

Staff Working Group Agenda Pajaro River Watershed Flood Prevention Authority

August 18, 2026

10:00 a.m.

Zoom Meeting

<https://us06web.zoom.us/j/85644224852?pwd=cMlQSu2L52xHodbyUj2Gq0zSCEawRR.1>

Or Telephone: US: +1 669 900 6833

Meeting ID: 856 4422 4852

Passcode: 222036

1. Invoices

A. Gutierrez Consultants:

Approve invoices for services rendered on:
June 2026 and July 2026 (Page 3)

B. RAPS, Inc.:

Approve invoices for services rendered on:
May 2026 - July 2026 (Page 7)

C. ABC Law:

Approve the invoice for services rendered on:
June 2026 (Page 16)

2. Discuss Potential Grants

• Lidia Gutierrez, Gutierrez Consultants

Receive an update from Lidia Gutierrez.

3. PRFMA Funding Agreement

• Maura Twomey, RAPS, Inc.

Receive an update from Maura Twomey.

4. Pajaro River at Watsonville Project Update

• Mark Strudley, PRFMA

Receive an update on the Pajaro River at Watsonville Project Update.

5. **September 2026 PRWFPA Board of Directors Meeting**
 - Maura Twomey, RAPS, Inc.

Receive an update from Maura Twomey.

6. **Other Items**

7. **Adjournment**

Next Meeting:

BOD: September 4, 2026, Zoom @ 9 AM

SWG: September 15, 2026, Zoom @ 10 AM



Gutierrez Consultants

July 16, 2026

Ms. Maura Twomey, Executive Director
Pajaro River Watershed FPA
Post Office Box 2453
Seaside, CA 93955-2453

Dear Maura:

Attached is an invoice from Gutierrez Consultants for professional services provided from June 1, 2026 through June 30, 2026. The services were provided in accordance with the Soap Lake Floodplain Preservation Project Contract, Amendment 16. The invoice amount is \$1,930.50 and the budget remaining is \$56,558.00.

Sincerely,

Lidia Gutierrez
Principal

Gutierrez Consultants
118 Diablo Ranch Court
Danville, CA 94506

Invoice

Bill To:
Pajaro River Watershed FPA PO Box 2453 Seaside, CA 93955-2453

Date	Invoice No.	P.O. Number	Service Period
07/16/26	2094		6/1/26-6/30/26

Item	Description	Quantity	Rate	Amount
FPA Subtask 1.9 Partner Facilit	Prepare for and participate in June 22, 2026 FPA Board of Directors Meeting; review PRFMA funding request and supporting documents; review and edit PRFMA funding agreement; prepare for and participate in call regarding PRFMA agreement; review indemnification and additional insured clauses; review revised PRFMA agreement	6.75	286.00	1,930.50
			Total	\$1,930.50



Gutierrez Consultants

August 8, 2026

Ms. Maura Twomey, Executive Director
Pajaro River Watershed FPA
Post Office Box 2453
Seaside, CA 93955-2453

Dear Maura:

Attached is an invoice from Gutierrez Consultants for professional services provided from July 1, 2026 through August 2, 2026. The services were provided in accordance with the Soap Lake Floodplain Preservation Project Contract, Amendment 17. The invoice amount is \$675.00 and the budget remaining is \$69,325.00.

Sincerely,

Lidia Gutierrez
Principal

Gutierrez Consultants
118 Diablo Ranch Court
Danville, CA 94506

Invoice

Bill To:
Pajaro River Watershed FPA PO Box 2453 Seaside, CA 93955-2453

Date	Invoice No.	P.O. Number	Service Period
08/08/26	2102		7/1/26-8/2/26

Item	Description	Quantity	Rate	Amount
FPA Subtask 1.9 Partner Facilit	review revised FPA/PRFMA funding agreement; coordination with staff regarding agreement, requirements and next steps	2.25	300.00	675.00
			Total	\$675.00

REGIONAL ANALYSIS PLANNING SERVICES, INC.

A non-profit corporation chartered by the Association of Monterey Bay Area Governments

PO Box 2453
Seaside, CA 93955-2453

(831)883-3750
(831)883-3755

May 31, 2026

Board of Directors
Pajaro River Watershed Flood Prevention Authority

RE: Contract for Service Dated July 1, 2000, and amended July 6, 2001, August 9, 2002, July 11, 2003, July 2, 2004, July 1, 2005, September 22, 2006, July 6, 2007, June 27, 2008, January 9, 2009, May 1, 2009, June 4, 2010, May 6, 2011, May 4, 2012, May 3, 2013, June 6, 2014, June 30, 2015, June 3, 2016, June 30, 2017, June 1, 2018, June 7, 2019, June 5, 2020, June 4, 2021, June 3, 2022, June 2, 2023, June 24, 2024 and **June 6, 2025**.

This letter is our billing for services rendered in the period **May 1 through May 31, 2026**.
The services included work under items 1 through 9 of the Exhibit A of the referenced contract.
The following breakdown of charges is summarized in accordance with Exhibit B of the referenced contract. Data is from the official time records under Work Element No. 530.

This invoice will be reviewed by the Staff Working Group, and a recommendation will be presented at the Board of Directors Meeting on **September 4, 2026**.

The services included work under items 1 through 9 of Exhibit A of the referenced contract.
The following

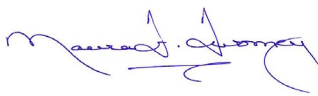
Work Element 530 - Agency Administration

Executive Coordinator	2 hours @	\$ 333.00	\$ 666.00
Director of Finance & Administration	5 hours @	\$ 275.00	\$ 1,375.00
Principal Accountant	3 hours @	\$ 204.00	\$ 612.00
Associate Planner	0 hours @	\$ 214.00	\$ -
GIS Coordinator	0 hours @	\$ 215.00	\$ -
Clerk of the Board	7.5 hours @	\$ 202.00	\$ 1,515.00
Total	<u>17.5</u>	Subtotal	<u>\$ 4,168.00</u>

* Rates approved by the board on 5/6/10 and modified 11/4/2011, 6/3/2016, 6/7/2019, 6/5/2020, 6/4/2021, 6/3/2022, 6/2/2023, 6/24/2024 and June 6, 2025.

Total now due: \$ 4,168.00

Sincerely,



Maura F. Iwomey
Executive Coordinator

**Regional Analysis and Planning Services
(RAPS)**

Invoice for PRWFPA
May 1 - May 31, 2026

Position Title	Total Hours	Billing Rate	Total Cost
Executive Coordinator			
Project 530 Admin	2.00	333.00	666.00
Subtotal	2.00	333.00	666.00
Director of Finance & Administration			
Project 530 Admin	5.00	275.00	1,375.00
Subtotal	5.00	275.00	1,375.00
Principal Accountant			
Project 530 Admin	3.00	204.00	612.00
Subtotal	3.00	204.00	612.00
Associate Planner			
Project 530 Admin	-	214.00	-
Subtotal	-	214.00	-
GIS Coordinator			
Project 530 Admin	-	215.00	-
Subtotal	-	215.00	-
Clerk of the Board			
Project 530 Admin	7.50	202.00	1,515.00
Subtotal	7.50	202.00	1,515.00
Total	17.50		4,168.00

Tasks Completed:

Executive Coordinator

Review of the 2026/2027 contract extensions with Gutierrez Consultants, RAPS, Inc., and ABC Law; Coordination and preparation of the May 19, 2026 SWG meeting; Attendance of the May 19, 2026 SWG meeting.

Director of Finance Administration

Preparation of Board items, agenda review and Financial related work for the month of May 2026.

Principal Accountant

Board items & agenda review and Financial related work for the month of May 2026.

GIS Coordinator

Associate Planner

Clerk of the Board

Preparation of the 2026/2027 contract extensions with Gutierrez Consultants, RAPS, Inc., and ABC Law; Preparation and distribution of the May 19, 2026 SWG meeting; Attendance of the May 19, 2026 SWG meeting; Cancellation of the June 5, 2026 PRWFPA Board of Directors meeting.

REGIONAL ANALYSIS PLANNING SERVICES, INC.

A non-profit corporation chartered by the Association of Monterey Bay Area Governments

	<u>WE 530 Admin</u>	<u>Remaining</u>
Budget*	\$ 45,000.00	\$ 45,000.00
Amount Spent:		
July, 2025	\$ -	\$ 45,000.00
August, 2025	\$ 2,282.00	\$ 42,718.00
September, 2025	\$ 2,727.50	\$ 39,990.50
October, 2025	\$ 3,948.00	\$ 36,042.50
November, 2025	\$ 550.00	\$ 35,492.50
December, 2025	\$ 408.00	\$ 35,084.50
January, 2026	\$ 3,059.00	\$ 32,025.50
February, 2026	\$ 4,672.00	\$ 27,353.50
March, 2026	\$ 1,972.00	\$ 25,381.50
April, 2026	\$ 3,945.00	\$ 21,436.50
May, 2026	\$ 4,168.00	\$ 17,268.50
June, 2026	\$ -	\$ 17,268.50
Subtotal	\$ 27,731.50	\$ 17,268.50
Balance Available		<u>\$ 17,268.50</u>

REGIONAL ANALYSIS PLANNING SERVICES, INC.

A non-profit corporation chartered by the Association of Monterey Bay Area Governments

PO Box 2453
Seaside, CA 93955-2453

(831)883-3750
(831)883-3755

June 30, 2026

Board of Directors
Pajaro River Watershed Flood Prevention Authority

RE: Contract for Service Dated July 1, 2000, and amended July 6, 2001, August 9, 2002, July 11, 2003, July 2, 2004, July 1, 2005, September 22, 2006, July 6, 2007, June 27, 2008, January 9, 2009, May 1, 2009, June 4, 2010, May 6, 2011, May 4, 2012, May 3, 2013, June 6, 2014, June 30, 2015, June 3, 2016, June 30, 2017, June 1, 2018, June 7, 2019, June 5, 2020, June 4, 2021, June 3, 2022, June 2, 2023, June 24, 2024 and **June 6, 2025**.

This letter is our billing for services rendered in the period **June 1 through June 30, 2026**. The services included work under items 1 through 9 of the Exhibit A of the referenced contract. The following breakdown of charges is summarized in accordance with Exhibit B of the referenced contract. Data is from the official time records under Work Element No. 530.

This invoice will be reviewed by the Staff Working Group, and a recommendation will be presented at the Board of Directors Meeting on **September 4, 2026**.

The services included work under items 1 through 9 of Exhibit A of the referenced contract. The following

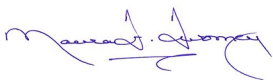
Work Element 530 - Agency Administration

Executive Coordinator	2 hours @	\$ 333.00	\$ 666.00
Director of Finance & Administration	3 hours @	\$ 275.00	\$ 825.00
Principal Accountant	6 hours @	\$ 204.00	\$ 1,224.00
Associate Planner	1.5 hours @	\$ 214.00	\$ 321.00
GIS Coordinator	2 hours @	\$ 215.00	\$ 430.00
Clerk of the Board	16 hours @	\$ 202.00	\$ 3,232.00
Total	<u>30.5</u>	Subtotal	<u>\$ 6,698.00</u>

* Rates approved by the board on 5/6/10 and modified 11/4/2011, 6/3/2016, 6/7/2019, 6/5/2020, 6/4/2021, 6/3/2022, 6/2/2023, 6/24/2024 and June 6, 2025.

Total now due: \$ 6,698.00

Sincerely,



Maura F. Twomey
Executive Coordinator

**Regional Analysis and Planning Services
(RAPS)**

Invoice for PRWFPA
June 1 - June 30, 2026

Position Title	Total Hours	Billing Rate	Total Cost
Executive Coordinator			
Project 530 Admin	2.00	333.00	666.00
Subtotal	2.00	333.00	666.00
Director of Finance & Administration			
Project 530 Admin	3.00	275.00	825.00
Subtotal	3.00	275.00	825.00
Princial Accountant			
Project 530 Admin	6.00	204.00	1,224.00
Subtotal	6.00	204.00	1,224.00
Associate Planner			
Project 530 Admin	1.50	214.00	321.00
Subtotal	1.50	214.00	321.00
GIS Coordinator			
Project 530 Admin	2.00	215.00	430.00
Subtotal	2.00	215.00	430.00
Clerk of the Board			
Project 530 Admin	16.00	202.00	3,232.00
Subtotal	16.00	202.00	3,232.00
Total	30.50		6,698.00

Tasks Completed:

Executive Coordinator

Coordination and preparation of the June 22, 2026 PRWFPA Board of Directors agenda; Attendance of the June 22, 2026 PRWFPA Board of Directors meeting.

Director of Finance Administration

Preparation of Board items, agenda review and Financial related work for the month of June 2026.

Principal Accountant

Preparation of Board items, agenda review and Financial related work for the month of June 2026.

GIS Coordinator

Associate Planner

Clerk of the Board

Scheduling of the June 22, 2026 PRWFPA Board of Directors meeting; Preparation and distribution of the June 22, 2026 PRWFPA Board of Directors Agenda; Preparation and attendance of the June 22, 2026 PRWFPA Board of Directors meeting; Website update.

REGIONAL ANALYSIS PLANNING SERVICES, INC.

A non-profit corporation chartered by the Association of Monterey Bay Area Governments

	<u>WE 530 Admin</u>	<u>Remaining</u>
Budget*	\$ 45,000.00	\$ 45,000.00
Amount Spent:		
July, 2025	\$ -	\$ 45,000.00
August, 2025	\$ 2,282.00	\$ 42,718.00
September, 2025	\$ 2,727.50	\$ 39,990.50
October, 2025	\$ 3,948.00	\$ 36,042.50
November, 2025	\$ 550.00	\$ 35,492.50
December, 2025	\$ 408.00	\$ 35,084.50
January, 2026	\$ 3,059.00	\$ 32,025.50
February, 2026	\$ 4,672.00	\$ 27,353.50
March, 2026	\$ 1,972.00	\$ 25,381.50
April, 2026	\$ 3,945.00	\$ 21,436.50
May, 2026	\$ 4,168.00	\$ 17,268.50
June, 2026	\$ 6,698.00	\$ 10,570.50
Subtotal	\$ 34,429.50	\$ 10,570.50
Balance Available		<u>\$ 10,570.50</u>

REGIONAL ANALYSIS PLANNING SERVICES, INC.

A non-profit corporation chartered by the Association of Monterey Bay Area Governments

PO Box 2453
Seaside, CA 93955-2453

(831)883-3750
(831)883-3755

July 31, 2026

Board of Directors
Pajaro River Watershed Flood Prevention Authority

RE: Contract for Service Dated July 1, 2000, and amended July 6, 2001, August 9, 2002, July 11, 2003
July 2, 2004, July 1, 2005, September 22, 2006, July 6, 2007, June 27, 2008, January 9, 2009, May 1,
2009, June 4, 2010, May 6, 2011, May 4, 2012, May 3, 2013, June 6, 2014, June 30, 2015, June 3, 2016,
June 30, 2017, June 1, 2018, June 7, 2019, June 5, 2020, June 4, 2021, June 3, 2022, June 2, 2023,
June 24, 2024, June 6, 2025 **and June 22, 2026.**

This letter is our billing for services rendered in the period **July 1 through July 31, 2026.**
The services included work under items 1 through 9 of the Exhibit A of the referenced contract.
The following breakdown of charges is summarized in accordance with Exhibit B of the referenced
contract. Data is from the official time records under Work Element No. 530.

This invoice will be reviewed by the Staff Working Group, and a recommendation will be presented at
the Board of Directors Meeting on **September 4, 2026.**

The services included work under items 1 through 9 of Exhibit A of the referenced contract.
The following

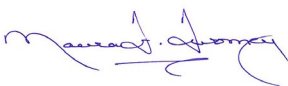
Work Element 530 - Agency Administration

Executive Coordinator	0 hours @	\$ 333.00	\$ -
Director of Finance & Administration	2 hours @	\$ 275.00	\$ 550.00
Principal Accountant	1 hours @	\$ 204.00	\$ 204.00
Associate Planner	0 hours @	\$ 214.00	\$ -
GIS Coordinator	0 hours @	\$ 215.00	\$ -
Clerk of the Board	0 hours @	\$ 202.00	\$ -
Total	<u>3</u>	Subtotal	<u>\$ 754.00</u>

* Rates approved by the board on 5/6/10 and modified 11/4/2011, 6/3/2016, 6/7/2019, 6/5/2020,
6/4/2021, 6/3/2022, 6/2/2023, 6/24/2024, 6/6/2025 and 6/22/2026.

Total now due: \$ 754.00

Sincerely,



Maura F. Twomey
Executive Coordinator

**Regional Analysis and Planning Services
(RAPS)**

Invoice for PRWFPA
July 1 - July 31, 2026

Position Title	Total Hours	Billing Rate	Total Cost
Executive Coordinator			
Project 530 Admin	-	333.00	-
Subtotal	-	333.00	-
Director of Finance & Administration			
Project 530 Admin	2.00	275.00	550.00
Subtotal	2.00	275.00	550.00
Principal Accountant			
Project 530 Admin	1.00	204.00	204.00
Subtotal	1.00	204.00	204.00
Associate Planner			
Project 530 Admin	-	214.00	-
Subtotal	-	214.00	-
GIS Coordinator			
Project 530 Admin	-	215.00	-
Subtotal	-	215.00	-
Clerk of the Board			
Project 530 Admin	-	202.00	-
Subtotal	-	202.00	-
Total	3.00		754.00

Tasks Completed:

Executive Coordinator

Director of Finance Administration

Financial related work for the month of July 2026.

Principal Accountant

Financial related work for the month of July 2026.

GIS Coordinator

Associate Planner

Clerk of the Board

REGIONAL ANALYSIS PLANNING SERVICES, INC.

A non-profit corporation chartered by the Association of Monterey Bay Area Governments

	<u>WE 530 Admin</u>	<u>Remaining</u>
Budget*	\$ 45,000.00	\$ 45,000.00
Amount Spent:		
July, 2026	\$ 754.00	\$ 44,246.00
August, 2026	\$ -	\$ 44,246.00
September, 2026	\$ -	\$ 44,246.00
October, 2026	\$ -	\$ 44,246.00
November, 2026	\$ -	\$ 44,246.00
December, 2026	\$ -	\$ 44,246.00
January, 2027	\$ -	\$ 44,246.00
February, 2027	\$ -	\$ 44,246.00
March, 2027	\$ -	\$ 44,246.00
April, 2027	\$ -	\$ 44,246.00
May, 2027	\$ -	\$ 44,246.00
June, 2027	\$ -	\$ 44,246.00
Subtotal	\$ 754.00	\$ 44,246.00
Balance Available		<u>\$ 44,246.00</u>

Atchison Barisone & Condotti LLP

PO Box 481
Santa Cruz, CA 95061
TAX ID 39-3732872

July 3, 2026

Pajaro River Watershed Flood
Prevention Authority
Attn: Maura Twomey
PO Box 2453
Seaside, CA 93955-2453

Re:

Dear Pajaro River Watershed Flood
Prevention Authority,

Enclosed is invoice 35133, which covers services from 6/1/2026 to 6/30/2026. This invoice, dated 7/3/2026, is for \$149.20. Your total balance, including past charges, is \$149.20. Prompt payment of your total balance is appreciated.

Billing Summary

Total for services rendered	\$149.20
Total expenses	\$0.00
Total interest and finance charges	\$0.00
Total payments and other transactions	(\$484.90)
Total previous balance	\$484.90
Balance Due	\$149.20

Thank you for your confidence in our work and our commitment to serving you.

If you have questions, please call us at 831 423 8383.

Sincerely,
Jennifer Quek
Office Manager

The Subsequent Pages are Confidential and Attorney-Client
Privileged.

Atchison Barisone & Condotti LLP

PO Box 481
Santa Cruz, CA 95061
TAX ID 39-3732872

Invoice submitted to:
Pajaro River Watershed Flood Prevention Authority
Attn: Maura Twomey
PO Box 2453
Seaside, CA 93955-2453

July 3, 2026

Invoice #35133

Professional Services

			<u>Hrs/Rate</u>	<u>Amount</u>
<u>General</u>				
6/23/2026	APC	Rec/rev GPE questionnaire/application; email corresp. w/ M. Twomey re same. General	0.20 373.00/hr	74.60
6/29/2026	BHC	Review and approve Gutierrez Consultant agreement. Review and approve contract for Regional Analysis and Planning Services. General	0.20 373.00/hr	74.60
SUBTOTAL:			[0.40	149.20]
For professional services rendered			0.40	\$149.20
For professional services rendered			0.40	\$149.20
Previous balance				\$484.90
Accounts receivable transactions				
6/30/2026	Payment for April 2026 Legal Fees (Invoice 35087) - Thank You. Check No. 1009			(\$484.90)
Total payments and adjustments				(\$484.90)
Balance due				\$149.20

Payments are due by the last day of each month. A finance charge may be assessed pursuant to agreement. A \$25 in addition to any bank fees will be charged for any returned checks.

831 423 8383

CONFIDENTIAL & PRIVILEGED ATTORNEY-CLIENT
COMMUNICATION