completed.
1/14/2016	Nicole Adler The Bond Exchange & Insurance Agency	PRA for Performance and Pymt Bonds Sunnyside Ridge Trail Improvement Project	1/14/16 Senior Engineer Winje responded. Completed.
1/17/2016	Jeff Calvagna	PRA for Encroachment permits various months.	1/17/16 PW staff compiled docs- sent on to requestor. Completed.
1/20/2016	Terry Henry Insituform -Aegion Comp	PRA for Bid docs 2015 Storm Drain Lining Project	2/1/16 DCC Takaoka responded. Awaiting payment. 2/4/16 received payment. Completed.
1/20/2016	Marisol B. Hernandez SOCALCCC	PRA for docs re: Hawthorne Blvd ROW Beautification Phase I	1/25/16 Assistant Engineer Flannigan responded. Completed.
1/28/2016	Priscella Vega c/o Daily Breeze	PRA for copies of recently filed Green Hills Claims	2/1/16 DCC Takaoka responded. Completed.
1/28/2016	Diane Smith	PRA for list of sign in attendees at LACountywide Parks Needs Assessment	1/28/16 SAA Waters responded. 2/16/16 requestor came in to review documents and receive copies. Completed.
2/2/2016	Southwest Pipeline & Trenchless Corp c/ Rol	PRA for Bid docs 2015 Storm Drain Lining Project	2/3/16 DCC Takaoka responded. 2/4/16 Requestor paid for and picked up documents. Completed.

PUBLIC RECORDS ACT REQUESTS - TRACKING LOG 2016

DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
2/4/2016	Sharon Yarber	PRA for all electronic communications between the city and LA County re: Countywide Parks Needs Assessment	2/15/16 CC Morreale sent determination letter. 2/17/16 DCC Takaoka responded. Completed.
2/5/2016	Megan Barnes	PRA for copies of recently filed Green Hills Claims	2/12/16 DCC Takaoka responded. Completed.
2/8/2016	Sharon Yarber	PRA for revenue income from telecommunications companies	2/12/16 DD Jules responded. Completed.
2/9/2016	Jeff Calvagna	PRA for Applications from Crown Castle, NG West, ATT for wireless telecommunication facility	2/110/16 DCC Takaoka responded. Completed.
2/9/2016	Ariane Nelson Open Records Data Retrieval	PRA for residential and commercial building and sub/trade permits from 1990 to present or as far back as electronically available	2/18/16 DCC Takaoka left message and emailed response to requestor. Awaiting deposit. 2/19/16 DCC send additional response. 2/23/16 DCC Takaoka sent response. 2/24/16 DCC Takaoka send additional response. Completed.
2/9/2016	Marisol B. Hernandez SOCALCCC	PRA for Grayslake Road Drainage Improvements	2/10/16 Asst Engineer Flannigan responded. Completed.
2/9/2016	Marisol B. Hernandez SOCALCCC	PRA for PVDW ADA Access Sidewalk Improvements	2/10/16 Asst Engineer Flannigan responded. Completed.
2/10/2016	Marisol B. Hernandez SOCALCCC	PRA for 2015 Storm Drain Lining Project	2/11/16 Senior Engineer Winje responded. Completed.
2/12/2016	Aaron Pearl Organizer AFSCME District Council 36	PRA for Employee Relations Ordinance	2/12/16 CC Morreale responded. Completed.
2/12/2016	Sharon Yarber	PRA for Indemnity Agreement between City and Green Hills and copy of Interim CDD Rodrigue resume	2/12/16 CC Morreale responded. Completed.
2/15/2016	D. Woolley & Associates	PRA for Anderson Penna Partners Inc / Kelsurveys FY 13-14 Residential Streets Rehab Project Area 9	2/19/16 DCC responded. Completed.
2/19/2016	Jarel Wheaton	PRA for Input to Counywide Parks Needs Assessment	2/25/16 Sr. Admin Analyst Waters sent response. Completed.

PUBLIC RECORDS ACT REQUESTS - TRACKING LOG 2016

DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
2/22/2016	Ashley Hulett	PRA for 27023 Shorewood and surrounding properties documents	2/29/16 Ms. Hulett came in to review documents today. She will return at a later time to continue her review. 3/1/16 Ms. Hulett left a message for CDD staff and she is satisfied with what she reviewed. Completed.
2/25/2016	Marisol B. Hernandez SOCALCCC	PRA for Hawthorne Blvd ROW Beautification	2/26/16 Asst Engineer Flannigan responded. Completed.
2/29/2016	Brad Austin	PRA for unrefunded/uncashed checks	3/3/16 DCCTakaoka responded. Completed.
3/1/2016	Nadine Weeden Smart Procure	PRA for POs; line item details etc	3/3/16 DCC Takaoka responded. Completed.
3/1/2016	Noel Weiss	Pra during CC Mtg of 3/1/16 for Green Hills Certificate of Acceptance of Project Conditions of Approval	3/7/16 Senior Planner Kim responded. Completed.
3/2/2016	Indika Jayaratna c/o United Construction Landscape Inc	PRA for Hawthorne Blvd ROW Beautification Project Lowest Bidder's Proposal (STL Landscape)	3/3/16 DCC Takaoka responded. Completed. 3/4/16 Mr. Jayaratna came in for additional documents, Staff Asst. Mitchell assisted him and DCC Takaoka provided contact information for Director Throne and Deputy Director Jules. Completed.
3/7/2016	Loren J. Bialik c/o Masel Equities National Associates	PRA for Unclaimed or outstanding checks and unclaimed municipal bonds	3/8/16 DCC responded. Completed.
3/22/2016	Jeff McNeil c/o AEI Consultants	PRA for building permits/ property deeds/ building code or zoning violations etc for 6507 and 6510 Ocean Crest Drive	3/29/16 requestor visited CDD; reviewed and copied information he sought. Completed.
3/24/2016	Jacqueline Sessa c/o Onvica Exchange	PRA for Contract Award information for Federal Aid Highway Safety Improvement Program	3/28/16 Deputy Director Jules responded. Completed.
3/24/2016	Mercedes Byrum (Zoning-Info)	PRA for variances/zoning cases etc for 6507-6510 Ocean Crest Drive (Vista Catalina Apartments)	3/25/16 City Clerk Morreale requested deposit - awaiting response and/or payment. 4/1/16 received deposit. 4/7/16 CC Morreale notified requestor of need for additional monies.

PUBLIC RECORDS ACT REQUESTS - TRACKING LOG 2016

DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
3/24/2016	Mercedes Byrum (Zoning-Info)	PRA for variances/zoning cases etc for 6507-6510 Ocean Crest Drive (Ocean Crest Drive Parcels)	3/25/16 City Clerk Morreale requested deposit - awaiting response and/or payment. 4/1/16 received deposit. 4/18/16 rec'd remaining balance. Documents are ready for pick up.
3/24/2016	Nicole Adler c/o Bond Exchange	PRA for Copies of Bid Bonds & Bid Results Portuguese Bendl Landslide DeWatering Wells	3/25/16 Staff member Zwiezig responded. Completed.
3/29/2016	Michelle Allen c/o Engle Martin & Assoc.	PRA for documents relating to accident 10/18/14 All American Asphalt	4/8/16 CC Morreale responded. Completed.
4/7/2016	Sharon Loveys	PRA for Green Hills investigation costs	4/14/16 CC Morreale responded. Completed.
4/8/2016	William Garrett	PRA for parking restriction information Seacrest and Oceanaire	4/14/16 DCC Takaoka provided response. Completed.
4/9/2016	Sharon Yarber	PRA for Green Hills agreement and D Cullen resume/CV	4/11/16 CC Morreale responded re: agreement inquiry. 4/20/16 CC Morreale provided resume. Completed.
4/15/2016	Hossein Shahbazian	PRA for all denied planning applications	4/18/16 Senior Planner Kim contacted requestor. Completed.
4/19/2016	North American Procurement Council	PRA for list of planholders (bidders) for the Annual Sidewalk Repair Program FY 16/17	4/19/2016 Admin Asst Mitchell responded. Completed.
4/13/2016	Don Iwuchuku	PRA for address file; permit file; and email re: 30032 Avenida Classica-addt'l docs requested wih subpoena	4/20/16 DCC Takaoka provided documents. Completed.
4/20/2016	Noel Weiss	PRA for Green Hills documents/agreement/ emails etc	4/28/16 Mr. Weiss began review of documents.4/28/16 CA Burrows sent correspondence , Mr. Weiss subsequently narrowed scope of email search. Staff will re-do the email search and make those documents available.
4/27/2016	Jeff Lewis	PRA for Loveys Summons/Petition	4/27/16 CC Morreale responded. Completed.
4/28/2016	North American Procurement Council	PRA for bid tabulation Annual Sidewalk Rpr Pgm FY 16/17	5/2/16 Amin Asst Mitchell responded. Completed.

PUBLIC RECORDS ACT REQUESTS - TRACKING LOG 2016

DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
5/2/2016	Noel Weiss	PRA for Building Plans; permits etc related to construction of Memorial Terrace Mausoleum	5/2/16 Senior Planner Kim notified the requestor documents are available for his review. He will schedule an appt with her.
5/2/2016	Daniel Honchariw Transparent California	PRA for Employee Compensation Report	5/3/16 Acctg Supervisor Ramos responded to requestor. Completed.
5/3/2016	Jeffrey Gottlieb	PRA for Settlement documents in lawsuit between Donald Trump; Trump National Golf Club and City of RPV	5/3/16 CC Morreale responded to requestor. Completed.

AMENDED IN ASSEMBLY APRIL 26, 2016

AMENDED IN ASSEMBLY APRIL 11, 2016

CALIFORNIA LEGISLATURE—2015–16 REGULAR SESSION

ASSEMBLY BILL

No. 2381

Introduced by Assembly Member Roger Hernández

February 18, 2016

An act to add Section 740.13 to the Public Utilities Code, relating to electricity.

LEGISLATIVE COUNSEL'S DIGEST

AB 2381, as amended, Roger Hernández. Electricity: power outages: bill credits.

Under existing law, the Public Utilities Commission has regulatory authority over public utilities, including electrical corporations. Existing law authorizes the commission to fix the rates and charges for every public utility and requires that those rates and charges be just and reasonable.

This bill would require electrical corporations, on or before July 1, ~~2017~~, 2018, to establish utility service guarantee programs. The bill would require the programs to automatically provide each customer that experiences an outage for a continuous 24-hour period a \$30 bill credit for each *continuous* 24-hour period that the customer was without power, which would be borne exclusively by the shareholders of the electrical corporations. The bill would also require electrical corporations to engage in public outreach and educate the public about the program to increase public awareness.

Under existing law, a violation of the Public Utilities Act or any order, decision, rule, direction, demand, or requirement of the commission is a crime.

Because the provisions of this bill would be a part of the act and because a violation of an order or decision of the commission implementing its requirements would be a crime, the bill would impose a state-mandated local program by creating a new crime.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for a specified reason.

Vote: majority. Appropriation: no. Fiscal committee: yes.
State-mandated local program: yes.

The people of the State of California do enact as follows:

1 SECTION 1. This act shall be known, and may be cited, as the
2 Consumers and Utilities Partnership Act of 2016.

3 SEC. 2. The Legislature finds and declares all of the following:

4 (a) Power outages lasting more than 24 hours have the potential
5 to significantly disrupt people’s lives.

6 (b) Problems that people may face during an extended outage
7 include loss of food, lost work productivity, and an inability to use
8 important medical devices.

9 (c) It is critical to ensure that individuals who suffer from an
10 extended outage, especially those who are unable to document
11 their losses, have the opportunity to receive financial remuneration
12 to compensate them for disruptions.

13 SEC. 3. Section 740.13 is added to the Public Utilities Code,
14 to read:

15 740.13. (a) An electrical corporation, on or before July 1, 2017,
16 2018, shall establish a utility service guarantee program. The
17 program shall do all of the following:

18 (1) ~~Automatically~~ shall automatically provide each customer
19 that experiences an outage for a continuous 24-hour period a
20 thirty-dollar (\$30) bill credit for each *continuous* 24-hour period
21 that the customer was without power.

1 ~~(2) The commission shall, beginning January 1, 2018, adjust~~
2 ~~the amount of the bill credit by the annual percentage increase in~~
3 ~~the Consumer Price Index for the prior calendar year.~~

4 (b) Any expense incurred pursuant to this section shall not be
5 recoverable either directly or indirectly in rates and shall be borne
6 exclusively by the shareholders of the electrical corporation.

7 (c) An electrical corporation shall engage in public outreach
8 and educate the public about the program to increase public
9 awareness.

10 (d) An electrical corporation, on or before July 2, ~~2018, 2019,~~
11 and annually thereafter, shall report to the Legislature on the
12 number of customers provided a bill credit and the total amount
13 credited to customers through ~~this~~ *the electrical corporation's*
14 program.

15 (e) An electrical corporation that, on or before January 1, 2017,
16 has a program that provides a bill credit to each customer that
17 experiences an outage shall update that program to comply with
18 the requirements of this section instead of creating a new program.

19 (f) This section does not apply to an outage under any of the
20 following circumstances:

21 (1) The outage is planned and for maintenance.

22 (2) The outage is caused by a moderate, severe, or catastrophic
23 storm condition.

24 (3) The facilities, lines, equipment, or other property necessary
25 to restore power are ~~unaccessible~~ *inaccessible* or are deemed unsafe
26 to access.

27 (4) The outage occurs during a declared emergency event or
28 cause related to force majeure.

29 (5) The affected service location is vacant.

30 (g) The bill credit provided by this section is not an exclusive
31 remedy and does not affect any other relief or remedy provided
32 by law.

33 SEC. 4. No reimbursement is required by this act pursuant to
34 Section 6 of Article XIII B of the California Constitution because
35 the only costs that may be incurred by a local agency or school
36 district will be incurred because this act creates a new crime or
37 infraction, eliminates a crime or infraction, or changes the penalty
38 for a crime or infraction, within the meaning of Section 17556 of
39 the Government Code, or changes the definition of a crime within

- 1 the meaning of Section 6 of Article XIII B of the California
- 2 Constitution.

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AMENDED IN ASSEMBLY APRIL 26, 2016

AMENDED IN ASSEMBLY APRIL 4, 2016

CALIFORNIA LEGISLATURE—2015–16 REGULAR SESSION

ASSEMBLY BILL

No. 1800

Introduced by Assembly Member Hadley

February 8, 2016

An act to add Chapter 6 (commencing with Section 8390) to Division 4.1 of the Public Utilities Code, relating to public utilities.

LEGISLATIVE COUNSEL'S DIGEST

AB 1800, as amended, Hadley. Utility outage compensation claims: annual posting.

Under existing law, the Public Utilities Commission has regulatory authority over public utilities, including electrical corporations, while local publicly owned electric utilities are under the direction of their governing boards. Existing law requires each electrical corporation to report annually on its compliance with specified standards or rules adopted by the commission, including, but not limited to, standards for operation, reliability, and safety during periods of emergency and disaster. Existing law requires the commission to adopt inspection, maintenance, repair, and replacement standards for the distribution systems of electrical corporations in order to provide high-quality, safe, and reliable service. Existing law requires the commission to conduct a review to determine whether the standards have been met and to perform the review after every major outage.

The existing restructuring of the electrical industry within the Public Utilities Act provides for the establishment of an Independent System Operator, or ISO, as a nonprofit public benefit corporation and requires

the ISO to ensure efficient use and reliable operation of the electrical transmission grid consistent with achieving planning and operating reserve criteria no less stringent than those established by the Western Electricity Coordinating Council and the North American Electric Reliability Council. Existing law requires the ISO to perform a review after any major outage that affects at least 10% of the customers of the entity providing the local distribution service. If the ISO finds that the operation and maintenance practices of the transmission facility owner or operator prolonged the response time or was responsible for the outage, the ISO is authorized to order appropriate sanctions, subject to the Federal Energy Regulatory Commission approving that authority.

This bill would require each electrical corporation and local publicly owned electric utility to annually post on its Internet Web site specified information relating to utility outage compensation claims for the previous year. The bill would make these requirements applicable to those outages that the ISO, the commission, or the utility has determined are the fault of the ~~utility~~. *utility, or those claims relating to outages that the utility has determined to pay.* By adding reporting requirements that are applicable to local publicly owned electric utilities, the bill would impose a state-mandated local program. *The bill would prohibit information relating to utility outage compensation claims from being admitted as evidence in any action for damages against an electrical corporation or local publicly owned electric utility arising out of an outage.*

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for a specified reason.

Vote: majority. Appropriation: no. Fiscal committee: yes.
State-mandated local program: yes.

The people of the State of California do enact as follows:

- 1 SECTION 1. Chapter 6 (commencing with Section 8390) is
- 2 added to Division 4.1 of the Public Utilities Code, to read:

1 CHAPTER 6. ELECTRICAL UTILITY OUTAGE COMPENSATION
2 CLAIMS
3

4 8390. The reporting requirements of this chapter apply only
5 to those outages that the Independent System Operator, the
6 commission, or the electrical corporation or local publicly owned
7 electric utility has determined are the fault of the ~~utility~~. *utility, or*
8 *those claims relating to outages that the utility has determined to*
9 *pay.*

10 8391. Each electrical corporation and local publicly owned
11 electric utility shall annually post on its Internet Web site all of
12 the following information relating to utility outage compensation
13 claims for the previous year:

14 (a) The number of claims still open from the previous year.

15 (b) The number of new claims received.

16 (c) The total number of applicants awaiting determination or
17 judgment at the end of the year.

18 (d) The median time taken to process claims once the outage
19 was determined to be the fault of the ~~utility~~. *utility, or once the*
20 *utility has determined to pay.*

21 (e) The number of claims approved.

22 (f) The number of claims denied.

23 8392. *Information relating to utility outage compensation*
24 *claims shall not be admitted as evidence in any action for damages*
25 *against an electrical corporation or local publicly owned electric*
26 *utility arising out of an outage.*

27 SEC. 2. No reimbursement is required by this act pursuant to
28 Section 6 of Article XIII B of the California Constitution because
29 a local agency or school district has the authority to levy service
30 charges, fees, or assessments sufficient to pay for the program or
31 level of service mandated by this act, within the meaning of Section
32 17556 of the Government Code.

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The Daily Breeze (<http://www.dailybreeze.com>)

State probes possibly tainted soil at Ladera Linda Park in Rancho Palos Verdes

Multiagency criminal probe looking into safety of imported dirt

By Ed Pilolla, The Daily Breeze

Monday, May 2, 2016



State investigators are probing whether soil hauled to the Ladera Linda Community Park soccer fields in the spring was contaminated with hazardous waste, raising questions after school and soccer officials earlier this year declared the dirt clean and the issue settled.

Details of the criminal investigation remain unknown and under seal. But the state Department of Toxic Substances Control served search warrants last week at the Palos Verdes Peninsula Unified School District and the American Youth Soccer Organization in Torrance for documents related to the

soil.

Investigators also took dirt samples near the soccer fields for analysis, according to the Department of Toxic Substances Control, which wants to determine if the soil poses a threat to the community and the children who play there.

However, a Palos Verdes AYSO official on Monday said she expects the state to verify previous findings that indicated the soil is clean and safe.

Since the search warrants were served April 27, a portion of the park near the soccer fields has been closed with yellow caution tape and signs warning of asbestos.

Tim Reese, a spokesman for the Department of Toxic Substances Control, said his agency took action in response to complaints. There's no timetable for the soil test results. Because of the ongoing investigation, Reese said he did not anticipate that the test results would be made public but added, "If we find any danger, then we will take the appropriate action."

Multiagency investigation

The Department of Toxic Substances Control is investigating along with the U.S. Environmental Protection Agency, the South Coast Air Quality Management District, the Los Angeles County District Attorney's Office and the Los Angeles County Fire Department's Certified Unified Program Agency, Reese said.

Officials for Palos Verdes Peninsula Unified School District did not respond to requests to comment. [In a statement on its website](#), district officials acknowledged receiving a search warrant.

“The district fully cooperated with DTSC investigators and will continue to do so in the future,” the district’s statement said. “Our highest priority is to the education, health and well-being of the children in the district and across the Palos Verdes Peninsula. The district will continue to cooperate with DTSC in this matter and is hopeful for an appropriate resolution.”

The search warrants were filed in the Los Angeles Superior Court, Reese said. The probe follows consistent concerns voiced by residents, particularly Ed Hummel, that the school district and AYSO, which leases the soccer fields from the school district, did not properly test the soil and document exactly where it all came from.

The 1,100 cubic yards of imported soil came from a basement and swimming pool excavation project on Sharynne Lane in Torrance, school officials said. They had hoped to put the issue to rest when Leymaster Environmental Consulting of Long Beach tested the soil Dec. 14 and found that the dirt was compliant with regulations and safe.

DDT detected in tests

That testing, along with a previous round of tests by Alta Environmental of Long Beach, indicated the presence of DDT in the soil.

Jennifer Taggart, an environmental attorney representing PV AYSO, on Monday said DDT is found throughout California because of its widespread use in the 1970s. Taggart said the presence of DDT in soil is acceptable so long as the level is below the guidelines outlined in the California Human Health Screening Levels.

“Those are very strict standards,” Taggart said. “I expect the soil tests to come back clean. There may be some detections. Obviously, there are chemicals present in our environment. But I expect the chemicals detected to be well below any action level.”

School district officials put up yellow caution tape and signs warning of asbestos in response to the South Coast Air Quality Management District’s notice to comply with asbestos testing.

Taggart said the complaint charging that the soil is toxic came from one or two residents, but many more are now concerned because of the warning signs up at Ladera Linda.

“Unfortunately, with the ongoing criminal investigation, it’s sort of limited how PV AYSO can respond,” Taggart said, adding that the underlying affidavit in the case remains sealed.

None of the soil in question was used to level off the soccer fields because of concerns raised last year by residents, Taggart said.

The Los Angeles County District Attorney’s Office on Monday declined a request to view the search warrants.

URL: <http://www.dailybreeze.com/environment-and-nature/20160502/state-probes-possibly-tainted-soil-at-ladera-linda-park-in-rancho-palos-verdes>

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Ladera Linda Property

Update

Since 2004 the Palos Verdes Peninsula Unified School District and AYSO have enjoyed a successful relationship involving soccer programs, practices, games, and tournaments at Ladera Linda Park through a licensing agreement. The agreement has allowed for expansion, improvements, and maintenance of the fields by AYSO at their expense.

On April 27, 2016, the District received a search warrant from the Department of Toxic Substances Control requiring the production of documents involving Ladera Linda. The District fully cooperated with DTSC investigators and will continue to do so in the future.

Our highest priority is to the education, health and well-being of the children in the District and across the Palos Verdes Peninsula. The District will continue to cooperate with DTSC in this matter and is hopeful for an appropriate resolution.

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City of Rancho Palos Verdes

Monthly Planning Activity Summary

For the Month of April 2016

New Cases Received	Staff Approvals	Staff Denials	Director Approvals	Director Denials	Planning Commission Approvals	Planning Commission Denials	City Council Approvals	City Council Denials	Appeals Heard
42	33	0	4	0	0	0	0	0	0

Application Type	Number
Site Plan Review	27
Foliage Analysis	9
Neighborhood Compatibility Analysis	2
Height Variation	2
Grading Approval	5
Sign Permit	7
Minor Exception Permit	3
Special Use Permit	2
Fence/Wall Permit	1
Number of Unique Applications:	58
Number of New ZON Cases:	41

Application Type	Number
Certificate of Compliance	1
Number of Unique Applications:	1
Number of New SUB Cases:	1

Staff Decisions
Number of Cases Closed: 33
Median Processing Time: 1 days
Director Decisions
Number of Cases Closed: 4
Median Processing Time: 150 days
All Planning Cases
Number of Cases Closed: 40
Median Processing Time: 355 days

* ZON = Zoning, SUB = Subdivision



City of Rancho Palos Verdes

Monthly View Activity Summary

For the Month of April 2016

New Cases Received	Director Approvals	Director Denials	Planning Commission Approvals	Planning Commission Denials	City Council Approvals	City Council Denials	Appeals Heard
5	0	0	0	0	0	0	0

New View Cases (MTD)	
Application Type	Number
View Restoration Permit	3
View Preservation Permit	2
Number of New Cases:	5

Pre-Application Meetings (MTD)	
Application Type	Number
Number of Pre-Application Meetings:	

Resolved By Mediation (MTD)	
Application Type	Number
Number of Cases:	

New View Cases (YTD)	
Application Type	Number
View Restoration Permit	7
View Preservation Permit	4
View Maintenance	1
Number of New Cases:	12

Pre-Application Meetings (YTD)	
Application Type	Number
View Restoration Permit	1
Number of Pre-Application Meetings:	1

Resolved By Mediation (YTD)	
Application Type	Number
View Restoration Permit	1
Number of Cases:	1



Rancho Palos Verdes Monthly Right-of-Way Permits

Issued During April 2016 by Community Development Department

Case #	Issued	Fee	Street Address	Owner	Type	Permittee	Expires
Case Type ROW							
ROW2016-00007	4/12/16	\$98.00	29126 WARNICK RD	MICHAEL FRIEDMAN	Dumpster/Roll-off	Consolidated Disposal	5/12/16
ROW2016-00008	4/15/16	\$98.00	5859 FLAMBEAU RD	MAROVICH, DANIEL & EVELYN K	Dumpster/Roll-off		5/15/16
ROW2016-00009	4/29/16	\$98.00	26727 BASSWOOD AVE	JANICE ISHIKAWA	Dumpster/Roll-off	CA Waste Services	5/29/16

Number of **ROW** cases issued: **3**

T:\Right-of-Way Monthly Reports\Right-of-Way Activity Summary.rpt



City of Rancho Palos Verdes

Monthly Code Enforcement Activity Summary

For the Month of April 2016

Complaints Received	Field Inspections	First Notices Issued	Second Notices Issued	Final Notices Issued	Administrative Hearings Conducted	Referral to City Attorney	Other Referrals	Case Closed	Complaint Unfounded
36	85	26	7	5	0	4	1	34	8

New Complaints by Violation Category	
Drainage	3
Expired Building Permit	1
Fence, Wall & Hedge	4
Non-Permitted Construction	6
Other Violation	2
Property Maintenance	13
Illegal Signs	1
Trash Cans	6
Total:	36

Closed Case Summary
Building Code Violations
Number of Cases Closed: 4
Median Processing Time: 0 days
Municipal Code Violations
Number of Cases Closed: 25
Median Processing Time: 27 days
Zoning Code Violations
Number of Cases Closed: 5
Median Processing Time: 10 days

Illegal Sign Abatement Summary	
Street Name	Signs Removed
PALOS VERDES DR E	2
Total Signs Removed:	2



City of Rancho Palos Verdes

Monthly Building & Safety Activity Summary

For the Month of April 2016

New Cases Received	Permits Issued	Permit Fees (\$)	Plan Check Fees (\$)	Other Fees* (\$)	Total Valuation (\$)	New Plan Checks	New SFRs	Total Inspections	Average Daily Inspections
129	140	139,027	19,714	17,429	1,083,700	16	2	714	32

New BLD** Applications by Type	
Application Type	No.
Alteration	11
Addition & Remodel	5
Demolition	1
Site Investigation	1
New Construction	6
Repair	8
Reroof	16
Remodel	17
Solar Panels	11
Pool/Spa	3
Tenant Improvement	1
Unknown	1
New BLD Cases:	81

New ELE** Applications by Type	
Application Type	No.
New Construction	1
Service Upgrade	9
Temporary Power	3
Other	1
New ELE Cases:	14

New MEC** Applications by Type	
Application Type	No.
Changeout	4
New Construction	9
Repair	1
New MEC Cases:	14

New PLM** Applications by Type	
Application Type	No.
Changeout	2
New Construction	3
Repair	9
Repipe	6
New PLM Cases:	20

Issued Permit Summary
Over-the-Counter Permits
No. of Permits Issued: 109
Median Processing Time: -1 days
Plan Checked Permits
No. of Permits Issued: 31
Median Processing Time: 58 days

* Other fees include SMIP, data processing, historic data input and geology review fees

** BLD = Building, ELE = Electrical, MEC = Mechanical, PLM = Plumbing

Building Activity Report for Rancho Palos Verdes April 2016

Fiscal Year <u>2014-2015</u>	Total # of Permits	Total Permit Fees	Total Fees	Total Valuation for Permits	Total # of New Plan Checks	Total Plan Check Fees	# of SFRs	Total # of Inspections	Average # of Inspections per Day	Fiscal Year <u>2014-2015</u>
July	148	\$ 115,809.00	\$ 129,615.00	\$ 718,800.00	21	\$ 45,640.00	0	751	34	July
August	117	\$ 76,981.00	\$ 91,310.00	\$ 484,500.00	19	\$ 13,600.00	0	737	34	August
September	142	\$ 139,076.00	\$ 162,724.00	\$ 714,900.00	15	\$ 25,455.00	0	746	36	September
October	141	\$ 99,869.00	\$ 120,204.00	\$ 1,102,100.00	14	\$ 31,575.00	3	765	33	October
November	123	\$ 62,457.00	\$ 76,616.00	\$ 524,700.00	17	\$ 28,848.00	1	608	34	November
December	92	\$ 45,794.00	\$ 70,172.00	\$ 281,400.00	29	\$ 31,318.00	1	628	33	December
January 2015	152	\$ 164,694.00	\$ 181,679.00	\$ 825,700.00	19	\$ 26,306.00	0	759	36	January
February	105	\$ 105,986.00	\$ 120,291.00	\$ 693,300.00	22	\$ 25,530.00	1	647	32	February
March	117	\$ 83,938.00	\$ 106,519.00	\$ 1,369,900.00	25	\$ 38,552.00	1	690	30	March
April	138	\$ 73,726.00	\$ 94,317.00	\$ 1,174,200.00	26	\$ 33,954.00	1	638	29	April
May	148	\$ 318,920.00	\$ 337,059.00	\$ 2,683,200.00	24	\$ 27,277.00	19	613	29	May
June	146	\$ 133,489.00	\$ 151,427.00	\$ 349,200.00	22	\$ 21,843.00	1	733	33	June
YTD	1569	\$ 1,420,739.00	\$ 1,641,933.00	\$ 10,921,900.00	253	\$ 349,898.00	28	8,315	393	YTD

Fiscal Year <u>2015-2016</u>	Total # of Permits	Total Permit Fees	Total Fees	Total Valuation for Permits	Total # of New Plan Checks	Total Plan Check Fees	# of SFRs	Total # of Inspections	Inspections per Day	Fiscal Year <u>2015-2016</u>
July	146	\$ 154,309.00	\$ 173,305.00	\$ 828,000.00	20	\$ 31,596.00	3	644	27	July
August	188	\$ 91,215.00	\$ 102,835.00	\$ 521,200.00	23	\$ 25,816.00	0	705	32	August
September	133	\$ 158,367.00	\$ 181,249.00	\$ 951,500.00	22	\$ 25,160.00	1	668	32	September
October	163	\$ 117,427.00	\$ 136,047.00	\$ 795,400.00	25	\$ 32,047.00	2	739	34	October
November	163	\$ 61,187.00	\$ 74,625.00	\$ 587,300.00	34	\$ 18,404.00	0	576	29	November
December	115	\$ 93,361.00	\$ 108,327.00	\$ 844,800.00	20	\$ 23,082.00	0	625	31	December
January 2016	123	\$ 89,928.00	\$ 103,884.00	\$ 871,100.00	28	\$ 32,078.00	2	623	31	January
February	139	\$ 71,546.00	\$ 86,831.00	\$ 477,700.00	26	\$ 54,988.00	0	717	34	February
March	140	\$ 92,931.00	\$ 121,706.00	\$ 719,800.00	26	\$ 29,191.00	0	836	35	March
April	140	\$ 139,027.00	\$ 156,456.00	\$ 1,083,700.00	16	\$ 19,714.00	2	714	32	April
May										May
June										June
YTD	1450	\$ 1,069,298.00	\$ 1,245,265.00	\$ 7,680,500.00	240	\$ 292,076.00	10	6847	317	YTD

Previous YR	1275	\$968,330.00	\$1,153,447.00	\$7,889,500.00	207	\$300,778.00	8	6969	331	Previous YR
<u>% Change/YTD</u>	<u>14%</u>	<u>10%</u>	<u>8%</u>	<u>-3%</u>	<u>16%</u>	<u>-3%</u>	<u>125%</u>	<u>-2%</u>	<u>-4%</u>	<u>% Change YTD</u>



DRAFT AGENDA

**RANCHO PALOS VERDES PLANNING COMMISSION
TUESDAY, MAY 10, 2016
FRED HESSE COMMUNITY PARK, 29301 HAWTHORNE BOULEVARD
REGULAR MEETING
7:00 P.M.**

SCHEDULING NOTES

REQUESTS TO SPEAK ON AN ITEM MUST BE SUBMITTED TO THE COMMUNITY DEVELOPMENT DIRECTOR PRIOR TO THE COMPLETION OF THE REMARKS OF THE FIRST SPEAKER ON THE ITEM. NO REQUEST FORMS WILL BE ACCEPTED AFTER THAT TIME.

PURSUANT TO ADOPTED PLANNING COMMISSION PROCEDURE, UNLESS THE PLANNING COMMISSION AGREES TO SUSPEND ITS RULES, NO NEW BUSINESS WILL BE HEARD AFTER 11:00 P.M. AND NO ITEM WILL BE HEARD PAST MIDNIGHT. ANY ITEMS NOT HEARD BECAUSE OF THE TIME LIMITS WILL BE AUTOMATICALLY CONTINUED TO THE NEXT COMMISSION AGENDA.

NEXT P.C. RESOLUTION NO. 2016-07

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF AGENDA:

COMMUNICATIONS:

City Council Items:

Staff:

Commission:

COMMENTS FROM THE AUDIENCE (regarding non-agenda items):

CONSENT CALENDAR:

1. APPROVAL OF APRIL 12, 2016 MINUTES

CONTINUED PUBLIC HEARINGS:

NONE

CONTINUED BUSINESS:

NONE

NEW PUBLIC HEARINGS:

2. HEIGHT VARIATION - (CASE NO. ZON2016-00078): 3608 Coolheights Drive (OS)

Request: to construct a 231 square foot addition at the rear of an existing two-story residence. The height of the addition will be 24'-2", as measured from highest elevation of the existing grade covered by the structure (elev. 99.10') to the highest proposed roof ridgeline (elev. 123.27'); and an overall height of 24'-8" as measured from lowest finished grade adjacent to the structure (elev. 98.60') to the highest proposed roof ridgeline (elev. 123.27').

Action Deadline: May 30, 2016

Recommendation: Adopt P.C. Resolution No. 2016-___; thereby conditionally approving the Height Variation (Case No. 2016-00078).

NEW BUSINESS:

3. COMPLIANCE REVIEW OF POINT VIEW MASTER PLAN- (CASE NO. ZON2010-00087): (LM)

Request: Schedule the required May 2016 Compliance Review of the *Point View Master Use Plan* before the Planning Commission on June 14, 2016.

Action Deadline: None

Recommendation: Schedule the Applicant's request to bring the required May 2016 Compliance Review of the *Point View Master Use Plan (CUP)* to the Planning Commission in June 2016, instead of May 2016.

4. GENERAL PLAN UPDATE: City wide (SK)

Request: Receive and file an update on the General Plan Update project.

Action Deadline: None

Recommendation: Receive and file an update on the General Plan Update project.

5. GREEN HILLS MEMORIAL PARK UPDATE: 27501 Western Avenue (SK)

Request: Receive and file a status report on Green Hills Memorial Park.

Action Deadline: None

Recommendation: Receive and file a status report on Green Hills Memorial Park.

6. DIRECTOR'S IMPLEMENTATION OF THE MINOR MODIFICATION CONDITION: (AM)

Request: Review the Director's implementation of the Minor Modification Condition.

Action Deadline: None

Recommendation: Continue Staff's report on the Director's implementation of the minor modification condition to the May 24, 2016 meeting.

ITEMS TO BE PLACED ON FUTURE AGENDAS:

7. PRE-AGENDA FOR THE MEETING ON MAY 24, 2016

ADJOURNMENT:

Americans with Disabilities Act: *In compliance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please call the Community Development Director at 310 544-5228 at least 48 hours prior to the meeting.*

Notes:

1. Staff reports are available for inspection at City Hall, 30940 Hawthorne Boulevard during regular business hours, 7:30 A.M. to 5:30 P.M. Monday – Thursday and 7:30 A.M. to 4:30 P.M. on Friday. The agenda and staff reports can also be viewed at Fred Hesse Community Park, 29301 Hawthorne Boulevard during the Planning Commission meeting.

2. Materials related to an item on this Agenda submitted to the Planning Commission after distribution of the agenda packet are available for public inspection at the front counter of the Planning Division lobby at City Hall, which is located at 30940 Hawthorne Boulevard, Rancho Palos Verdes during normal business hours as stated in the paragraph above.

3. You can also view the agenda and staff reports at the City's website www.rpvca.gov.

4. Written materials, including emails, submitted to the City are public records and may be posted on the City's website. In addition, City meetings may be televised and may be accessed through the City's website. Accordingly, you may wish to omit personal information from your oral presentation or written materials as they may become part of the public record regarding an agenda item.



Applications of Note as of May 4, 2016

Case No.	Owner	Street Address	Project Description	Submitted
ZON2016-00188	CITY OF RANCHO PALOS VERDES	CITYWIDE	Short Term Rentals	5/2/2016
<i>Code Amendment Environmental Assessment</i>				
ZON2016-00190	LOU, SAM C & SHIRLEY C	27019 WOODBROOK RD	Proposed 240 SF addition along the southerly side yard of an (E) single family residence.	5/2/2016
<i>Site Plan Review</i>				
ZON2016-00192	JOSH TULLY	1952 AVENIDA FELICIANO	Addition of 14 square feet to front of residence.	5/4/2016
<i>Site Plan Review</i>				

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**CITY OF RANCHO PALOS VERDES
NATURE PRESERVE QUARTERLY PUBLIC FORUM
APRIL 20, 2016**

The forum began at 6:05 p.m. in the City Hall Community Room, 30940 Hawthorne Boulevard.

ATTENDANCE

City of RPV: Sean Larvenz – Public Works Maintenance Superintendent
Katie Lozano – Recreation and Parks Administrative Analyst
Laura Just – Mountains Recreation & Conservation Authority Park Ranger
PVPLC: Adrienne Mohan – Conservation Director

Analyst Lozano thanked the group for attending and explained that the purpose of the forum is to share information on Preserve projects and public use, and to solicit public feedback. City and PVPLC staff introductions were made.

Preserve Maintenance

Review of active habitat/Trail projects including Trail Crew activities – Director Mohan shared that the Volunteer Trail Crew has been improving Sunshine Trail (making steep trail sustainable), Kelvin Canyon Trail (retaining wall), Zotes Cut Across Trail (improving equestrian access), and has successfully experimented with planting using Groasis boxes.

Unauthorized/Spur Trail Closures – Director Mohan shared that that Field Operations Technician Morando has been closing spur trails off of Burma and Smugglers Trails. Americore and volunteers have worked to close spur trails off of Flying Mane and Quarry Trails in Forrestal Reserve, and in Portuguese Bend and Abalone Cove Reserves.

Toyon Peppertree Remediation: Analyst Lozano shared that this project is complete. Over the course of Saturdays in February and March City staff, volunteers, the PVPLC Volunteer Trail Crew, Palos Verdes CORBA, local Boy Scout Troops and an Eagle Scout teamed up to recreate this trail and plant native habitat. The Trail Crew and PV CORBA assisting design the trail with traffic calming and safety measures. It was a great exercise in team work, and the City will irrigate the plantings until they are established.

Preserve Signage Plan: Director Mohan shared that PVPLC has been working with consultant Hunt Designs and City staff on Preserve entry signage, and the signage will be presented to City Council in early June for approval.

City Preserve Maintenance Logs: Analyst Lozano shared that the City logs maintenance requests and reports, and makes this log available at the agenda/welcome table for public review and discussion.

Abalone Cove Closure: Maintenance Superintendent Larvenz shared that due to unstable cliffs and the potential for falling rocks, part of the Abalone Cove tide pools will be closed indefinitely.

Public Comments:

Eva Cicoria commented that the Volunteer Trail Crew's work on Sunshine Trail is great. However the top of the trail needs signage. She also commented that the public is curious about the groasis boxes on Toyon Trail.

Diane Smith expressed concern about maintenance at Ocean Trails Reserve. Specifically, signage is in poor shape and there is a lot of graffiti. She also shared that she thought the Via Capris homeowners were given inadequate notification prior to PVPLC beginning habitat restoration work in Alta Vicente Reserve. She also expressed concern with the way her comments at a previous meeting where reflected in the minutes.

Analyst Lozano responded that the City and PVPLC will improve notification to any neighbors that directly abut future restoration areas prior to work beginning. She also shared that the City is excited about the maintenance and public use improvements anticipated with the department's new Preserve staff, and that special attention is being paid to Ocean Trails Reserve. She also requested any requested modifications to the minutes be sent to her directly.

Eva Cicoria recommended prominent signage on Abalone Cove Beach to demarcate closed areas of the Abalone Cove tide pools.

Maintenance Superintendent Larvenz responded that the City is working to create signage on the beach that will resist destruction by the tides.

Kurt Loheit inquired as to whether the Volunteer Trail Watch is available with stationary "patrols" to assist with the Abalone Cove closures because the interpretive element tends to be helpful rather than relying solely on signage.

Preserve Operations

Preserve Enforcement/Ranger Report – Ranger Just reported that use patterns have remained the same, and that there is a lot of use on the trails. The majority of violations are dogs off leash.

Enforcement Contract Transition – Analyst Lozano reported that the City is transitioning Preserve enforcement contracts; in July, the City will contract with the Los Angeles County Sheriff's Department for 80 hours/week of enforcement in the Preserve. City staff is meeting with the Sheriff's Department to work on the transition, and Mountains Recreation and

Conservation Authority Rangers are assisting with knowledge transfer and to help make a smooth transition.

Recreation and Parks Staff Presence in the Preserve – Analyst Lozano indicated that City Council late last year allocated additional staff to the Nature Preserve, and that the department continues to put the program together. The program is currently staffed at 75% and training, and the department anticipates being staffed at 100% and dedicated to patrol in May. She believes this additional staff will provide a presence for public education and enforcement that is missing the Preserve and will have a very positive effect on user behavior, public safety, and resource maintenance and preservation.

City Preserve Use Logs – Analyst Lozano shared that the City logs public use concerns received from the public, and makes this log available at the agenda/welcome table for public review and discussion.

Review of Volunteer Trail Watch Reports – Director Mohan reported that the Volunteer Trail Watch members have submitted 163 reports over the last three months, and this includes 197 hours of time spent in the Preserve.

Public Comments:

Melody Colbert commented on recent confusion over when the Preserve was opened and closed during the rainy weather.

Analyst Lozano shared that there was confusion, and that the City is working to improve its closure and notification process.

Preserve Interpretive Activities/Other

Trail Naming Opportunities- Director Mohan shared information on donor opportunities by which donors may rename trails within the Nature Preserve. She also shared a list of trails available for renaming, and trails not available because of the cultural or historical value.

PVPLC-led Nature Hikes – Director Mohan reported that PVPLC docents lead nature hikes, and in July they will lead a hike through Ocean Trails Reserve.

Upcoming Volunteer Days and Events – Director Mohan shared that PVPLC will hold a volunteer day April 30th at Alta Vicente Reserve.

Los Serenos de Point Vicente Nature Hikes – Analyst Lozano indicated that docents lead monthly nature hikes through the Preserve, and that a calendar is available on the City's website

and the front table. The City has also begun monthly Volunteer opportunities at the Point Vicente Interpretive Center's Native Plant Garden adjacent to Vicente Bluffs Reserve.

Public Comments/Questions

Volunteer Trail Watch member Kaori Nomoto shared that while on patrol, her dog was attacked by an off leash dog, and she'd like to confirm that rangers patrol the Preserve during peak use times.

Analyst Lozano responded that the City has full ranger coverage on weekends to cover peak use times.

Melody Colbert indicated that she is part of the Palos Verdes Horsemen's Association, and would appreciate collaboration working to update maps. She also commented on the importance of relaying any trail name changes to emergency responders for public safety.

Director Mohan responded that PVPLC will work with PVPHA on updating maps, and Analyst Lozano confirmed that the City will work with the Fire Department and L.A. County Sheriff to notify them of trail name changes and Preserve access points for public safety.

The meeting adjourned at 7:00 p.m.

Minutes to the April 14, 2016 Preserve Management Meeting

Attending: Recreation & Parks Director Cory Linder, Community Development Deputy Director Ara Mihranian, Senior Administrative Analyst Matt Waters, Administrative Analyst Katie Lozano, Recreation Specialist David Pearce, MRCA Deputy Chief Ranger Kenn Hughes, PVPLC Executive Director Andrea Vona and PVPLC Conservation Director Adrienne Mohan.

Preserve Maintenance

- Review of Active Habitat / Trail Projects / Maintenance:
 - Review of Trail Crew activities / unauthorized/spur trail closures – the Trail Crew is working on Sunshine Trail in the Three Sisters Reserve
 - City maintenance projects
 - Marymount Trail – Public Works estimates an excessive construction cost to alter the culvert; PVPLC will investigate potential grant funding for a trail bridge and will send the City the Trail Crew's proposed Pony Trail bridge design to see if it could be adapted to work on Marymount Trail.
 - Garden Trail pipe erosion – Public Works is looking into this.
 - Toyon / Peppertree remediation project – Analyst Lozano reports this is completed with irrigation being an ongoing process.
- City Preserve Maintenance Logs – Presented without discussion.
- Island View / Storm Drain Stairs – Analyst Lozano is contacting Los Angeles County about controlling stair access. Deputy Director Mihranian is in communication with the adjacent H.O.A. regarding closing access from HOA property.
- Conqueror Trail Gully Remedy – PVPLC will be considering their Trail Crew recommendations.
- Gate at Lower Portuguese Bend – The group is looking into the best method to replace the broken fence.

Preserve Operations

- Review of Public Events in Preserve – No discussion.
- Active Preserve Projects –The group discussed a dewatering well project on Burma Rd. and a project for geological test pits in the Abalone Cove Reserve near the Ginsberg property. The Shoreline Park Sanitation District is repairing a sewer line near the bluff and their project will require a Coastal Development Permit.
- Ranger Report – Chief Ranger Hughes says that policy information is being developed by MRCA regarding noise effects on wildlife and he will make that available to the City and PVPLC. The Rangers are focusing their patrols a little more on the Forrestal Reserve. Chief Ranger Hughes reports that the *No Dogs on Beach* signs are missing around Sacred Cove. MRCA Rangers will continue to assist coordinating the enforcement transition to LA County Sheriff.
- Preserve Staffing Update – Analyst Lozano reported that the Preserve Staff will be 100% operational in May.
- Review of Volunteer Trail Watch Reports – No discussion.
- Utility Access & Utilities/Contractors Day Use Permit for Accessing Preserve – An

online permitting system will be explored.

- Rain Closure Procedure – Signage and an improved notification process will be implemented.
- Managing Access Points – The City is working to assess access points to the Preserve, and is beginning with the approximately 18 access points to Portuguese Bend Reserve. Recommendations for controlling each access point will be made with input from L.A. County Fire to preserve access for public safety.
- Volunteer Projects in the Preserve – Continued to next meeting.
- Walking Bikes on Non-bike Trails –Continued to next meeting.

Additional Items

- Status of Grant Contracts / Agreements – Continued to next meeting.
- Upcoming Council Agenda Items: Preserve donor and naming opportunities (April 19th), Preserve Monument Signage (early June).
- The City's Geologist has assessed and designated the areas in Abalone Cove closed to the public for safety.

Announcements

- Public Forum 2016 Dates: April 20th, July 20th & Oct. 19th.
- VTW / City Monthly Coordination Meeting: April 27th.
- VTW Quarterly Meeting: April 27th.

Action Items

- PVPLC will forward the Trail Crew's Pony Trail bridge design to the City for consideration in solving the Marymount Trail culvert crossing.
- Specialist Pearce will have *No Dogs on Beach* signs replaced at Sacred Cove.

Next Meeting: May 5, 2016 @ 9:30 a.m.