



AGENDA:
PCAPCD Board of Directors Meeting
Thursday, August 13, 2015 at 2:30 PM
Placer County Board of Supervisors' Chambers
175 Fulweiler Avenue, Auburn, California

Call to Order

Flag Salute

Roll Call / Determination of a Quorum

Page 3 **Approval of Minutes:** June 11, 2015, Regular Meeting

Public Comment: Any person desiring to address the Board on any item not on the agenda may do so at this time. No action will be taken on any issue not currently on the agenda.

Public Hearing/Action: Item 1

Page 8 **1. Proposed Final Budget FY 2015-16.** *Conduct a Public Hearing in accordance with the Health and Safety Code §40131. District Staff recommend Board adoption of Resolution #15-08, thereby approving the proposed Final FY 2015-2016 Budget.*

Action: Item 2

Page 17 **2. Subcommittee to Assist in the Recruitment for the Air Pollution Control Officer/District Director.** *Appoint a subcommittee of three to four Board members to work with and advise Heather Renschler of Ralph Andersen & Associates to approve the job specifications, recruitment materials, scope of the search, and to select candidates to be considered by the Board for Air Pollution Control Officer/District Director.*

Air Pollution Control Officer Report

Fiscal update – financial report will be provided at meeting.

Adjournment

Next Regularly Scheduled Board Meeting: October 8, 2015, at 2:30 PM

PCAPCD Agenda

August 13, 2015

Page 2 of 2

Opportunity is provided for the members of the public to address the Board on items of interest to the public, which are within the jurisdiction of the Board. A member of the public wanting to comment upon an agenda item that is not a Public Hearing item should identify the item they wish to speak about to the Clerk of the Board.

Placer County Air Pollution Control District is committed to ensuring that persons with disabilities are provided the resources to participate fully in its public meetings. If you require disability-related modifications or accommodations, please contact the Clerk of the Board. All requests must be in writing and must be received by the Clerk five business days prior to the scheduled meeting for which you are requesting accommodation. Requests received after such time will be accommodated only if time permits.

All materials related to this meeting which are provided to Board members, including those which are distributed less than 72 hours before the meeting, are made available to the public at the subject meeting and/or upon request; and are available for public inspection during business hours at the Air Pollution Control District office at 110 Maple Street, Auburn, CA 95603.

District Office Telephone – (530) 745-2330



Minutes of the Thursday, June 11, 2015 Meeting of the Board of Directors

The Board of Directors of the Placer County Air Pollution Control District met for a regular meeting at 2:30 PM, Thursday, June 11, 2015, at the Placer County Board of Supervisors' Chambers, 175 Fulweiler Avenue, Auburn, California.

Representing the District were: Tom Christofk, Air Pollution Control Officer; A.J. Nunez, Administrative Services Officer; Yu-Shuo Chang, Planning and Monitoring Manager; Russell Moore, I.T. Technician; and Shannon Harroun, Clerk of the Board.

The meeting was called to order by acting Chairperson, Stan Nader. Roll call was taken by the Clerk of the Board, with the following members in attendance: Tony Hesch, Robert Black, Stan Nader, Jim Holmes, Diana Ruslin, and Carol Garcia. A quorum was established.

Approval of Minutes: April 9, 2015, Regular Meeting.

Motion to approve minutes: Diana Ruslin. Unanimously approved.

Public Comment: There were no comments from the public.

Public Hearing (No Action): Item 1

- 1. Proposed Preliminary Budget FY 2015-16 Public Hearing.** *Conduct a Public Hearing in accordance with the Health and Safety Code §40131(3)(A) that states: "The district shall notice and hold a public hearing for the exclusive purpose of reviewing its budget and of providing the public with the opportunity to comment upon the proposed district budget." District management also seeks guidance from the Board regarding any changes to this Proposed Preliminary Budget for FY 2015-16 for inclusion in the Final Proposed Budget, which will be presented to the District Board for adoption on August 13, 2015.*

Ms. A.J. Nunez, Administrative Services Officer, presented the FY 2015-16 Proposed Preliminary Budget in accordance with Health and Safety Code 40131(3)(A). She stated that the District continues the philosophy of budgeting revenues conservatively, and expenditures that are adequate to cover cost with a small amount for contingencies. Historically the District ends each Fiscal Year above revenue projections and below proposed expenditures. This creates a fund balance that provides seed money for the upcoming year.

PCAPCD Minutes

June 11, 2015

Page 2 of 5

Ms. Nunez explained that the District budget is organized into five funds: the Operations Fund, DMV Fund, Mitigation Fund, Black Carbon Research Fund and Wildfire Mitigation Fund. The Settlement Fund and the Litigation Cost Recovery Fund that total \$1.6 Million Dollars are not shown in this budget, and can only be used at the discretion of the Board. The interest from these two funds is included in the District's budget.

Ms. Nunez reported that the Proposed Preliminary Budget for FY 15-16 of \$4.6 Million is very similar to the approved budget for FY 2014-15, with about a 2 percent increase. The Total Projected Revenue is \$3.6 Million, combined with the projected Fund Carry-Over of \$1 Million provides the \$4.6 Million in Total Funds Available. Proposed expenditures total \$4,140,840.

Ms. Nunez pointed out that a \$1 Million ending fund balance is projected to be carried over from FY 14-15 to begin FY 15-16. The Operations Fund carry over portion of that amount is \$492,303 or 10% of the FY 14-15 budget. The National Advisory Council on State and Local Budgeting recommend an Operations Fund carry over of between 5 to 15%. The District is well within that healthy range.

Ms. Nunez stated that the District will incorporate direction from the Board into the final proposed budget for FY 2015-16; and finalize the fiscal position at the close of FY 2014-15 on June 30, 2015, using actual revenues and expenditures to obtain the fund carryover for the FY 2015-16 final District budget. The District will then bring the final proposed budget back to the Board for approval on August 13, 2015.

Director Holmes asked about black carbon research. APCO, Tom Christofk explained that black carbon is a short term climate forcing pollutant that is an emission from open burning. The District is working with the USDA/USFS Rocky Mountain Research Station in Missoula, Montana to do field research on emissions factors from the combustion of various vegetation types. This may eventually lead to the development of an emission's offset protocol for use within the cap and trade program, whereby there might be a financial incentive for a project proponent who directs biomass towards a power plant for renewable energy production, versus burning it in the open as a disposal method. Also, we have received some funding from SMAQMD for application towards this black carbon research.

Acting Chairperson, Stan Nader, opened the public hearing. There were no comments from the public.

Motion to approve Item 1: Jim Holmes. Unanimously approved by roll call vote.

Consent: Items 2 – 5

- 2. Hearing Board Appointment.** *Reappoint current Hearing Board member and Chairperson, Mr. Donald Gronstal, as the public at large representative to the Placer County Air Pollution Control District Hearing Board. The current term of office for Mr. Gronstal will expire as of June 14, 2015. If the Board reappoints Mr. Gronstal, his term of office will be extended for another three year term, to June 14, 2017.*

PCAPCD Minutes

June 11, 2015

Page 3 of 5

- 3. Advance Budget Authorization for Contracted Support Services from Air Permitting Specialists, Moots Point, Aqua Terra Aeris Law Group, and Darlington Legal Services.** *Adopt Resolution #15-04, thereby authorizing the expenditure of up to One-Hundred Sixty Thousand Dollars (\$160,000) for contracted technical and legal support services. This authorization request is in advance of the adoption of the Final FY 2015-2016 District Budget that is scheduled to be heard on August 13, 2015, in order to enable the services to continue uninterrupted after the end of the current fiscal year on June 30, 2015.*

- 4. Approval for a Technical Services Contract with USDA, Forest Service Rocky Mountain Research Station for Technical Services to Quantify Emission Factors of Black Carbon, Major Carbon Species, and PM2.5 from the Burning of Open Piled Forest Biomass Residue.** *Adopt Resolution #15-06, thereby authorizing the Air Pollution Control Officer (APCO) to negotiate, sign, and amend as necessary, a technical services contract with USDA, Forest Service Rocky Mountain Research Station, to quantify emission factors of black carbon, major carbon species, and PM2.5 from the burning of open piled forest biomass residue. The total proposed contract amount is \$33,474.20.*

Consent Item 5 was pulled from the consent agenda at the request of a member of the public-- Auburn Chamber of Commerce CEO, Kevin Hanley. Therefore, the Board first acted to approve Consent Items 2-4.

Motion to approve Consent Items 2-4: Carol Garcia. Unanimously approved.

- 5. Approval for a Consultant Services Contract with Ralph Andersen and Associates for Recruitment Services.** *Adopt Resolution #15-05, thereby approving, in advance of the final District budget for FY 2015-16, the allocation of \$25,000 for FY 2015-16, as shown in the preliminary FY 2015-16 annual budget to be presented to the District Board on June 11, 2015; and thereby authorizing the Air Pollution Control Officer (APCO) to negotiate, sign, and amend as necessary, a consulting contract with Ralph Andersen and Associates.*

Consent Item 5 was pulled from the consent agenda at the request of member of the public, Mr. Kevin Hanley, Auburn Chamber of Commerce CEO. Mr. Hanley stated that CEO's of the various chambers of commerce within the county have been discussing the position of District Director, and the position's importance to the business community in Placer County. He noticed that the proposed services for the recruitment firm states that the position profile for the Director is to guide the entire search process. He stated that he anticipates submitting a letter to Board members asking the Board to consider in its search, factors such as weighing the costs and benefits of various regulations on businesses, and continuation of Mr. Christofk's work in areas such as wildfire mitigation and the use of biomass for energy.

Motion to approve Consent Item 5: Diana Ruslin. Unanimously approved.

PCAPCD Minutes

June 11, 2015

Page 4 of 5

Public Hearing/Action: Item 6

- 6. Approval of the Placer County Ozone Emergency Episode Plan.** *Conduct a Public Hearing regarding the proposed Ozone Emergency Episode Plan and Adopt Resolution #15-07, thereby approving the Ozone Emergency Episode Plan for Placer County.*

Mr. Yu-Shuo Chang presented the Ozone Emergency Episode plan for the Board's review and approval. He introduced Mr. John McEldowney from the County Office of Emergency Services, who was available to answer questions. To summarize, Mr. Chang stated the following:

This Ozone Emergency Episode Plan has been prepared to fulfill the Federal Clean Air Act and Federal Regulations requirements for areas that have not attained the federal ozone standards and have had hourly ozone concentration measurements over 0.10 ppm. Portions of Placer County (excluding Lake Tahoe area) are designated as nonattainment based on federal 1997 and 2008 ozone 8-hour standards. Between 2011 and 2014, there were several hourly measurements over 0.10 ppm in Placer County. Although, after 2012, there was only one day exceeding 0.10 ppm within the entire County.

ARB requested that EPA exempt El Dorado and Placer County from the emergency episode plan requirement because air quality has been substantially improved, emissions from stationary sources comprise a very small portion of each countywide inventory, and the plan development would only be a paper exercise that would not offer benefits in terms of air quality or public health. However, EPA has not exempted this requirement for the two counties.

There are two options to meet the ozone emergency plan requirements--either to adopt a regulation, as recommended by EPA, or to adopt a plan. Although 14 air districts in California have adopted regulations for the ozone emergency episode plan, the federal regulation does not say these requirements must be met by a regulation. The District chose to develop a Plan which would trigger regulation development in the future only when the ozone concentration reaches the significant level, in order to save the resources necessary for the regulation development process, and to provide for engagement of a local emergency declaration with the County OES to control mobile source emissions, which the District cannot regulate.

The emergency episode plan must identify actions for each episode to avoid the ozone concentration reaching the significant harmful level of 0.6 ppm. According to the authority from the Federal Clean Air Act, EPA established three trigger levels for ozone pollution episodes:

- 1) Alert Episode at 0.20 ppm
- 2) Warning Episode at 0.35 ppm
- 3) Emergency episode at 0.50 ppm

PCAPCD Minutes
June 11, 2015
Page 5 of 5

The District's Plan also calls for an additional alert level--Health Advisory Alert--when the ozone level reaches .15 ppm, at which time District Staff would initiate and accomplish the regulation development for necessary emission control strategies. The ozone concentration trend in Placer County shows no exceedance over .15 ppm since 2000.

The District has met EPA's requirements for public outreach with regards to Plan approval. No public comments were received.

Mr. Chang concluded by recommending the Board adopt Resolution #15-07, thereby approving the Placer County Ozone Emergency Episode Plan and directing Staff to forward the Plan to ARB and EPA for final approval.

Acting Chairperson, Stan Nader, opened the public hearing. There were no comments from the public.

Director Hesch commented that he was pleased that the Plan provides for taking systematic steps to reduce air pollution, and he believes the Plan covers everything adequately.

After Board approval of the Ozone Emergency Episode Plan, APCO, Tom Christofk, commented that he believes the Plan was an unnecessary bureaucratic exercise, but that the District took the pathway that was the least onerous, and that if we had not completed and adopted the Plan, there likely would have been negative consequences for the District in the future.

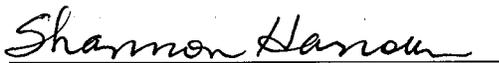
Motion to approve Item 6: Jim Holmes. Unanimously approved.

Air Pollution Control Officer Report

Fiscal Update – Ms. A.J. Nunez provided a fiscal update through the end of month 11, stating that the District is below on expenditures by 12.43% and above on revenues by 12.82%. The District has received 103% of anticipated revenue, and expended 84% of proposed expenditures.

Adjournment

Acting Chairperson, Stan Nader, adjourned the meeting at 3:09 p.m.


Shannon Harroun, Clerk of the Board



Board Agenda Item 1

Public Hearing/Action

Agenda Date: August 13, 2015
Prepared By: A.J. Nunez, Administrative Services Officer
Topic: Proposed Final Budget FY 2015-16

Action Requested:

- 1) Conduct a Public Hearing for the purpose of reviewing the District’s Fiscal Year 2015-16 Proposed Final Budget.
- 2) Adopt Resolution #15-08 (Attachment #1), thereby approving the District’s budget for Fiscal Year 2015-16.

Discussion: The District offers the following analysis of the differences between the Proposed Final Budget for FY 2015-16 and the Approved Budget for FY 2014-15. Please refer to Table 1 (see attachment #2) for the following discussion;

Proposed Revenue: The projected revenue in the proposed FY 2015-16 Budget of **\$3,646,216** is an \$87,844 net increase compared to the FY 2014-15 Approved Budget revenue of **\$3,558,372**. Reductions of revenue in Statewide PERP Fees (\$11,744), Other Government Assistance (22,201), and Interest (\$5,000) which reflect current market conditions are offset by increases in Miscellaneous Revenue to the Black Carbon Research Fund (10,000) and the Wildfire Mitigation Fund (90,000).

Proposed Expenditures: The total proposed expenditure for FY 2015-16 of **\$4,260,947** is \$62,912 higher than the FY 2014-15 Approved Budget expense projection of **\$4,198,035**. In FY 2015-16, Salaries and Benefits are proposed to be \$196,010 higher due to a negotiated 2% COLA increase that will go into effect December of 2015, as well as increases to employee benefits, employee insurance and retirement benefit compensation costs. Supplies and Services are proposed to be decreased by \$16,885, and Clean Air Grants (CAG) is proposed to be \$101,212 lower than the FY 2014-15 Approved Final Budget. The District may seek a budget revision in the third quarter of FY 2015-16 (Feb. 2016) to increase CAG funding if additional funds from approved Mitigation Plans become available. For FY 2015-16, there is a proposed Building Purchase Payback of \$25,000.

In this enclosed Proposed Final Budget for FY 2015-16, on page 21, Staff has linked program and project resource expenditures to specific goals and objectives (pages 5-15) and the District’s Mission Statement (pages 3-4).

Fiscal Impact:

The District Proposed Final Budget for FY 2015-16 balances total revenues and total expenditures:

PCAPCD Agenda Item 1
Proposed Final Budget FY 2015-16
August 13, 2015
Page 2

Revenue of \$3,646,216 for FY 2015-16, combined with the total projected Fund Carry-Over of \$940,527 from FY 2014-15; provide a Total Funds Available amount of \$4,586,743.

The total proposed Expenditures of \$4,260,947 for FY 2015-16, plus the projected Total Ending Fund Balance of \$325,796 for FY 2015-16, equal the Total Fund Usage of \$4,586,743.

The Proposed Final Budget for FY 2015-16 covers the operational costs, maintains services and program delivery, and provides for selected critical resource needs. It also maintains an Operations Fund Balance of \$325,796, which is 7% of the total Proposed Operations Budget for FY 2015-16.

Recommendation: Having complied with the Health and Safety Code 40131 (3) (A) and 40131 (3) (B) in regards to the adoption of a board approved budget, it is recommended that the Board adopt Resolution #15-08, thereby approving the District's budget for Fiscal Year 2015-16.

Enclosure: #1: Proposed Final Budget FY 2015-16.

Attachments: #1: Resolution #15-08 for the approval of the Proposed Final Budget FY 2015-16.
#2: Table showing comparison of Proposed Final Budget FY 2015-16 and the Approved Budget FY 2014-15.
#3: Pie Chart showing Funds Available and Fund Usage for FY 2015-16.

ATTACHMENT #1

SUBJECT:

Resolution #15-08
Approval of Proposed Final Budget for FY 2015-16



Board Resolution:
Resolution #15-08

Before the Placer County Air Pollution Control District Board of Directors

In the Matter Of: Adopt a Resolution to Approve the Placer County Air Pollution Control District's Fiscal Year 2015-16 Final Budget.

The following **RESOLUTION** was duly passed by the Placer County Air Pollution Control District Board of Directors at a regular meeting held on **August 13, 2015**, by the following vote:

Ayes: Berlant _____ Hesch _____ Nader _____ Weygandt _____ Black _____
Holmes, J. _____ Ruslin _____ Montgomery _____ Garcia _____
Alternates: _____

Noes: Berlant _____ Hesch _____ Nader _____ Weygandt _____ Black _____
Holmes, J. _____ Ruslin _____ Montgomery _____ Garcia _____
Alternates: _____

Abstain: Berlant _____ Hesch _____ Nader _____ Weygandt _____ Black _____
Holmes, J. _____ Ruslin _____ Montgomery _____ Garcia _____
Alternates: _____

Signed and approved by me after its passage:

_____ Chairperson

_____ Attest: Clerk of said Board

WHEREAS, on June 11, 2015, the District held a Public Hearing for the exclusive purpose of reviewing its budget and providing the public with an opportunity to comment upon the proposed District budget, as required by Health and Safety Code Section 40131 (a)(3); and

WHEREAS, The District made available to the public at least 30 days prior to the August 13, 2015 public hearing, a summary of the proposed budget, as required by Health and Safety Code Section 40131(a)(1); and

WHEREAS, The District provided public notice and direct mailings to persons subject to District fees in the preceding year at least 30 days in advance of the scheduled public hearing on August 13, 2015, as required by Health and Safety Code Section 40131(a)(2); and

WHEREAS, on August 13, 2015, the District Board held an appropriately noticed public hearing for the purpose of considering and adopting the District Budget for Fiscal Year 2015-16; and

WHEREAS, consideration of the final proposed budget has been made before a public hearing; and

WHEREAS, the Board adopted (Resolution #01-20) a District Fee Schedule on June 14, 2001, and ordered the adjustment of specified District Regulation 6, Fees, annually on July 1 of each year by the annual increase in Consumer Price Index (CPI) in the preceding calendar year; and

WHEREAS, the amount of the annual CPI adjustment is to reflect the increase to the California Consumer Price Index based on the positive annual average for all urban consumers in the major Northern California urban centers; and

WHEREAS, the California Consumer Price Index based on the positive annual average for all urban consumers in the major Northern California urban centers is 2.8% for 2014, and has been incorporated into the Final Fiscal Year 2015-16 Budget.

NOW THEREFORE BE IT RESOLVED that the Placer County Air Pollution Control District's Board of Directors hereby approves the proposed budget as the final budget of the Placer County Air Pollution Control District for Fiscal Year 2015-16, as shown in Enclosure #1 of the Staff Memorandum on the Fiscal Year 2015-16 Budget; and

BE IT FURTHER RESOLVED that the Placer County Air Pollution Control District's Board of Directors hereby expressly authorizes and directs the Air Pollution Control Officer or his designee, to negotiate, sign, and amend as necessary, agreements on behalf of the District; to make such purchases; and to expend, encumber, or disencumber funds, for budgeted expenditures included in the final budget of the Placer County Air Pollution Control District for Fiscal Year 2015-16.

ATTACHMENT #2

SUBJECT:

Comparison Between
Proposed Final Budget for FY 2015-16 and the
Approved Budget for FY 2014-15

**COMPARISON OF THE PROPOSED FY 2015-16
TO THE
APPROVED BUDGET FOR FY 2014-15**

Table 1

Funds Available:	Approved Budget FY 2014-15	Proposed Final Budget FY 2015-16	Difference	Percentage Change
Permit Fees	818,330	829,718	11,388	1.39%
Fines & Penalties	35,000	40,000	5,000	14.29%
Interest	50,000	45,000	(5,000)	-10.00%
State Subvention	106,000	109,000	3,000	2.83%
Statewide PERP	40,000	28,900	(11,100)	-27.75%
DMV (AB2766, AB923)	2,105,000	2,120,000	15,000	0.71%
Other Government Assistance	148,555	126,354	(22,201)	-14.94%
Burn / Land / Other Permits	31,245	34,052	2,807	8.98%
Mitigation Fees	-	-	-	
Per Capita Assessment	183,000	184,727	1,727	0.94%
Miscellaneous	1,000	91,500	90,500	9050.00%
From Settlement Fund	-	-	-	
District Facility Rental Income	15,242	16,965	1,723	11.30%
Project Generated Revenue	25,000	20,000	(5,000)	-20.00%
TOTAL REVENUE	3,558,372	3,646,216	87,844	2.47%
Operations Fund Carry-Over from the Previous FY*	391,236	497,283	106,047	27.11%
DMV (AB2766, AB923) Carry-Over from the Previous FY	317,380	203,147	(114,233)	-35.99%
Mitigation Fund Carry-Over from the Previous FY	256,349	230,096	(26,253)	-10.24%
Black Carbon Research	-	10,000		
Wildfire Mitigation	-	-		
TOTAL FUND CARRY-OVER	964,965	940,527	(34,438)	-3.57%
TOTAL FUNDS AVAILABLE	4,523,337	4,586,743	53,406	1.18%
Fund Usage:				
Salary & Benefits	2,349,456	2,545,466	196,009	8.34%
Supplies & Services	773,679	756,794	(16,885)	-2.18%
Clean Air Grants & TAP	1,034,900	933,688	(101,213)	-9.78%
Building Purchase Payback	40,000	25,000	(15,000)	
TOTAL EXPENSE	4,198,035	4,260,947	62,912	1.50%
Operations Ending Fund Balance **	317,448	324,892	7,444	2.34%
DMV (AB2766 & AB923) Ending Fund Balance	1,405	0	(1,405)	-99.98%
Mitigation Ending Fund Balance	6,449	904	(5,545)	-85.98%
Black Carbon Research	-	-		
Wildfire Mitigation	-	-		
TOTAL ENDING FUND BALANCE	325,302	325,796	494	0.15%
TOTAL FUND USAGE	4,523,337	4,586,743	63,406	1.40%

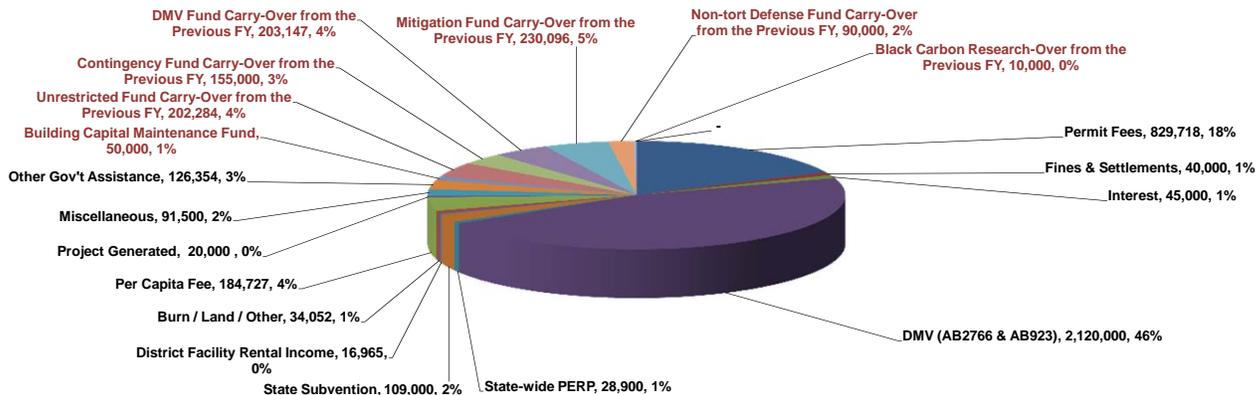
ATTACHMENT #3

SUBJECT:

Proposed Final Budget for Fiscal Year 2015-16
Pie Charts for Funds Available and Fund Usage

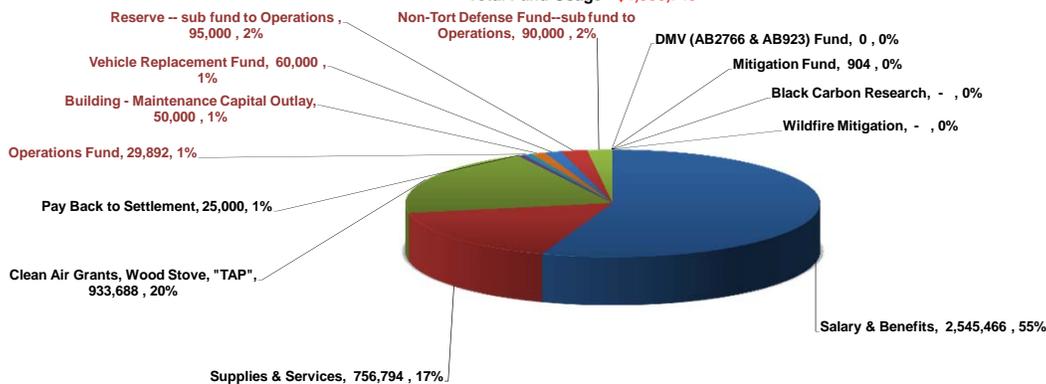
Consolidated Funds Available

for FY 2015-16 Proposed Final Budget
Total Funds Available - \$4,586,743



Consolidated Fund Usage

for FY 2015-16 Proposed Final Budget
Total Fund Usage - \$4,586,743



• The Operations Ending Fund Balance includes \$90,000 Non-Tort Defense Fund, \$95,000 Reserve (Contingency), \$50,000 Building Capital Maintenance Fund, \$60,000 Vehicle Replacement Fund, and \$29,892 general Operations Fund.

- Clean Air Grants and "TAP" are comprised of: \$700,000 from DMV Fund, \$200,000 from the Mitigation Fund for the CAG Program, \$20,000 from the Operations Fund for TAP, and \$13,687 for Tahoe Area Woodstove.
- The "Services" contained in "Supplies and Services" are for contracted services that augment the Staff in programs and projects. These services include the Black Carbon Research and Wildfire Mitigation Projects- \$65,000; Spare the Air Program - \$11,761; Legal Support - \$110,000; Gasoline Dispensing Facility Inspections - \$17,647; Programming and Software Support - \$45,000; Air Permitting Specialist Support - \$30,000; and \$45,800 for special services that augment the existing Staff. Additional costs in the form of Liability Insurance - \$21,000; Air Monitoring Equipment Maintenance - \$15,000; District Facility Operations and Maintenance - \$38,722; Other District Participation - \$5,000. The District also contracts with the County for an additional \$129,656 in supporting services.



<p style="text-align: center;">Board Agenda Item 2</p> <p style="text-align: center;"><i>Action</i></p>
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Agenda Date: August 13, 2015

Prepared By: A.J. Nunez, Administrative Services Officer

Topic: Appoint a Subcommittee to Assist in the Recruitment for the Air Pollution Control Officer/District Director

Action Requested: Appoint a subcommittee of three to four Board members to work with and advise Heather Renschler of Ralph Andersen & Associates to approve the job specifications, recruitment materials, the scope of the search, and to select candidates to be considered by the Board for Air Pollution Control Officer/District Director.

Discussion: On June 11th, 2015, your Board approved a contract with Ralph Andersen & Associates to conduct the recruitment for the Air Pollution Control Officer/District Director position. In accordance with contract provisions District Staff recommend that the Board appoint a subcommittee of three to four Board members to approve the recruitment materials, the scope of the search and to assist in the evaluation of applicants for the position. The subcommittee will work with the recruiter and review applicant submissions, and screen such for further consideration by your full Board. It is recommended that your Board appoint the Air Pollution Control Officer/District Director at your October 8, 2015 meeting.

Fiscal Impact: The proposed maximum cost of \$3,000.00 to compensate subcommittee members in accordance with the Administrative Rules and Regulations is included in the District's Final FY 15-16 Budget.

Recommendation: Staff recommends that the District Board appoint a subcommittee of three to four Board members to work with and advise Heather Renschler of Ralph Andersen & Associates on the recruitment materials and selection of candidates to be considered by the Board for District Director/Air Pollution Control Officer.