


Board Agenda Item

TO: Air Pollution Control District Board

FROM: Aeron Arlin Genet, Air Pollution Control Officer 

CONTACT: Kristina Aguilar, CPA, Administrative Division Manager, (805) 979-8288

SUBJECT: Resolution Reaffirming the District's Use of Specified County Services

RECOMMENDATION:

Approve and adopt the attached Resolution reaffirming the District's use of specified County services.

BACKGROUND:

On July 20, 1995, the District's Board adopted a Resolution authorizing the District to retain certain County services once it became an independent agency separate and apart from the County's organizational structure. These services were negotiated in accordance with Health & Safety Code §40101(b). The services include those from County Treasurer, Auditor-Controller, County Counsel, Risk Management, General Services (Purchasing), General Services (Facilities), and General Services (Vehicle Operations and Maintenance and Communication) and allow the District to operate in a cost-effective, efficient manner.

The District brought this Resolution back to your Board on May 16, 2019 and did not propose any change to the use of any existing County services except to update the Purchasing Agent authority due to a change in State law.

DISCUSSION:

The District would now like to add to this Resolution that specifies use of certain County services to include General Services (Real Estate Division) and General Services (Capital Projects). This will replace the existing 2019 Resolution. The District proposes this addition due to the need to use these services when going through the remodel of an office building in north county purchased by the District in September 2021 or any other future real property transaction.

FISCAL IMPACT:

Annually, the County develops a Cost Allocation Plan, which is then sent to the District in January of every year. The annual expenditure is included in the District's proposed budget that is brought to your Board for review and approval in May and June, respectively. Once the new fiscal year starts, the District reimburses the County quarterly for the services rendered based on the allocation plan. Santa Barbara County distributes internal service fund charges (i.e., for vehicle and commutation services) monthly and are also included in the District's budget as separate line items every year. The only services that are reimbursed, as needed and on an hourly basis, are Risk Management and County Counsel. Legal fees are a separate line item within the annual budget to capture these costs. County Real Estate and Capital Projects put together charters that resemble a memorandum of understanding between departments for time and materials on projects.

There are no direct budget impacts due to the administrative change of this Resolution, as all expenditures are included in the District's annual budget.

ATTACHMENTS:

- A. Resolution Reaffirming the District's Use of Specified County Services.

ATTACHMENT A

Resolution Reaffirming the District's Use of
Specified County Services.

May 18, 2023

Santa Barbara County Air Pollution Control District
Board of Directors

260 San Antonio Road, Suite A
Santa Barbara, California 93110

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE SANTA BARBARA COUNTY
AIR POLLUTION CONTROL DISTRICT**

IN THE MATTER OF REAFFIRMING
THE DISTRICT'S USE OF SPECIFIED
COUNTY SERVICES

APCD RESOLUTION NO. _____

RECITALS

WHEREAS, the Santa Barbara County Air Pollution Control District (District)'s mission is to protect the people and the environment of Santa Barbara County (County) from the effects of air pollution; and

WHEREAS, in 1995 when the District became an independent agency separate and apart from the County's organization structure it retained certain County services in accordance with Health & Safety Code § 40101(b); and

WHEREAS, in 2019 the District reaffirmed the services being provided by the County; and

WHEREAS, today those County services include services provided by County Treasurer, Auditor-Controller, County Counsel, Risk Management, General Services (Purchasing), General Services (Facilities), General Services (Vehicle Operations and Maintenance and Communications), General Services (Real Estate Division), and General Services (Capital Projects).

NOW, THEREFORE, IT IS HEREBY RESOLVED, as follows:

1. The District Board hereby approves the District's continued use of specified services provided by the following County Departments:
 - a. County Treasurer – Trusts, collections, investment banking services

APCD RESOLUTION IN THE MATTER OF REAFFIRMING
THE DISTRICT'S USE OF SPECIFIED COUNTY SERVICES

- b. Auditor Controller – Financial accounting and customer support services (disbursement of funds, maintenance of accounting records, processing of financial documents, and operation of the financial information system)
 - c. County Counsel – Legal services
 - d. Risk Management – Risk management services
 - e. General Services (Purchasing) - The County Purchasing Agent is authorized to make purchases of goods and services on behalf of District in accordance with the requirements, including cost limitations, set forth in County Code Chapter 2, Article VI, as amended, and Government Code section 25502.5.
 - f. General Services (Facilities) – Mail courier, real property, and building maintenance
 - g. General Services (Vehicle Operations and Maintenance and Communication) - Vehicle maintenance, routine smog checks, production services, and telephone services.
 - h. General Services (Real Estate Division) – any/all real property transactions.
 - i. General Services (Capital Projects) – all phases of construction or a remodel project.
2. The District's costs for these services will be included in the annual budget for Board approval and the amounts will come directly from the County's Cost Allocation Plan, internal service fund charges (for vehicle and communication services) or will be billed directly on an hourly basis for County Counsel, Risk Management or General Services (Real Estate and Capital Projects).

PASSED, APPROVED AND ADOPTED by the Air Pollution Control District Board of the Santa Barbara County, State of California, this ___ day of _____, _____, by the following vote:

APCD RESOLUTION IN THE MATTER OF REAFFIRMING
THE DISTRICT'S USE OF SPECIFIED COUNTY SERVICES

Ayes:

Noes:

Abstain:

Absent:

SANTA BARBARA COUNTY
AIR POLLUTION CONTROL DISTRICT

ATTEST:

AERON ARLIN GENET
Clerk of the Board


By _____
Deputy

By _____
Chair

Date _____

APPROVED AS TO FORM:

RACHEL VAN MULLEM
Santa Barbara County Counsel

By  _____
Jennifer Richardson (May 8, 2023 15:53 PDT)
Deputy


APPROVED AS TO FORM:

GREG MILLIGAN
Risk Manager

By  _____
Risk Manager

APPROVED AS TO FORM:

BETSY M. SCHAFFER, CPA
Auditor-Controller

By  _____
Deputy