




Agenda Date: January 16, 2020
Agenda Placement: Admin.
Estimated Time: N/A
Continued Item: No

Board Agenda Item

TO: Air Pollution Control District Board

FROM: Aeron Arlin Genet, Air Pollution Control Officer 

CONTACT: Kristina Aguilar, Administrative Division Manager (805-961-8813)

SUBJECT: Report of Air Pollution Control Officer Signed Contracts in 2019

RECOMMENDATION:

Receive and file a report of certain specified legal contracts, not exceeding \$3,500 each, entered into or amended by the Air Pollution Control Officer during the calendar year 2019.

DISCUSSION:

On January 17, 2019, your Board adopted a resolution granting authority to the Control Officer to amend, enter into, and renew legal contracts for equipment, materials, supplies, and services (but not construction) including, but not limited to, the following list of activities:

- Meeting room rental and logistics;
- District staff training;
- Recruitment testing materials;
- Temporary employment agencies; and
- Equipment maintenance.

The total dollar amount of all specified legal contracts entered into by the Control Officer is within the budget authorized by your Board during the budget adoption process. On an annual basis, the Control Officer shall provide a report to your Board on the contracts entered into under this delegated authority.

Below is a summary of these contracts:

- Community Environmental Council – Booth at Earth Day event on April 27 and 28 of 2019;
- Employee Relations – Pre-employment background check for recruitment that took place in August 2019;
- Los Alamos Gourmand Group – Event space to hold a District staff training on May 30, 2019;
- City of Solvang Parks and Recreation – Annual staff picnic held on July 25, 2019;
- City of Buellton Community Recreation Center – Community Advisory Council meetings held on May 1 and August 28, 2019; and
- Sansum Clinic, Occupational Medicine – Agreement between the District and Sansum for pre-employment physicals and medical treatment for workers' compensation.

FISCAL IMPACT:

There is no fiscal impact for this action. The District's contribution towards these expenses were included in the FY 2019-20 budget that was adopted by your Board on June 20, 2019.