Puente Hills
Habitat Preservation Authority
Endowment Provided by the Puente Hills Landfill

AGENDA ITEM NO. 7

MEMORANDUM

Date: November 19, 2026

To: Board Members

From: Andrea Gullo, Executive Director

Subject: Discussion and possible action to appoint members of the Citizens Technical Advisory Committee, per recommendations by Los Angeles County Supervisor Hilda Solis, and by the City of La Habra Heights.

Recommendation:
That the Board appoint to CTAC Supervisor Solis' recommendation, Tim Nelson (term through 2/1/31), and that the Board take appropriate action or provide direction on the other two candidates.

Background:
In 1997 the Board of Directors established a nine-member Citizens Advisory Committee, later to be known as the Citizens Technical Advisory Committee (CTAC). It is governed by Authority Resolution 97-01, and agreement 97-172 entitled "Property Acquisition And Maintenance Agreement." dated July 1, 1997, executed between the Habitat Authority (formerly, the Puente Hills Landfill Native Habitat Preservation Authority), the City of Whittier ("City") and the Whittier Puente Hills Conservation Authority ("WPHCA"). The Authority resolution provides for the Board's ability to appoint CTAC members who have been approved and recommended by the respective city councils and the Supervisor representing the supervisorial district which includes the Subject Jurisdiction.

1. Supervisor Solis has recommended two individuals: Tim Nelson, a resident of Hacienda Heights, and Christine Castellon who lives in Avocado Heights. Supervisor Solis' letter is attached as well as the two applications. Applicant Christine Castrellon lives outside of the Subject Jurisdiction requirement specified in Authority Resolution 97-01 and the agreement 97-172 which established CTAC.

2. The City Council of La Habra Heights has recommended Jim Pon (with a term through 2/1/31), however the city has not yet received his signed application which is the reason for the delay in notifying the Authority to progress with the appointment. Authority staff spoke with city staff, and an application may be forthcoming soon.

Additionally, Authority staff has reached out to the various stakeholders with letters dated June 6, 2025 and August 31, 2026 asking for recommendations for (re)appointments to the CTAC.

Attachments:
Letter from Sup. Solis and applications
CTAC term schedule
CTAC Fact Sheet

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

866 KENNETH HAHN HALL OF ADMINISTRATION / LOS ANGELES, CALIFORNIA 90012 / (213) 974-1111

HILDA L. SOLIS
CHAIR, BOARD OF SUPERVISORS
SUPERVISOR, FIRST DISTRICT

November 10, 2026

Andrea Gullo
Executive Director
Puente Hills Habitat Preservation Authority
7333 Greenleaf Avenue
Whittier, CA 90602

Dear Executive Director Andrea Gullo:

As Chair of the Los Angeles County Board of Supervisors representing the First District, which includes communities in the San Gabriel Valley such as Hacienda Heights, Rowland Heights, Avocado Heights, I write in strong support of Tim Nelson and Christine Castrellon to join the Puente Hills Habitat Preservation Authority (PHHPA) Citizens Technical Advisory Committee (CTAC).

The CTAC plays a critical role in providing recommendations to the PHHPA Board. Composed of community members from the La Puente/Whittier Hills area, City of La Habra Heights, and Whittier, this Committee serves as a key liaison between the Puente Hills Landfill Native Habitat Preservation Authority. This body helps amplify the community's voice for the PHHPA's mission of the acquisition, restoration, and management of open space in the Puente Hills.

Christine Castrellon is a resident of Hacienda Heights, and I have seen firsthand her interest in environmental issues. As a volunteer with SGVoices and Club Orgullosamente de Bahia, she has centered the needs of community in her civic engagement. Additionally, she has experience in Office Administration, as well as coaching at Los Altos High School.

Tim Nelson is a local business owner of White Dove Release. Inc. Also residing in Hacienda Heights, he spends significant time volunteering at community events, including at the recent 4th of July Parade and Festival in Hacienda Heights. He attended Azusa Pacific University and is innately familiar with the needs of East San Gabriel Valley residents.

I have no doubt that Christine and Tim would be exemplary additions to the PHHPA CTAC, and I am proud to offer them my strong recommendation. Should you have any questions, please contact Ryan Serrano, Deputy District Director, at rserrano@bos.lacounty.gov.

Sincerely,

Hilda L Solis

HILDA L. SOLIS
Chair, First District

Tim Nelson

Andrea Gullo, Executive Director
Puente Hills Habitat Preservation Authority

Dear Andrea,

I'd like to be considered for a position on the Citizens Technical Advisory Committee for the Puente Hills Habitat Preservation Authority representing the unincorporated community of Hacienda Heights. Attached is my application and resume.

We first moved to Hacienda Heights from Norwalk, CA in 2001 when I was 20 years old. Before we moved I started exploring the trails of the preserve. I immediately viewed it as a huge benefit of living in that area. I was a supporter of measure PH for exactly that reason and was verbal about that with family and friends.

I've now lived full-time in Hacienda Heights since 2019. We also have a small family business releasing white homing doves at funerals all over the Greater Los Angles area for 35+ years. People know us as the company that has birds flying all the way home to Hacienda Heights!

Over the last couple years I've become more deliberate with going to community meetings to stay aware: introduction of Measure PH and financial stresses for the Habitat Authority in Whittier, community planning meetings for the Puente Hills Regional Park, Homekey info meetings, Whittier Area Audubon, HHIA, HLPUSD board meetings, state of affair luncheons for Bob Archuleta and Linda Sanchez, etc.

I feel strongly that the preservation of the land is a win-win situation. As we restore more plants that attract more animals, it improves the experience for citizens alike. As Greater Los Angeles gets more densely populated, a restored land like this becomes even more valuable to those that live near it. I also feel strongly that the more citizens experience nature, the more they will care about preserving it.

My natural skill is to be analytical and strive to understand the core issues driving an outcome. I look forward to reading over decisions the board is considering, ask questions, as well as giving and receiving opinions from the community when requested. I have time to fit in the monthly meetings and contribute as expected for the entire 4 year term. Although I don't see that changing any time soon, if it does I'll communicate it with those that need to know.

Regards,
Tim Nelson

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Andrea Gullo
Executive Director

Puente Hills Habitat Preservation Authority

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Director
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CITIZENS TECHNICAL ADVISORY COMMITTEE APPLICATION

Name: Timothy V Nelson

Address: _____

(Zip code)

Occupation: General Manager

Employer: White Dove Release, Inc.

Preferred Daytime Phone Number: _____

E-mail Address: _____

Educational background / degree, licenses or special certificates:
High school diploma, university: general ed complete no degree

Organizations to which you belong (professional, technical, community service):
OC Funeral Director Association, LAC Funeral Director Assoication, California
Funeral Director Assoc, Hacienda Heights Improvment Association member

What are your reasons for wanting to serve on this Advisory Committee? (Use additional paper, if necessary.) see attached cover sheet; make sure it's
staying focused and successful at achieving it's goals as an org and with
PH funds our community is entrusting to the org.

How did you find out about this position? From getting CTAC cancellation
notices on account of not having a quorum. Asked Cassandra Garcia and Ryan
Serrano about it during an HHIA monthly meeting.

Please include a résumé if available.

(continued on next page)

Ethics Training

Members of the Board of Directors and the Citizens Technical Advisory Committee are required to attend ethics training within one year of commencing service and every two years thereafter, as mandated by Assembly Bill No. 1234, which requires that all local agencies that provide compensation, salary, or stipend to, or reimburse the expenses of, members of a legislative body must provide ethics training to local agency officials. The term "legislative body" includes not only the governing body of a local agency, but also a commission, committee, board, or other body of a local agency, whether permanent or temporary, decision-making or advisory.

I have read and understand the Puente Hills Habitat Preservation Authority Board Resolution # 97-01 and Citizens Technical Advisory Committee Fact Sheet, including attendance standards. I am available to attend regular meetings of this Citizens Technical Advisory Committee as outlined in the Committee Fact Sheet.

Signature: Timothy V. Nelson **Date:** 10-26-2026

All data supplied on this application is a matter of public record and will be disclosed upon request. This application will be kept on file for up to three years.

Please return this completed application to the party or person(s) recommending you for placement on this Committee. It in turn will be submitted to the Habitat Authority for the next steps in the appointment process.

Tim Nelson

Experience

General Manager, White Dove Release, Inc., Hacienda Heights, CA **2019 – Present**
- Training and health for white homing pigeons released at funerals and other special events
- Overseeing two staff that take orders and coordinate details with families for their release
- Managing relationships with 90+ funeral homes in LA / OC that we've worked with for 35+ years
- Managing 20+ handlers that do our dove releases giving feedback and making sure our delivery is consistence
- Making sure we stay profitable enough to survive but keep price low enough to be competitive with our pricing

Part Time Work White Dove Release, Inc., Hacienda Heights, CA **2018 – 2019**
- Bookkeeping, tech support for family business

Travel **2018 – 2019**
- Visited Singapore, Thailand, Cambodia, Vietnam and Indonesia
- Visited Costa Rica, Panama, and Colombia
- Areas of focus while traveling: How quality of life, social programs, freedom, learning, and free speech are impacted by their government, social media companies and internet / cell phone providers

Manager, Apple Store, Burlingame **2015 – 2018**
- Strong operational experience organizing and delivering launch days of iPhone and other products
- Training in HR, legal, performance management systems for handling that aspect of managing people
- Volunteer coordinator: choosing, organizing, and executing volunteer events to introduce staff to volunteerism

QA Engineer Calendar and Reminders for Mac, Apple Inc, Cupertino **Aug 2014 - Nov 2014**
- Worked with software engineers to screen inbound bug reports to improve the software
- Got experience understanding how software is designed, built and tested.

Lead Genius, Apple Store, Mission Viejo **2010 – 2015**
- Led a team of 35 technicians that delivered Genius Bar appointments and did repairs on Apple products
- Handled all customer escalations from the Genius Bar

Genius, Apple Store, Mission Viejo **2008 – 2010**
- Took Genius Bar appointments for all Apple products following troubleshooting and repair procedures
- Successfully had technically and emotionally difficult conversation with customers

Office Manager, White Dove Release, Inc., Hacienda Heights, CA **2007-2008**
- Processed payroll, bookkeeping and taxes that are due to federal and state tax authorities
- Managed crowds of people and became comfortable with public speaking when doing dove releases at funerals.

Creative / Theater Coordinator, Apple Store, Santa Monica, CA **2005-2007**
- Did one on one training with customers teaching them how to use Apple products
- Created store events for the public teaching how to use Apple products and showcasing creative pros using Apple products

Education

Azusa Pacific University, Azusa, CA - Spanish program 2001-2002
Vanguard University, Costa Mesa, CA - Music program 2000-2001

Skills and Interests

- Spanish: Limited (intermediate) working proficiency; Native English speaker
- Travel: 49 of 50 US States; Europe, Southeast Asia, Latin America
- Musician: Piano, Bass, Guitar
- Hiking, camping, sailing, snowboarding
- Volunteer for HS Sophomore HOBY Leadership Conference: 2012-2015

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Los Angeles County

Cassandra Garcia
Director
Hacienda Heights

CITIZENS TECHNICAL ADVISORY COMMITTEE APPLICATION

Name: Christine Castrellon

Address: _____

Occupation: Sales Manager

Employer: Tijuana's Produce Inc.

Preferred Daytime Phone Number _____

E-mail Address: _____

Educational background / degree, licenses or special certificates:
High School Diploma, 2 years of College studying Business Administration

Organizations to which you belong (professional, technical, community service):
Club Orgullosamente de Bahia de Banderas, Tijuana's Produce Inc., SGVoices

What are your reasons for wanting to serve on this Advisory Committee? (Use additional paper, if necessary.)
*** was written on another PDF that is attached in the email***

How did you find out about this position?
I found out about this opportunity through Cassandra Garcia.

Please include a résumé if available.

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Ethics Training

Members of the Board of Directors and the Citizens Technical Advisory Committee are required to attend ethics training within one year of commencing service and every two years thereafter, as mandated by Assembly Bill No. 1234, which requires that all local agencies that provide compensation, salary, or stipend to, or reimburse the expenses of, members of a legislative body must provide ethics training to local agency officials. The term "legislative body" includes not only the governing body of a local agency, but also a commission, committee, board, or other body of a local agency, whether permanent or temporary, decision-making or advisory.

I have read and understand the Puente Hills Habitat Preservation Authority Board Resolution # 97-01 and Citizens Technical Advisory Committee Fact Sheet, including attendance standards. I am available to attend regular meetings of this Citizens Technical Advisory Committee as outlined in the Committee Fact Sheet.

Signature: Christine Castrellon **Date:** 11/11/26

All data supplied on this application is a matter of public record and will be disclosed upon request. This application will be kept on file for up to three years.

Please return this completed application to the party or person(s) recommending you for placement on this Committee. It in turn will be submitted to the Habitat Authority for the next steps in the appointment process.

Christine Castrellon

EXPERIENCE

Tijuana's Produce Inc., Los Angeles— *Office Job*

11/2020- Current

- Utilize QuickBooks program for sales, vendors, and client data
- Contact potential clients
- Assist with inputting client information into documents

Los Altos High School, Hacienda Heights —*Assistant Coach*

8/2018- 11/2022

- Updated logs of information to keep management informed of activities
- Leadership skills in instructing students
- Assisted head coach with scheduling
- Communicated with parents and students regularly

VOLUNTEER WORK

Club Orgullosamente de Bahía, *Active*

8/2015- Current

- Assist with organizing fundraiser events throughout the year
- Prepare meals to sale for events
- Lead our team during social events / volunteer work

EDUCATION

Los Altos High School, Hacienda Hts. —*High School Diploma*

2014-2018

University of La Verne, La Verne —*Undergraduate*

2018-2020

College of Business and Public Management

SKILLS

-Analytical thinker

- Self-Disciplined

- Self-Motivated

-Ability to work on a team

-Team leadership capabilities

-Proficient in public speaking and management

-Attention to Detail

-Friendly/ Sociable

-Fast Learner

-Cooperative

-Approachable

LANGUAGES

Bilingual: Fluent in Spanish and English

PUENTE HILLS HABITAT PRESERVATION AUTHORITY
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CITIZENS TECHNICAL ADVISORY COMMITTEE

Members' Term Schedule

City of Whittier	**Member Start Date**	**Start Date of Current Term**	**End Date of Term**	***Next term date***
Michelle Pekko-Seymoure	8/17/23	2/1/25	2/1/2029	
Laura Krueger	3/19/26	2/1/26	2/1/30	
Janis Cavanaugh	8/17/23	2/1/23	2/1/27	*2/1/2031*
City of La Habra Heights				
Adam Nazaroff	1/21/21	2/1/25	2/1/2029	
Catherine Houwen	3/22/12	2/1/26	2/1/30	
Vacant		2/1/23	2/1/27	*2/1/2031*
County of Los Angeles				
Vacant		2/1/25	2/1/2029	
Vacant		2/1/26	2/1/30	
Vacant		2/1/23	2/1/27	*2/1/2031*

Length of all terms is 4 years.
Revised July 2026

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Citizens Technical Advisory Committee

FACT SHEET

The Puente Hills Habitat Preservation Authority (Habitat Authority) is dedicated to the acquisition, restoration, and management of open space in the Puente Hills for preservation of the land in perpetuity, with the primary purpose to protect the biological diversity. Additionally, the agency endeavors to provide opportunities for outdoor education and low-impact recreation. The Habitat Authority came into existence in 1994 as a condition of approval for the Puente Hills Landfill.

The Board of Directors consists of four members: the City of Whittier, the County of Los Angeles, the Sanitation Districts of Los Angeles County, and a public member from Hacienda Heights.

In 1997 the Board of Directors adopted Resolution No. 97-01, establishing a nine-member Citizens Advisory Committee, which is recognized as the Citizens Technical Advisory Committee (CTAC) made up of representatives from the communities of Whittier, La Habra Heights, and the unincorporated areas of Hacienda Heights and Rowland Heights in Los Angeles County.

ADVISORY COMMITTEE MEMBERS:

- Are recommended by their respective member agencies and appointed by the Habitat Authority Board for the purpose of acting as a liaison between the Habitat Authority and the residents of the communities within their subject jurisdiction (Whittier, La Habra Heights, and Los Angeles County) as well as advising the Board of Directors, at its express direction, on various parkland matters.
- Work on a variety of issues including community concerns, trails, and access; and work to preserve and protect in perpetuity the remaining habitat areas and secure tenuous wildlife crossing points.
- Should be interested and committed to preserving regional native habitat in line with the purpose of the Habitat Authority.
- Should have enthusiasm and a willingness to prepare and fully participate at each meeting.
- Any person with skills and/or talents in the areas of ecology, outdoor recreation, graphics, planning, environmental interpretation (education), landscape architecture, or any other applicable specific skill is welcomed and encouraged to apply.

A Joint Powers Agency created pursuant to California Government Code Section 6500 *et seq.*
7333 Greenleaf Avenue, First Floor, Whittier CA 90602 ● Phone 562-945-9003

CTAC MEETINGS:

- CTAC meetings will be held on the Tuesday before the third Thursday of every month at 7 p.m. These meetings will be held in person in accordance with state law.

VACANCIES

- Committee members shall automatically forfeit their place on the committee upon 3 unexcused absences in a 12-month period. An unexcused absence occurs when a committee member does not inform the committee chair and the Habitat Authority's Executive Director or not attend a meeting and does not provide cause for not attending the meeting in a timely fashion. The Executive Director shall notify a committee member and the Recommending Party who has been removed from the committee due to 3 unexcused absences. The committee member who has been removed may request that the decision be appealed to the Board at their next available meeting.

If you are interested in applying to be considered for the Advisory Committee please contact us at info@HabitatAuthority.org, or for Whittier residents email ccd@cityofwhittier.org, for La Habra Heights residents email info@lhhcity.org, or for County (Hacienda Heights and Rowland Heights) residents contact Supervisorial District 1 at FirstDistrict@bos.lacounty.gov.