

**BOARD OF DIRECTORS
 PUENTE HILLS HABITAT PRESERVATION AUTHORITY
 Endowment Provided by the Puente Hills Landfill**

This meeting will take place remotely in accordance with Government Code section 54953(e) et seq. (AB 361). Members of the public can observe and participate in the meeting as follows:

Via video (Zoom) and telephonically by joining at this address:
<https://us02web.zoom.us/j/84571982468> Meeting ID: 845 7198 2468

- Or- Phone by joining at these numbers:
 +1 669 900 6833, +1 253 215 8782,
 Meeting ID: 845 7198 2468, Find your local number: <https://us02web.zoom.us/u/kbIgS9Yaez>

Members of the public may provide electronic comments by 3pm on Wednesday, January 19, 2022 before the meeting to mmiller@HabitatAuthority.org. Please label the email in the subject heading as “Public Comments”. Public comments may also be verbally heard during item #1 of the meeting.

Agency	Director	Alternate
County of Los Angeles	SULIC, Vice Chair	YOKOMIZO
City of Whittier	MARTINEZ	BOUCHOT
Hacienda Heights Improvement Association	HUGHES	LICARI
Sanitation Districts of Los Angeles County	FERRANTE	BOEHMKE

The Puente Hills Habitat Preservation Authority is a public entity established pursuant to the Joint Exercise of Powers Act by agreement with the City of Whittier, County of Los Angeles, and Los Angeles County Sanitation Districts. Questions about any agenda items can be directed to Andrea Gullo, Executive Director, at 562.945.9003.

Pursuant to Section 54954 of the Government Code the Puente Hills Habitat Preservation Authority (Authority), a Regular Meeting of the Board of Directors of the Authority will be held at the call of the Chairperson of the Authority at the above time and place for the purpose of:

1. Receipt of Public Comments.
2. Discussion and possible direction to staff regarding Los Angeles County supervisorial redistricting and implications for the Authority.
3. Introduction of Supervisorial District 1 staff, Edith Gonzalez, Deputy Director of District Operations and Martin Reyes, Transportation Deputy.
4. Elections of Chair and Vice Chair.
5. Report by Citizens Technical Advisory Committee.
6. Consent Calendar:
 - a. Approval of Authority Regular Meeting Minutes of December 16, 2021.

- b. Approval allowing all written resolutions attached to staff reports to be read by title only and waiving further reading.
 - c. Board adoption of Authority Resolution No. 2022-01 A Resolution of the Board of Directors of the Puente Hills Habitat Preservation Authority Proclaiming a Local Emergency and Authorizing the Transition to Use of Remote Teleconference Meeting Procedures by the Board of Directors and All Standing Committees of the Authority, as authorized by Government Code Section 54953(e) *et seq.*, for the Initial Period of January 20, 2022 through February 19, 2022.
 - d. Receive and file information about encroachments on Authority property.
 - e. Receive and file the Authority's Portfolio Earnings Reports and Custom by Instrument Type for December 2021 prepared by the County of Los Angeles Treasurer and Tax Collector.
7. Discussion and possible action regarding approval of recommendations from La Habra Heights for reappointment of Citizens Advisory Committee Member Cathy Houwen for four-year term ending year 2026.
 8. Discussion and possible action authorizing Executive Director to execute membership agreement with Sourcewell (formerly known as National Joint Powers Alliance) for access to a cooperative contract purchasing program.
 9. Discussion and possible action a) authorizing Executive Director to expend approximately \$20,000, dependent on cost estimates, for the implementation of a wayside display and trail renaming honoring former Authority Board Member Bob Henderson. The cost of the project is expected to be reimbursed by Authority partners, and b) possible creation of Board subcommittee.
 10. Significant exposure to litigation in one case. The anticipated litigation is based on Claim No.: 0-11695 | Claimant: Del Schoenhoef | Loss Date: 9/4/21. (This item can be heard in closed session pursuant to Government Code Section 54956.9(c), (d)(2), (e)(3).)
 11. Instruction to negotiators on property negotiations for Assessor Parcel Numbers 8267-014-904, 8267-014-906 commonly known as the Diaz/Old Coach property and APN 8266-002-901, Powder Canyon. 1) Negotiations for an easement over approximately 1/10th of an acre of the property for heli-hydrant easement, and 2) Negotiations regarding La Habra Road vacation and a portion to be dedicated to the City of La Habra Heights for a fire access easement. Negotiating parties include Board Chair or Vice Chair, Executive Director, and City of La Habra Heights. (This item can be heard in closed session pursuant to Government Code Section 54956.8 regarding real estate negotiations.)
 12. Board Members' statements, responses, questions or directions to staff, and Executive Director's comments.
 13. Adjournment and announcement of next meeting.

Notice and Agenda **Regular Meeting**

Thursday, January 20, 2022, 3:00 p.m.

NOTE: Members of the public may address the Board of Directors on any item shown on the agenda.


NOTE: 72 hours prior to Board of Directors meetings, the entire Board of Directors agenda package is available for review, along with any meeting-related writings or documents provided to a majority of the Board members after distribution of the agenda package, at 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 Melissa Miller at 562.945.9003 at least 48 hours prior to meeting.

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

MEMORANDUM

Date: January 20, 2022

To: Board Members

From: 
Andrea Gullo, Executive Director

Subject: Agenda Item No. 2) Discussion and possible direction to staff regarding Los Angeles County supervisorial redistricting and implications for the Authority.

Recommendation:

This is an informational item.

Background:

On December 15, the Citizens Redistricting Commission (CRC) adopted new boundaries for Los Angeles County supervisorial districts. New maps take effect 30 days after being filed with the County Registrar-Recorder, unless challenged by a referendum. However, on December 7, 2021 the County Board of Supervisors took action in part declaring that on the first business day following December 15, 2021, or the date of the adoption and filing of the redistricting plan by the CRC, constituent services will be provided to County residents in accordance with the new redistricting plan. The action included that new district boundaries will be adhered to unless alternate boundaries are set by court order, or unless otherwise required by law. The new map, attached, indicates that Supervisorial District 1 joins District 4 as being within the Authority's jurisdiction.

In accordance with Section 5.1c of the Authority joint powers agreement (excerpt attached), the Supervisorial District that contains the Puente Hills Landfill appoints a member of the Hacienda Heights Improvement Association that sits on our four-member Board of Directors. The joint powers agreement also permits the supervisor to appoint the board member alternate. Currently those positions are held by the Chair of our Board, Mike Hughes, and his alternate, Joan Licari, both of whom were appointed by District 4. The new supervisorial district boundaries now result in these positions being under the purview of District 1.

Additionally, Section 2.1(a) of the Authority Resolution 97-01 creating the Authority's nine-member Community Advisory Committee reads as follows,

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Agenda Item 2

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Those Committee members appointed by the [Authority] from the unincorporated portion of the County of Los Angeles shall first be approved by the supervisor representing the supervisorial district which includes the Subject Jurisdiction.

Currently, one of the supervisors within the Authority's jurisdiction appointed three of the Authority's Advisory Committee members. The term of one of those Advisory Committee members, John Houser, is expiring at the end of January 2022.

An introductory meeting was held January 7, 2022 between Vice Chair Sulic, Chair Hughes, Authority staff and District 1 staff. Information was provided to District 1 about the Authority and follow up conversations are expected regarding their appointments to the Authority Board and Advisory Committee.

Additional Background:

See the attached staff report from November 2021.

Fiscal Impact:

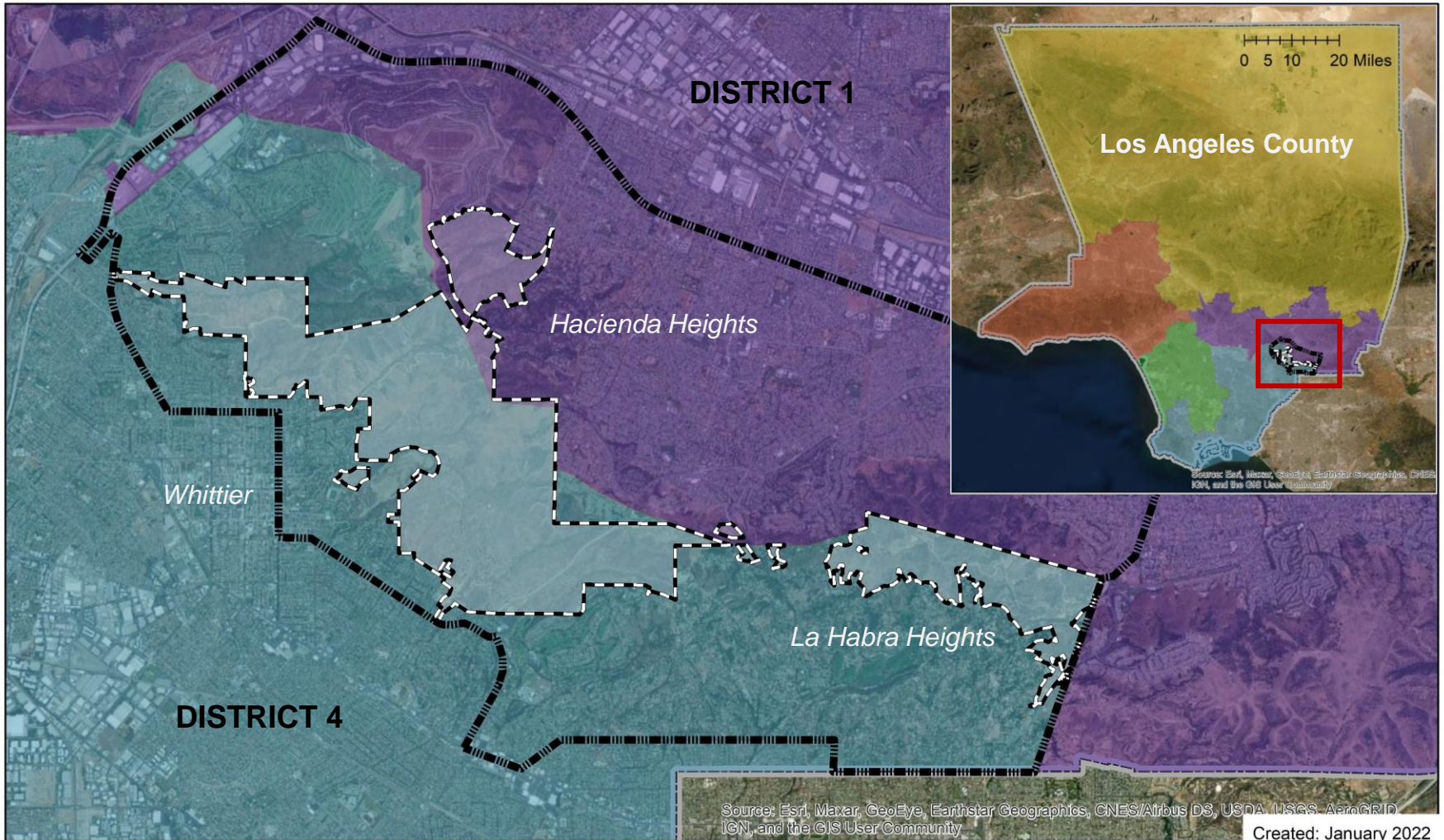
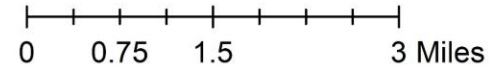
None.

Attachments:

Jurisdiction and Supervisorial Districts Map

Excerpt of JPA

November staff report



Legend

Supervisorial District	 1	 Puente Hills Preserve boundary
	 4	 Habitat Authority Jurisdictional Boundary
	 2	 Los Angeles County
	 5	

Parties to this Agreement. District, County, and Whittier each possesses the powers referred to below.

SECTION 4 TERM:

4.1 This Agreement in its original form became effective on February 15, 1994, and as amended, will become effective on the date that it is fully executed by all Parties and will terminate by mutual agreement of the Parties.

SECTION 5 ORGANIZATION:

5.1 BOARD OF DIRECTORS

Authority shall be governed by a Board of Directors (Board) composed of four directors.

- (a) One director shall be appointed by the Board of Directors of District and shall at the time of appointment be a director or employee of District.
- (b) One director shall be appointed by the County, and shall be an employee of the County of Los Angeles.
- (c) One director shall be appointed by the Supervisor representing the supervisorial district which geographically includes the Puente Hills Landfill and shall be a member of the Hacienda Heights Improvement Association throughout his or her term as director.

- (d) One director shall be appointed by the City Council of Whittier and shall, at the time of appointment, be a member of the City Council, or shall be his or her Whittier City Council approved designee.

The City Council of Whittier, County, the appointing Supervisor and District Board of Directors may appoint alternate directors to act as directors of the Board during a director's absence, if the director is absent for three or more consecutive regular meetings, or is unable or refuses to act. The term of each director and alternate shall be at the will of the appointing body or Supervisor. Each alternate shall possess the qualifications required of the director for whom he or she acts as alternate.

The Board shall make all discretionary decisions not delegated to the officers by resolution or Board direction.

Directors shall receive no compensation but shall be entitled to be reimbursed for all expenses approved by the Board as reasonably incurred in fulfilling their responsibilities.

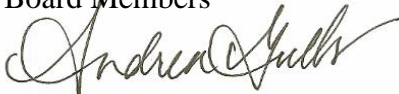
Vacancies on the Board shall be filled by the Party or supervisor that originally appointed the vacating Director.

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

MEMORANDUM

Date: November 22, 2021

To: Board Members

From: 
Andrea Gullo, Executive Director

Subject: Agenda Item No. 9) Update and discussion regarding redistricting efforts of Los Angeles County Supervisorial Districts as it relates to the Authority.

Recommendation:

This is an update item.

Background:

According to Los Angeles County's website, every ten years supervisorial districts must be redrawn in Los Angeles County so that each district is reasonably equal in population. Redistricting in Los Angeles County in 2021 is being conducted by the 14-member Citizens Redistricting Commission (CRC) that is independent of the Board of Supervisors. They will redraw the districts based on data collected during the 2020 U.S. Census, the boundaries of which will be in effect for the next ten years.

The CRC's final supervisorial district map must be in accordance with the following criteria:

- Districts will be reasonably equal in total resident population – about 2 million each.
- Districts shall comply with the Federal Voting Rights Act.
- Districts must be geographically connected.
- Districts should be drawn so as to minimize dividing cities, neighborhoods, or communities of interest.

The Commissioners voted on October 28, 2021 to move four draft maps (Options A, B, C and D) forward for further public input and discussion. Those maps are attached for your information. There have been several public hearings to date, and there will be more in November to solicit reactions to the current options. On December 15, 2021, the CRC will vote on and adopt the final map. Once finalized, the CRC will file the Final Redistricting Plan with the County Registrar-Recorder. Unless the plan is subject to a referendum petition, it will take effect 30 days after it is filed.

More information can be found at the following website: redistricting.lacounty.gov.

There will be further discussion at the Authority meeting about possible implications for this agency.

Fiscal Impact:

Unknown at this time.

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Held via video conference and teleconference

This meeting took place remotely in accordance with Government Code section 54953(e) *et seq.* (AB 361) and Resolution 21-04, adopted by the Board on November 22, 2021. Members of the public could observe and participate in the meeting as follows:

Via video (Zoom) and telephonically by joining at this address:
<https://us02web.zoom.us/j/82884955754> Meeting ID: 828 8495 5754

- Or- Phone by joining at these numbers: +1 (669) 900 6833, +1 (253) 215 8782,
Meeting ID: 828 8495 5754, Find your local number: <https://us02web.zoom.us/u/kd8cd5ItIj>

At approximately 3:00 p.m., the special meeting was called to order and a roll call was taken.

From Hacienda Heights Improvement Association:

Present: Mike Hughes, Chair

From Sanitation Districts of Los Angeles County:

Present: Chuck Boehmke, Alternate Director

From City of Whittier:

Present: Jessica Martinez, Director

From County of Los Angeles

Present: Ivan Sulic, Vice Chair

Authority representatives present:

Andrea Gullo, Authority Executive Director
Michelle Mariscal, Authority Ecologist
Melissa Miller, Authority Board Secretary
Kenn Hughes, Deputy Chief Ranger, Mountains Recreation and Conservation Authority
(MRCA)
Elena Gerli, Esq., Aleshire & Wynder LLP, Authority Counsel
Payam Mostafavi, Esq., Aleshire & Wynder LLP
Cathy Houwen, Member of Authority's Citizens Technical Advisory Committee
(CTAC) and CTAC's Liaison to Board of Directors

Others present:

none

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1. RECEIPT OF PUBLIC COMMENTS.

There were no public comments.

2. REPORT BY CITIZENS TECHNICAL ADVISORY COMMITTEE.

Regarding the December 14, 2021, Authority CTAC meeting, CTAC Member Houwen reported that:

- CTAC received and filed the October 2021 Mountains Recreation and Conservation Authority ranger report, as well as the comment letter to Los Angeles County regarding their General Plan Update to the Safety Element; and
- CTAC recommended to the Board of Directors that they approve the non-bid contract with Sage Environmental Group in the amount of \$76,894 and authorize the Executive Director to execute the contract.

3. CONSENT CALENDAR:

- a) Approval of Authority Special Meeting Minutes of November 22, 2021.
- b) Receive and file October 2021 Mountains Recreation and Conservation Authority (MRCA) Ranger Report.
- c) Receive and file the Authority’s Portfolio Earnings Reports and Custom by Instrument Type for November 2021 prepared by the County of Los Angeles Treasurer and Tax Collector.
- d) Receive and file Authority comment letter to the County of Los Angeles regarding their General Plan Update to the Safety Element.
- e) Approval allowing all written resolutions attached to staff reports to be read by title only and waiving further reading.
- f) Board adoption of Authority Resolution No. 2021-06 A Resolution of the Board of Directors of the Puente Hills Habitat Preservation Authority Proclaiming a Local Emergency and Authorizing the Transition to Use of Remote Teleconference Meeting Procedures by the Board of Directors and All Standing Committees of the Authority, as authorized by Government Code Section 54953(e) *et seq.*, for the Subsequent Period of December 16, 2021, through January 15, 2021.

Vice Chair Sulic motioned to approve and receive and file these items.
Director Martinez seconded this motion, and in a roll call vote the motion passed unanimously.

4. DISCUSSION AND POSSIBLE ACTION AUTHORIZING EXECUTIVE DIRECTOR TO EXECUTE A NON-BID CONTRACT WITH SAGE ENVIRONMENTAL GROUP FOR

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PUENTE HILLS HABITAT PRESERVATION AUTHORITY

GOAT-GRAZING SERVICES IN TURNBULL CANYON IN THE AMOUNT OF \$76,894. THIS PROJECT IS FUNDED BY A GRANT FROM CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION.

Ecologist Mariscal reviewed this, and stated that Sage Environmental Group is recommended as a non-bid contract because the proposed contractor is known to possess the needed experience and professional qualifications that are more satisfactory and economical for Authority purposes as explained further in the staff report. There was discussion.

Alternate Director Boehmke motioned to authorize the Executive Director to execute this non-bid contract with Sage Environmental Group for goat-grazing services in Turnbull Canyon in the amount of \$76,894. Director Martinez seconded this motion, and in a roll call vote the motion passed unanimously.

- 5. INSTRUCTION TO NEGOTIATORS ON PROPERTY NEGOTIATIONS FOR ASSESSOR PARCEL NUMBERS 8239-045-902 AND 8239-047-902. NEGOTIATIONS FOR AN ACCESS EASEMENT OVER THE PROPERTY. NEGOTIATING PARTIES INCLUDE BOARD CHAIRMAN, EXECUTIVE DIRECTOR, AND COAST COMMUNITY COLLEGE. (This item can be heard in closed session pursuant to Government Code Section 54956.8 regarding real estate negotiations.)**

At 3:15 p.m. Chair Hughes moved to continue discussion of items 5, 6 and 7 in Closed Session.

In the closed session, item 5 was discussed by the Board and no reportable action was taken.

- 6. INSTRUCTION TO NEGOTIATORS ON PROPERTY NEGOTIATIONS FOR ASSESSOR PARCEL NUMBER 8240-036-021. NEGOTIATIONS FOR AN ACCESS EASEMENT OVER THE PROPERTY. NEGOTIATING PARTIES INCLUDE BOARD CHAIRMAN, EXECUTIVE DIRECTOR, AND INTERNATIONAL BUDDHIST PROGRESS SOCIETY. (This item can be heard in closed session pursuant to Government Code Section 54956.8 regarding real estate negotiations.)**

In the closed session, item 6 was discussed by the Board and no reportable action was taken.

- 7. INSTRUCTION TO NEGOTIATORS ON PROPERTY NEGOTIATIONS FOR ASSESSOR PARCEL NUMBERS 8266-002-901 AND 8269-003-900. NEGOTIATING PARTIES INCLUDE BOARD CHAIRMAN, EXECUTIVE DIRECTOR, AND ROWLAND WATER DISTRICT. (This item can be heard in closed session pursuant to Government Code Section 54956.8 regarding real estate negotiations.)**

In the closed session, item 7 was discussed by the Board and no reportable action was taken.

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PUENTE HILLS HABITAT PRESERVATION AUTHORITY

Authority Counsel Gerli exited the meeting during this item.

At 3:37 p.m. Chair Hughes moved to end the Closed Session and the Open Session recommenced.

8. BOARD MEMBERS' STATEMENTS, RESPONSES, QUESTIONS OR DIRECTIONS TO STAFF, AND EXECUTIVE DIRECTOR'S COMMENTS.

Chair Hughes noted that the new redistricting for Los Angeles County has just been approved, and Executive Director Gullo added that the County's Directors for the Authority (Sulic and Yokomizo) were appointed by the entire Board of Supervisors, not by an individual district, but that the redistricting's effects for the Authority will be discussed at the next Authority Board meeting.

Chair Hughes then thanked CTAC for their continuing input, and he also thanked Authority Volunteer Bruce Everett for the calendars he has donated again this year.

Vice Chair Sulic asked that the next Board meeting include consideration of a subcommittee or the next steps in implementing the honoring of Former Board Director Bob Henderson, as discussed at the October 2021 Board meeting.

Lastly, Executive Director Gullo advised that the Board's next meeting is anticipated to again be held virtually, in January, and Alternate Director Boehmke noted that the Sanitation Districts are not planning any in-person meetings until March of next year at the earliest.

9. ADJOURNMENT AND ANNOUNCEMENT OF NEXT MEETING.

There being no further comments, or business to be discussed, Chair Hughes adjourned the meeting at 3:48 p.m.

Approved:

Mike Hughes, Board Chair


Melissa Miller, Board Secretary

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

MEMORANDUM

Date: January 20, 2022

To: Board Members

From: 
Andrea Gullo, Executive Director

Subject: Agenda Item No. 4) Elections of Chair and Vice Chair.

Recommendation:

That the Board take appropriate action.

Background:

Elections for the Chair and Vice Chair of the Authority Board of Directors are scheduled to take place at the first meeting of the calendar year in accordance with the Authority joint powers agreement Section 5.2 which reads:

The Board shall elect a Chair and Vice Chair from among its directors at its first meeting. Thereafter, at the first meeting held in each succeeding calendar year the Board shall elect or re-elect its Chair and Vice Chair. In the event that the Chair or Vice Chair ceases to be a director of the Board, the resulting vacancy shall be filled at the next meeting of the Board held after such vacancy occurs. In the absence or inability of the Chair to act, the Vice Chair shall act as Chair. The Chair, or in his or her absence the Vice Chair, shall preside at and conduct all meetings of the Board.

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

MEMORANDUM

Date: January 20, 2022

To: Board Members

From: 
Andrea Gullo, Executive Director

Subject: Agenda Item No. 6c) Board adoption of Authority Resolution No. 2022-01 A Resolution of the Board of Directors of the Puente Hills Habitat Preservation Authority Proclaiming a Local Emergency and Authorizing the Transition to Use of Remote Teleconference Meeting Procedures by the Board of Directors and All Standing Committees of the Authority, as authorized by Government Code Section 54953(e) *et seq.*, for the Initial Period of January 20, 2022 through February 19, 2022.

Recommendation:

That the Board adopt the attached resolution, 2022-01.

Background:

The attached resolution is provided for your consideration to be in compliance with Assembly Bill 361 which was signed into law on September 16, 2021 and made effective on October 1, 2021. AB 361 allows continued remote teleconference meetings without traditional Brown Act compliance, provided certain findings can be made related to the ongoing state of emergency and subject to adherence to certain new noticing and public participation requirements.

No later than 30 days after teleconferencing for the first time under AB 361 rules, and every 30 days thereafter, the Board must adopt a resolution making the required findings of necessity to continue conducting public meetings remotely in reliance on AB 361 and affirming the measures in place to allow remote public comments by the public.

It has been over 30 days from the adoption of the Authority's 2021-06 resolution which was approved at the last Board meeting on December 16, 2021 and valid through January 15, 2022, so the attached is an initial resolution as drafted by Authority attorneys extending the timeframe for virtual meetings through February 19, 2022.

RESOLUTION NO. 2022-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PUENTE HILLS HABITAT PRESERVATION AUTHORITY PROCLAIMING A LOCAL EMERGENCY AND AUTHORIZING THE TRANSITION TO USE OF REMOTE TELECONFERENCE MEETING PROCEDURES BY THE BOARD OF DIRECTORS AND ALL STANDING COMMITTEES OF THE AUTHORITY, AS AUTHORIZED BY GOVERNMENT CODE SECTION 54953(E) *ET SEQ.*, FOR THE INITIAL PERIOD OF JANUARY 20, 2022 THROUGH FEBRUARY 19, 2022

WHEREAS, the Puente Hills Habitat Preservation Authority (the “Authority”) is committed to preserving and nurturing public access, transparency, observation and participation in meetings of the Board of Directors (the “Board”) and each of its standing committees; and

WHEREAS, all meetings of the Board and standing committees are open and public, as required by the Ralph M. Brown Act, codified in Government Code sections 54950 *et seq.*, so that any member of the public may attend, participate, and observe the Board and standing committees conduct their business; and

WHEREAS, the Brown Act, as amended by Assembly Bill 361 (2021), codified in Government Code sections 54953(e) *et seq.*, allows for remote teleconferencing observation and participation in meetings by members of a legislative body and members of the public, without compliance with the requirements of Government Code section 54953(b)(3) regarding teleconferencing, subject to the existence of certain conditions; and

WHEREAS, the initial required condition is that a state of emergency is a declaration of a state of emergency by the Governor pursuant to the California Emergency Services Act at Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state and within the boundaries of the Authority, caused by conditions as described in Government Code section 8558; and

WHEREAS, on March 4, 2020, pursuant to Government Code section 8625, Governor Newsom declared the existence of a state of emergency for the State of California, in response to the outbreak of respiratory illness due to a novel coronavirus (a disease now known as COVID-19); and

WHEREAS, also on March 4, 2020, the County of Los Angeles followed suit and declared the existence of a state of emergency for the County of Los Angeles; and

WHEREAS, Government Code section 54953(e) *et seq.* further requires that state or local officials have imposed or recommended measures to promote social distancing; or, the legislative body of the Authority finds that meeting in person would present imminent risk to the health and safety of attendees; and

WHEREAS, the Board hereby finds that such emergency conditions now exist in the Authority, such that meeting in person for the meetings of the Board and standing committees of

the Authority would present imminent risk to the health and safety of attendees as a result of the increased risk of the spread of the COVID-19 virus among those in attendance; and

WHEREAS, the Board hereby finds that the state of emergency due to the COVID-19 virus and the conditions related thereto has caused, and will continue to cause, conditions of extreme peril to the safety of persons within the Authority that are likely to be beyond the control of services, personnel, equipment, and facilities of the Authority, and thereby affirms, authorizes, and proclaims the existence of a local emergency and ratifies the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, the Board hereby finds that, as a consequence of the existing local emergency, the Board and all standing committees of the Authority shall conduct their meetings without compliance with Government Code section 54953(b)(3), and shall instead comply with the remote teleconference meeting requirements as authorized by Government Code section 54953(e) *et seq.*; and

WHEREAS, the Board affirms that it will allow for observation and participation by Board Members, Advisory Committee Members and the public via video and/or telephone access, in an effort to protect the constitutional and statutory rights of all attendees.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE PUENTE HILLS HABITAT PRESERVATION AUTHORITY FINDS, RESOLVES, AND ORDERS AS FOLLOWS:

Section 1. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. The Board hereby recognizes and affirms the existence and conditions of a state of emergency as proclaimed by the Governor, the existence of emergency conditions in the Authority, and affirms, authorizes, and proclaims the existence of a local emergency throughout the Authority.

Section 3. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Further, the Board finds that holding the meetings of the Board and standing committees of the Authority in person would present imminent risk to the health and safety of attendees as a result of the increased risk of the spread of the COVID-19 virus among those in attendance, as required by Government Code section 54953(e) *et seq.*

Section 5. The Executive Director is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act, for all Board meetings and all standing committee meetings of the Authority.

Section 6. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) February 19, 2022 , or such time the Board adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Board and all standing committees of the Authority may continue to teleconference without compliance with Government Code section 54953(b)(3), but otherwise as permitted by Government Code section 54953(e) *et seq.*

PASSED AND ADOPTED at the Regular Meeting of the Board of Directors of the Puente Hills Habitat Preservation Authority duly held on 20th day of January, 2022, by the following vote:

AYES: Board Members:
NOES: Board Members:
ABSENT: Board Members:
ABSTAIN: Board Members:

WITNESS my hand on this 20th day of January, 2022.


Melissa Miller , Secretary

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

MEMORANDUM

Date: January 20, 2022

To: Board Members

From: 
Andrea Gullo, Executive Director

Subject: Agenda Item No. 6d) Receive and file information about encroachments on Authority property.

Recommendation:

That the Board receive and file.

Background:

Below are follow up summaries for two encroachments within fuel modification zones.

- 1) La Habra Heights: On or around October 25, 2021, Deputy Chief Ranger Hughes discovered an encroachment on Authority property in La Habra Heights and discussed this with the adjacent neighbor. The encroachment involves parked vehicles and debris. The resident stated they would provide us with a boundary map to clarify matters. When no map was provided staff sent a letter on January 6, 2022 letter asking them to contact us for discussion by January 27, 2022 and giving them an extension until February 10, 2022 for further enforcement. The letter detailed enforcement steps of the Preserve's ordinance regarding encroachments.
- 2) La Habra Heights/Hacienda Heights: On December 28, 2021 staff contacted a Hacienda Heights resident adjacent to property owned by the Authority in La Habra Heights regarding debris found on Authority property. The resident stated that his contractor is responsible for the debris and will have it removed in one to two weeks. This matter will be returned to the Board should an enforcement letter need to be issued. A previous encroachment issue was addressed and resolved with this resident in 2019.

Fiscal Impact:

Excluding staff, ranger and legal services time, there are no fiscal impacts identified at this time.



KEITH KNOX
TREASURER AND TAX COLLECTOR

COUNTY OF LOS ANGELES TREASURER AND TAX COLLECTOR

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 462, Los Angeles, California 90012
Telephone: (213) 974-2139 Fax: (213) 626-1701
ttc.lacounty.gov and propertytax.lacounty.gov

Board of Supervisors
HILDA L. SOLIS
First District
HOLLY J. MITCHELL
Second District
SHEILA KUEHL
Third District
JANICE HAHN
Fourth District
KATHRYN BARGER
Fifth District

January 12, 2022

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

Email: agullo@habitatauthority.org

Dear Ms. Gullo:

We have enclosed the Puente Hills Habitat Preservation Authority Portfolio Income Reconciliation Report (Earnings Report), Custom Position Report, Purchase Detail Report, and Chronological Detail Report for the month ended December 31, 2021, for your review and reference.

Should you have questions, you may contact Ms. Jennifer Koai, Operations Chief, of my staff at (213) 974-3385, or jkoai@ttc.lacounty.gov.

Very truly yours,

KEITH KNOX
Treasurer and Tax Collector

Damia J. Johnson
Assistant Treasurer and Tax Collector

DJJ:JK:az

Enclosures

Custom Position Report

As Of Date: 12/31/2021

Run: 01/03/2022 08:07:47 AM

Reporting Currency: Local

LA County

Inv. No.	Description	CUSIP	Interest Rate	Maturity Date	Yield at Purchase	Par Value	Amortized Cost	Historical Cost	Accumulated Amort./Accr
Fund_GRP: 4000 SPL-SPECIFIC PURPOSE INVTMINT									
117243	FFCB 2.50 (CALLABLE)	3133EMW65	2.500000	07/29/2041	2.500000	22,675,000.00	22,675,000.00	22,675,000.00	0.00
Inv Type: 1040 FFCB Fxd-(S) 30/360						22,675,000.00	22,675,000.00	22,675,000.00	0.00
114424	FHLMC 2.00 (CALLABLE)	3134GWS09	2.000000	08/27/2043	2.000000	9,500,000.00	9,500,000.00	9,500,000.00	0.00
Inv Type: 1500 FHLMC Fxd-(S) 30/360						9,500,000.00	9,500,000.00	9,500,000.00	0.00
Fund: 4350 PHHPA-PH HABITAT PRESERVATION AU						32,175,000.00	32,175,000.00	32,175,000.00	0.00
Subtotal						32,175,000.00	32,175,000.00	32,175,000.00	0.00
Grand Total						32,175,000.00	32,175,000.00	32,175,000.00	0.00

Count 2

INCOME RECONCILIATION REPORT



Run Date: 1/3/2022 8:05:22 AM

From Date: 12/1/2021 To Date: 12/31/2021


Inv No.	Security Description	CUSIP	Effect Rate	Stored Yield	Durat	Cur Par Value	Posted Int/Div	Beginning Prem/ (Disc)	Accretion Income	(Amortization) Expense	Scheduled Accruals	Gain (Loss)	Total Income
Fund: 4350 PHHPA-PH HABITAT PRESERVATION AU													
117243	FFCB 2.50 (C	3133EMW65	2.5000	2.5000	15.4370	22,675,000.00	0.00	0.00	0.00	0.00	47,239.58	0.00	47,239.58
Inv Type: 1040 FFCB Fxd-													
114424	FHLMC 2.00 (3134GWSD9	2.0000	2.0000	17.5610	9,500,000.00	0.00	0.00	0.00	0.00	15,833.33	0.00	15,833.33
Inv Type: 1500 FHLMC Fxd													
Subtotal			2.3524	2.3524	16.0641	32,175,000.00	0.00	0.00	0.00	0.00	63,072.91	0.00	63,072.91
Grand Total			Count 2			32,175,000.00	0.00	0.00	0.00	0.00	63,072.91	0.00	63,072.91

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

MEMORANDUM

Date: January 20, 2022

To: Board Members

From: 
Andrea Gullo, Executive Director

Subject: Agenda Item No. 7) Discussion and possible action regarding approval of recommendation from La Habra Heights for reappointment of Citizens Advisory Committee Member Cathy Houwen for four-year term ending year 2026.

Recommendation:

That the Board approve the Advisory Committee reappointment of Ms. Houwen.

Background:

In 1997, the Board of Directors established a nine-member Citizens Advisory Committee (also known as the Citizens Technical Advisory Committee, CTAC) made up of representatives from the communities of Whittier, La Habra Heights, and the unincorporated areas of Los Angeles County within the Authority jurisdiction per the attached 97-01 Board resolution. Also attached is a fact sheet that describes CTAC's purpose. The resolution provides for the Board's ability to appoint CTAC members approved by the city councils and the County supervisor representing the supervisorial district within the Authority's jurisdiction.

In December 2021, the City of La Habra Heights took action recommending the reappointment of Cathy Houwen, and the corresponding letter is attached. If approved, the CTAC term for the current recommended individual, Cathy Houwen, would begin in February 2022. The appointment would be for four years, ending by February 2026. Please see the attached term schedule. Ms. Houwen is a current CTAC member.

Current Advisory Committee Member Chuck Lawrence, representing the City of Whittier, has decided to retire from CTAC at the end of his term this month; a new City representative has not yet been appointed. The term of John Houser, representing the unincorporated County, will also expire at the end of the month unless reappointed, and supervisorial District 1 staff have been made aware of this situation.

Attachments:

Resolution 97-01
CTAC fact sheet
City of La Habra Heights letter
CTAC Members' term schedule

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PUENTE HILLS
LANDFILL NATIVE HABITAT PRESERVATION AUTHORITY ESTABLISHING A
CITIZENS ADVISORY COMMITTEE

WHEREAS, Section 8 of that certain agreement entitled "Property Acquisition And Maintenance Agreement", dated July 2, 1997, executed between the Puente Hills Landfill Native Habitat Preservation Authority ("NHPA"), the City of Whittier ("CITY") and the Whittier Puente Hills Conservation Authority (WPHCA) provides for the establishment of a Citizens Advisory Committee ("Committee") drawn from the surrounding communities in the La Puente/Whittier hills area within the jurisdiction of the County of Los Angeles, City of La Habra Heights and City of Whittier, State of California, as more particularly described in Exhibit A attached hereto and incorporated herein by this reference ("Subject Jurisdiction"); and

WHEREAS, the Committee shall act solely in an advisory capacity at the express direction of the NHPA; and

WHEREAS, the purpose of the Committee is to act as a liaison between the NHPA and the residents of the communities within the Subject Jurisdiction; and

WHEREAS, the Committee may also assist the NHPA, at the express direction of the NHPA, by providing valuable advice and recommendations on matters pertaining to the maintenance, preservation, management, restoration and protection of the natural resources contained in the Subject Jurisdiction or on any other matter of importance as determined by the NHPA; and

WHEREAS, pursuant to the provisions of California Government Code Sections 54950 et seq., a duly noticed public meeting was conducted and concluded prior to the adoption of this Resolution.

THE BOARD OF DIRECTORS OF THE PUENTE HILLS LANDFILL NATIVE
HABITAT PRESERVATION AUTHORITY DOES RESOLVE AS FOLLOWS:

Section 1. In all respects as set forth in the Recitals of this Resolution.

Section 2. 1. Citizens Advisory Committee.

(a) Creation of Committee. NHPA shall establish a Citizens Advisory Committee ("Committee") composed of nine members drawn from the communities within the Subject Jurisdiction. The NHPA shall appoint to the Committee three members each from residents of each

of the following communities: 1) the City of Whittier; 2) the City of La Habra Heights; and 3) the unincorporated portion of the County of Los Angeles which geographically includes the Subject Jurisdiction. Those Committee members appointed by the NHPA from the City of Whittier shall first be approved by the City Council of the City of Whittier. Those Committee members appointed by the NHPA from the City of La Habra Heights shall first be approved by the City Council of the City of La Habra Heights. Those Committee members appointed by the NHPA from the unincorporated portion of the County of Los Angeles shall first be approved by the supervisor representing the supervisorial district which includes the Subject Jurisdiction. The City of Whittier, the City of La Habra Heights and the County of Los Angeles for the purposes of approving prospective members to the Committee shall be known collectively as the "Approving Agencies". Except for the reduced time periods for an Initial Term provided herein, the regular term of each member shall be for a period of four years on a staggered schedule as set forth herein ("Regular Term"). At the first regular meeting of the Committee after passage of this Resolution, the three members approved by each component agency of the Approving Agencies shall each draw lots to determine the length of their initial membership term ("Initial Term") on the Committee according to the following distribution: 1) one Initial Term shall be for a period of two years; 2) one Initial Term shall be for a period of three years; and 3) one Initial Term shall be for a period of four years. Thereafter, at the expiration of each Initial Term, said Initial Term shall be automatically converted into a Regular Term and thereby permanently extinguished. In the case of a vacancy in membership on the Committee, the same shall be promptly filled in the same manner as the initial appointment. In the case of a Committee member's absence, inability, refusal to act or to remain within the scope of the purposes referenced in 1(b) below, the NHPA may remove said member and appoint a replacement member in the same manner as the initial appointment. In the event that any component agency of the Approving Agencies fails to submit to the NHPA the name(s) of prospective members to the Committee within sixty (60) days after receiving written notice, whether for the purposes of initial appointment, vacancy or replacement, the NHPA may then appoint members to the Committee in the absence of the requisite approval by any component agency of the Approving Agencies as referenced herein.

(b) Purpose. The purpose of the Committee is to act as a liaison between the NHPA and the residents of the communities within the Subject Jurisdiction. In addition, the Committee may also advise the NHPA, at the express direction of the NHPA, on matters pertaining to the

maintenance, preservation, management, restoration and protection of the natural resources contained in the Subject Jurisdiction or on any other matter affecting the Subject Jurisdiction as determined by the NHPA. Said Committee shall act solely in an advisory capacity at the express direction of the NHPA.

(c) Remuneration. Committee members shall receive no compensation but shall be entitled to be reimbursed for all expenses approved in advance by the NHPA as reasonably incurred in performing their responsibilities.

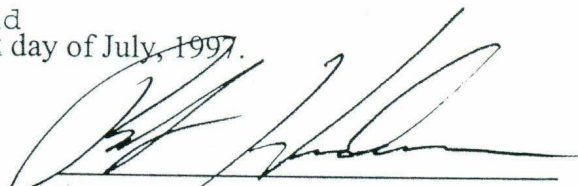
(d) Meetings. The Committee shall hold regular meetings on an as-needed basis, provided, however, it shall schedule at least one regular meeting each year. Minutes of each regular meeting shall be prepared and forwarded on a regular basis to the NHPA.

(e) Quorum. No meeting of the Committee shall be conducted unless a quorum is present. Five members shall constitute a quorum for the purposes of any meeting held by the Committee.

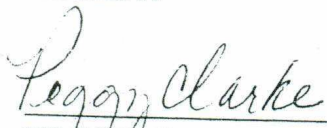
(f) Officers. The Committee shall elect a Chair and a Vice Chair from among its members at its first meeting. Thereafter, at the first meeting held in each succeeding calendar year the members shall elect or re-elect its Chair and Vice Chair. In the event that the Chair or Vice Chair ceases to be a member of the Committee, the resulting vacancy shall be filled at the next meeting of the Committee held after such vacancy occurs. In the absence or inability of the Chair to act, the Vice Chair shall act as Chair. The Chair, or in his or her absence the Vice Chair, shall preside at and conduct all meetings of the Committee.

Section 3. The Secretary shall certify to the passage and adoption hereof.

APPROVED AND ADOPTED this 2nd day of July, 1997.


BOB HENDERSON, Chair

ATTEST:


PEGGY CLARKE, Secretary



Puente Hills Habitat Preservation Authority

Endowment Provided by the Puente Hills Landfill

Citizens Technical Advisory Committee

FACT SHEET

The purpose of the Puente Hills Habitat Preservation Authority (Habitat Authority) is to acquire, restore and maintain open space in the western Puente Hills as a permanent protection for the native habitat. The Habitat Authority came into existence in 1994 as a condition of approval for the Puente Hills Landfill.

The Board of Directors consists of four members: the City of Whittier, County of Los Angeles, Sanitation Districts of Los Angeles County, and the Hacienda Heights Improvement Association.

In 1997 the Board of Directors established a nine-member Citizens Technical Advisory Committee (CTAC) made up of representatives from the communities of Whittier, La Habra Heights, and the unincorporated areas of Hacienda Heights and Rowland Heights in Los Angeles County per the 97-01 Board resolution.

ADVISORY COMMITTEE MEMBERS:

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

CTAC MEETINGS:

- CTAC meetings will be held on the Tuesday before the third Thursday of every month at 7 p.m. These meetings will be held remotely or in person depending on Board direction based on County and state health guidelines. *Three consecutive unexcused absences constitute removal from the Committee.*





CITY OF LA HABRA HEIGHTS

1245 N. Hacienda Road
La Habra Heights, CA 90631
(562) 694-6302

December 7, 2021

Puente Hills Habitat Preservation Authority
Andrea Gullo, Executive Director
7702 Washington Avenue, Suite C
Whittier, CA 90602

Dear Ms. Gullo:

I am pleased to inform you that at its special meeting on Monday, December 6, 2021, the La Habra Heights City Council re-appointed Ms. Catherine Houwen to serve as the City's delegate for the Puente Hills Habitat Preservation Authority – Citizens Technical Advisory Committee (CTAC).

Ms. Houwen has been appointed for a four-year term commencing on Monday, February 1, 2022. Her position on the Committee will expire in February 2026. The City has sent her a letter of her appointment along with the date, time, and place of your monthly meetings.

If you have questions, you may contact me at (562) 694-6302 Ext. 227, or at FHuerta@Lhhcity.org.

Sincerely,

A handwritten signature in blue ink, appearing to read "FHuerta", is written over the word "Sincerely,".

Fabiola Huerta
City Manager

Cc: Melissa Miller, Administrative Assistant

PUENTE HILLS HABITAT PRESERVATION AUTHORITY
 Endowment Provided by the Puente Hills Landfill

CITIZENS TECHNICAL ADVISORY COMMITTEE

Members' Term Schedule

<u>City Of Whittier</u>	<u>Member Start Date</u>	<u>Start Date of Current Term</u>	<u>End Date of Term</u>	<u>Next term date</u>
Ray Wong	7/28/16	2/1/21	2/1/25	
Chuck Lawrence (retiring)	1/23/14	2/1/18	2/1/22	← Feb-26
Shelley Andros	2/3/11	2/1/19	2/1/23	
 <u>City Of La Habra Heights</u>				
Adam Nazaroff	1/21/21	2/1/21	2/1/25	
Catherine Houwen	3/22/12	2/1/18	2/1/22	← Feb-26
Roy Francis	3/23/17	2/1/19	2/1/23	
 <u>County Of Los Angeles</u>				
Karen Chang	6/22/17	2/1/21	2/1/25	
John Houser	6/22/17	2/1/18	2/1/22	← Feb-26
Gina Natoli	6/22/17	2/1/19	2/1/23	

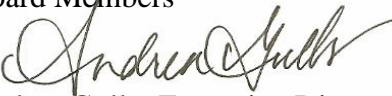
Length of all terms is 4 years.

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

MEMORANDUM

Date: January 20, 2022

To: Board Members

From: 
Andrea Gullo, Executive Director

Subject: Agenda Item No. 8) Discussion and possible action authorizing Executive Director to execute membership agreement with Sourcewell (formerly known as National Joint Powers Alliance) for access to a cooperative contract purchasing program.

Recommendation:

That the Board authorize Executive Director to execute the membership agreement with Sourcewell.

Background:

Sourcewell (formerly known as National Joint Powers Alliance, NJPA) is a government agency that offers a national cooperative contract purchasing program. All Sourcewell contracts are competitively bid locally. The California Government Code 6500 authorizes public agencies to participate in cooperative purchasing agreements like those established by Sourcewell, while still remaining within the adopted agency procedures for purchasing.

Benefits of membership with Sourcewell could prove to be more time efficient and economical. It would save limited Authority staff resources because the three-bidding process would have already been completed by Sourcewell. Also, the Authority would benefit from the reduced pricing made possible by large volume contracts. Additionally, a membership would offer the Authority the option to either use the Sourcewell program for contracting specific projects or to continue to use the three-bidding process in accordance with Authority Purchasing Policies. It is another tool in the toolbox for agency operations.

For example, if the Authority has a project that it needs built, Sourcewell would be contacted and they would obtain a quote from one of their contractors qualified to implement the project. The Authority can reject the quote, or contract with the contractor directly that would be implementing the project.

January 20, 2022

Agenda Item 8

Page 2

This procurement process using Sourcewell and the membership agreement have been fully vetted by the Authority's attorney.

If the Board approves this membership, Sourcewell could be first used to contract the construction of the wayside display honoring Bob Henderson at the Arroyo Pescadero Trailhead. This will be discussed under the following Board agenda item at this meeting. The membership would additionally be used for other projects, such as making repairs to the Authority-owned ranger homes.

Fiscal Impact:

The Sourcewell membership is free. There will be no negative impact, and the membership is anticipated to reduce use of staff resources.

Attachments:

Sourcewell Membership Agreement

Sourcewell Executive Summary

Sourcewell Solicitation Process

SOURCEWELL AGREEMENT

This Agreement, made effective on the date hereof, by and between Sourcewell (formerly known as National Joint Powers Alliance) and _____ (hereinafter referred to as the "Member").

Agreement

1. Sourcewell, a public entity whose creation was authorized by Minn. Stat. § 123A.21, has followed procurement procedures for products and services offered by this Agreement in accordance with Minn. Stat. § 471.345. Sourcewell is permitted to engage in cooperative purchasing pursuant to Minn. Stat. § 123A.21 Subd. 7(23).
2. It is the sole responsibility of each Member to follow state and local procurement statutes and rules as it pertains to cooperative purchasing or joint power Agreements with in-state or out-of-state public agencies.
3. Sourcewell makes cooperative purchasing contracts available to Members "as is," and is under no obligation to revise the terms, conditions, scope, price, and/or any other conditions of the contract for the benefit of the Member. Members are permitted to negotiate and agree to additional terms and conditions with Vendors directly.
4. Each party shall be responsible for its acts and the results thereof, to the extent authorized by law, and will not be responsible for the acts of the other party and the results thereof. The Member will be responsible for all aspects of its purchase, including ordering its goods and/or services, inspecting and accepting the goods and/or services, and paying the Vendor who will have directly billed the Member placing the order.
5. The use of each contract by the Member will adhere to the terms and conditions of the Sourcewell contract.
6. Any dispute which may arise between the Member and the Vendor are to be resolved between the Member and the Vendor.
7. This Agreement incorporates all Agreements, covenants and understandings between Sourcewell and the Member. No prior Agreement or understanding, verbal or otherwise, by the parties or their agents, shall be valid or enforceable unless embodied in this Agreement. This Agreement shall not be altered, changed or amended except by written amendment executed by both parties.

Member Name

Sourcewell

By _____
Its _____
TITLE

TITLE

DATE

DATE

MEMBER INFORMATION

Indicate an address to which correspondence may be delivered.

Organization Name* _____

Address* _____

City _____

State/Province Code _____ ZIP code* _____

Country _____

Employer Identification Number _____

Website _____

Contact person* (First, Last) _____

Job Title* _____

Job Role* _____

E-mail* _____

Phone* _____

Organization Type:

Government

- Federal
- State
- County
- Municipality
- Tribal
- Township
- Special District

Education

- Pre-K
- Public K-12
- Private K-12
- Public Higher Ed
- Private Higher Ed

Non-Profit (Please include documentation demonstrating non-profit status)

- Church
- Medical Facility
- Other

REFERRED BY

- Advertisement
- Colleague/Friend
- Vendor Representative
- Conference/Trade Show _____
- Search Engine/Web Search

RETURN COMPLETED AGREEMENT TO:

Sourcewell
202 12th Street NE
P.O. Box 219
Staples, MN 56479

877-585-9706
membership@sourcewell-mn.gov

**Denotes required information*

ezIQ EXECUTIVE SUMMARY

ezIQ® is a unique Indefinite Delivery, Indefinite Quantity (IDIQ) procurement process that helps public facility and infrastructure owners complete many projects through a single competitive bid process conducted in accordance with California statutes. Unlike traditional bidding where each project is identified, designed and then put out to bid separately, ezIQ achieves competitively bid pricing up front and eliminates the need to separately bid each project. In other words, the *contract* is awarded based on competitively-bid pricing, so that *projects* under the contract can proceed swiftly on an as needed basis.

The Contract

Sourcewell is a government agency that connects public entity buyers with suppliers including general and trade-specific contractors for the purchasing of construction services. Sourcewell construction contracts, called ezIQ, are competitively-bid IDIQ contracts awarded to contractors to accomplish the repair, alteration, modernization, and rehabilitation of infrastructure and buildings. Sourcewell introduced ezIQ in 2008 and the contracts have been used by public agencies, across various construction sectors, and throughout the country for nearly \$2B in construction volume since inception.

Gordian responded to an RFP for consulting services from Sourcewell and was subsequently awarded a contract to administer the ezIQ program for Sourcewell members around the country. ezIQ contracts are backed by the most sophisticated construction cost data in the world, provided by Gordian. ezIQ contracts also benefit from the significant software and technical services established by Gordian over decades of developing best practices for IDIQ construction procurement. Some Sourcewell members are California city and county governments, and Gordian serves those members.

Below is a brief history and summary of the ezIQ program:

- Currently Sourcewell has over 350 ezIQ Contracts across all sectors of construction including general and trade specific contracts in 16 states.
- As a government agency, Sourcewell facilitates the entire competitive bid procurement process from advertisements to award.
- Projects have ranged in size from very small, simple door replacements to very large, complex repair or alterations.
- Contracts are bid and awarded at a local level using construction data, software and administrative oversight of Gordian. Contract documents include:
 - Project Information, Instructions to Bidders and Execution Documents
 - IDIQ Standard Terms and Conditions and Contract General Conditions
 - Construction Task Catalog® (CTC) – Local Labor, Material, Equipment
 - Technical Specifications and Local Prevailing Wage Rates by California County

Sourcewell/eziQC Project Development Services:

eziQC includes a service delivery web portal for initiating, dispatching and ultimately tracking participating members satisfaction of eziQC project service requests. To initiate a project, the participating entity enters a project request at www.eziqc.com.

As part of the Sourcewell eziQC program, Gordian's Account Managers perform services necessary to support the completion of the eziQC proposal when requested by Sourcewell members. Each proposal follows the same simple process:

Project Identification: When a project is identified, Gordian will contact the member and assist with determining the initial details of the project scope and identifying how to best get project initiated.

Contractor Identification: Gordian will help the member identify the appropriate eziQC contractor for the project based on the type of work involved and the location of the project. Gordian will monitor the performance of the eziQC contractor.

Joint Scope Meeting: You, the contractor and a Gordian Account Manager will meet at the project site to discuss the proposed project, the schedule, required permits, inspections and all other aspects of the work. This meeting allows the contractor to inspect the site and ask questions before submitting the appropriate prices from the Construction Task Catalog (CTC), helping to eliminate the misunderstandings and mistakes that lead to most change orders.

Detailed Scope of Work: After the Joint Scope Meeting, a Gordian Account Manager assists the member in preparing a Detailed Scope of Work that describes the work the contractor will perform. The member sends this Detailed Scope of Work to the contractor.

Price Proposal: The contractor prepares a Price Proposal by selecting the appropriate tasks from the CTC based on the owner approved Detailed Scope of Work. Costs are determined through this straightforward equation:

Task Unit Price x Required Quantities x Contractor's Competitively-Bid Adjustment Factor

The contractor submits the Price Proposal along with a construction schedule, list of proposed subcontractors and other required documents.

Price Proposal Review: A Gordian Account Manager reviews the Price Proposal ensuring the contractor selected the appropriate tasks and quantities. After Gordian's review the contractor makes any required changes and submits the Price Proposal to the member for final review and approval.

Purchase Order Issued: Once the member is satisfied with the price, schedule and other required information, the member may issue a Purchase Order to the contractor to complete the Detailed Scope of Work within the approved construction schedule for the price submitted. Inspections and submittals follow the member's standard process. Certified payroll records, if required, will be submitted with applications for payment.

Construction: Site inspections and construction management may be performed by your construction managers, or selected as an additional service provided by Gordian, and will follow your standard process. If necessary changes arise, the member has the flexibility to change the scope of work with ezIQC via a supplemental or deductive Job Order. Changes are priced using the preset unit prices in the CTC for your specific area. There is no need to negotiate change orders, only to verify the correct CTC tasks were chosen and the Unit of Measure (UOM) used for each task. Contractors are performance based and motivated to provide a high-quality project, as the opportunity for future work is tied to their current performance.



Review and Maintenance of Contracts

Sourcewell contracts are reviewed annually for their effectiveness. Sourcewell contracts are written for multiple terms and are subject to annual bi-lateral renewals based on owner reviews. As a result, Sourcewell provides a simple, structured and well documented procurement contract to create a seamless process for all its member procurement needs. Sourcewell understands this procurement option must meet or exceed any client project expectations and provide a value to any members growing construction procurement needs.

ezIQC Benefits to Sourcewell members:

- Immediate access to local, competitively-awarded construction contracts
- Expert review of Price Proposals
- Assistance with Detailed Scope of Work development
- Streamlined change order process (if required)
- Readily available pre-qualified contractors
- Simple project initiation
- Preset and transparent construction pricing
- Time savings
- Price certainty
- Reduced procurement and administrative costs
- Price Proposal accuracy

- Increased cost control
- High-quality work

Summary

It is important to note Sourcewell eziQC contracts are procured differently than other national cooperative offerings. These contracts are bid at a **local level** in order to comply with the applicable jurisdictional requirements, and encourage local contractor participation. The Construction Task Catalog prices are based off local prevailing wage rates as specified by the California Department of Industrial Relations (DIR), and locally researched material and equipment costs. Contractor awards are made to the lowest responsive, responsible bidder. Many government agencies in California and throughout the country are using this process as an alternative to the traditional bid process. This solution is also not designed to replace the traditional bid process but can be utilized to create an additional efficient option in the procurement of construction services.

Solicitation Process

While it is the desire of Sourcewell to meet our members' procurement requirements, it is ultimately our members' responsibility to interpret local purchasing laws to determine their own ability to access and utilize Sourcewell contracts.

Our rigorous request for proposal (RFP) process is continuously being refined to meet the changing needs of our members. The desired result is a national, competitively solicited procurement and contract process that is not only valued by members but meets or exceeds their requirements—offering exceptional products and services from nationally acclaimed vendors.

1. Identify Member Needs and Research Solutions

Sourcewell identifies areas of need through daily member interactions and advisory committees, then researches the best approach for each offering.

2. Seek Authorization from Sourcewell's Board of Directors

After establishing the existence of member needs and a viable industry solution, permission from the publicly elected Sourcewell Board of Directors is sought to officially begin the development of the solicitation and overall procurement process.

3. Draft Solicitation, Public Advertisement, and Notice

Our solicitation document is the cornerstone of cooperative contract purchasing. The consistency of the solicitation document, its response forms and evaluation criteria, are some of our greatest assets.

Sourcewell advertises each RFP:

- In print and online: [Salt Lake News](#) (Utah), [USA Today](#) (National), [Daily Journal of Commerce](#) (Oregon), [The State](#) (South Carolina)
- On the Sourcewell website
- On e-commerce sites: [Biddingo](#), [MERX](#), [Onvia](#), [PublicPurchase](#)

We also notify each state procurement department for re-posting of the solicitation within their system at their option.

4. Conduct Pre-Proposal Conference, Followed by Receipt of Responses

Proposers are typically given five to six weeks from the advertisement of the RFP to respond. A Pre-Proposal Conference is conducted to answer questions and provide clarification. An addendum may be issued as necessary.

For accuracy, Sourcewell time and date stamps each Proposal immediately upon receipt at our office in Staples, MN. Sourcewell conducts a public opening of the proposals received at the time, date, and place specified in the RFP.

5. Evaluate Responses

Evaluation begins at the proposal opening by determining the responsiveness of each proposal. The final evaluation is conducted using the "Proposal Evaluation" form defined in the RFP (Form G). [Click here for an example.](#)

6. Provide Recommendation to Chief Procurement Officer (CPO)

Recommendations of the evaluation committee are presented to the CPO for final review and possible award. The CPO has the final authority to issue or deny a procurement contract.

7. Award Vendors

Upon approval by the CPO, the recommended vendor is awarded a four-year contract term with the potential for an additional one-year extension at the discretion of Sourcewell. The Procurement Department sends Notice of Award or Non-Award to all respondents via email.

8. Posting and Reviewing Approved Contract Documents

A complete procurement file is maintained by Sourcewell, and contract documentation is posted on our website for review by our members and are periodically reviewed for compliance and effectiveness. Vendors are allowed to seek price and product changes upon the approval from Sourcewell.

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

MEMORANDUM

Date: January 20, 2022

To: Board Members

From: 
Andrea Gullo, Executive Director

Subject: Agenda Item No. 9) Discussion and possible action a) authorizing Executive Director to expend approximately \$20,000, dependent on cost estimates, for the implementation of a wayside display and trail renaming honoring former Authority Board Member Bob Henderson. The cost of the project is expected to be reimbursed by Authority partners; and b) possible creation of Board subcommittee.

Recommendation:

That the Board authorize Executive Director to execute a construction contract after obtaining a quote for construction, and take other actions as preferred.

Background:

In October 2021, the Authority Board agreed to honor former Authority Board Member and Whittier City Council Member Bob Henderson for his significant contributions to the agency and preservation of the Puente Hills. The project involves installation of an overlook at the Arroyo Pescadero Trailhead matching the existing style of current wayside displays at the trailhead. A display will allow for an explanation of historical efforts involving preservation of the hills. The project also involves renaming of the Arroyo Pescadero Loop Trail to be the Bob Henderson Loop Trail.

At its December meeting Vice Chair Sulic requested that this item be placed on the agenda for an update and possible establishment of a subcommittee for this project.

In anticipation of joining Sourcewell as a member, as discussed in a previous agenda item, staff has a meeting scheduled on January 18, 2022 for a job walk with a contractor to obtain a construction quote. Sourcewell (formerly known as National Joint Powers Alliance, NJPA) is a government agency that offers a national cooperative contract purchasing program. Using a Sourcewell contractor could prove to be more time efficient and economical. If membership has not been solidified with Sourcewell, staff will embark on an informal three-bid process. The initial cost estimate for the construction element of the project is approximately \$17,000. The current Authority Purchasing Policy requires

contracts over \$10,000 to return to the Board for approval. To expedite the process, the Board can authorize the Executive Director to execute a contract for construction without additional Board approval. Staff would update the Board on the cost estimate received.

The interpretive panel design element of the project will be accomplished through a 0.6% change order via the existing contract with the Mountains Recreation and Conservation Authority. That cost estimate is for \$2,516 plus additional costs for the printing of the panel for an approximate total of \$2,800. Staff has already authorized this change order, and is moving forward with this, and no Board action is needed.

It is anticipated that agency partners, the City of Whittier and County of Los Angeles, would reimburse the Authority for the above costs, as well as handle ceremony production and expenses. The timing of the dedication ceremony depends on the construction schedule.

Additional costs for new trail signs and installation are estimated to be approximately \$700, which can be absorbed by the Authority if the Board chooses.

The following is a draft budget and is dependent on an anticipated quote for construction:

\$16,000	Initial draft construction estimate for wayside display
\$922	Interpretive panel frame
\$2,800	MRCA <i>design</i> of interpretive panel and update existing kiosk map at trailhead – with new ‘Bob Henderson Loop Trail’ name. <i>Printing</i> of interpretive panel and kiosk map. (\$2,516 design quote, plus printing costs).
\$19,722	Subtotal – partners contributions
\$200	Trail signs – Habitat Authority
\$500	Installation of trail signs – Habitat Authority
\$20,422	Project total estimate
\$ TBD	Dedication ceremony – partners contributions

The above does not include a contingency

It is within the Board’s purview to create a subcommittee to support this project, addressing items such as construction progress, panel content, and ceremony planning. Two Board members would constitute a subcommittee.

Fiscal Impact:

Approximately \$700, plus staff time to oversee implementation of the project.

Additional Materials

Minutes
PUENTE HILLS HABITAT PRESERVATION AUTHORITY
CITIZENS TECHNICAL ADVISORY COMMITTEE
November 16, 2021

This meeting took place remotely in accordance with Government Code section 54953(e) et seq. (AB 361) and Resolution 21-03, adopted by the Board of Directors on October 20, 2021. Members of the public could observe and participate in the meeting as follows:

Via video (Zoom) and telephonically by joining at this address:

<https://us02web.zoom.us/j/85076119889> Meeting ID: 850 7611 9889

- Or - Phone by joining at these numbers: +1 669-900-6833, +1 346-248-7799

Meeting ID: 850 7611 9889, Find your local number: <https://us02web.zoom.us/j/85076119889>

The special meeting of the Citizens Technical Advisory Committee was held on Tuesday, November 16, 2021, via video and telephonically.

I. CALL TO ORDER.

The Chair, Charles Lawrence, called the meeting to order at approximately 7:00 p.m.

II. ROLL CALL.

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

Members Present:	Shelley Andros	Whittier
	Charles Lawrence, Chair	Whittier
	Gina Natoli	County of Los Angeles
	Roy Francis, Vice Chair	La Habra Heights
	Catherine Houwen	La Habra Heights
	Adam Nazaroff	La Habra Heights

Members Absent:	Karen Chang	County of Los Angeles
	John Houser	County of Los Angeles
	Ray Wong	Whittier

Authority Representatives Present:

Andrea Gullo, Executive Director
Michelle Mariscal, Ecologist
Melissa Miller, Administrative Assistant

**Members of the
Public Present:**

Steve Huber, Whittier Area Audubon
Jim Kelly, Friends of the Whittier Hills
David Hoffman, Whittier resident

III. PUBLIC COMMENTS.

David Hoffman suggested that the Preserve could benefit from locating weather-data collection stations. Member Natoli stated that it would be good for the Committee to consider a proposal for including a prospective list of potential data categories at a future meeting.

Steve Huber advised that Whittier Area Audubon has resumed its Sycamore Canyon walks on the second Saturday of each month, adding that wintering bird species are now present.

IV. APPROVAL OF MINUTES FOR THE OCTOBER 20, 2021, SPECIAL MEETING.

<p>Member Natoli motioned to approve these minutes as drafted. Member Houwen seconded this motion, and in a roll call vote the motion passed unanimously.</p>

V. STANDING REPORTS:

a. REPORT FROM SOCIAL MEDIA SUBCOMMITTEE.

Member Andros reported that there were a lot of good posts and images this past month, with much positive feedback. The Committee received and filed this report.

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

Member Andros reported that she attended the City of Whittier's meeting last week regarding potentially establishing a people-mover service in the city, at which Member Wong expressed reasons for including both Hellman Park Trailhead and Turnbull Canyon Trailhead as drop-off locations. The Committee received and filed this report.

VI. DISCUSSION, RECEIVE AND FILE SEPTEMBER 2021 AND FIRST QUARTERLY 2021-2022 MOUNTAINS RECREATION AND CONSERVATION AUTHORITY (MRCA) RANGER REPORTS.

The Committee received and filed these reports.

VII. DISCUSSION AND POSSIBLE RECOMMENDATION TO THE BOARD OF DIRECTORS REGARDING FUNDING NEEDS FOR THE AUTHORITY AS IT RELATES TO FUNDING FOR WILDFIRE PREVENTION AND MANAGEMENT OF AGENCY PROPERTIES.

Executive Director Gullo reported that, even with the Authority's substantial savings from its reduction in ranger patrol, trainings and outdoor education efforts, the grants it has also recently obtained still cannot make up for the losses in its investment income due to the continuing economic conditions.

Member Natoli commented that item g regarding vegetation restoration is unclear.

Vice Chair Francis motioned to recommend to the Board of Directors that they approve these funding needs of the agency; direct the Board subcommittee to pursue the exploration of funding fire prevention and safety, and natural resource management needs; and direct staff to prepare estimates for additional needs and submit for possible state funding. Member Natoli asked that this motion be modified to clarify item g. on the list and specify that this list is not in order of priority. Member Houwen seconded this motion, and in a roll call vote the motion passed unanimously.

VIII. UPDATE, DISCUSSION AND POSSIBLE RECOMMENDATION TO THE BOARD OF DIRECTORS REGARDING THE WHITTIER CITY PEOPLE MOVER PROJECT THAT MAY POTENTIALLY PROVIDE ACCESS SERVICES TO HELLMAN PARK TRAILHEAD.

Executive Director Gullo provided an update as presented in the staff report and noted that the City of Whittier has so far not yet mentioned the possibility of a stop at Turnbull Canyon Trailhead.

Member Natoli motioned to recommend to the Board of Directors that they support the City of Whittier's implementation of this project to facilitate access to Hellman Park while it is closed to vehicles, while also providing to the Authority the ability to remove that access if the trails are closed due to weather, emergency, maintenance or a long-term environmental issue, as well as to promote ride-sharing, lessen fossil-fuel emissions, improve congestion at the trailhead(s), and increase access to outdoor recreation opportunities. Member Andros seconded this motion, and in a roll call vote the motion passed unanimously.

IX. DISCUSSION AND POSSIBLE RECOMMENDATION TO THE BOARD OF DIRECTORS REGARDING AUTHORIZING EXECUTIVE DIRECTOR TO EXECUTE A NON-BID CONTRACT WITH NAKAE AND ASSOCIATES FOR LANDSCAPE MAINTENANCE SERVICES IN AN AMOUNT OF \$20,000.

Ecologist Mariscal noted that this proposed \$20,000 cost is the same as last year's contract with Nakae and Associates, Inc., for this service.

Member Natoli motioned to recommend to the Board of Directors that they approve this non-bid contract with Nakae and Associates, Inc., for landscaping services in the amount of \$20,000 for the period of one year and authorize the Executive Director to execute this contract. Member Andros seconded this motion, and in a roll call vote the motion passed unanimously.

X. DISCUSSION AND POSSIBLE RECOMMENDATION TO THE BOARD OF DIRECTORS REGARDING AUTHORIZING EXECUTIVE DIRECTOR TO EXECUTE A NON-BID CONTRACT WITH NAKAE AND ASSOCIATES FOR NATIVE LANDSCAPING TO IMPLEMENT THE TURNBULL CANYON HABITAT ENHANCEMENT PROJECT IN THE AMOUNT OF \$41,179.

Ecologist Mariscal noted the original mitigation project at this location was complicated by two changes in the mitigator's ownership.

Member Houwen motioned to recommend to the Board of Directors that they approve this non-bid contract with Nakae and Associates, Inc., in the amount of \$41,179 and authorize the Executive Director to execute this contract. Vice Chair Francis seconded this motion, and in a roll call vote the motion passed unanimously.

XI. RECEIVE AND FILE AUTHORITY COMMENT LETTER TO COUNTY REGARDING THE SAFETY ELEMENT UPDATE.

The Committee received and filed this letter.

XII. RECEIVE AND FILE AUTHORITY LETTER OF SUPPORT FOR CALTRANS' "SR-91 WILDLIFE UNDERCROSSING IMPLEMENTATION PROJECT" GRANT PROPOSAL.

The Committee received and filed this letter.

XIII. UPDATE AND DISCUSSION REGARDING REDISTRICTING EFFORTS OF LOS ANGELES COUNTY SUPERVISORIAL DISTRICTS AS IT RELATES TO THE AUTHORITY.

The Committee received and filed this update.

XIV. DISCUSSION, COMMITTEE MEMBERS' STATEMENTS, EXECUTIVE DIRECTOR'S COMMENTS, RESPONSES OR QUESTIONS.

Vice Chair Francis described the status of the heli-hydrant installation in the City of La Habra Heights.

Chair Lawrence noted that an independent film about Turnbull Canyon has recently been screened for the Whittier Historical Society, and that the Whittier Daily News recently published articles about mountain lion populations and about restoration of a wildlife sanctuary adjacent to California Polytechnic University in Pomona.

Executive Director Gullo reported that 53 trees have already been removed from along Skyline Drive, and she also thanked everyone present for their continuing efforts on behalf of the Authority.

XV. ADJOURNMENT AND ANNOUNCEMENT OF NEXT MEETING.

There being no further comments, or business to be discussed, Chair Lawrence adjourned the meeting at 8:55 p.m. The next regularly scheduled meeting date is December 14, 2021.

Southern California Edison faces \$550M in penalties for 5 wildfires

By [Associated Press](#) |

PUBLISHED: December 17, 2021 at 1:54 p.m. | UPDATED: December 17, 2021 at 10:11 p.m.

SAN FRANCISCO — California regulators approved a settlement Thursday placing more than half a billion dollars in fines and penalties on the utility Southern California Edison for its role in five wildfires in 2017 and 2018.

The penalties relate to the Thomas, Woolsey, Rye, Meyers and Liberty fires. The Thomas fire, which burned in Ventura and Santa Barbara counties, is the eighth-largest fire in California history, burning more than 439 square miles, according to state fire officials. Meanwhile, the Woolsey Fire that also tore through Ventura County ranks as the eighth-most destructive fire in state history, destroying more than 1,600 structures.

Investigations found utility equipment sparked the fires.

Southern California Edison reached the settlement with the California Public Utilities Commission's safety and enforcement division; it was then approved by the five-member commission.

The utility's shareholders will pay a \$110 million penalty to the state's general fund and put \$65 million toward safety measures, according to the settlement. It also bars the utility from tapping ratepayers to cover \$125 million in claims related to insurance for the Thomas Fire and \$250 million for the Woolsey Fire.

California has seen increasingly destructive wildfires in recent years, made worse by climate change and drought. Utility equipment has been blamed for sparking some of the state's worst fires.

The CPUC's safety and enforcement division found the utility violated state safety regulations that govern design, construction and maintenance of overhead electrical lines and communication facilities. State regulators used a relatively new process to reach the agreement with the utility, bypassing a more formal investigation process. It resolves all claims by state regulators related to the fires.

Southern California Edison serves 15 million customers and is one of the state's three major investor-owned utilities. In signing the agreement, the utility is not admitting any fault.

SCE spokesman Ben Gallagher called the settlement "fair and reasonable."

He said it "puts one additional uncertainty behind us as the utility continues to implement its comprehensive wildfire risk mitigation measures."

Safety measures, to which the utility must put \$65 million of shareholder money, include things like system enhancements, community engagement and contributions to fire safety-focused nonprofits, according to the agreement.

The Rye Fire sparked in Santa Clarita, the Liberty Fire in Murrieta and the Meyers Fire in San Bernardino County all occurred in early December 2017.