

**PVPLC/City Preserve Management Team Meeting Minutes
9:30 a.m. Thursday, December 4, 2014, Community Room**

In Attendance: Acting City Manager Carolynn Petru, Community Development Deputy 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

Preserve Maintenance

- Review of Active Habitat/Trail Projects (PVPLC/PW/RP/CD)-Director Lefer reported that the focus of habitat/trail projects is at Portuguese Bend Reserve. PVPLC is installing drip irrigation for plantings near Peacock Flats Trail.
- Remediation of Toyon Grading (ALL)-Deputy Director Petru indicated that the City received the correspondence from PVPLC regarding the issue, the City plans to meet this week, and will send a response within 15 days.
- Grading of fire road leading from Cherry Hill (CD)- Deputy Director Mihranian shared that a resident recently inquired about the grading at this location. The Public Works Department shared that the grading was done on City property outside of the Preserve to maintain a fire road. To address the concern of vehicles entering the Preserve via the new widened road, Public Works will work with the Fire Department on placing a chain and lock across the access point.
- Review of revised RPV/PVPLC Project Review Form PV Nature Preserve (ALL)- The revised project sheet was distributed and the group will bring any recommended edits to the January meeting.
- Review of Trail Crew Activities: Director Lefer reported the trail crew will assist with closing spur trails off of Rim Trail in January, and making adjustments to better direct access to authorized trails.
- Signage (Regulatory/Welcome/Trail Markers, etc.) (PVPLC/PW/RP)
 - Monument Signage, Entry Kiosks, and Welcome Signage (PVPLC/RP)- Deputy Director Mihranian reported that 2012 HCF Grant funds will be used to create and install monument signage, entry kiosks, and welcome signage. Progress has been made determining the format in which deed restrictions must be recorded in order for 2012 HCF grant funds to be released. PVPLC is awaiting final approval before funds are released.
 - Additional Rules Signage in Preserve (Port. Bend, Filiorum, Abalone Cove, Vicente Bluffs) (RP/PW): Additional signs for the following rules have been ordered: No animals on the beach, No open flames, Closed areas/No Beach Access, and Preserve hours.
 - Yield Signage – Director Lefer distributed draft yield signage. The Team decided on the lower left yield sign, which will be white with brown symbols. It will be approximately 10x10." To begin, the signs will be placed at key intersections within the Portuguese Bend Reserve. The yield signs will also be placed on the existing posts at key trailheads that currently hold trail map brochures. An additional brochure holder will be added to this post to hold future etiquette brochures. Recreation and Parks staff, in coordination with the rest of the team, will ask Eagle Scouts to build additional posts and place them.
- Preserve Gate Locks (PW)-Public Works has received an inventory of Preserve gate/locks and is moving forward to create a plan to improve the locking system.
- Coastal Trail Markers (PW)- Public Works will order many additional decals of both the coastal trail decal and the RPV logo decal. They are being removed from their posts. Public Works will take a site visit with Deputy Director Mihranian to determine the best way to affix the decals to the post; likely tamper-proof screws. Engineer Motahari has specs on the decals to be ordered, and PVPLC will pass on info on the preferred vendor for decals to be placed within the Reserve.
- Salvation Army Trail (RP/PVPLC): PVPLC will add trail markers near the Salvation Army Trail where appropriate.
- Non-Native Trees at Vicente Bluffs Reserve (ADMIN)-Acting City Manager Petru reported that residents have asked that the non-native trees behind the fountain on the south side of the intersection of Hawthorne and Via Vicente be removed. PVPLC will determine if the trees are located within the Preserve.

- Status of Grant contracts/Agreements (PVPLC)
 - Los Angeles County: PVPLC has started using funds for trail closures. Funds will be focused on trail connectivity.
 - 2009 HCF Grant: Funds are nearly exhausted.
 - 2012 HCF Grant: In order for the 2012 HCF Grant funding to be released, deed restrictions must be recorded, including legal descriptions of the properties. This information has been submitted; management group should have results in the next few weeks.

Preserve Operations

- Ranger Report: Ranger Johnson shared that activity in the Preserve has been following similar trends. Rangers have received calls regarding homeless individuals sleeping on benches during the day; however this is not an illegal activity. She also requested Volunteer Trail Watch assistance reporting sighting of a man with a hunting falcon who hikes in the Reserve. Rangers would like to speak with him. Please call the hotline if he is seen.
- City Preserve Public Use Logs (RP): No discussion.
- Review of Volunteer Trail Watch Reports (PVPLC): Volunteers have not seen much activity. Reports will be available once the web portal is running. PVPLC continues to work on the web portal.
- Managing private Preserve entry points (RP): City, PVPLC, and MRCA staff met with Mr. Vanderlip on November 12th to discuss security concerns; the public entering the private Narcissa community via the Portuguese Bend Nature Reserve. PVPLC will work to close spur trails near the community, and will install additional trail markers with arrows on the designated trails near the property to help direct the public to stay on designated trails. Rangers will enforce use of undesignated trails near the neighborhood.
- Permitting drones in the Preserve (ALL): Groups have approached the City regarding use of drones in the Preserve, for which there is no existing policy. The Management Team will discuss a policy at the January meeting.
- Motorized vehicles access to Preserve (RP): Ranger Jewel sent a My Tracks map of vehicle entry points to Portuguese Bend Reserve to the group. PVPLC will create a master map of motorized vehicle access into the Preserve. Then the Management Team will form a strategy to manage access points.
- Stair Use at Filiorum Reserve (RP): Public Works will contact Los Angeles County to determine if they are responsible for maintaining the stairs. Once contact has been made, the Team will determine the best way to close the stairs to prevent public use.
- Enforcement Priorities (All): Enforcement priorities remain the two most heavily used Reserves: Abalone Cove Reserve and Portuguese Bend Reserve. Rangers will continue to monitor the intersection of Peppertree-Toyon-Landslide Scarp Trails.
- Volunteer Trail Watch and Rapid Response Team Priorities (PVPLC): VTW and RRT remain focused on Portuguese Bend Reserve and Abalone Cove Reserves.

Additional Items

- Set Meeting to Establish Media Guidelines (RP/PVPLC): The group will set a separate meeting to discuss media guidelines.
- User Group Etiquette Brochure (ALL): Analyst Lozano distributed a draft etiquette brochure, and the group made comments and edits. PVPLC will run the brochure through their Stewardship Committee and bring back comments. Then the group will share the draft brochure with the Volunteer Trail Watch and different Preserve user groups for feedback.
- Abalone Cove Volunteer Day Dec. 13th (RP): Analyst Lozano shared information on Volunteer Day.

Next Meeting: Jan. 8th @ 9:30 a.m.