



# Monterey Bay Air Resources District BOARD OF DIRECTORS MEETING

ZACH FRIEND, CHAIR

WEDNESDAY, DECEMBER 20, 2017 – 1:30 P.M.

19 Upper Ragsdale Drive, Suite 100, Monterey, CA 93940

## AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. RECOGNITION OF DISTRICT STAFF LONGEVITY MILESTONES
  - Mary Giraudo..... 25 years
  - Teresa Sewell ..... 25 years
  - Julia Duran ..... 25 years
  - David Frisbey..... 25 years
5. PUBLIC COMMENT PERIOD – *Any person may address the Board during Public Comment Period. Comments must be addressed directly to the Board, should not exceed three minutes, must be directed to an item not on today’s agenda, and should be within the jurisdiction of the Board. Board Members will not take action or respond to any public comments presented, but may choose to follow up at a time, either individually or on a subsequent agenda. Comments to staff must be made through the Board who will then direct staff as it deems appropriate. Copies of materials must number no less than twelve and given to the Clerk for distribution.*
6. REPORTS BY COMMITTEE CHAIRS ON COMMITTEE MEETINGS
  - a. Budget, Personnel, and Nominating Committee
  - b. Advisory Committee
7. COMMENTS AND REFERRALS FROM CHAIR AND BOARD MEMBERS
8. REPORT FROM AIR POLLUTION CONTROL OFFICER

<b>CONSENT AGENDA</b>
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*The Consent Agenda consists of items considered routine and/or noncontroversial. One motion will cover all items on the Consent Agenda and authorize the recommended actions. Board Members, staff, or member of the audience may request an item or items be pulled for further discussion at which time the Board may determine to consider that item separately from the Consent Agenda.*

9. [Accept and File Summary of Actions for the November 15, 2017 Board of Directors Meeting](#)  
*Reference: Ann O'Rourke, Executive Assistant*  
*Recommended Action: Approve summary of actions.*
  
10. [Receive and File Budget to Actual Report for the Five Months Ended November 30, 2017](#)  
*Reference: Joyce Giuffre, Administrative Services Manager*  
*Recommended Action: Receive the report.*
  
11. [Accept and File Engineering Division Activity Report for the Month of November 2017](#)  
*Reference: Mary Giraud, Engineering Supervisor, Engineering Division*  
*Recommended Action: Accept and file report.*
  
12. [Accept and File Report of Summary of Mutual Settlement Program Actions for November 2017](#)  
*Reference: Teresa Sewell, Supervising Inspector, Compliance Division*  
*Recommended Action: Accept and file report.*
  
13. [Accept and File Compliance Division Activity Report for the Month of November 2017](#)  
*Reference: Teresa Sewell, Supervising Inspector, Compliance Division*  
*Recommended Action: Accept and file report.*
  
14. [Accept and File Report on Daily Eight-Hour Peak Ozone Concentrations, Hourly Peak Ozone Concentrations, PM2.5 and PM10 Air Monitoring Data for the Month of November 2017](#)  
*Reference: Richard Stedman, APCO*  
*Recommended Action: Accept and file report.*
  
15. [Approve Out-of-State Travel Requests for the Air Monitoring Supervisor and the Planning and Air Monitoring Manager to Attend the National Air Quality Conference in Austin, Texas in January 2018](#)  
*Reference: Richard Stedman, APCO*  
*Recommended Action: Approve the request.*
  
16. [Approve Out-of-State Travel Request for Air Pollution Control Officer \(APCO\) to Attend National Association of Clean Air Agencies' \(NACAA\) 2018 Winter Board of Directors and Committee Chairs' Meeting in Washington, DC](#)  
*Reference: Richard Stedman, APCO*  
*Recommended Action: Approve the request.*
  
17. [Consider a Resolution Declaring that Volunteers, Work-Study, and Interns Shall Be Deemed to Be Employees of the District for the Purpose of Providing Workers' Compensation Coverage for Said Volunteers, Work-Study, and Interns While Providing Their Services](#)  
*Reference: Joyce Giuffre, Administrative Services Manager*  
*Recommended Action: Adopt the resolution.*

18. [Consider Adopting a Resolution Approving the 2017 MBARD Carl Moyer Program Policies and Procedures Manual Update](#)  
*Reference: Richard Stedman, APCO*  
*Recommended Action: Consider adopting a resolution approving the 2017 MBARD Carl Moyer Program Policies and Procedures Manual update*
19. [Adopt a Resolution Authorizing the Air Pollution Control Officer to Apply for Funding, Accept Funding and Administer the Carl Moyer Program Year 20](#)  
*Reference: Richard Stedman, APCO*  
*Recommended Action: Adopt a resolution authorizing the Air Pollution Control Officer to apply for funding, accept funding and administer the Carl Moyer Program (CMP) Year 20.*
20. [Approve an Extension Request by the County of Santa Cruz Public Works for the AB2766 Grant 16-11 Twin Lakes Roundabout Project to February 19, 2019](#)  
*Reference: Richard Stedman, APCO*  
*Recommended Action: Approve the extension request.*
21. [Adopt a Resolution to Revise the District's Leave of Absence Policy C.3.g in Compliance With California Senate Bill 63, the New Parent Leave Act Effective January 1, 2018](#)  
*Reference: Joyce Giuffre, Administrative Services Manager*  
*Recommended Action: Adopt the resolution.*
22. [Authorize the Air Pollution Control Officer to Renew and Amend an Agreement with Wald, Ruhnke & Dost Architects for a Total Amount Not to Exceed \\$75,000 for Architectural and Engineering Services Related to the District's Third Floor Remodel Project](#)  
*Reference: Joyce Giuffre, Administrative Services Manager*  
*Recommended Action: Authorize the Air Pollution Control Officer to renew and amend an agreement with Wald, Ruhnke & Dost Architects (WR&D).*

<b>REGULAR AGENDA</b>
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23. [Receive Final Financial Statements and Independent Audit Report for the Year Ended June 30, 2017 Prepared by Badawi & Associates](#)  
*Reference: Joyce Giuffre, Administrative Services Manager*  
*Recommended Action: Receive final financial statements and independent audit.*
24. [Receive Annual Report on the District's Air Toxics Program](#)  
*Reference: Amy Clymo, Engineering and Compliance Manager*  
*Recommended Action: Receive report.*
25. [Consider a Resolution to Approve Changing the November 21, 2018 Meeting Date and Approve the Remaining Dates on the 2018 Board Meeting Schedule](#)  
*Reference: Richard Stedman, APCO*  
*Recommended Action: Adopt the resolution and approve the 2018 meeting schedule.*

**CLOSED SESSION**

26. Pursuant to Government Code section 54956.9 (d) (4) the Board will meet in closed session with District Counsel to discuss one matter of potential initiation of litigation.

27. Adjournment

**NO MEETING SCHEDULED FOR JANUARY 2018  
NEXT MEETING IS FEBRUARY 21, 2018**

This meeting is open to the public and all interested persons are welcome to attend. The Monterey Bay Air Resources District does not discriminate against individuals with disabilities and meetings are held in accessible facilities. To request an accommodation or alternative format under the Americans with Disabilities Act for meetings, events or printed materials, please call (831) 647-9411 or fax a request to (831) 647-8501.