

Minutes to the October 1, 2015 Preserve Management Meeting

Attending: Recreation & Parks Director Cory Linder, Maintenance Superintendent Sean Larvenz, Sr. Administrative Analyst Matt Waters, Community Development Deputy Director Ara Mihranian, PVPLC Executive Director Andrea Vona, PVPLC Conservation Director Danielle Lefer and Recreation Specialist Dave Pearce

Preserve Maintenance

Review of Active Habitat & Trail Projects:

---Active Habitat – Conservation Director Lefer reported that restoration planting will start in the Portuguese Bend Reserve in late October.

---Unauthorized / Spur Trail Closures – Conservation Director Lefer reported that brush piles created by PVPLC during trail closures along Narcissa Drive will be flattened.

---Toyon / Peppertree Grading Follow-up – Director Linder reported that the city is still working on the process to move forward and will be calling a meeting with PVPLC soon.

---Access from Portuguese Bend Community Follow-up – Deputy Director Mihranian reported that he and Conservation Director Lefer will be attending the Portuguese Bend H.O.A. meeting on Oct. 5th to address concerns from residents.

---Pony Trail Status / Zote's Cutacross Trail Improvements – Conservation Director Lefer reported that the PVPLC will have delineated the new trail section along the western portion of Pony Trail during October. Discussion ensued regarding possible improvements or alternatives to Zote's Cutacross Trail for equestrian usage. Deputy Director Mihranian will follow up with this.

---Review of Trail Crew Activities – No report.

---Signage – Conservation Director Lefer reported that the monument signage plan is still under development with PVPLC. There is a stakeholders' meeting in October that will review the final trash receptacle design.

---Project Improvement Form – There was a discussion of the distribution process. The Open Space Management Office will initiate the form process, route it through the city departments as needed and then to PVPLC (who will initiate the form process if it is their project).

---Three Sisters / Filiorum Connection – All parties have not had a chance to review this item.

---Upper Abalone Cove West-end Fencing Problem – After discussion, it is decided to follow Superintendent Larvenz's suggestion that this stretch of deteriorated chain link fence be considered a 'project' for new fence construction rather than patch repair. This Abalone Cove fence project will be lumped together with other fence improvement projects (such as the Vicente Bluffs cliff-side fence) to await replacement funding.

---Grant Contracts / Opportunities – Executive Director Vona reported that the PVPLC will be submitting a grant request to Los Angeles County next month for vegetation rehabilitation.

---San Ramon Reserve Status – Gaps in the guardrail coverage along the PV Drive East switchbacks is allowing unauthorized vehicle access into Reserve areas. It is decided Specialist Pearce will write work orders for this to be closed with boulders or fencing.

---Graffiti Removal Process – Superintendent Larvenz discusses the new graffiti reporting process involving the Graffiti Protective Coatings contractor. A meeting for reviewing protocols of graffiti removal in the Preserve is set up for October 9th.

---Trail Drainage Concerns – PVPLC will determine the locations of dips in Burma Road and other trails that concern them in regard to potentially being washed out during heavy rain. Public Works will then evaluate these locations for possible remedy.

---City Preserve Maintenance / Public Use Logs – Passed out without discussion.

Preserve Operations

---Review of Utility Access – PVPLC will develop some guidelines. Taking an inventory of all Preserve access points will be discussed at the next Preserve Mgt. meeting.

---Ranger Report – Since no Ranger is present, there is no Ranger report.

---Preserve Projects – No report.

---Review of Volunteer Trail Watch Reports – No report.

---Enforcement Priorities – Sr. Administrative Analyst Waters announces that enforcement issues related to the Preserve are scheduled to be addressed by the City Council on October 20th.

---Targeting Focused Areas for Team Solutions – No report.

---Volunteer Trail Watch and Rapid Response Team Priorities – The PVPLC requests free, parking permits for the Del Cerro / Portuguese Bend Reserve / Crenshaw Blvd. area be issued to their staff and volunteers. Sr. Administrative Analyst Waters will follow up to determine if this request is feasible.

---Rim Trail Vehicle Intrusion – After discussion, Specialist Pearce will site visit the area to determine the extent of the problem. Deputy Director Mihranian suggests we may need to contact the City of Rolling Hills and their homeowners adjacent to this intrusion.

---Docent Only Trails – The PVPLC requests information about Docent-only Trails and whether they are still needed. Specialist Pearce will follow-up with the Docents about this.

---Rain Closure Policy – Using an initial guide from Conservation Director Lefer, Specialist Pearce presented a draft implementation plan to close the Preserve or individual Reserves due to rain. After discussion, Sr. Administrative Analyst Waters directs Specialist Pearce to fully develop this plan to present at a future Preserve Mgt. meeting.

---Preserve Staffing Update – Sr. Administrative Analyst Waters presents the latest information on this staffing. The positions are currently being developed by the Recreation & Parks Dept. in conjunction with Human Resources. It is hoped that these positions will be opened and filled by the start of the New Year.

Additional Items

---Quarterly Preserve Public Forum – The September 23rd Public Forum was well attended and the public had many of their concerns listened to and answered. The next Public Forum is scheduled for Dec. 16th.

---User Group *Share the Trails* brochure – Sr. Administrative Analyst Waters reported the finalizing of the brochure and it only awaits printing and distribution.

Action Items

---Specialist Pearce will submit work orders for the San Ramon guardrail problems.

- Specialist Pearce will site visit Rim Trail to inspect the vehicle intrusion.
- An October 9th meeting for establishing graffiti removal protocols is scheduled.
- PVPLC will specify what trail dips are of concern.
- Sr. Administrative Analyst Waters will follow up on parking permits for PVPLC.
- All will review the Three Sisters / Filiorum connection proposal submitted.
- Conservation Director Lefer and Deputy Director Mihranian will attend the Portuguese Bend HOA meeting on Oct. 5, 2015.
- Specialist Pearce will draft a more comprehensive rain policy implementation plan.
- PVPLC will submit a grant request to Los Angeles County for vegetation rehab.
- Specialist Pearce will communicate with the Docents to determine what Docent-only trails need to be maintained.
- Deputy Director Mihranian will follow-up on Zote's Cutacross Trail improvement possibilities.

Next Meeting: November 5, 2015 @ 9:30 a.m.