

**PUENTE HILLS HABITAT PRESERVATION AUTHORITY
CITIZENS TECHNICAL ADVISORY COMMITTEE
*Endowment Provided by the Puente Hills Landfill***

September 16, 2025, Tuesday, 7 p.m.

The regular meeting will take place in-person. Members of the public can observe and participate in the meeting in person.

LOCATION:

Whittier Senior Center: 13225 Walnut St., Whittier, CA 90602.

Catherine Houwen	La Habra Heights
Adam Nazaroff, Chair	La Habra Heights
(Vacant)	La Habra Heights
Shelley Andros	Whittier
Janis Cavanaugh	Whittier
Michelle Pekko-Seymoure	Whittier
Matthew Liang, Vice Chair	County of Los Angeles
(Vacant)	County of Los Angeles
Bryan Coreas	County of Los Angeles

Members of the public may provide electronic comments by Monday, September 15, 2025, by 4:00 p.m. to info@habitatauthority.org. Please label the email in the subject heading as “Public Comments.” Public comments may also be verbally heard during item III of the meeting.

72 hours prior to Citizens Technical Advisory Committee meetings, the entire Citizens Technical Advisory Committee agenda package is available for review, along with any meeting-related writings or documents provided to a majority of the Committee members after distribution of the agenda package, at the Authority’s website, www.habitatauthority.org. In accordance with the Americans with Disabilities Act of 1990, if you require a disability related modification or accommodation to participate in this meeting, including auxiliary aids or services, please call Carlos Zelaya at 562.945.9003, at least 48 hours prior to meeting.

Pursuant to Section 54954 of the Government Code, the Puente Hills Habitat Preservation Authority (Authority) will hold a regular meeting of the Citizens Technical Advisory Committee (CTAC) at the above time and location for the purpose of:

AGENDA

- I. Call to order.
- II. Roll call.
- III. Public comments.
- IV. Approval of Minutes for the July 15, 2025 Advisory Committee Meeting.
- V. Standing Reports:

- a) Report by the Board Liaison on previous Authority's Board of Directors meeting.
- b) Committee Member feedback from the public as it relates to the Authority.
- VI. Discussion and recommendation to the Board of Directors authorizing Executive Director to execute contract amendments for additional fuel clearance with existing contractors using grant funds from the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy: a) Contract amendment No. 2 with California Arborist in an amount up to \$82,500, b) Contract amendment No.1 with North Star Land Care in an amount up to \$179,600, and c) Contract amendment No.1 with 805 Discing in an amount up to \$48,400.
- VII. Discussion and recommendation to the Board of Directors authorizing Executive Director to execute contract with Wyatt Trapp Inc. in the amount of \$510,372.26 for improvements to Authority facility including home hardening in part using grant funds from the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy, and Caltrans.
- VIII. Discussion and recommendation to the Board of Directors authorizing Executive Director to execute contract with WSP for contractor inspection, management and design services on a reimbursable basis using grant funds from the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy for time and materials in an amount of \$64,500.
- IX. Discussion and recommendation to the Board of Directors authorizing Executive Director to purchase wildfire resiliency equipment using grant funds from the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy from a) Valew Quality Truck Bodies in the amount of \$227,900, plus taxes, b) Ranch Works Inc. in the amount of \$26,519.98, and c) Eberhardt in the amount of \$16,106.91, for a total amount of \$270,527, plus taxes.
- X. Discussion and recommendation to the Board of Directors authorizing Executive Director to execute a contract with Psomas in the amount of \$46,400.00 for the services of surveying, mapping and creating a legal description for a conservation easement associated with the Metro Heights habitat mitigation restoration project in La Habra Heights.
- XI. Discussion and recommendation to the Board of Directors authorizing Executive Director to execute contract with MPR for communication services in the amount of \$60,000.
- XII. Receive and file update regarding recent 0.08 acre fire in Powder Canyon.
- XIII. Closing remarks (Comments/questions from Committee Members and/or Executive Director).
- XIV. Adjournment and announcement of the next meeting.

The Puente Hills Habitat Preservation Authority is a public entity established pursuant to the Joint Exercise of Powers Act by agreement between the City of Whittier, Los Angeles County, and Sanitation Districts of Los Angeles County. Regular meetings of the Citizens Technical Advisory Committee are scheduled for the Tuesday before the third Thursday of every month. Questions about any agenda item can be addressed to Andrea Gullo, Executive Director, 562.945.9003.

DRAFT Minutes
PUENTE HILLS HABITAT PRESERVATION AUTHORITY
CITIZENS TECHNICAL ADVISORY COMMITTEE
July 15, 2025

The meeting of the Citizens Technical Advisory Committee was held on Tuesday, July 15, 2025, at the Whittier Senior Center, 13225 Walnut Ave, Whittier, CA 90602.

I. CALL TO ORDER.

Vice Chair Liang called the meeting to order at 7:01 p.m.

II. ROLL CALL.

A roll call was taken, and there was a quorum at this time.

Members Present:

Matthew Liang, Vice Chair	County of Los Angeles
Bryan Coreas	County of Los Angeles
Catherine Houwen	La Habra Heights
Dr. Janis Cavanaugh	Whittier
Michelle Pekko-Seymoure	Whittier

Members Absent:

Adam Nazaroff, Chair	La Habra Heights
Roy Francis	La Habra Heights
Shelley Andros	Whittier
(Vacant)	County of Los Angeles

Authority Representatives Present:

Andrea Gullo, Executive Director
Michelle Mariscal, Ecologist
Carlos Zelaya, Program Analyst

III. PUBLIC COMMENTS.

Steve Huber from Whittier Area Audubon shared that they are on hiatus for the summer. He also gave a synopsis of his experience being part of the July 4th Static Patrol. Members Cavanaugh and Pekko-Seymoure also shared their experiences as part of the July 4th Static Patrol.

IV. APPROVAL OF MINUTES FOR THE JUNE 19, 2025 ADVISORY COMMITTEE MEETING.

Member Houwen motioned to approve the June 17, 2025 minutes as drafted. Member Pekko-Seymoure seconded the motion, and in a vote, the motioned passed unanimously.

V. STANDING REPORTS:

a. REPORT BY BOARD LIAISON ON PREVIOUS MONTH'S AUTHORITY BOARD OF DIRECTORS MEETING.

Member Houwen, Board Liaison, provided the report for the June Board meeting.

b. COMMITTEE MEMBER FEEDBACK FROM THE PUBLIC AS IT RELATES TO THE AUTHORITY.

Member Coreas suggested we promote the Preserve trails since Schabarum Park is closed on Mondays and Tuesdays .

Executive Director Gullo provided feedback from HHIA meeting.

Member Cavanaugh attended the Whittier City Council meeting and provided comments regarding the fire hazard maps and short-term rentals. She also extended an invitation to Director Gullo to attend an upcoming Neighborhood Watch meeting, where she will be presenting backpacks as gifts of appreciation to those who participated in the July 4th Static Patrol.

VI. PRESENTATION, DISCUSSION AND REVIEW OF END OF THE YEAR AUTHORITY WORKPLAN FOR FISCAL YEAR 2024-2025.

Presentation provided by Executive Director Gullo and Ecologist Mariscal.

VII. CLOSING REMARKS (COMMENTS/QUESTIONS FROM COMMITTEE MEMBERS AND/OR EXECUTIVE DIRECTOR).

Several members expressed verbal appreciation for the hard work and dedication of staff throughout the past fiscal year.

Member Houwen mentioned directing a potential donor to the website.

Member Cavanaugh mentioned a call from Chuck Lawrence and potentially hosting an event for those that participated in the July 4th, Static Patrol.

Director Gullo and Member Cavanaugh discussed contributing items to the backpacks as gifts of appreciation being provided at the Neighborhood Watch meeting.

VIII. ADJOURNMENT AND ANNOUNCEMENT OF THE NEXT MEETING.

There being no further comments or business to discuss, Vice Chair Liang adjourned the meeting at 8:16 p.m. CTAC will go dark for the month of August. The next regularly scheduled meeting is on September 16, 2025.

MEMORANDUM

Meeting Date: September 16, 2025

To: Citizens Technical Advisory Committee

Prepared by: Andrea Gullo, Executive Director

Agenda Item VI. Discussion and recommendation to the Board of Directors authorizing Executive Director to execute contract amendments for additional fuel clearance with existing contractors using grant funds from the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy: a) Contract amendment No. 2 with California Arborist in an amount up to \$82,500, b) Contract amendment No.1 with North Star Land Care in an amount up to \$179,600, and c) Contract amendment No.1 with 805 Discing in an amount up to \$48,400.

Background:

In February 2025, the Board approved a one-year contract extension in the amount of \$82,500 with California Arborist for annual fuel modification hand clearing work on Authority-managed properties in La Habra Heights. In March 2025, the Board approved a one-year contract in the amount of \$100,000 with North Star Land Care for annual fuel modification hand clearing work on Authority-managed properties in Whittier and Hacienda Heights, plus the option for staff to renew annually up to five years. In April 2022, the Board approved a one-year contract in the amount of \$24,249.60 with 805 Discing for annual mechanical fuel modification work on Authority-managed properties, plus the option for staff to renew annually up to five years.

As discussed and approved at the June 2025 Board meeting, the Authority applied for and was awarded a \$4.9-million grant from the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy (RMC) for wildfire resiliency actions (grant number RMC25001). This funding is sourced from California Proposition 4 funds, the initiative known as “The Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024.” The grant award includes \$400,500 for vegetation clearance activities, including additional weed abatement efforts (i.e., second clearance rounds) and other related work as needed, such as tree removal, over the next two years based on the rates specified in the current contracts.

According to Section 2-1 of the Authority's Purchasing Policy, contracts over \$25,000 need Board approval. In accordance with Section 2-2, Board approval is required when the cost of services exceeds 25% of the originally authorized contract amount. In accordance with Section 4-2, contracts for services shall be based on demonstrated competence, the professional qualifications necessary for satisfactory performance of the required services, and a fair and reasonable price. Also, in accordance with Section 4-4 of the Purchasing Policy, competitive procurement of services valued over \$10,000 is necessary when the Purchasing Agent determines it will be in the best interest of the Authority. In this case noncompetitive procurement is in the best, expeditious and most efficient interest of the Authority. California Arborist, North Star Land Care, and 805 Disking are recommended because the proposed contractors are known to possess the needed experience and qualifications as they hold the current contracts for the desired services, and they have successfully implemented several years of similar services for the Authority, therefore, they are the most satisfactory for Authority purposes. In August, staff executed the grant agreement for RMC25001. In accordance with the grant's task and timeline, clearance work is expected to begin in October.

Summary

Proposed additional clearance as directed by staff:

Contractors' Amendments	Schedule	Amounts up to:
CA Arborist	October 2025 through December, or until contract ends in March 2026	\$82,500
NorthStar	October 2025, onward for two years until Sept. 2027	\$179,600
805 Disking	October 2025, onward until contract ends March 2027	\$48,400
	Total	\$310,500.00

The Authority expects to solicit proposals in early 2026 for a new fuel clearance contract for Authority properties in La Habra Heights, renewable for five years total. Additional RMC grant clearance activities for the fall/winter 2026 in La Habra Heights, will be incorporated into that contract.

Fiscal Impact:

There is no fiscal impact, however the Authority will need to implement these activities on a reimbursable basis. The funding for these contract amendments is via a grant from the Rivers and Mountains Conservancy.

Recommendation:

That the Committee recommend to the Board of Directors to authorize the Executive Director to (1) amend the contract with California Arborist by increasing it in the amount of \$82,500; (2) amend the contract with North Star Land Care by increasing it in the amount of \$179,600; and (3) amend the contract with 805 Disking by increasing it in the amount of \$48,400.

Attachments:

Contractor amendments

SECOND AMENDMENT TO
PUENTE HILLS HABITAT PRESERVATION AUTHORITY
Fuel modification for Habitat Authority Properties,
LA HABRA HEIGHTS
20-10 Agreement

This second amendment to that certain agreement entitled Fuel modification for Habitat Authority Properties, La Habra Heights and numbered 20-10 (Agreement) is entered into on September 18, 2025 (Effective Date) between the Puente Hills Habitat Preservation Authority (PHHPA or Habitat Authority) and California Arborist Complete Tree Care, Inc. (Contractor).

RECITALS

A. PHHPA and Contractor entered into the Agreement on April 22, 2020. Contractor agreed to provide fuel modification services at designated locations within the Puente Hills Preserve, as directed by PHHPA, for a Term ending on March 31, 2021, with possible annual extensions through March 31, 2025, and total compensation in the amount of 397,500. PHHPA and Contractor extended the Agreement through March 31, 2025.

B. On February 20, 2025, PHHPA and Contractor entered into Amendment No. 1 to the Agreement, to extend Contractor's services for an additional year through March 31, 2026, and increase compensation by \$82,500.

C. PHHPA and Contractor now wish to further amend the Agreement to expand Contractor's services to clear a specified selection of the SOW zones as directed by Ecologist Mariscal or Ranger Hughes depending on infield inspections based on weather conditions, growth and need and increase compensation by an amount not to exceed \$82,500.

AGREEMENT

PHHPA and CONTRACTOR agree to the following amendments (added text in ***bold italics***, deleted text in ~~strikethrough~~):

All notices to the Habitat Authority shall be sent to:

Puente Hills Habitat Preservation Authority
7333 Greenleaf Avenue, First Floor
Whittier CA 90602
Attn: Executive Director

Section 3 of the Agreement is amended to read:

3. Compensation: HABITAT AUTHORITY shall compensate CONTRACTOR in an amount not to exceed ~~\$75,000 (seventy five thousand dollars)~~ ***\$562,500 (five hundred sixty two thousand five hundred dollars)***, as specified by CONTRACTOR in Contractor's Proposal, and

incorporated herein as Exhibit C as full compensation to CONTRACTOR for furnishing all materials and for doing all the WORK contemplated and embraced in this Contract, also for all loss or damage arising out of the nature of the WORK aforesaid, from the actions of the elements, from any unforeseen difficulties or obstructions which may arise or be encountered in the prosecution of the WORK until its acceptance by HABITAT AUTHORITY, and for all risks of every description connected with the WORK, also for all expenses incurred by or in consequence of the suspension or discontinuance of the WORK, for all well and faithfully completing the WORK, and the whole thereof, in the manner and according to the Contract Documents. The Contract may be extended annually up to four additional terms, totaling five consecutive years at the sole option of the HABITAT AUTHORITY by providing notice in writing to CONTRACTOR. Annual compensation shall not exceed: Year 2- \$75,000, Year 3- \$82,500, Year 4-\$82,500, and Year 5- \$82,500 , **and Year 6- ~~\$82,500~~ \$165,000.** Hourly rates are in Exhibit C.

The following is added to Exhibit C:

The scope of work for Amendment No. 2 to the Agreement shall include: A second round of weed abatement clearance this fall/winter. The intent is to clear (including pruning work) only a selection of the zones as directed by Ecologist Mariscal or Ranger Hughes, base the cost on current contract rates, and have the majority of the work done by the end of December.

3. All other terms and provisions of the AGREEMENT shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment No. 3 to be executed on the date written below, effective as of the date written above ("Effective Date").

"PHHPA"

PUENTE HILLS HABITAT
PRESERVATION AUTHORITY, a joint
powers authority

By: _____
Andrea Gullo, Executive Director

"CONTRACTOR"

CALIFORNIA ARBORIST COMPLETE
TREE CARE, INC., a California corporation

By: _____
Don Swartzbaugh, Owner

APPROVED AS TO FORM:
Burke, Williams & Sorensen, LLP

By: _____
Elena Q. Gerli, Authority Counsel

AMENDMENT NO. 1

TO AGREEMENT Contract 25-12 BETWEEN THE PUENTE HILLS HABITAT PRESERVATION AUTHORITY AND NORTH STAR LAND CARE

THIS AMENDMENT TO (Amendment No. 1) THE AGREEMENT by and between the **PUENTE HILLS HABITAT PRESERVATION AUTHORITY**, a joint exercise of powers authority (“Authority”) and North Star Land Care (“Contractor”), is effective as of September 18, 2025.

RECITALS

A. Authority and Contractor entered into that certain Agreement for Professional Services dated April 1, 2025 (“Agreement”) whereby Contractor agreed to provide for fuel modification (weed abatement), landscape maintenance, and tree removal services (the “Services”) for a Term ending on March 31, 2030, for a Contract Sum of \$552,563.13.

B. Authority and Contractor now desire to amend the Agreement to increase compensation by \$179,600, for additional Services, as directed by the Authority for the next two years based on rates in the current contract.

TERMS

1. **Contract Changes.** The Agreement is amended as provided herein. Deleted text is indicated in ~~strike through~~ and added text in ***bold italics***.

Section 3.01 is hereby amended to read:

The total payment for all services on a Time and Materials basis based on the rates as provided in Exhibit C and shall not exceed ~~\$552,563.13 (Five hundred fifty two thousand five hundred sixty three dollars and thirteen cents)~~ ***\$732,163.13 (seven hundred thirty two thousand one hundred sixty three dollars and thirteen cents)***, payable on receipt of monthly invoices. Additional change orders for costs above the stated contract price need to be pre-approved by PHHPA in writing prior to work being conducted. ***An amount not to exceed \$179,600 (one hundred seventy nine thousand, six hundred dollars) shall be compensation for additional Services at the rates provided for in Consultant’s proposal dated March 6, 2025, as directed by the Authority, for the period September 18, 2025 to September 17, 2027.***

2. **Continuing Effect of Agreement.** Except as amended by this Amendment No. 1, all provisions of the Agreement shall remain unchanged and in full force and effect. From and after the date of this Amendment No. 1, whenever the term “Agreement” appears in the Agreement, it shall mean the Agreement, as amended by this Amendment No. 1 to the Agreement.

3. **Affirmation of Agreement; Warranty Re Absence of Defaults.** Authority and Consultant each ratify and reaffirm each and every one of the respective rights and obligations arising under the Agreement. Each party represents and warrants to the other that there have been no written or oral modifications to the Agreement other than as provided herein. Each party

represents and warrants to the other that the Agreement is currently an effective, valid, and binding obligation.

Contractor represents and warrants to Authority that, as of the date of this Amendment No. 1, Authority is not in default of any material term of the Agreement and that there have been no events that, with the passing of time or the giving of notice, or both, would constitute a material default under the Agreement.

Authority represents and warrants to Contractor that, as of the date of this Amendment No. 1, Contractor is not in default of any material term of the Agreement and that there have been no events that, with the passing of time or the giving of notice, or both, would constitute a material default under the Agreement.

4. **Adequate Consideration.** The parties hereto irrevocably stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this Amendment No. 1.

5. **Authority.** The persons executing this Amendment No. 1 on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Amendment No. 1 on behalf of said party, (iii) by so executing this Amendment No. 1, such party is formally bound to the provisions of this Amendment No. 1, and (iv) the entering into this Amendment No. 1 does not violate any provision of any other agreement to which said party is bound.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date and year first-above written.

“PHHPA”

PUENTE HILLS HABITAT
PRESERVATION AUTHORITY, a joint
powers authority

By: _____
Andrea Gullo, Executive Director

“CONTRACTOR”

NORTH STAR LAND CARE, a California
Corporation

By: _____
Jessica Alvarez, Director of Administration

APPROVED AS TO FORM:
Burke, Williams & Sorensen, LLP

By: _____
Elena Q. Gerli, Authority Counsel

AMENDMENT NO. 1

TO AGREEMENT FOR FUEL MODIFICATION-WHITTIER/HACIENDA HEIGHTS - MECHANICAL

THIS AMENDMENT TO THE AGREEMENT FOR PROFESSIONAL SERVICES (“Amendment No. 1”) by and between the **PUENTE HILLS HABITAT PRESERVATION AUTHORITY**, a joint exercise of powers authority (“PHHPA”) and 805 Discing and Grading, Inc., a California corporation (“Consultant”) is effective as of September 18, 2025.

RECITALS

A. Authority and Consultant entered into that certain Agreement for Professional Services dated April 21, 2022 (“Agreement”) whereby Consultant agreed to provide fuel modification and clearance services (the “Services”) for a Term of up to five years, for a Contract Sum of \$24,249.60 per year, with 3% annual increases. The Agreement has been renewed for three of the four optional extensions, for a total compensation of \$101,451.28 through March 31, 2026. The Agreement may be extended for one additional one-year period.

B. PHHPA and Consultant now wish to increase compensation in an amount up to \$48,400 for a second round of mechanical weed abatement clearance on SOW exhibits in the contract as directed by the Authority, for the last two years of the Term (until March 31, 2027), based on the current contract rates and scope of work.

TERMS

1. **Contract Changes.** The Agreement is amended as provided herein. Deleted text is indicated in ~~strike through~~ and added text in ***bold italics***.

Section 4 of the Agreement is amended to read:

PHHPA shall pay at the rates and cost estimates specified in the Contractor’s proposal. The proposal amount is considered as full compensation to Contractor for furnishing all materials and for doing all the work to complete the Project, as well as for all loss or damage arising out of or in connection with the work for any reason whatsoever, including unforeseen conditions at the site, until its acceptance by PHHPA. Compensation shall be \$24,249.60 (twenty-four thousand two hundred forty-nine dollars and sixty cents). Compensation shall be payable not more frequent than monthly, and no less than annually after submittal of invoice, or in some other manner as approved by the Executive Director. Any change orders will be in writing and need approval by the Executive Director. The Contractor agrees to not pay less than prevailing per diem wages for each craft, classification, or type of worker as set by the State of California Department of Industrial Relations.

The Contract may be extended annually up to four additional terms, totaling five consecutive years at the sole option of the PHHPA by providing notice in writing to Contractor. Compensation for possible additional years as presented in Contractor’s proposal (Exhibit B) are as follows: Year 2- \$24,977.09, Year 3- \$25,726.40, Year 4-

\$26,498.19, and Year 5- \$27,293.14 with possible annual renewal up to \$128,744.42. Hourly rates are in Exhibit B.

Contractor will conduct a second round of mechanical weed abatement clearance on SOW exhibits in the contract as directed by the Authority between September 18, 2025 and March 31, 2027, in an amount not to exceed \$48,400, per the hourly rates in Exhibit B.

2. **Continuing Effect of Agreement.** Except as amended by this Amendment No. 1, all provisions of the Agreement shall remain unchanged and in full force and effect. From and after the date of this Amendment No. 1, whenever the term “Agreement” appears in the Agreement, it shall mean the Agreement, as amended by this Amendment No. 1 to the Agreement.

3. **Affirmation of Agreement; Warranty Re Absence of Defaults.** Authority and Contractor each ratify and reaffirm each and every one of the respective rights and obligations arising under the Agreement. Each party represents and warrants to the other that there have been no written or oral modifications to the Agreement other than as provided herein. Each party represents and warrants to the other that the Agreement is currently an effective, valid, and binding obligation.

Contractor represents and warrants to Authority that, as of the date of this Amendment No. 1, Authority is not in default of any material term of the Agreement and that there have been no events that, with the passing of time or the giving of notice, or both, would constitute a material default under the Agreement.

Authority represents and warrants to Contractor that, as of the date of this Amendment No. 1, Consultant is not in default of any material term of the Agreement and that there have been no events that, with the passing of time or the giving of notice, or both, would constitute a material default under the Agreement.

4. **Adequate Consideration.** The parties hereto irrevocably stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this Amendment No. 1.

5. **Authority.** The persons executing this Amendment No. 1 on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Amendment No. 1 on behalf of said party, (iii) by so executing this Amendment No. 1, such party is formally bound to the provisions of this Amendment No. 1, and (iv) the entering into this Amendment No. 1 does not violate any provision of any other agreement to which said party is bound.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date and year first-above written.

“PHHPA”

PUENTE HILLS HABITAT
PRESERVATION AUTHORITY, a joint
powers authority

By: _____
Andrea Gullo, Executive Director

“CONTRACTOR”

805 DISCING AND GRADING INC., a
California corporation

By: _____
Charles Ferris , Owner

APPROVED AS TO FORM:
Burke, Williams & Sorensen, LLP

By: _____
Elena Q. Gerli, Authority Counsel

MEMORANDUM

Meeting Date: September 16, 2025

To: Citizens Technical Advisory Committee

Prepared by: Andrea Gullo, Executive Director

Agenda Item VII. Discussion and recommendation to the Board of Directors authorizing Executive Director to execute contract with Wyatt Trapp Inc. in the amount of \$510,372.26 for improvements to Authority facility including home hardening in part using grant funds from the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy, and Caltrans.

Background:

The proposed contract is in accordance with the Authority workplan and item No. 7, priority level 2, on the workplan which is to repair the Authority ranger residences. This has been discussed several times by the Authority Board over the years. The contractor would be able to start upon project approval and contract execution estimated in early October. The project would take approximately three to four months.

The proposed contract includes facility up keep such as home hardening improvements and the replacement of what is believed to be the original heating and air conditioning unit. The home hardening element is intended to improve the facility's wildfire resilience, and most of this element will be paid for with the RMC grant described below. Home hardening is a proactive process of modifying or building a home with ignition-resistant materials and practices to enhance a structure's ability to withstand wildfire exposure. Additionally, the home, built in 1965, has a heating and air conditioning system is not functioning at standard levels according a 2020 property inspection report conducted by the Authority.

Project funding:

1. \$250,000: In August 2025, the Authority executed a \$4.9-million grant agreement with the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy (RMC) for wildfire resiliency actions. This funding is sourced from California Proposition 4 funds, the initiative known as "The Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024." The grant award includes \$250,000 for home hardening of the Authority's facility. In accordance with the grant timeline this work is scheduled to occur within fiscal year 25-26.

2. \$218,000: The Authority received one-time \$1,300,000 funding from Assembly Bills 178 and 179 sponsored by Assemblymember Calderon and Senator Archuleta. Per Section 3.1 of the funding agreement, administered through Caltrans, qualifying costs include Ranger services, including maintenance and upkeep of Ranger-used facilities and structures.
3. \$42,372.26: The remainder of the funding would be sourced from the unspent funding from the Authority's recently completed mitigation habitat restoration (CMHR) project.

Repairs/Imprvmnts Skyline Facility	Totals	Funding Source	Home Hardening
Deck \$90,309.76	\$ 90,309.76	RMC	\$ 90,309.76
Utility Door \$1,851.00	\$ 1,851.00	RMC	\$ 1,851.00
General (bond)	\$ 10,986.48	CMHR	
Hardscaping \$19,130.05	\$ 19,130.05	RMC	\$ 19,130.05
HVAC	\$ 85,472.10	Caltrans	
HVAC Insulation	\$ 75,641.94	Caltrans	
Paint \$95,908.15	\$ 95,908.15	Caltrans/CMHR/RMC	\$ 7,636.41
Veg Removal (Zone 0) \$35,960.40	\$ 35,960.40	RMC	\$ 35,960.40
Vertical Blinds \$15,609.00	\$ 15,609.00	RMC	\$ 15,609.00
Railing \$79,503.38	\$ 79,503.38	RMC	\$ 79,503.38
Proposal Total	\$ 510,372.26		\$ 250,000.00

Procurement Process:

In January 2022, the Authority Board authorized the Executive Director to execute a membership agreement with Sourcewell, formerly the National Joint Powers Authority (NJPA). Authority staff wanted to obtain a cost estimate for the repair work that would guarantee the best price and follow a bidding process that is consistent with the requirements of State law and the Authority's procurement policy. Authority staff took advantage of Sourcewell which competitively bids construction tasks with pre-set unit prices and specifications for general construction services including materials, equipment, and labor costs. California Government Code Section 6500 authorizes public agencies to participate in cooperative purchasing agreements like those established by Sourcewell. Utilizing Sourcewell helps to maximize cost savings and staff resources, as many government agencies share contracting efforts through cooperative purchasing. This procurement method increases pricing competitiveness and allows the Authority to access highly qualified specialty contractors. Previously the Authority has utilized Sourcewell for the construction of the Henderson wayside display, facility heating and air system replacement, and general facility improvements.

Staff reached out to Gordian, which is authorized by Sourcewell to provide consulting services and to administer the ezIQC program for Sourcewell members. ezIQC is a unique Indefinite Delivery, Indefinite Quantity procurement process that helps public facility and infrastructure owners complete many projects through a single competitive bid process conducted in accordance with California statutes.

Gordian facilitated the cost proposal process with contractor Wyatt Trapp Inc. Attached is the summary of that proposal.

According to Section 5-2 of the Authority's Purchasing Policy, Level 3 public projects that cost over \$220,000 except as otherwise provided in Pub. Cont. Code § 22034(d), shall be let to contract by formal bidding procedure in accordance with Pub. Cont. Code § 22037 et seq. The bidding procedures to secure contractors used by Sourcewell meet this requirement.

Fiscal Impact:

The approved Authority budget for fiscal year 25-26 includes \$250,000 from the RMC grant for the project, and \$218,000 from the Caltrans grant. The budget would need to be amended for the allocation of \$42,372.26 from the completed mitigation habitat restoration funds towards this project.

Recommendation:

That the Committee recommend to the Board of Directors to authorize Executive Director to execute a contract with Wyatt Trapp Inc. in an amount of \$510,372.26 and amend the agency budget as necessary.

Attachments:

Wyatt Trapp Inc. Summary Sheets



Detailed Scope of Work

To: Wyatt Trapp
Wyatt Trapp Inc.
1326 N Brighton St.
Burbank, Ca 91506
(818) 439-3215

From: Andrea Gullo
Puente Hills Habitat Preservation Authority
7333 Greenleaf Avenue
Whittier, CA 90602
562-201-3581

Date Printed: September 08, 2025

Work Order Number: 144646.00

Work Order Title: Skyline Property Home Hardening and TI Project

Brief Scope:

☐

Preliminary

☐

Revised

☒

Final

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

See attached

Subject to the terms and conditions of ezIQC Contract **CA-R8-GB-101723-WYT**.

Wyatt Trapp Inc.

Date

Puente Hills Habitat Preservation Authority

Date

WYATT TRAPP

GENERAL CONTRACTOR
License No. 812448

DSOW

September 8 2025

Puente Hills Habitat Authority

Skyline Property Improvements
2572 E. Skyline Drive
La Puente, CA 91748

We propose to provide manpower, materials, equipment and procedures to accomplish the following.

GENERAL

- Protect from damage all utilities, existing structures and items not to be encountered in construction.
- Provide all temporary fencing, utilities, debris removal, and sanitation facilities.

VEGETATION REMOVAL (Zone 0)

- Perform "Zone Zero" vegetation removal within five feet of the house, to include all grass, small bushes, a bird of paradise, a rubber tree, a Ficus hedge, and a wall of ivy. Stumps will be cut off at ground level; stump grinding is not included.
- Trim all dead branches from the palm trees inside the courtyard and haul away debris.

HARDSCAPING

- Compact soil that was scarified during removal.
- Install and pin geotextile fabric over the 5' Zone Zero area.
- Lay 2" of ¾" crushed gravel over the fabric, to provide a permanent barrier* for vegetation growth.

DECK

- Demolish and remove the lattice above the deck, leaving the large structural beams.
- Clad the existing exposed exterior beams in bronze anodized aluminum to match the finish on the doors and windows, as well as a cap atop the courtyard beams.
- Demolish and remove all 2x6 clear Redwood top boards from the existing deck.
- Demolish and remove all railing (note: railing install included in TI scope above).

1326 N. Brighton St. Burbank, CA 91506

- Install new 2x10 pressure-treated Douglas Fir interim joists between the existing joists, which are at 24" on center, to accommodate the new decking material.
- Verify in field if the large exterior rim joist can be reused.
Demolish and rebuild the framing for the wide set of stairs at the main deck entry.
- Provide and install Trex Transcends decking on the entire deck surface and stair treads.

RAILING

- Provide and install approximately 180 linear feet of new wrought iron railing around the deck.
- Railing to consist of 1-½" x 1-½" posts, 1-½" x ¾" bottom rail, ¾" x ¾" square pickets at 4" on center, and a rounded top rail.
- All railing to be powder coated, semi-gloss black.
- Minor field welds to be primed and painted.

WINDOW BLINDS

- Provide and install Sundance Vertical Essence blinds for the windows in the Master bedroom, bedroom 2, living room, dining room, and kitchen.

HVAC

- Demolish and remove the existing HVAC units and all associated ductwork.
- Provide and install one (1) 3.5-ton and one (1) 5-ton 14 SEER heat pump to service two sections of the house.
- 60% of all duct work LF is for 5-ton unit.
- 40% of all duct work LF is for 3.5-ton unit.
- All ducting to be galvanized sheet metal with seal class A and R8 insulation, installed per code.
- Provide and install new thermostats for each unit.
- Provide and install two (2) electrical service disconnects for each unit, one inside and one outside.
- Provide lighting for the equipment per code.

DOOR

- Remove the downstairs service door and frame.
- Install heavy-duty hollow metal door and frame with 90-minute fire rating.

PAINT

- Provide all vent openings with 1/16" metal mesh vents.
- Perform a thorough pressure wash of the entire house exterior.
- Prepare all surfaces for paint, including scraping, spot sanding of loose paint, and filling cracks in the stucco. The detailed siding will not be completely sanded, but will be caulked.

- Seal all cracks per Zone Zero requirements.
- Apply one coat of standard exterior primer to the house.
- Apply two coats of white fireproof paint to achieve a 21-mil thickness.
- Apply a final color coat of acrylic enamel over the fireproof paint.

CLEAN-UP

- Remove all debris and perform a construction clean.

NOTES

1. Permit fees to be paid by owner.
2. This proposal does not include lead paint or asbestos testing, nor abatement of any hazardous material.
 - a. While the gravel layer around the perimeter will retard vegetation growth, some occasional removal of weeds is expected.
3. A one-year warranty is provided for materials and workmanship starting from the date of substantial completion.

TOTAL: \$510,372.25

**Thank You,
WYATT TRAPP**

Contractor's Price Proposal - Summary

Date: September 08, 2025

Re: IQC Master Contract #: CA-R8-GB-101723-WYT
Work Order #: 144646.00
Owner PO #:
Title: Skyline Property Home Hardening and TI Project
Contractor: Wyatt Trapp Inc.
Proposal Value: \$510,372.26

Deck	\$90,309.76
Door	\$1,851.00
General	\$10,986.48
Hardscaping	\$19,130.05
HVAC	\$85,472.10
HVAC Insulation	\$75,641.94
Paint	\$95,908.15
Railing	\$79,503.38
Veg Removal (Zone 0)	\$35,960.40
Vertical Blinds	\$15,609.00
Proposal Total	\$510,372.26

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: %

MEMORANDUM

Meeting Date: September 16, 2025

To: Citizens Technical Advisory Committee

Prepared by: Andrea Gullo, Executive Director

Agenda Item VIII. Discussion and recommendation to the Board of Directors authorizing Executive Director to execute contract with WSP for contractor inspection, management and design services on a reimbursable basis using grant funds from the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy for time and materials in an amount of \$64,500.

Background:

In August 2025, the Authority executed a \$4.9-million grant agreement with the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy (RMC) for wildfire resiliency actions. This funding is sourced from California Proposition 4 funds, the initiative known as “The Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024.”

The grant award includes \$64,500 for consulting services such as construction support, design, and engineering in support of two wildfire resiliency projects: home hardening of the Authority’s facility, and installation of wrought iron fencing. In accordance with the grant timeline this work is scheduled to occur within fiscal year 25-26.

Fifteen percent of the funds available for the implementation of the two projects may be used for consulting services. The proposal received is based on a time and material basis, and in accordance with the hourly rates provided in their schedule of fees. WSP also offers biological and environmental services, and more information about the company can be found at www.wsp.com.

Of the \$64,500 available from the RMC grant funding, \$37,500 is designated for the home hardening project and \$27,000 for the wrought iron fencing project.

According to Section 2-1 of the Authority’s Purchasing Policy, contracts over \$25,000 need Board approval. Also, in accordance with section 4-4 of the Purchasing Policy, it is recommended that if competitive procurement of services is not in the best interest of the Authority, it can be waived. WSP is recommended to perform the consulting services because the proposed consultant is known to possess the needed experience and qualifications, and is the most satisfactory for Habitat Authority purposes. Authority staff

requested assistance from Authority Board members for references and options for consulting services. One consultant was investigated and determined not a fit, and WSP was recommended by an Authority partnering agency due to their expertise and experience.

Fiscal Impact:

These costs will be reimbursed by the RMC25001 grant. Should the added taxes exceed the budgeted line item, the grant allows for 10% overage (or deficit) within each category of the grant budget, and the grant budget would be accordingly adjusted.

Recommendation:

That the Committee recommend to the Board of Directors to authorize Executive Director to execute a contract with WSP in an amount of \$64,500.

Attachment:

Summary of WSP Proposal



6001 Rickenbacker Road
Los Angeles, CA 90041

+1 (323) 889-5300

wsp.com

June 20, 2025
September 9, 2025 - Requested Revisions
Proposal 2025US432215

Ms. Andrea Gullo
Executive Director
Puente Hills Habitat Preservation Authority
7333 Greenleaf Avenue
Whittier, California 90602

Re: Proposal for Consulting Services
Puente Hills Habitat Preservation Authority Various Projects
Various Locations
Whittier, California

Dear Ms. Gullo:

As requested, we (WSP USA Inc.) are submitting this proposal to perform code compliance consulting services for various Puente Hills Habitat Preservation Authority (Habitat Authority) projects within the Whittier area.

We appreciate your reaching out to us with this opportunity. The Habitat Authority has been so successful in the protection of, rehabilitation of, and preservation of the native habitat in the Puente Hills. Our company does work with similar clients throughout the globe. We can offer biological, environmental, engineering, design and construction support as well as grant appropriations support in addition to a plethora of other services. We look forward to working with you on the subject consulting scope of services and would be anxious to speak with you about other services we could provide for you in the preservation of the beautiful Puente Hills natural habitat.

The State of California has mandated that all soils technicians and construction materials inspectors be paid the Prevailing Wage under Senate Bill 1999. This Prevailing Wage must be paid by all consultants or contractors providing inspection personnel for your project, as your project is subject to Prevailing Wage laws. As a result of the Prevailing Wage law, the costs associated with both the geotechnical and construction materials inspection and testing services have increased. Our Schedule of Fees and our terms and conditions reflect the changes resulting from the implementation of the Prevailing Wage Law.

PROJECT TEAM

Mr. Vince Popp will be our project manager and Mr. Jerry Haffley will be our project principal; either may be contacted regarding any technical questions. For scheduling of field technician services or for discussing field-related questions, please contact our dispatcher at 323-889-5383.



PROJECT DESCRIPTIONS

1. Access restrictions: 8 foot tall - Wrought iron protective fence and gates along urban edge interface, Elmquist Ave (approx. 500 feet) and Ocean View Avenue (approx. 155 feet), in Whittier to prevent illegal access from trespassers further protecting the area from accidental fires. Projected grant funding is expected to allow for a decorative gate element at Elmquist to inspire community stewardship.
2. Home hardening for agency facility (ranger residence). This work could include closing eaves and exposed areas, replacing rain gutters, establishing zone zero defensible space, possibly replacing windows/or window coverings and possible deck replacement.

There may be additional work in upgrading this house as well using a different State grant.

SCOPE OF SERVICES

Our scope of services for the projects is based on information provided by you in a phone discussion on June 2, 2025. Based on this information, our scope of services will include the following:

Consulting, Project Management, Additional Services as Requested

- ▶ Provide periodic code compliance consulting during construction to monitor the progress of the work.
- ▶ Manage our services, invoicing, and attend meetings as requested by you, the Client, or your authorized representatives.
- ▶ Provide additional services as requested, such as engineering consultation and design for project planning.

CONDITIONS OF SERVICE

The fee for our services will be based on a time and material basis, and in accordance with the hourly rates provided in the attached 2025 Schedule of Fees.

We will provide you with electronically submitted daily reports of our observations at the sites.

Services provided as requested will be billed in accordance with the hourly rates provided in our Schedule of Fees. We have provided our hourly rates for the anticipated positions providing services to your project below under Estimated Fees for your review.

The amount of activity that is necessary to provide adequate consulting services will depend on the schedule and efficiency of the contractor and/or his subs, as well as direction from the Client.

ESTIMATED FEES

We will provide our services on a time and material basis in accordance with the attached Schedule of Fees. As discussed, we will anticipate periodic visits to the work site to provide observations and provide documentation of site activities. The staff utilized for the proposed consulting will be certified/licensed and experienced in providing code compliance consulting to you for this project.

Hourly Rates (as presented in our Schedule of Fees):

Code Compliance Consultant	\$170.00
Project Manager (Lead Consultant)	\$225.00
Principal (Vice President)	\$286.00
Senior Project Coordinator	\$111.00

Skyline Property Home Hardening of the LHH Home - Not to Exceed \$37,500 without prior authorization from client.

Whittier Wrought Iron Fencing Project - Not to Exceed \$27,000 without prior authorization from client.

We have been informed by you that the work at the sites will be from September through June of 2026.

If the information provided in this proposal does not meet your expectations, we would like to discuss, review with you, and if appropriate, revise and resubmit.

We appreciate the opportunity to submit this proposal for these professional and technical services for the subject projects and look forward to working with you on this and future developments for the Habitat Authority.

Sincerely,

WSP USA Inc.



Vince Popp
Lead Consultant,
Project Management
(661)645-9130
Vince.popp@wsp.com

Reviewed by:



Jerry Haffley
Vice President,
Unit Manager
(323)889-5300
Jerry.haffley@wsp.com

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(Submitted Electronically)

Attachments: Schedule of Fees
WSP USA Inc. Terms and Conditions

AUTHORIZATION:
Puente Hills Habitat Preservation Authority

Signature

Date

Print Name

Reviewed and Accepted by: _____
WSP USA Inc. Date

Typed Name/Title



Invoices include all labor charges, other direct costs, and costs associated with in-house services. Charges include only those services directly attributable to the execution of the work. Time spent when traveling in the interest of the work will be charged in accordance with the hourly rates.

Labor charges are based upon standard hourly billing rates for each category of staff. The billing rates include costs for salary, payroll taxes, insurance associated with employment, benefits (including holiday, sick leave, and vacation), administrative overheads, and profit. Rates by labor category are as follows:

CONSULTANTS & DIRECTORS	RATE	ADMINISTRATIVE SUPPORT	RATE
P-0 Intern	\$100	S-1 Assistant	\$75
P-1 Assistant Consultant	\$120	S-2 Project Coordinator	\$93
P-2 Associate Consultant	\$135	S-3 Sr. Project Coordinator	\$111
P-3 Consultant	\$156	S-4 Administrative Specialist	\$126
P-4 Sr. Consultant	\$177	S-5 Sr. Administrative Specialist	\$156
P-5 / P-5* Lead Consultant	\$225		
P-6 / L-1 Assistant Vice President	\$241		
P-7 / L2 Vice President	\$286		
P-8 / L3 Sr. Vice President	\$297		

TECHNICIANS	RATE	ENGINEERING/DESIGN SUPPORT	RATE
Construction Inspector (Prevailing Wage)	\$170	LD-1 Coordinator, Technical Engineering Support	\$97
Soils Technician (Prevailing Wage)	\$170	LD-2 Sr. Coordinator, Technical Engineering Support	\$112
T-4 Sr. Technician	\$156	LD-3 Specialist, Technical Engineering Support	\$130
T-5 Code Compliance Consultant	\$170	LD-4 Sr. Technical Engineering Support Specialist	\$154
		LD-5 Lead Design/Technical Engineering Support Specialist	\$170

Notes:

The above rates are subject to revision.

Rates are in US Dollars (\$US)

¹ A 10% carrying charge will be added to all other disbursements including materials, subcontractor costs, drilling or excavation services and use of external laboratory services. Subcontracted soils and deputy/special inspection services will be charged at the above rate for Sr. Coordinator, Technician.

² Rates for specialist services, including but not limited to litigation support; expert witness, including time spent in depositions and the preparation and presentations of testimony; and/or senior level consultation, and priority emergency level services are available upon request.

³ Rates for laboratory services and use of company owned equipment will be provided upon request.

⁴ The rates and charges listed above exclude applicable local and federal taxes. Taxes will appear as a separate line item on each invoice.

⁵ The rates noted herein do not contemplate prevailing wage law requirements. A separate rate sheet will be provided if and to the extent prevailing wage applies.

MEMORANDUM

Meeting Date: September 16, 2025

To: Citizens Technical Advisory Committee

Prepared by: Andrea Gullo, Executive Director

Agenda Item IX. Discussion and recommendation to the Board of Directors authorizing Executive Director to purchase wildfire resiliency equipment using grant funds from the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy from a) Valew Quality Truck Bodies in the amount of \$227,900, plus taxes, b) Ranch Works Inc. in the amount of \$26,519.98, and c) Eberhardt in the amount of \$16,106.91, for a total amount of \$270,527, plus taxes.

Background:

In August 2025, the Authority executed a \$4.9 million grant agreement with the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy (RMC25001) for wildfire resiliency actions. This funding is sourced from California Proposition 4 funds, the initiative known as “The Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024.” The grant award includes \$296,500 for equipment purchases.

- Equipment/Vehicles
 - Purchase of a flail mower attachment for the existing agency mower. This allows for more frequent and cost-effective clearance along emergency access routes throughout the year.
 - Purchase of two 1,000 gallon mobile water trailers to be housed at the ranger residences.
 - Purchase of a 2,000 gallon water tender to be used by contracted law enforcement for firefighting efforts.

The purchase of the equipment is in compliance with Section 3 of the Authority’s Purchasing Policy. The procurement of equipment was based on price, quality, vendor’s reputation, the Authority’s needs, as well as compatibility with existing equipment.

The solicitation process was facilitated by the Authority-contracted ranger with the Mountains Recreation and Conservation Authority:

Deputy Chief Ranger Hughes called several companies for the water truck/tender. Valew Quality Truck Bodies was the only company that could make the water tender four-wheel drive and California legal.

Deputy Chief Ranger Hughes called several companies for the water trailers. Ranch Works Inc. is the only company that had the metal tanks in the specified size of 1000 gallons.

Chief Ranger Gomez received the quote for the flail mower from Eberhardt—the same company that supplied the Authority's mower—since the flail mower is an attachment specifically designed for that equipment.

Below are the quotes, confirmed by rangers and Authority staff:

Vender	Equipment	\$ Cost
Valew Quality Truck Bodies	Water tender	227,900, plus taxes
Ranch Works Inc.	Water trailers	26,519.98
Eberhardt	Flail mower	16,106.91
	Total	270,526.89

Fiscal Impact:

These costs will be reimbursed by the RMC25001 grant. Should the added taxes exceed the budgeted line item, the grant allows for 10% overage (or deficit) within each category of the grant budget, and the grant budget would be accordingly adjusted.

Recommendation:

That the Committee recommend to the Board of Directors to authorize the Executive Director to purchase equipment in the reimbursable amount of \$270,527, plus taxes for firefighting or fire prevention purposes in accordance with the executed RMC25001 Grant Agreement.

MEMORANDUM

Meeting Date: September 16, 2025

To: Citizens Technical Advisory Committee

Prepared by: Michelle Mariscal, Ecologist

Through: Andrea Gullo, Executive Director

Agenda Item: **X. Discussion and recommendation to the Board of Directors authorizing Executive Director to execute a contract with Psomas in the amount of \$46,400.00 for the services of surveying, mapping and creating a legal description for a conservation easement associated with the Metro Heights habitat mitigation restoration project in La Habra Heights.**

Background:

At the January 2024 meeting, the Board authorized the execution of an in-lieu fee mitigation agreement with Metro Heights Montebello, LLC in an amount of approximately \$3.6 million for restoration of 12 acres of coastal sage scrub habitat on Habitat Authority-owned property in Powder Canyon and the Arroyo Pescadero watershed within La Habra Heights. The agreement was subsequently executed on February 9, 2024. In accordance with the agreement, the Habitat Authority has been provided the funds to survey, map and generate a legal description for a conservation easement encumbering the restoration site. The conservation easement will be held by a local joint powers authority, the Watershed Conservation Authority. The conservation easement needs to be recorded by February 9, 2026 in accordance with the mitigation agreement and U.S. Fish and Wildlife requirements.

To date the mitigation restoration is proceeding on course. The Authority's biological monitor is Land IQ and the Authority's landscape contractor is Nakae and Associates. The site has been cleared and irrigation lines have been installed. Seeding and planting will occur next winter. Land IQ will coordinate with the selected land surveyor to oversee the placement of the conservation easement as was outlined in Land IQ's contract for the project.

Scope of the proposed contract is as follows:

The survey contract will cover preparing a legal description and accompanying plat, digital file in shapefile format, and PDF of map drawing to delineate the 12-acre mitigation site as identified in the attached exhibits. The work will include field measurements and

placement of boundary markers (wooden stakes) around the entirety of the conservation easement. The legal description will be prepared, sealed, and signed by a California Licensed Land Surveyor. Field survey work will commence in late September or early October 2025 following contract execution and will be completed by November 15.

The selected firm is expected to provide the following services for the contract:

- Conduct research of available land records and perform pre-calculations for the survey area
- Establish horizontal control using global positioning system (GPS) procedures that are referenced to the North American Datum of 1983 (NAD 83)
- Perform a field survey to locate the perimeter of the 12-acre mitigation area
- Set permanent markers to demark the perimeter of the conservation easement consisting of setting 1"x 2"x 24" wooden lath stakes around the entire perimeter of the boundary at each angle point
- Tie in a sufficient number of major cadastral corners to be used as the base for the legal description of the conservation easement
- Calculate the survey data and prepare a record boundary of the parcel
- Prepare a legal description and exhibit for the 12-acre conservation easement

Deliverables

- Draft files for review, due no later than December 5, 2025:
 - electronic digital files delivered in shapefile format compatible with ArcGIS and draft conservation easement legal description in Microsoft Word format
- Final files, due no later than January 16, 2026:
 - Two paper copies of conservation easement legal description and map, signed and sealed by a California Professional Land Surveyor
 - Microsoft Word file of the conservation easement legal description, provided electronically
 - PDF of conservation easement map, provided electronically
 - Electronic digital files delivered in shapefile format compatible with ArcGIS

The request for proposals was released to six qualified consulting firms on August 11th and the deadline was August 29th. Staff followed up with all consulting firms on August 18th and August 27th. One firm, Psomas, submitted a proposal in the amount of \$46,400.

The Authority has contracted with Psomas before for surveying services in Powder Canyon and on the former Unocal property, and they performed well. Psomas' proposal

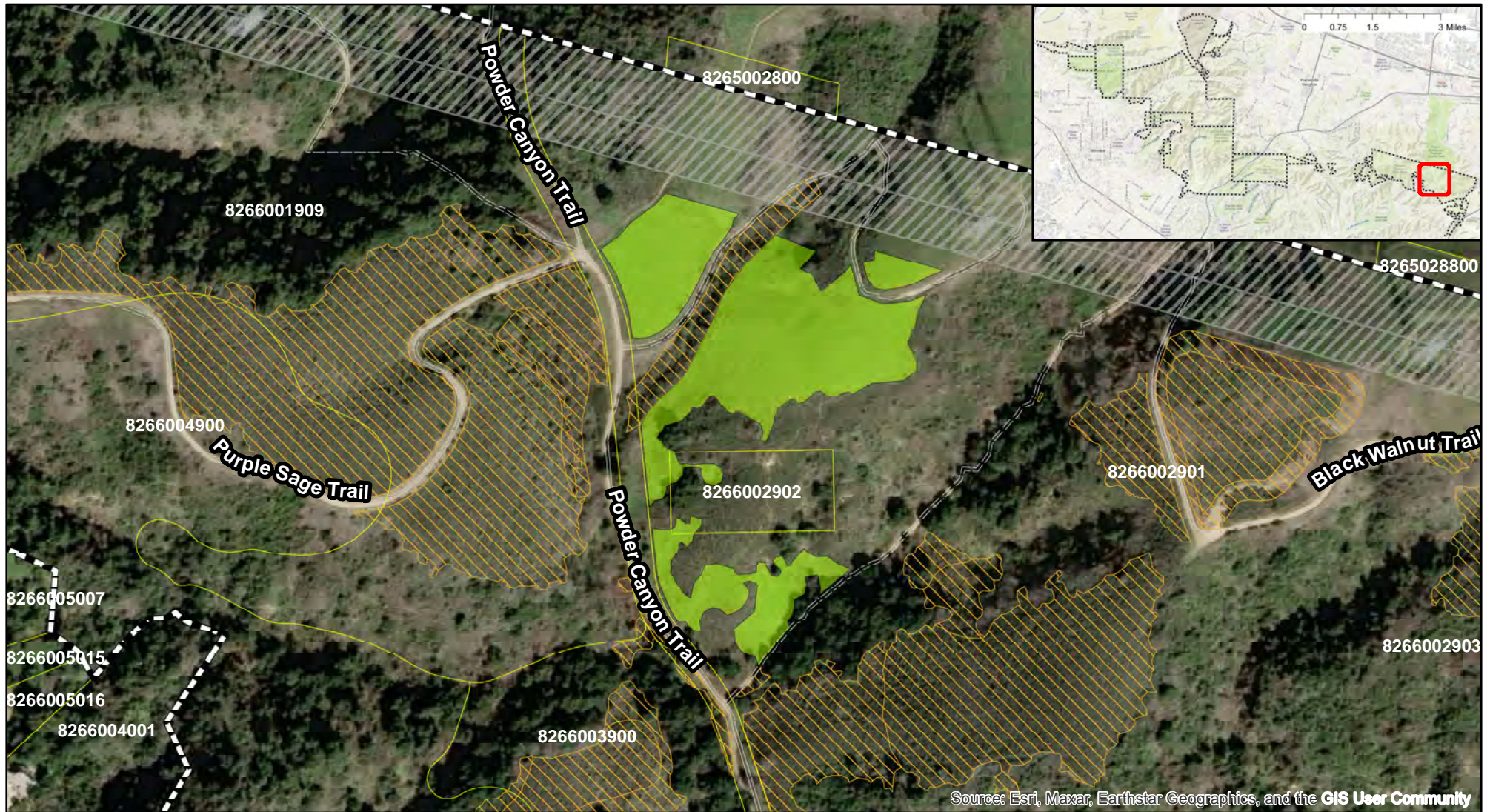
has been reviewed and is considered complete and qualified. In accordance with the Authority's Purchasing Policies, contracts over \$25,000 need Board approval.

Fiscal Impact:

There is no fiscal impact with this project. The costs associated with this work are covered by the funds received under the associated Mitigation Agreement and are within budget.

Recommendation:

That the Committee recommend to the Board of Directors that they authorize the Executive Director to execute a contract with Psomas in the amount of \$46,400 for the services of surveying, mapping and creating a legal description for a conservation easement associated with the Metro Heights habitat mitigation restoration project in La Habra Heights.



Legend

- | | | |
|---|---|---|
| Metro Heights Mitigation Area | Habitat Restoration Area | Access Road/Trail |
| Assessor Parcel | SCE easement | Preserve boundary |

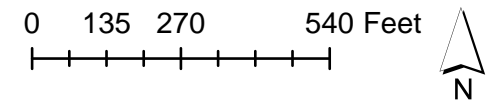
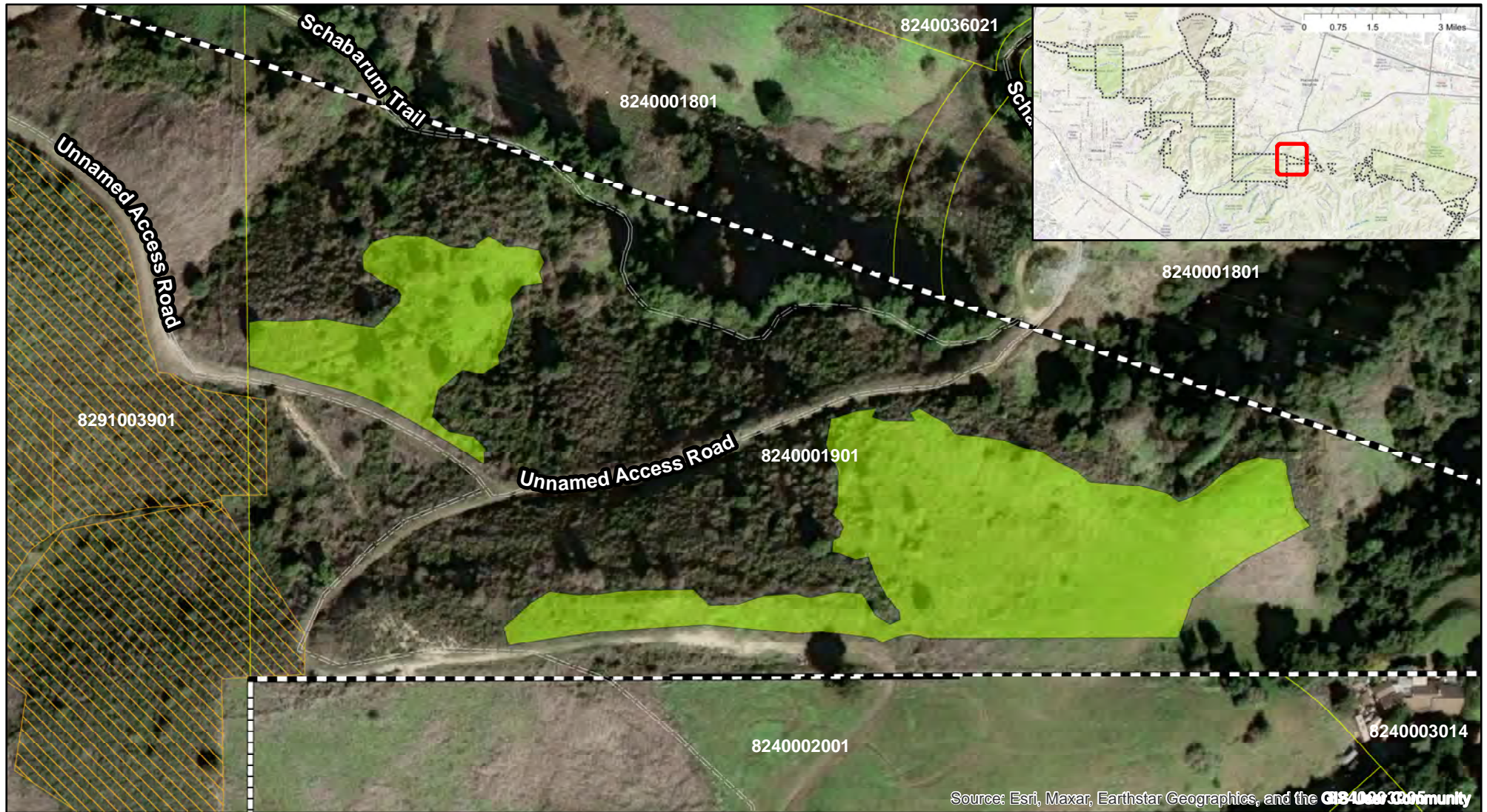


Figure 1a. Metro Heights Off-Site Mitigation Project
Powder Canyon Area of the Puente Hills Preserve (7.25 ac)



Legend

- Metro Heights Mitigation Area
- Habitat Restoration Area
- Preserve boundary
- Assessor Parcel
- Access Road/Trail

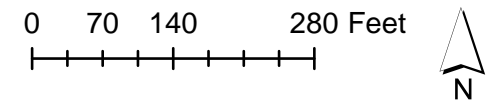


Figure 1b. Metro Heights Off-Site Mitigation Project Arroyo
Pescadero Area of the Puente Hills Preserve (4.75 ac)

MEMORANDUM

Meeting Date: September 16, 2025

To: Citizens Technical Advisory Committee

Prepared by: Andrea Gullo, Executive Director

Agenda Item XI. Discussion and recommendation to the Board of Directors authorizing Executive Director to execute contract with MPR for communication services in the amount of \$60,000.

Background:

Attached is a proposal from MPR to assist Authority staff with outreach services to inform communities about the Authority's work and to keep them updated about efforts involving Measure PH. The proposed scope includes consulting support services with social media, newsletters, print mailers, and other communication services. The proposed contract is in accordance with the Authority workplan and item No. 10, priority level 2, which is to facilitate Community Outreach (Measure PH).

According to Section 2-1 of the Authority's Purchasing Policy, contracts over \$25,000 need Board approval. Authority staff reached out to two other firms, Summit Strategy Group and TeamCivX. MPR was the most affordable, qualified and comprehensive for Authority purposes.

Fiscal Impact:

The attached proposal is for a one-year period in the amount of \$60,000 and does not include costs for print mailing. The cost for a mailer would need subsequent approval from the Board. The Authority's approved fiscal year 2025-26 budget includes costs for this contract and approximately one mailer. Should the Board decide to send a second mailer, such as an end-of-the-year summary report, that would most likely be in July or August of the following fiscal year, 2026-27.

Recommendation:

That the Committee recommend to the Board of Directors to authorize Executive Director to execute a contract with MPR in an amount of \$60,000.

Attachment:

MPR proposal



September 9, 2025

Andrea Gullo - Executive Director
Michelle Mariscal - Ecologist
7333 Greenleaf Ave, First Floor
Whittier, CA 90602

Dear Andrea and Michelle:

We're happy to propose a Scope of Work for communications activity that safeguards public trust. You have plainly outlined your mission and the ways we can show up to help deliver on the Authority's essential public mission. We know your work preventing wildfires, removing dumping and encampments, improving public safety and managing natural habitats with evidence-based science is what won voter support.

We come together as a team with experience locking arms and improving communications on some of the most complex public service campaigns, including during the pandemic. We know that what you're expecting is a fully operational communications team that works well with your existing team. While we have outlined the work as we understand it over the next 12 months, we remain flexible to changing dynamics. What matters most is that we help you deliver on your mission while safeguarding public trust in what helped make Measure PH so popular with more than the two-thirds of voter community support.

Whether newsletters, web development, direct mail, media relations, press releases, speeches or official correspondence with the public to whom the Authority reports and services—we stand ready to do this work together. We hope to answer questions and meet the Board of Directors. We know your Citizens Technical Advisory Committee may also seek to hear from us. We are your team and we're eager to get started.

Sincerely,

Maggie Habib
Founder and CEO
mPR

Ryan Rauzon
Strategic Partner and Communications
Lead
mPR



Scope of Work — Communications Support

Purpose

Enhance public awareness, transparency, and community engagement around the Habitat Authority's mission and Measure PH outcomes through consistent, high-impact communications. The core focus will be the regular newsletter, direct mailers, annual impact report, and targeted traditional media outreach, social media content and other prioritized activities.

Our prior experience?

The mPR team values the mission and work of the Habitat Authority team. After our discussions, we are confident we are a strong fit, especially because:

- We have a history of environmental-focused communications for organizations such as Trust for Public Land and Sol Systems.
- We have a deep network of resources -- from digital content to print and mail houses to SEO optimization and media relations. We are ready to bring these to support the Authority and its mission.
- Our all-senior team is unique. Each member of our team has decades of experience in public relations and combines deep expertise in earned media, social media, public policy, community engagement, and crisis communications — giving your team instant breadth and depth at your fingertips as your needs evolve. We know Southern California media, public policy influencers and the public with whom you seek to serve and maintain trust in the District's boundaries and beyond.
- We deeply enjoy working with community-based organizations and non-profits. For us, maintaining public trust is the most noble work available and we believe in what you're seeking to achieve. We stay nimble and believe our work style is a strong match for what you need.

CORE SCOPE

We believe we can fit the newsletters, mailers, social media, web development partnership, and earned media relations outreach within the core scope for a 12-month fee of \$60,000. We're prepared to squeeze in additional support, strategic counsel, and collaboration with your existing team because we believe in your mission and want to help you succeed. Based on our conversations, we see the work this way and look forward to meetings, oversight, and answering questions on how we envision this work coming together.

Upfront, foundational work:

- 1-hour Immersion session to get fluent on all things Habitat Authority via Zoom
- Development of a message map to identify key themes and watchouts
- Set up quickfire schedule to host 15-minute monthly "quickfires" to glean information for external communications

1. Digital Newsletter (4x/year)

Goal: *Keep stakeholders informed on key milestones, restoration projects, volunteer opportunities, and Measure PH benefits.*

Tactics:

- Content planning, writing, artwork/media procurement and design for four seasonal email newsletters.
- Integrate wildlife highlights, ranger profiles, and event recaps.
- Include clear calls-to-action for volunteering, events, and donations.

Estimated Hours: 40 hrs/year



2. Direct Mailers (2x/year)

Goal: Reach community members directly, including those less active online.

Tactics:

- Content creation and layout for two mailers annually. Include Annual Impact report creation.
- Highlight Measure PH-funded projects, upcoming events, and ways to engage.
- Coordinate with Habitat Authority for printing and mailing logistics.
- [Coordinate and manage](#) third-party print house.

Estimated Hours: 60 hrs/year + all printing, mailing and handling costs via a third-party print house.

3. Press Outreach (regular pitch development with outreach to newsrooms asking for briefings on the Authority's progress)

Goal: Secure local/regional coverage to boost visibility and public trust.

Tactics:

- Develop and send pitches at least every other month tied to human-interest angles, restoration milestones, or Measure PH impacts, and/or press release content for Habitat website and social. As with any media relations endeavor, newsrooms decide what they'll cover but maintaining regular outreach with pitches and opportunities for briefings is critical for transparency and public trust. In some cases, virtual briefings and on-site press availability will help demonstrate easy access for press seeking to engage with the Authority and its team.



- Maintain and update targeted local/regional media list.
- Manage media follow-up and interview coordination. Monitor for coverage. Amplify any coverage via social media channels.

Estimated Hours: 95

4. Social Media Management

- Create a monthly editorial calendar + post via Loomly at least once a week across Facebook, Instagram, X. This editorial calendar must be more than local holidays and must speak directly to the core messages from public opinion research that led to Measure PH voter support and overwhelming approval.
- Help source and edit wildlife and volunteer photos, short videos, and graphics.
- Produce video content with help of volunteers at local universities, etc.
- Monitor engagement, adjust content strategy, and respond to community questions.

Estimated Hours: 150

THE DETAILS

Total Core Scope Hours: 345 hrs/year

Hourly Rate: Discounted \$175/hr (standard agency rate of \$210/hr)

Core Scope Budget: \$60,000/year + all out-of-pocket expenses related to the scope of work (i.e. press release wire distribution for a major announcement, print house fees, etc.)



- Invoiced monthly on the first mof the month
- Hours reconciliation to be shared at the end of each month

Start: September 1, upon board approval

Duration: 12 months, with quarterly review check-ins

INCREMENTAL SCOPE BEYOND THE CORE SUPPORT (Optional / At Discounted Rate)

Additional Press Support

- Press releases for milestones and timely newsmaking opportunities
 - Onsite press events and media tours
-

Crisis Communications

- Rapid response planning and execution for wildfire, safety, or reputation-related incidents
-

Policy Communications

- Advocacy around measures and bills relevant to the mission and viability of the organization



CORE mPR TEAM PROFILES - A Purpose-Built Southern California Team

The mPR model allows us to assemble a senior team with strong firepower and highly relevant experience, both categorically and functionally.

Ryan Rauzon - Strategic Lead

Ryan Rauzon is a long-time strategic partner with mPR who together with Summit Strategy Group has worked alongside mPR since 2020 in delivering transparent, complex, high-stakes public affairs communications campaigns. Ryan previously worked at AECOM with Michael Chee of the Los Angeles County Sanitation Districts to whom we're indebted for his friendship and introducing us to your operational team at the Authority. During the Obama Administration, Ryan helped improve media relations for Dr. John Sperling, founder of University of Phoenix, and is expert at complex communications assignments in heavily regulated environments. He previously worked in Sacramento for two Assembly Speakers: Bob Hertzberg and Herb Wesson; and is a former journalist and TV producer for CBS News and NBC News affiliates. He also previously worked at the public relations agencies Ogilvy and Dewey Square Group.

Audrey Chittick — Earned and Digital Media Specialist, Account Lead

Audrey is a seasoned PR professional with a strong background in brand management, content creation, media relations, social media marketing, and strategic direction -- and she has been a critical part of mPR's client work since 2022. She recently worked with HMRI, a non-profit medical research organization, where she was responsible for content development and media outreach on the organization's behalf, promoting breakthrough research studies as well as community-focused events that took place at their Pasadena campus.



Jenny Olson — Earned and Digital Media Specialist, Account Advisor

Jenny has over two decades of communication experience with a deep understanding and track record among relevant media//influencers for organizations including The Trust for Public Land. Her passion expands beyond telling deeply technical stories to a broader audience. Beyond traditional communication channels, she has a specialty in developing and building profiles that position experts as thought leaders in their communities. She spends her personal time with her partner, 3 high energy boys and their dog supporting local LGBTQ+ events and groups in the Los Angeles area.

Maggie Habib — Founder

Award-winning communicator with two decades of experience in sustainability, public affairs, and corporate storytelling. Former SVP at a top PR agency, Maggie has led campaigns for numerous organizations of all sizes, matching closely to organizational goals while watching for reputational impact.

###

MEMORANDUM

Meeting Date: September 16, 2025

To: Citizens Technical Advisory Committee

Prepared by: Michelle Mariscal, Ecologist

Through: Andrea Gullo, Executive Director

Agenda Item: **XII. Receive and file update regarding recent 0.08-acre fire in Powder Canyon.**

Background:

On Wednesday, August 27, 2025, at approximately 7:30 p.m., a brush fire was reported on Habitat Authority-owned property in Powder Canyon by a Habitat Authority volunteer. The report was made via the MRCA public 24-hour dispatch phone number. The fire was located near the intersection of the Powder Canyon and Purple Sage trails (Exhibit A).

The Los Angeles County Fire Department was first on scene, followed shortly by MRCA rangers and personnel from the La Habra Heights Fire Department, who assisted in containment efforts. The fire was fully contained by 9:30 p.m., and no injuries were reported.

During the response, MRCA rangers received a report of a possible suspect. Deputy Chief Ranger Hughes left the fire scene to investigate. Although no suspect was located, DCR Hughes took a statement from a witness who reported that other individuals had observed a person—believed to be unhoused—leaving the area near Schabarum Park with a bicycle. The individual is suspected of possibly starting the fire with a cigarette.

The following day, staff conducted a perimeter walk of the burn area and mapped the total impacted area to be approximately 0.08 acres. The majority of the burn area lies within the Habitat Authority's Southern California Edison (SCE) mitigation restoration site. This site is currently in the Long-Term Management Phase, following regulatory sign-off in January 2025. If remediation is required (e.g., weeding, seeding), associated costs will be covered through the long-term endowment established for this restoration area.

Several factors likely contributed to slowing the fire's spread and limiting overall damage. The restoration area had replaced flashy fuels with coastal sage scrub habitat, which is generally less flammable and more fire-resilient. Additionally, the trailside buffer had been

recently cleared of invasive weeds, further reducing available fuel. A quick response from the fire departments also helped contain the fire swiftly and minimize its impact.

Fiscal Impact:

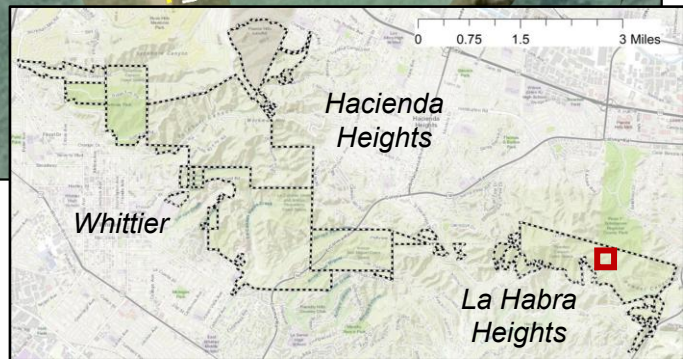
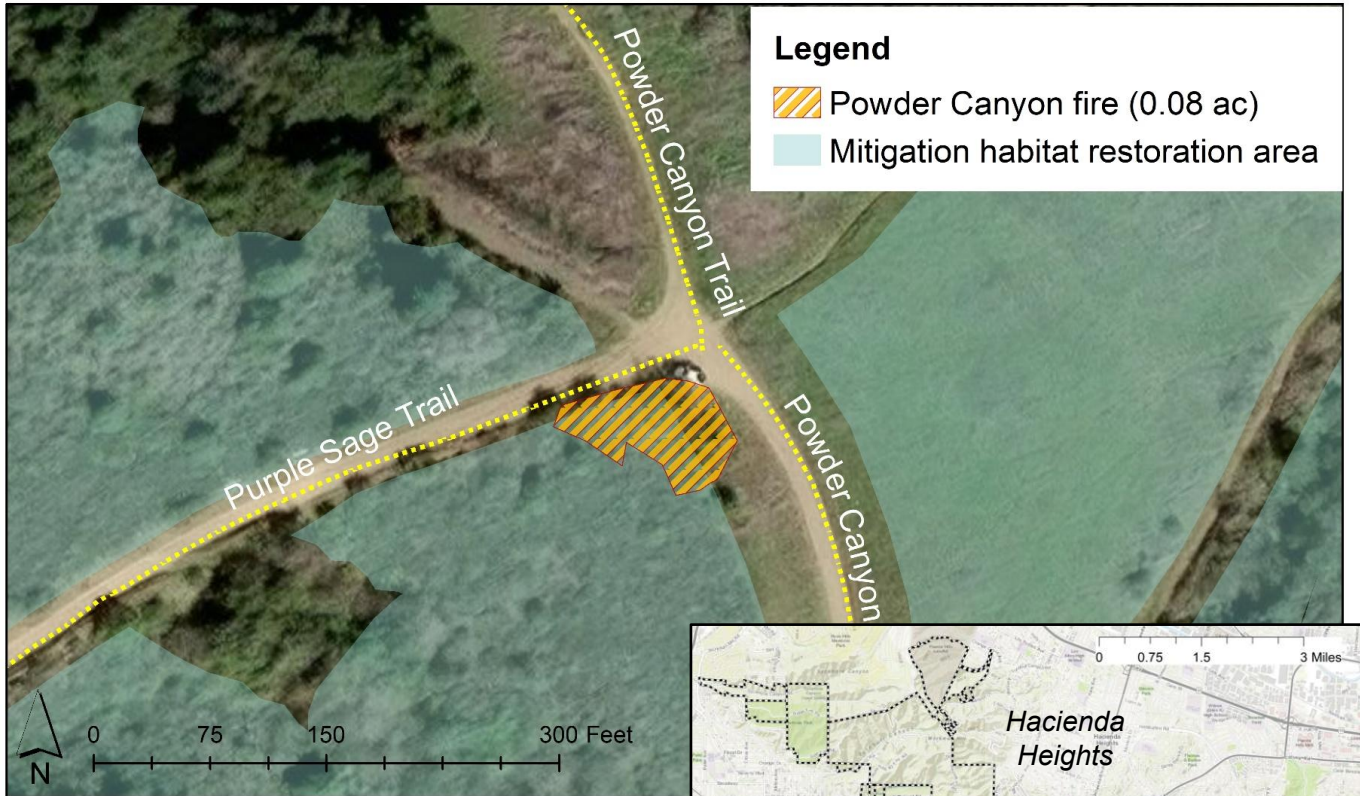
Fiscal impacts are not known at this time but considered insignificant to the approved budget.

Recommendation:

None. This is a receive and file item.

Item XII. Powder Canyon fire (0.08 ac) August 27, 2025

Puente Hills Preserve, Unincorporated Los Angeles County



Additional Materials



Andrea Gullo
Executive Director



Puente Hills Habitat Preservation Authority

Endowment Provided by the Puente Hills Landfill

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Director Sanitation Districts of
Los Angeles County

Cassandra Garcia
Director
Hacienda Heights

August 1, 2025

Rafferty Wooldridge
City Manager
City of La Habra Heights
1245 N. Hacienda Road
La Habra Heights, CA 90631
rwooldridge@lhcity.org

Request for Nominations to the Fiscal Oversight Advisory Committee (FOAC)

Dear Mr. Wooldridge,

The Puente Hills Habitat Preservation Authority (Habitat Authority) requests a nomination for a qualified individual to serve on the newly established Fiscal Oversight Advisory Committee (FOAC). This committee was created pursuant to the attached Resolution No. 2025-04, adopted by the Habitat Authority Board of Directors on June 23, 2025, following the successful passage of Measure PH, approved by voters on November 5, 2024.

On July 18, 2024, the Board adopted Resolution No. 2024-07 which established CFD No. 2024-01 and authorized the placement of Measure PH on the November 5, 2024 ballot, to levy a Special Tax within the CFD.

Following voter approval of Measure PH, the Board approved Resolution No. 2025-01, declaring the results of a special tax election, determining the validity of prior proceedings, and directing the recording of the notice of special tax lien. On February 20, 2025, the Board adopted Ordinance 2025-01, which authorizes and levies special taxes within the CFD.

The purpose of Measure PH is to generate revenue within the CFD to support ongoing maintenance, servicing, protection, preservation of open space, natural or other lands and improvements owned or managed by the Authority; reduce the risk of wildfire and improve local wildfire prevention, ranger safety patrols; and recreation program services. Additionally, the CFD will fund the collection and accumulation of reserves for these activities and cover administrative or incidental expenses related to them.

The FOAC will consist of nine members representing the communities of Whittier, Hacienda Heights, Rowland Heights, La Habra Heights, and unincorporated areas within Supervisorial District 4. The committee's primary role is to provide advice and report annually to the Board and the public regarding the expenditure of the CFD funds, demonstrating that these funds are spent for their authorized purposes.

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

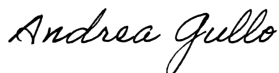
Term length, meeting frequency and committee details are found in the enclosed term schedule, fact sheet and application.

Please be advised that for the City of La Habra Heights, there is one three-year position to be filled.

Please submit the City Council's nomination and associated application, to info@HabitatAuthority.org by the target deadline of December 1, 2025. The nomination will be provided for consideration of appointment by the Board of Directors. The committee will start meeting once it achieves a quorum.

We appreciate your partnership, participation and support in implementing Measure PH programs. For questions or concerns please email me at agullo@HabitatAuthority.org, or Program Analyst Carlos Zelaya at czelaya@HabitatAuthority.org, or by phone at (562) 945-9003.

Sincerely,



Andrea Gullo
Executive Director

Attachments:
Habitat Authority Resolution 2025-04
Term Schedule
FOAC Fact Sheet
FOAC Application

CC: Habitat Authority Board of Directors



Puente Hills Habitat Preservation Authority

Endowment Provided by the Puente Hills Landfill

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Robert Ferrante
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Los Angeles County

Cassandra Garcia
Director
Hacienda Heights

August 1, 2025

The Honorable Hilda Solis
Office of The Supervisors, First District
500 West Temple Street, Room 856
Los Angeles, CA 90012
firstdistrict@bos.lacounty.gov

Request for Nominations to the Fiscal Oversight Advisory Committee (FOAC)

Dear Supervisor Solis:

The Puente Hills Habitat Preservation Authority (Habitat Authority) requests nominations for four qualified individuals to serve on the newly established Fiscal Oversight Advisory Committee (FOAC). This committee was created pursuant to the attached Resolution No. 2025-04, adopted by the Habitat Authority Board of Directors on June 23, 2025, following the successful passage of Measure PH, approved by voters on November 5, 2024.

On July 18, 2024, the Board adopted Resolution No. 2024-07 which established CFD No. 2024-01 and authorized the placement of Measure PH on the November 5, 2024 ballot, to levy a Special Tax within the CFD.

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The purpose of Measure PH is to generate revenue within the CFD to support ongoing maintenance, servicing, protection, preservation of open space, natural or other lands and improvements owned or managed by the Authority; reduce the risk of wildfire and improve local wildfire prevention, ranger safety patrols; and recreation program services. Additionally, the CFD will fund the collection and accumulation of reserves for these activities and cover administrative or incidental expenses related to them.

The FOAC will consist of nine members representing the communities of Whittier, Hacienda Heights, Rowland Heights, La Habra Heights, and unincorporated areas within Supervisorial District 4. The committee's primary role is to provide advice and report annually to the Board and the public regarding the expenditure of the CFD funds, demonstrating that these funds are spent for their authorized purposes.

Term length, meeting frequency and committee details are found in the enclosed term schedule, fact sheet and application.

Please be advised that the First District has four positions to be filled, two representing Hacienda Heights and two representing Rowland Heights. The positions have staggered initial terms as follows:

Hacienda Heights: one term is for three years, and another is for two years.

Rowland Heights: one term is for three years, and another is for two years

When recommending your nominees, please identify the length of terms for each individual.

Please submit the First District's nominations and associated applications, to info@HabitatAuthority.org by the target deadline of December 1, 2025. The nominations will be provided for consideration of appointment by the Board of Directors. The committee will start meeting once it achieves a quorum.

We appreciate your partnership, participation and support in implementing Measure PH programs. For questions or concerns please email me at agullo@HabitatAuthority.org, or Program Analyst Carlos Zelaya at czelaya@HabitatAuthority.org, or by phone at (562) 945-9003.

Sincerely,

| *Andrea Gullo*

Andrea Gullo
Executive Director

Attachments:

Habitat Authority Resolution 2025-04

Term Schedule

FOAC Fact Sheet

FOAC Application

CC: Habitat Authority Board of Directors



Andrea Gullo
Executive Director



Puente Hills Habitat Preservation Authority

Endowment Provided by the Puente Hills Landfill

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Mary Ann Pacheco
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City of Whittier

Robert Ferrante
Director Sanitation Districts of
Los Angeles County

Cassandra Garcia
Director
Hacienda Heights

August 1, 2025

Conal McNamara
City Manager
City of Whittier
13230 Penn Street
Whittier, CA 90602
cmcnamara@cityofwhittier.org

Request for Nominations to the Fiscal Oversight Advisory Committee (FOAC)

Dear Mr. McNamara,

The Puente Hills Habitat Preservation Authority (Habitat Authority) requests nominations for three qualified individuals to serve on the newly established Fiscal Oversight Advisory Committee (FOAC). This committee was created pursuant to the attached Resolution No. 2025-04, adopted by the Habitat Authority Board of Directors on June 23, 2025, following the successful passage of Measure PH, approved by voters on November 5, 2024.

On July 18, 2024, the Board adopted Resolution No. 2024-07 which established CFD No. 2024-01 and authorized the placement of Measure PH on the November 5, 2024 ballot, to levy a Special Tax within the CFD.

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The purpose of Measure PH is to generate revenue within the CFD to support ongoing maintenance, servicing, protection, preservation of open space, natural or other lands and improvements owned or managed by the Authority; reduce the risk of wildfire and improve local wildfire prevention, ranger safety patrols; and recreation program services. Additionally, the CFD will fund the collection and accumulation of reserves for these activities and cover administrative or incidental expenses related to them.

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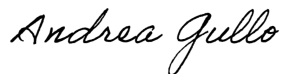
Term length, meeting frequency and committee details are found in the enclosed term schedule, fact sheet and application.

Please be advised that for the City of Whittier, there are three positions to be filled with staggered initial terms of three years, two years and one year. When recommending your nominees, please identify the length of terms for each individual.

Please submit the City Council's nominations and associated applications, to info@HabitatAuthority.org by the target deadline of December 1, 2025. The nominations will be provided for consideration of appointment by the Board of Directors. The committee will start meeting once it achieves a quorum.

We appreciate your partnership, participation and support in implementing Measure PH programs. For questions or concerns please email me at agullo@HabitatAuthority.org, or Program Analyst Carlos Zelaya at czelaya@HabitatAuthority.org, or by phone at (562) 945-9003.

Sincerely,



Andrea Gullo
Executive Director

Attachments:
Habitat Authority Resolution 2025-04
Term Schedule
FOAC Fact Sheet
FOAC Application

CC: Habitat Authority Board of Directors



Puente Hills Habitat Preservation Authority

Endowment Provided by the Puente Hills Landfill

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Vice Chair
City of Whittier

Robert Ferrante
Director Sanitation Districts of
Los Angeles County

Cassandra Garcia
Director
Hacienda Heights

August 1, 2025

The Honorable Janice Hahn
Office of The Supervisors, Fourth District
500 West Temple Street, Room 822
Los Angeles, CA 90012

Request for Nominations to the Fiscal Oversight Advisory Committee (FOAC)

Dear Supervisor Hahn,

The Puente Hills Habitat Preservation Authority (Habitat Authority) requests a nomination for a qualified individual to serve on the newly established Fiscal Oversight Advisory Committee (FOAC). This committee was created pursuant to the attached Resolution No. 2025-04, adopted by the Habitat Authority Board of Directors on June 23, 2025, following the successful passage of Measure PH, approved by voters on November 5, 2024.

On July 18, 2024, the Board adopted Resolution No. 2024-07 which established CFD No. 2024-01 and authorized the placement of Measure PH on the November 5, 2024 ballot, to levy a Special Tax within the CFD.

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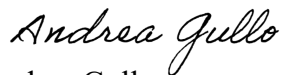
Term length, meeting frequency and committee details are found in the enclosed term schedule, fact sheet and application.

Please be advised that the Fourth District, has one three-year position to be filled. This person can be a resident in the Spyglass, Workman Mill Rd, or other Fourth District unincorporated area.

Please submit the nomination and associated application, to info@HabitatAuthority.org by the target deadline of December 1, 2025. The nomination will be provided for consideration of appointment by the Board of Directors. The committee will start meeting once it achieves a quorum.

We appreciate your partnership, participation and support in implementing Measure PH programs. For questions or concerns please email me at agullo@HabitatAuthority.org, or Program Analyst Carlos Zelaya at czelaya@HabitatAuthority.org, or by phone at (562) 945-9003.

Sincerely,



Andrea Gullo
Executive Director

Attachments:
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Term Schedule
FOAC Fact Sheet
FOAC Application

CC: Habitat Authority Board of Directors



Andrea Gullo
Executive Director



Puente Hills Habitat Preservation Authority

Endowment Provided by the Puente Hills Landfill

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Los Angeles County

Cassandra Garcia
Director
Hacienda Heights

August 5, 2025

Mr. Don Crocker
Wildlife Conservation Board
PO Box 944209
Sacramento, CA 94244

Subject: Support for Wildlife Conservation Board Grant Proposal Entitled "Interstate 15 Rainbow Canyon Wildlife Crossing"

Dear Mr. Crocker:

The Puente Hills Habitat Preservation Authority (Habitat Authority) supports the project proposal entitled "Interstate 15 Rainbow Canyon Wildlife Crossing" submitted for funding to the Wildlife Conservation Board.

The Habitat Authority is a public joint powers authority established pursuant to California Government Code Section 6500 *et seq.* with a Board of Directors representing the City of Whittier, County of Los Angeles, Sanitation Districts of Los Angeles County, and the Hacienda Heights community. The 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 owns and/or manages over 3,880 acres which comprise the Puente Hills Preserve in which over \$100 million of public funds have been invested. The Preserve is part of the Puente-Chino Hills Wildlife Corridor which is biologically connected to the Santa Ana Mountains. Our organization has focused much time and energy on the conservation of wildlife movement within the greater Santa Ana Mountains, and we remain dedicated to working with our partners to ensure the protection of the entire Santa Ana to Palomar Mountains Linkage. We recognize that the project proposal will advance implementation of a new wildlife crossing for Interstate 15, which has formed an impenetrable barrier for wildlife movement in the Santa Ana to Palomar Mountains Linkage.

We remain concerned about research findings indicating severe inbreeding and high percentages of vehicular mortality among the mountain lion population in the Santa Ana Mountains, and the potential for extinction of this population if the Santa Ana to Palomar I-15 Linkage is not restored. The Santa Ana mountain lion population is the source population for individuals that utilize the Puente-Chino Hills Wildlife Corridor and contribute to the ecological balance of Habitat Authority-managed publicly owned open space. The California Fish and Game Commission has accepted for consideration the petition to list an evolutionarily significant unit (ESU) of mountain lions (*Puma*

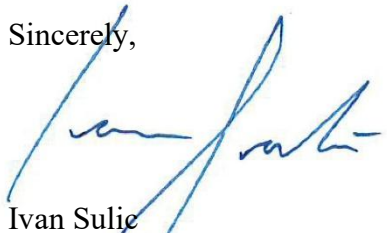
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concolor) in southern and central coastal California as threatened or endangered under the California Endangered Species Act (CESA). The Commission declared that the Southern California/Central Coast ESU of mountain lions is a candidate species for listing under CESA. The listing petition provides supporting documentation highlighting the critical need for the regionwide enhancement and restoration of connectivity within major landscape scale linkages, like the Santa Ana to Palomar Mountains.

We applaud the WCB for prioritizing funding associated with the 2019 solicitation that allowed The Nature Conservancy, Caltrans and partners to advance planning for the restoration and protection of the Temecula Creek Bridge and vicinity as a functional wildlife crossing for I-15 in the Santa Ana to Palomar Mountains Linkage. We also commend the WCB for funding initial planning of this second wildlife crossing project south of the Temecula Creek Bridge, which resulted in completion of the Project Initiation Document by Caltrans. The WCB's support in advancing this overcrossing through subsequent planning, environmental review, and engineering design phases under the proposed grant is essential to fully restoring wildlife connectivity across I-15 for the greatest number of wildlife species over the long term.

Once again, the Habitat Authority strongly supports the I-15 Rainbow Canyon Wildlife Crossing proposal. We are confident that the plans developed for a new wildlife crossing for I-15 initiated under this grant, if awarded, will have a dramatic long-term impact on furthering habitat protection and wildlife movement in the Santa Ana-Palomar Mountain's Linkage, and will bolster conservation investments made to date in Los Angeles, Orange, Riverside and San Diego counties. Time is of the essence with this project. We look forward to seeing this project move forward.

Sincerely,



Ivan Sulic
Chair, Board of Directors

Cc: Habitat Authority Board of Directors
Habitat Authority Citizen's Technical Advisory Committee



Andrea Gullo
Executive Director



Puente Hills Habitat Preservation Authority

Endowment Provided by the Puente Hills Landfill

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Robert Ferrante
Director Sanitation Districts of
Los Angeles County

Cassandra Garcia
Director
Hacienda Heights

September 7, 2025

Roy Francis
1936 Chota Road,
La Habra Heights, CA 90631

Dear Mr. Francis:

The Habitat Authority would like to thank you for serving as a Citizens Technical Advisory Committee (CTAC) member.

Your contribution of approximately eight years of service is deeply valued! Your volunteerism, support and dedication over these many years have helped the Habitat Authority with its continued efforts in preserving the local hills for wildlife and providing quality recreational opportunities for people. We'd especially like to recognize your leadership and contributions to the Committee discussions in furthering the agency's mission.

Thank you again. You will always be a part of the Habitat Authority family, and we hope our paths allow us to collaborate again.

Sincerely,

Ivan Sulic
Chair, Board of Directors

cc: Board of Directors
CTAC



Puente Hills Habitat Preservation Authority

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Los Angeles County

Cassandra Garcia
Director
Hacienda Heights

September 10, 2025

Elaine Wu, Division Chief
County of Los Angeles, Department of the Auditor-Controller
Accounting Division
500 West Temple Street, Room 603
Los Angeles, CA 90012

RE: Establishment of New Fund

Dear Ms. Wu:

The Puente Hills Habitat Preservation Authority is requesting establishment of a new interest bearing fund account for Measure PH.

Background:

On July 18, 2024, the Board adopted Resolution No. 2024-07 which established Community Facility District (CFD) No. 2024-01 and authorized the placement of Measure PH on the November 5, 2024 ballot, to levy a Special Tax within the CFD.

Following voter approval of Measure PH, the Board approved Resolution No. 2025-01, declaring the results of a special tax election, determining the validity of prior proceedings, and directing the recording of the notice of special tax lien. On February 20, 2025, the Board adopted Ordinance 2025-01, which authorizes and levies special taxes within the CFD. These resolutions and ordinance documents have been provided to staff in the County's Department of the Auditor-Controller.

The purpose of Measure PH is to generate revenue within the CFD to support ongoing maintenance, servicing, protection, preservation of open space, natural or other lands and improvements owned or managed by the Authority; reduce the risk of wildfire and improve local wildfire prevention, ranger safety patrols; and recreation program services. Additionally, the CFD will fund the collection and accumulation of reserves for these activities and cover administrative or incidental expenses related to them. A description of services to be funded by the CFD can be found in Resolution 2024-007, Exhibit B.

Anticipated object codes for the fund are:

Ranger Services	3580-4
Property Management*	3580-5
Utilities	5222
Payroll	3587


Bio Surveys	3580-6
SCI Cost to Administer CFD	3580-6
Audit	3529
Interest from the Treasury Pool	8605
Voter Approved Special Taxes	8064

*Property management contracts will vary.

As suggested by County staff, the desired name for the new Fund is “Measure Puente Hills,” and a new unit “53936 – Measure Puente Hills” will need to be created as well.

Thank you for your assistance. I can be reached at agullo@habitatauthority.org or 562.201.3581 with any questions.

Sincerely,



Andrea Gullo
Executive Director

Copy:
Jung Son, Principal Accountant, Special Funds/Warrants Section
Kevin Leung
Eddy Soukhaseum
PHHPA Board of Directors

中秋節大自然 漫步行活動

東區華人大自然漫步迎中秋

Residents from Rowland Heights, Hacienda Heights and beyond are welcome!"

Mid-Autumn Nature Walk

Sunday, October 5, 2025, 8:00 AM
Hike starts at 8:30 AM

星期天十月五號早上八點集合
漫步行8:30出發



Family friendly & free mooncakes while
supplies last. All are welcome!



溫馨家庭遊和免費月餅贈送，
送完即止。歡迎所有人參加！

Powder Canyon in La Habra Heights

Coordinates: 33.964914,-117.919123

For meeting location, please search: "Gate to
Horse Arena, Fullerton Rd. La Habra Hts."

Drive west on Fullerton Rd and enter the
second gate to your right into the parking
lot. Meeting location is in the parking lot.

沿富勒頓路向西行駛，從右側的第二個閘
門口進入停車場。集中地點在停車場內。



Event partner

Rowland Heights Chinese Association

活動夥伴 羅蘭崗華人協會

www.HabitatAuthority.org

Habitat Authority gets \$4.9 million boost to fight fires

The grant from the Lower Los Angeles Rivers and Mountains Conservancy supports the agency's Fire Resiliency Project.



Puente Hills Habitat Authority is being seeded and planted with native plant species at a 19.6-acre area in Whittier to restore it to Coastal Sage Scrub habitat. Area being worked on at center is next to Colima Road at Casino Dr. on Friday, February, 19, 2021. (Photo by Dean Musgrove, Los Angeles Daily News/SCNG)

Whittier Daily News

By [Anissa Rivera](#) | arivera@scng.com

PUBLISHED: July 18, 2025 at 2:07 PM PDT

The Puente Hills Habitat Authority got a hefty boost in its mission to fight wildfires, courtesy of a \$4,977,000 grant from the state agency San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy.

The funding will support the Habitat Authority's Puente Hills Fire Resiliency project, which aims to enhance wildfire safety for the Puente Hills Preserve and the surrounding communities of Whittier, La Habra Heights, Hacienda Heights and Rowland Heights.

"This comprehensive grant provides us with the necessary additional resources needed to implement priority wildfire prevention and protection strategies, preserve natural habitats, and safeguard local communities. It's a win-win for the region," said Andrea Gullo, Habitat Authority executive director.

The three-year grant agreement, expected to be disbursed in August, will go toward [wildfire](#) prevention and protection, wildfire prevention planning, biological consulting and contractor oversight and land acquisition.

The grant will include:

- Home hardening for an agency facility;
- Protective wrought iron boundary fencing at key locations;

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–Vegetation and hazardous tree clearance;

–Habitat enhancement;

–Equipment purchases including a flail mower, two 1,000-gallon mobile water trailers, and a 2,000 gallon water tender to be used for firefighting;

–Vegetation mapping;

–Fire fuel modeling;

Land acquisition; and

–Development of a permanent firebreak in the form of a trailhead.

The grant allows the Habitat Authority to address critical wildfire resiliency activities that would otherwise not be covered under the agency’s regular budget, which is funded in part by Measure PH.

Voters passed [Measure PH](#) in November, ensuring the agency will have the budget to fight wildfires and ensure trails and wildlife habitats on the Puente Reserve remain protected.

Among supporters that wrote letters to support the grant application are the city of Whittier, Sierra Club San Gabriel Valley Task Force, Friends of the Whittier Hills, and the nonprofit Hills For Everyone.

“We are extremely grateful to the RMC for their funding of this critically important grant. This proactive project is a part of the Habitat Authority’s ongoing commitment to wildfire preparedness for the benefit of the preserve and the local communities for years to come,” said Ivan Sulic, chair of the Habitat Authority’s board of directors.

The Habitat Authority was founded in 1994 with a mission to preserve and protect the more than 3,800 acres of natural habitats of the Puente Hills area, including Hacienda Hills, Turnbull Canyon, Sycamore Canyon, Hellman Park, Arroyo Pescadero, and Powder Canyon.

The state funding is sourced from the Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024, appropriations under Chapter 3 Wildfire and Forest Resilience.

Whittier College study shows that goat-grazing can help prevent wildfires

The joint study by Whittier College and Habitat Authority was published in "The Journal of the Torrey Botanical Society," the oldest botanical journal in the Americas.



What Whittier College students and the Puente Hills Habitat Preservation Authority in Whittier found out about goat grazing, fire prevention and reducing invasive species cover has been published in the oldest botanical journal in the Americas. The two groups jointly published a peer-reviewed article in The Journal of the Torrey

Botanical Society . (Photo courtesy of Adriana Cox-Gonzalez)

Whittier Daily News

By [Anissa Rivera](#) | arivera@scng.com

UPDATED: August 5, 2025 at 2:45 PM PDT

Thanks to a Cal Fire grant, the [Puente Hills Habitat Preservation Authority](#) and [Whittier College](#) have discovered new data on reducing wildfire fuel in the Puente Hills Preserve. They also got published in a renowned scientific journal for it.

Michelle Mariscal, staff ecologist at the Habitat Authority, and Anna Bowen, assistant professor of biology and environmental science at Whittier College, along with three biology students, published the peer-reviewed article in March.

[Their findings](#), featured in "[The Journal of the Torrey Botanical Society](#)," the oldest botanical journal in the Americas, demonstrated that goat grazing leads to a short-term reduction in fuel loads, helping prevent [wildfires](#), and can help reduce the growth of invasive plant species when timed well.

"Publishing our work allows us to add to the growing body of plant science and helps ensure our findings can be used by researchers and land managers working to understand and better protect the environment," Mariscal said.

What Whittier College students and the Puente Hills Habitat Preservation Authority in Whittier found out about goat grazing, fire prevention and reducing invasive species cover has been published in the oldest botanical journal in the Americas. The two groups jointly published a peer-reviewed article in The Journal of the Torrey Botanical Society . (Photo courtesy of Adriana Cox-Gonzalez)

The California Department of Forestry and Fire Protection Fire Prevention Grants Program awarded the Habitat Authority a grant in 2020 to fund activities that would reduce the [wildfire fuel load](#) in the Puente Hills Preserve. The grant paid for two years of goat grazing in Turnbull Canyon, offering an opportunity for local ecologists to dig deeper into the effects of goat grazing.



Whittier College student Adriana Cox-Gonzalez collects data from vegetation for a goat grazing study the college completed with Puente Hills Habitat Preservation Authority in Whittier. The two groups jointly published a peer-reviewed article in The Journal of the Torrey Botanical Society on their findings. (Photo courtesy of Anna Bowen, PhD)



Mariscal partnered with Bowen, whose team collected vegetation data before and after goat grazing both years, as well as in adjacent control plots where grazing did not occur. They also collected goat pellets to assess, via a greenhouse trial, the potential for seeds of certain invasive plants to remain viable after passing through the goats' digestive system, which is a concern for the Habitat Authority and other land managers when contracting with goat herds that are moved between different areas.

They found that goat grazing provides short-term reductions in wildfire fuel loads and, when properly timed and managed over multiple years with attention to factors such as rainfall, how many goats are on the land, and active herd management, can reduce invasive plant

cover—contributing to healthier, safer hillsides. Additionally, the study confirmed that seeds in goat pellets have low potential to germinate, meaning grazing does not contribute to the spread of invasive plants, Habitat Authority officials said.

“Goat grazing is a valuable tool alongside other methods to reduce wildfire fuels and manage invasive plants,” Mariscal added. “Although it requires more careful planning, close monitoring, and a longer time commitment than other methods, when these factors are managed well, goat grazing supports both fire safety and ecosystem health without spreading invasive species.”

“The Habitat Authority is committed to fostering strong partnerships with local communities and embracing the lessons offered by nature. Projects like this exemplify how collaboration can create lasting benefits for the entire region,” said Ivan Sulic, chair of the Habitat Authority’s board of directors.

The Habitat Authority was founded in 1994 and is charged with preserving and protecting more than 3,800 acres of natural habitats in the Puente Hills area, including land in [CITIES HERE](#).

“We are grateful for our ongoing partnership with students and professors at Whittier College over the years for valuable learning projects such as this. We are proud of Ecologist Mariscal for dedicating her expertise to this project and making the Preserve a learning resource for us all,” said Andrea Gullo, Habitat Authority executive director.

The three Whittier College students and study co-authors are Adriana Cox-Gonzalez, Fernando Ramirez and Lisa Vela.

The Torrey Botanical Society was founded in 1867 in New York City and its journal publishes research in plant biology, except horticulture, with emphasis on research done in, and on the plants of, the Western Hemisphere.

Thank you for supporting *Music in The Park!*



We had a great time at The Park this summer! We're grateful to everyone who turned out to enjoy the music and community spirit—and also to help support LHHIA, which has been presenting these concerts since 1989.



La Habra Heights Improvement Association



Our opening concert featuring The Answer drew what may have been our biggest audience ever!

Puente Hills community patrols & fireworks prevention on July 4

This past Independence Day, the Puente Hills Habitat Preservation Authority (Habitat Authority) once again took action to protect our treasured hills and open spaces from illegal fireworks activity that could cause devastating wildfires.

For over 20 years, the Habitat Authority has organized a fireworks patrol on the evening of July 4 and partnered with local jurisdictions. Twenty volunteers—trained and coordinated by the Authority—were stationed at popular access points throughout the Preserve in La Habra Heights, Whittier and Hacienda Heights from 7 to 10 p.m., serving as extra eyes and ears to spot and report any illegal fireworks or suspicious activity, educate the public and discourage unauthorized access after dark.

This proactive presence has become a trusted tradition, helping to deter dangerous behavior and ensure a rapid response from emergency services if needed. Rangers from the Habitat Authority (contracted through the Mountains Recreation and Conservation Authority) actively patrolled the preserve in trucks equipped with water, with staff and other MRCA trained firefighters lending additional patrol support.



They worked together beyond midnight and collaborated with local fire and law enforcement agencies to keep a close watch over the hills. The City of La Habra Heights and its local Fire Watch group are also deeply committed to fire safety, and we greatly value the opportunity to collaborate with them in these important efforts.

Residents from all over were encouraged to join in, and all patrol members received guidance on how to safely observe and report without putting themselves in harm's way. These combined efforts are part of a broader, multi-agency strategy that includes annual defensible-space clearance, coordinated emergency response planning and ongoing public education to keep both the Preserve and surrounding neighborhoods safe from wildfire threats.

The Habitat Authority is grateful to all volunteers and partners who helped make this year's Fourth of July celebration a safe and peaceful event for everyone.

Visit habitatauthority.org/puente-hills-preserve-management/wildfire-preparedness or contact info@HabitatAuthority.org for more information about the Habitat Authority's year-round wildfire preparedness efforts.

MAYOR'S CORNER

City to host important series of public workshops starting September 6

The City of La Habra Heights is hosting a series of public workshops at City Hall over the coming months to address some of our community's most important long-term challenges. Each workshop will focus on a single topic—from infrastructure and public safety to city operations and funding—and will provide residents with the opportunity to learn more, ask questions and share ideas.

The series will conclude with a general session to review the issues discussed and gather community input on potential solutions.

First Workshop: STREET IMPROVEMENTS

Saturday, September 6, 2025 • 10 a.m. • City Hall

At this workshop, we will review the current condition of our streets and examine the findings of the Roads Advisory Committee. We'll compare current General Fund spending with projected needs over the next 5 to 10 years and discuss the risks of allowing the roads to deteriorate.

Our current allocated budget was based upon projections in 2017 that allowed a small inflation factor. As the result of actual inflation, we have had to continually reduce the size of our road-related projects to remain within our funding.

Without additional investment, the cost to maintain our roads to an acceptable condition accelerates. This session is your chance to learn about the state of our roads and streets and help shape priorities for future improvements.

Second Workshop: FIRE DEPARTMENT

Saturday, October 4, 2025 • 10 a.m. • City Hall

Our Fire Department plays a critical role in protecting life and property, but it faces increasing challenges. This workshop will provide a historical overview of how the Department has evolved over the past decade, including the impacts of unfunded state and county mandates, including the relatively new, stringent LA County-required paramedic program that has continued to cause LHH Fire Department overruns requiring significant transfers from the General Fund.

We'll address the effects of aging equipment, delays in replacing firefighter gear and a substandard apparatus bay. Participants will also examine the limitations of the current Fire Assessment and consider how to ensure that our LHH Fire Department remains fully equipped and ready to respond.

Future Workshops

- **November: PUBLIC SAFETY**
- **January: ADMINISTRATION**
- **February: REVENUE (General Session)**

Please watch *Heights Life*, *GuacTalk* and the City website (lhhcity.org) for dates and details about these future meetings.

I encourage every resident to attend these workshops and take an active role in shaping the future of our city. Your input will help ensure that La Habra Heights remains safe, resilient and well-prepared for the years ahead.

New motorcycle patrols by Habitat Authority Rangers to improve trail safety and fire prevention



The Puente Hills Habitat Preservation Authority Rangers have begun motorcycle patrols on our trails to improve safety and speed up response times. This new approach allows them to cover more ground in less time, making it easier to reach remote locations that can be difficult to access by foot or traditional patrol vehicles.

The Puente Hills Habitat lands are a vital part of La Habra Heights, offering miles of trails, native wildlife habitat and scenic open space that define the character of our city. The Rangers' work goes far beyond law enforcement—they play a key role in protecting sensitive habitats, monitoring wildlife and educating the public on responsible trail use. Their brush inspections help identify fire hazards early, reducing the risk of wildfires that could threaten both the natural environment and nearby homes.

By increasing patrol presence, the Rangers can respond more quickly to reports of unsafe conditions, trail misuse or suspicious activity, ensuring these open spaces remain safe for hikers, equestrians and nature enthusiasts. Their efforts directly contribute to preserving the quality of life we value so highly in La Habra Heights.

Hope everyone had an enjoyable summer!

—**John Pespisa**

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Assembly
California Legislature



LISA CALDERON
ASSEMBLY MEMBER, FIFTY-SIXTH DISTRICT

COMMITTEES
CHAIR, INSURANCE
APPROPRIATIONS
EMERGENCY MANAGEMENT
HUMAN SERVICES
UTILITIES AND ENERGY

August 21, 2025

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

Dear Ms. Gullo:

Thank you for making the 56th Assembly District's inaugural Wildfire Safety Informational Session a success. With your support and participation, we were able to connect nearly 70 families with valuable resources and guidance on best practices.

These partnerships make our community more resilient in unprecedented times, and I truly appreciate your collaboration on this event.

I look forward to continuing our work together. Please do not hesitate to reach out if I can ever be of assistance to you.

Sincerely,

A handwritten signature in blue ink that reads "Lisa Calderon".

Lisa Calderon
Assemblymember, 56th District

LC:rd



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