

Baldwin Hills Community Standards District (CSD)
Community Advisory Panel (CAP)
Minutes: 3/26/2009

A. CALL TO ORDER

The first meeting of the Baldwin Hills Community Advisory Panel (CAP) was called to order at 7:00pm.

B. INTRODUCTIONS

The Chair, Leon Freeman, introduced himself and other staff from the Department of Regional Planning (DRP) present: Pat Hachiya, Jose de la Rosa and Susana Franco-Rogan.

The Chair read the section of the Baldwin Hills Community Standards District (CSD) that pertains to the CAP – Section 22.44.142.J.1, and the Board Motion from the public hearing held on October 21, 2008. (*See pages 6-18*)

The Chair described the procedure used for selecting CAP seats and members. CAP seats were allocated to categories identified in the CSD and also based on advice sought from the Second Supervisorial District. Approximately 50 courtesy letters were mailed out to individuals representing community organizations active during the CSD formation with the idea that those individuals would notify others in their community. Community members were asked to provide nominations to Regional Planning for positions on the CAP. Seats were then filled on a first-come, first-serve basis. The Chair clarified that despite DRP's best effort to ensure panel diversity (ie: organizations or homeowner's groups holding more than one seat), the CAP is expected to be somewhat self-regulating in that regard. Additionally, the automatic forfeiture of seats is unnecessary at this time. Should seats become vacant in the future, they will be replaced following the first-come, first-served order of priority previously established. Panelists are free to send substitute representatives to the meetings.

The CAP is an advisory panel comprised of individuals who represent the fabric of the communities surrounding the Inglewood Oil Field and who have made a commitment to meet with the County and the oil field operator on a regular basis to discuss issues involving CSD implementation and on-going oil field operations. The purpose the CAP is to improve dialogue between the community, the County and the Operator. Their role is to bring issues to CAP meetings reflective of their community's questions and concerns, and to disseminate information back to the community.

A panelist representing landowners raised concerns about personally having to represent landowners as a unified block. The Chair clarified that panelists were not necessarily expected to automatically disseminate information to disinterested persons outside their circle. However, should a constituent contact DRP regarding CAP-related issues, the department will refer him/her to the appropriate CAP panelist. All panelists agreed.

Staff added that all CAP meetings will be open to the public and that the agenda for each meeting will include time for public comment.

C. ROLL CALL

*In attendance: (*absent)*

1	West Los Angeles College	John Oester for (Dr. Mark W. Rocha)
2	Los Angeles Unified	Glenn Striegler*
3	Culver City Unified	C. Scott Zeidman
4	City of Culver City	Andrew Weissman*
5	County of Los Angeles	Leon Freeman

Homeowners Associations

6	Windsor Hills	Gary Gless
7	United (View Park)	Theodore Irving
8	Blair Hills	Mary Ann Greene
9	Ladera Heights Civic Assoc.	Carmen Spiva
10	Culver Crest	John Kuechle
11	Baldwin Hills Estates	Ronda Jones
12	Raintree	Annette Mann*

Oil Field Landowners

13	Vicker Landowners	Jeff Dritley*
14	Cone Trust Landowners	Liz K. Gosnell

Property Owners who do not belong to an HOA

15	Non HOA Property Owner	George L. Mallory
16	Non HOA Property Owner	Irma Munoz

Operator

17	Ombudsperson	Lisa Paillet
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Community Organizations

18	Baldwin Hills Conservancy	David McNeill*
19	The City Project	Zoe Rawson (for Robert Garcia)
20	Community Health Councils	Gwendolyn Flynn
21	Windsor Hills Block Club	Toni McDonald-Tabor*

D. PROCEDURES

The CSD requires that certain plans be provided to the CAP for comment. The Annual Drilling, Redrilling, Well Abandonment and Well Pad Restoration Plan (Annual Drilling Plan) and the Environmental Quality Assurance Program (EQAP) were submitted and available on the project's website. The CSD requires that the Regional Planning complete its review of the Annual Drilling Plan within 45 days of submittal date. Due to this time constraint, CAP comments on the Annual Drilling Plan are due to the Chair in writing by 5:00 p.m. April 6, 2009. (Extended to 5:00pm April 13, 2009 with copies placed in the View Park and Culver City Libraries) (Extended further to April 23, 2009) Staff will inform the CAP as to the due date for comments on the EQAP.

Panelists expressed concern over the short time allowed for review of the Annual Drilling Plan and requested that plans be made available as soon as possible in the future. The Chair explained that the tight timeframes were the result of unforeseen delays combined with a strict deadline schedule. The intent in the future is to provide information to the CAP as quickly as possible. A CAP member indicated that short timeframe posed many challenges and made it impossible to schedule a homeowner's meeting. This could lead the community to perceive that "there was something to hide." The Chair concluded that the circumstances were not ideal and requested CAP assistance in changing that perception. Panelists also requested an email reminder three days before comments are due.

Staff noted that the compliance matrix, which is posted on-line, includes a listing of all documents submitted; copies will be made available to CAP panelists upon request.

E. CSD IMPLEMENTATION UPDATE

Panelists received a copy of the compliance matrix which includes a summary of the required compliance actions (plans, programs, audits, etc.), deadlines, status and review schedule. Future updates to the compliance matrix will be posted on the Department's website.

DRP is currently working with the Environmental Compliance Coordinator on implementation guidelines. Panelists received a sample of the implementation guidelines.

F. REPORT ON COMPLAINTS

The Chair provided a report on complaints received by the Operator starting from the CSD adoption date to the present. Seven (7) complaints had been logged by the Operator. Panelists question whether the list was complete. The Chair clarified that the list only includes complaints reported to the Operator; complaints reported only to AQMD were not included. Panelists recommended that DRP acquire a list of complaints reported to AQMD. The Chair relayed that DRP could ask the AQMD but could not compel them to provide that information. The Chair further clarified the legally mandated responsibility of government agencies to protect the identity of complainants which could lead to a watering down of complaint details that could possibly identify the complainant (ie: location information). This subsequent watering down,

especially in the case of odors which tend to dissipate quickly, can make complaints difficult if not impossible to substantiate. Panelists were encouraged to call both the appropriate regulatory agency and the Operator when reporting complaints because the Operator has employees on site that can be dispatched to investigate. Dual reporting would not only improve response time, it would also improve the tracking of complaints that the Operator is required to log.

G. PANEL DISCUSSION

Panelists expressed concern that the protocol for reporting complaints to AQMD was difficult to understand and that AQMD response time is too long, often leading to unsubstantiated complaints. Panelists suggested that someone from AQMD present at a CAP meeting to provide guidance to the community on how to report odor complaints. Staff agreed to contact AQMD to request their presence at a CAP meeting. One CAP member offered to draft a letter to AQMD requesting that a representative present to local community groups on AQMD odor complaint protocol.

Panelists also suggested that DRP consider sending a card containing all pertinent hotline numbers to every household, similar to a card prepared by the Community Health Councils. Staff agreed to coordinate in providing information to the Community Health Councils to prepare a similar information card.

Panelists inquired as to whether the community is guaranteed a response if they report anything to the Operator. The Operator's representative clarified that their policy is to respond to complaints within one-hour of receiving a complaint. In addition, an Ombudsperson is available 24 hours a day, seven days a week to help resolve/respond to complaints. The protocol for responding to complaints is as follows:

- Upon receipt of a complaint, the Ombudsperson contacts field staff to investigate;
- Callers are given the option of getting a call back with a response;
- The Ombudsperson documents the nature of the complaint and response or resolution offered in the complaint log required by the CSD.

A panelist inquired if the Operator uses physical monitors when investigating odor complaints. The Operator's representative indicated she would inquire about protocols and equipment utilized and report back to the CAP.

Panelists inquired about the formation of the MACC and whether the meetings were open to the public. The Chair explained that the nature of the MACC was to facilitate communications between the regulatory agencies involved. Because sensitive issues may be discussed, the meetings are not open to members of the public or the Operator. The CAP will communicate with the MACC and vice versa via DRP. A CAP member requested that the minutes from the MACC meetings be posted online.

Panelists also inquired about the response time for property damage complaints. Staff clarified that the CSD requires annual subsidence surveys. If a survey indicates ground movement, the Operator was required to prepare a report analyzing all property damage complaints received

over the previous year. The report is submitted to the Department of Public Works, who may consult with the Division of Oil, Gas and Geothermal Resources if it disagrees with the report's conclusion.

H. ANNOUNCEMENTS

Next meeting will be held on April 23, 2009 at 7:00 PM, with the location to be determined.

I. PUBLIC COMMENT

A member of the public inquired if The Operator is undertaking any soil gas sampling at the Inglewood Oil Field. The Operator's representative agreed to follow-up.

A representative with the County's Department of Public Health provided a brief introduction to the telephone survey requested by the Board of Supervisors. In addition to their agencies own efforts in the community, they will attend future CAP meetings to remain up to date on current issues in the community.

J. ADJOURN 9:00PM

J. Public Outreach.

1. Community Advisory Panel ("CAP"). A community advisory panel shall be established by the director to foster communication about ongoing operations at

the oil field and to allow the community representatives to provide input to the county and the operator.

a. CAP Members. The CAP may include representatives of the county, the city of Los Angeles, the city of Culver City, West Los Angeles College, the operator, the landowners, and each of the major neighborhoods surrounding the oil field (including Ladera Heights, Windsor Hills, Oak Park, View Park, Culver Crest, Blair Hills, and Raintree). The operator and each of the governmental entities previously referred to may each designate a representative to the CAP. Each landowner and neighborhood organization of the surrounding communities may submit a nomination to the director for appointment to the CAP. Where there is no neighborhood organization, a community resident may make a request to the director to be appointed to the CAP. School districts with schools in the vicinity of the oil field and the lessors may make a request to the director to have a representative appointed to the CAP.

b. CAP Meetings. The CAP shall determine its meeting schedule.

c. Documents Provided to the CAP. A notice of availability of all monitoring and compliance reports and results, all plans, audits and studies, and any other available documents that are required by this section shall be submitted to the CAP promptly after they are prepared or otherwise available. Copies of these reports, documents, and other items shall be provided to CAP members upon request except to

the extent information therein may not be legally disclosed. Prior to each CAP meeting, the county shall provide to the CAP a list of all violations of the provisions of this section that have occurred since the last CAP meeting.

AGN. NO. _____

MOTION BY SUPERVISOR YVONNE B. BURKE

OCTOBER 21, 2008

RELATES TO ITEM NO. 58

RE: BALDWIN HILLS COMMUNITY STANDARDS DISTRICT

The Inglewood Oil Field has been a fixture in the Baldwin Hills for more than 80 years. For much of that time, the oil field and the surrounding community coexisted in relative harmony. In recent years, however, local residents expressed concerns regarding odors, noise, vibration, and visual blight caused by the operation. In 2006, State and local agencies joined in investigating residents' complaints.

To allow time for the County to study the oil operation, the Board of Supervisors, at my urging, adopted an interim ordinance as a direct and necessary response to the residents' concerns. The initial interim ordinance placed temporary restrictions on oil productions until an environmental analysis could be performed and permanent restrictions adopted. In May of 2007, that measure was extended and amended to prohibit the drilling of new wells and the deepening of existing wells. The maximum

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MOTION

MOLINA _____

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BURKE _____

**MOTION BY SUPERVISOR YVONNE B. BURKE
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two-year term of the interim ordinance expired in June, 2008. Since that time, PXP, the operator of the Inglewood Field, has voluntarily refrained from drilling any wells.

The County Department of Regional Planning determined in its study that a new zoning ordinance, called a Community Standards District or "CSD" is the most appropriate mechanism for further regulating the Inglewood Field. The new CSD will define the boundary of the field and establish permanent development standards, operating procedures, and requirements for the oil operation.

In 2006, when residents of Baldwin Hills, Culver City and others called for additional environmental information to guide development of the CSD, PXP agreed to submit an application for formation of a CSD, thereby making PXP responsible for funding the environmental review, and PXP agreed to fund an Environmental Impact Report (EIR). The County selected an environmental consultant with significant experience and knowledge of oil production to prepare the EIR, which analyzed a draft CSD prepared by PXP as well as potential impacts from oil field operations for the next 20 years, based on PXP's estimate of the maximum number of wells it would drill over that time period. The EIR is an exhaustive document and identified necessary mitigation measures to reduce impacts from such operations, and thus recommends mitigation measures beyond those set forth in PXP's proposed CSD. As a result of that EIR review process, significant changes were made by the County to the CSD ultimately resulting in the CSD recommended by the Regional Planning Commission.

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