

PVPLC/City Preserve Management Team Meeting Minutes

9:30 a.m. Thursday, August 7, 2014, Community Development Conference Room

In Attendance: Acting City Manager Carolynn Petru, Recreation and Parks Department Director Cory Linder, Deputy Community Development Director Ara Mihranian, Acting Maintenance Superintendent Andy Winje, Administrative Analyst Katie Lozano, MRCA Supervising Ranger Jewel Johnson, PVPLC Executive Director Andrea Vona, PVPLC Conservation Director Danielle Lefer

Agenda Format: Discuss new agenda format, and goals to improve communication and maximize resources.

Director Linder shared that the new agenda format reflects that the team will provide extra focus on maintenance and operations of the Preserve. Meeting goals are increasing communication amongst the management partners and maximizing resources.

Preserve Maintenance

- Review of Active Habitat/Trail Projects (PVPLC/PW/RP/CD)
 - San Ramon Reserve trail connector to Friendship Park (PW)- Public Works is working with contractor to create a connection from San Ramon Reserve to Friendship Park. They have also created an improved trail from PVDS into Ocean Trails Reserve. Discussion must be had regarding the concrete used for the trail improvement; Public Works will send trail plans for group to review. Preserve rule signs need to be installed. Additional funds are available for small associated projects.
 - Smugglers Cove Trail Gate Opening for Bicyclists (PW)-Complete
 - Vista Del Norte/Crestridge Project Trail Connection (CD)-Community Development has worked on desired route with contractor. PVPLC will provide input on trail route and design. Deputy Director Mihranian will forward plan to PVPLC for feedback.
- Review of Keeper Reports (PVPLC)-PVPLC provided report excerpt as actual reports are voluminous. Group will take a look at excerpt and decide which Preserve areas for which they would like to review KEEPER reports.
- Management team will pull information from KEEPER reports, Volunteer Trail Watch (VTW) reports, Ranger Hotline, Ranger reports, and City issue logs and provide a consolidated reports more regularly to Council/public.
- Trail Crew Projects (PVPLC)-not discussed.
- Unauthorized/Spur Trail Closures (PVPLC)
 - Inventory/Master Plan for Spur Trails-Preserve Management Team will review spur trails in the Preserve, beginning with Portuguese Bend, to strategize closure/management as a team. PVPLC will email spur map to City prior to next meeting for discussion.
 - East Sacred Cove Trail Closure-not discussed.
 - Rim Trail Closure of Duplicate Trails-not discussed.
- Signage (Regulatory/Welcome/Trail Markers, etc.) (PVPLC/PW/RP)
 - Preserve Decal Replacement (PVPLC)-not discussed.
 - Monument Signage, Entry Kiosks, and Welcome Signage (PVPLC/RP)-Regulatory Preserve Rules signs will be assessed by management team, as the hours listed on the sign have been challenged recently in court. Delay in installation of monument and welcome signage and kiosks is that regulatory agencies are still assessing grant deed restrictions. Deputy Director Mihranian will attempt again to gain response from regulatory agencies.
 - Installation of “no trail access” signs near Vanderlip Drive (RP/PW)-Analyst Lozano will schedule site visit with neighbors.
 - Vicente Bluffs Parking Lot Signs and Unauthorized Trails (RP/PW/PVPLC)- Analyst Lozano will work with Public Works on signage, and management team will visit site to discuss additional management strategies.
 - Analyst Lozano will work with Public Works to create hours of operation signs to hang on gate at top of Portuguese Bend and near top of Rattlesnake entrance. Group will consider moving Preserve Rule sign at Filiorum entry above Rattlesnake Trail.
- Preserve Gate Locks (PW)-no discussion.
- Grant Contracts/Agreements (PVPLC)
 - Los Angeles County-no discussion
 - HCF Grant Contracts-Deputy Director Mihranian will check with regulatory agencies on status.
 - Upcoming Grant Opportunities (ALL)-no discussion

Preserve Operations

- Review Preserve Public Use and Maintenance Logs (RP/MRCA)-reports distributed. Lomita Sheriff Posse will report back on availability to provide presence in Preserve.
- Review Ranger Reports (RP/MRCA)-A new trail system is has been built near Narcissa property. Evidence of equestrian use. Discussion ensued on using VTW taken photography to deter illegal behavior in Preserve. City clarified that Rangers cannot use pictures taken by volunteers to follow up and issue citations to individuals, and that Volunteers are not recommended to take pictures of rule violators as the volunteers may put themselves at risk, be perceived in a negative light, or create a conflict between violator and volunteer.
- Review of Volunteer Trail Crew and Rapid Response Team Reports (PVPLC)-no discussion.

- Review of KEEPER Reports (PVPLC)- PVPLC provided report excerpt as actual plans are voluminous. Group will take a look at excerpt and decide which Preserve areas for which they would like to review KEEPER reports.
- Volunteer Trail Patrol Web Portal Review (PVPLC)-Team will review portal prior to next meeting and provide feedback.
- Stair Use at Filiorum Reserve- Team will visit site to determine solution to use of stair case and spur trails near Filiorum Reserve.
- Enforcement priorities (ALL)-no discussion.
- Volunteer Trail Crew and Rapid Response Team Priorities (ALL)-no discussion.
- Deputy Director Mihranian reported that the South Bay Archery Club will use the Archery Range area for an event August 23rd and Community Development will coordinate the permit.

Misc. Projects (These items will be pulled onto the agenda for discussion as needed)

- Public Forum Meeting (All)-Analyst Lozano will check availability and try to schedule meeting in late August to early September.
- Cell Tower on PVDS near Narcissa (RP)-no discussion
- PVDS Road Alignment Project Update (PW)-no discussion
- Fuel Modification Update (PW)-no discussion
- Conservation Easement Update (CD)-no discussion
- Peppertree area Trail Easement Follow-up (CD)-no discussion
- Agua Amarga Encroachments (CD)-no discussion
- GIS Overlays: Archaeology Sites & Porta-potties (CD)-no discussion
- CCT Trail Markers in Preserve-no discussion
- Abalone Cove Park Improvement Project (CD)-no discussion
- Gateway Park Update (RP)-no discussion
- Interpretive Programming (RP/PVPLC)-no discussion

Next Meeting: Sept. 4th @ 9:30 a.m.