

Staff Working Group Agenda Pajaro River Watershed Flood Prevention Authority

October 20, 2026

10:00 a.m.

Zoom Meeting

<https://us06web.zoom.us/j/88451172958?pwd=uvI71RbVFjdncKgscuw4pbNWa7pJq8.1>

Or Telephone: US: +1 669 900 6833

Meeting ID: 884 5117 2958

Passcode: 567167

1. Invoices

A. Gutierrez Consultants:

Approve invoice for services rendered on:
August 2026 (Page 3)

B. RAPS, Inc.:

Approve invoices for services rendered on:
August 2026 and September 2026 (Page 5)

C. ABC Law:

Approve the invoice for services rendered on:
July 2026 (Page 11)

2. Draft 2027 SWG Calendar of Meetings

• Maura Twomey, PRWFPA

Approve the draft 2027 SWG calendar of meetings. (Page 13)

3. Discuss Potential Grants

• Lidia Gutierrez, Gutierrez Consultants

Receive an update from Lidia Gutierrez.

4. Pajaro River at Watsonville Project Update

• Mark Strudley, PRFMA

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

5. November 2026 PRWFPA Board of Directors Meeting
• Maura Twomey, RAPS, Inc.

Review the draft November 2026 Board of Directors agenda. The agenda will be provided at the meeting.

6. Other Items

7. Adjournment

Next Meeting:

BOD: November 6, 2026, Zoom @ 9 AM

SWG: November 17, 2026, Zoom @ 10 AM



Gutierrez Consultants

September 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 August 3, 2026 through August 31, 2026. The services were provided in accordance with the Soap Lake Floodplain Preservation Project Contract, Amendment 17. The invoice amount is \$975.00 and the budget remaining is \$68,350.00.

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
09/08/26	2110		8/3/26-8/31/26

Item	Description	Quantity	Rate	Amount
FPA Subtask 1.9 Partner Facilit	Review Final Draft FPA/PRFMA Funding Agreement; prepare for and participate in August 18, 2026 Staff Working Group Meeting; review Prop 4 Stormwater Funding; research Corps Soap Lake study	3.25	300.00	975.00
			Total	\$975.00

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

August 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 **August 1 through August 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 **November 6, 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	3 hours @	\$ 204.00	\$ 612.00
Associate Planner	0 hours @	\$ 214.00	\$ -
GIS Coordinator	0 hours @	\$ 215.00	\$ -
Clerk of the Board	0 hours @	\$ 202.00	\$ -
Total	<u>5</u>	Subtotal	<u>\$ 1,162.00</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: \$ 1,162.00

Sincerely,

Maura F. Twomey
Executive Coordinator

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

Invoice for PRWFPA
August 1 - August 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	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	-	202.00	-
Subtotal	-	202.00	-
Total	5.00		1,162.00

Tasks Completed:

Executive Coordinator

Director of Finance Administration

Financial related work for the month of August 2026.

Principal Accountant

Financial related work for the month of August 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	\$ 1,162.00	\$ 43,084.00
September, 2026	\$ -	\$ 43,084.00
October, 2026	\$ -	\$ 43,084.00
November, 2026	\$ -	\$ 43,084.00
December, 2026	\$ -	\$ 43,084.00
January, 2027	\$ -	\$ 43,084.00
February, 2027	\$ -	\$ 43,084.00
March, 2027	\$ -	\$ 43,084.00
April, 2027	\$ -	\$ 43,084.00
May, 2027	\$ -	\$ 43,084.00
June, 2027	\$ -	\$ 43,084.00
Subtotal	\$ 1,916.00	\$ 43,084.00
Balance Available		<u>\$ 43,084.00</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

September 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, June 6, 2025 **and June 22, 2026.**

This letter is our billing for services rendered in the period **September 1 through September 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 **November 6, 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	2 hours @	\$ 204.00	\$ 408.00
Associate Planner	0 hours @	\$ 214.00	\$ -
GIS Coordinator	0 hours @	\$ 215.00	\$ -
Clerk of the Board	0 hours @	\$ 202.00	\$ -
Total	<u>4</u>	Subtotal	<u>\$ 958.00</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: \$ 958.00

Sincerely,

Maura F. Twomey
Executive Coordinator

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

Invoice for PRWFPA
September 1 - September 30, 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	2.00	204.00	408.00
Subtotal	2.00	204.00	408.00
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	4.00		958.00

Tasks Completed:

Executive Coordinator

Director of Finance Administration

Financial related work for the month of September 2026.

Principal Accountant

Financial related work for the month of September 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	\$ 1,162.00	\$ 43,084.00
September, 2026	\$ 958.00	\$ 42,126.00
October, 2026	\$ -	\$ 42,126.00
November, 2026	\$ -	\$ 42,126.00
December, 2026	\$ -	\$ 42,126.00
January, 2027	\$ -	\$ 42,126.00
February, 2027	\$ -	\$ 42,126.00
March, 2027	\$ -	\$ 42,126.00
April, 2027	\$ -	\$ 42,126.00
May, 2027	\$ -	\$ 42,126.00
June, 2027	\$ -	\$ 42,126.00
Subtotal	\$ 2,874.00	\$ 42,126.00
Balance Available		<u>\$ 42,126.00</u>

Atchison Barisone & Condotti LLP

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

August 17, 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 35158, which covers services from 7/1/2026 to 7/31/2026. This invoice, dated 8/17/2026, is for \$464.40. Your total balance, including past charges, is \$613.60. Prompt payment of your total balance is appreciated.

Billing Summary

Total for services rendered	\$464.40
Total expenses	\$0.00
Total interest and finance charges	\$0.00
Total payments and other transactions	\$0.00
Total previous balance	\$149.20
Balance Due	\$613.60

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

August 17, 2026

Invoice #35158

Professional Services

General

7/2/2026 APC Email corresp. w/ D. Eidam re PRFMA \$220K Grant Agreement review;
rev/rev Grant Agreement; reply to D. Eidam re same.
General

Hrs/Rate

Amount

1.20
387.00/hr

464.40

SUBTOTAL:

[1.20 464.40]

For professional services rendered

1.20 \$464.40

For professional services rendered

1.20 \$464.40

Previous balance

\$149.20

Balance due

\$613.60

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.

Current
464.40

30 Days
149.20

60 Days
0.00

90 Days
0.00

120 Days
0.00

CONFIDENTIAL & PRIVILEGED ATTORNEY-CLIENT
COMMUNICATION

DRAFT

2027 Staff Working Group Schedule of Meetings

January 19, 2027	Zoom Meeting – 10 a.m.
February 16, 2027	Zoom Meeting – 10 a.m.
March 16, 2027	Zoom Meeting – 10 a.m.
April 20, 2027	Zoom Meeting – 10 a.m.
May 18, 2027	Zoom Meeting – 10 a.m.
June 15, 2027	Zoom Meeting – 10 a.m.
July 2027	No Meeting Scheduled
August 17, 2027	Zoom Meeting – 10 a.m.
September 21, 2027	Zoom Meeting – 10 a.m.
October 19, 2027	Zoom Meeting – 10 a.m.
November 16, 2027	Zoom Meeting – 10 a.m.
December 2027	No Meeting Scheduled

**THIS PAGE
IS
INTENTIONALLY
BLANK**