


Agenda Item: D-10
Agenda Date: June 26, 2025
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: Jim Fredrickson, Planning Division Supervisor, (805) 979-8328

SUBJECT: Housing Authority of the County of Santa Barbara Memorandum of Understanding

RECOMMENDATION:

Consider recommendations as follows:

1. Approve and authorize the Air Pollution Control Officer to execute the attached Memorandum of Understanding (MOU) with the Housing Authority of the County of Santa Barbara (HASBARCO) to administer a second Clean Air Rooms Program in the City of Guadalupe for \$50,000;
2. Authorize the Santa Barbara County Air Pollution Control District (District) to purchase air purifiers and related parts from Winix America, Inc, as a sole source procurement without being required to conduct a formal bid process, for a total cost not to exceed \$50,000, including tax and shipping; and
3. Delegate authority to the Air Pollution Control Officer to execute minor amendments to the Memorandum of Understanding with the Housing Authority of the County of Santa Barbara in future years, subject to review and approval by District Counsel, Risk Management, and the Auditor-Controller.

BACKGROUND:

In June 2021, the District designed a Clean Air Rooms Pilot Program and received Board authorization to use \$100,000 of local Clean Air Funds to implement a Clean Air Rooms event in the City of Guadalupe. From 2021-2023, the District distributed 793 high-efficiency particulate (HEPA) air purifier units to residents of both Guadalupe and Casmalia.

In 2021, HASBARCO applied for a grant award from the California Department of Housing and Community Development's Affordable Housing and Sustainable Communities (AHSC) Round 6 funds for the Escalante Meadows housing development in Guadalupe. That same year, the District sent a letter of support to HASBARCO with a request to receive \$50,000 of AHSC grant funds to be used to purchase additional air purifiers and further broaden the impact of the Clean Air Rooms Program on the Guadalupe community and help improve residents' indoor air quality. In 2022, HASBARCO was successfully awarded an AHSC grant for the Escalante Meadows housing development project. As part of that grant, one condition authorized HASBARCO to contract with the District to purchase and distribute \$50,000 worth of air purifiers to interested households in the Escalante Meadows housing development with the remainder of purifiers to be distributed throughout the City of Guadalupe.

DISCUSSION:

Upon your Board's approval, during Fiscal Year 2025-26, the District will implement its responsibilities for the Guadalupe Clean Air Rooms Program as agreed upon in the MOU with HASBARCO. These responsibilities include the purchase of \$50,000 worth of air purifiers, which will be reimbursed by HASBARCO. The District plans to distribute an air purifier to each of the approximately 80 residential units at the Escalante Meadows housing development in Guadalupe. Once that initial distribution has been completed, the District will distribute the remainder of the air purifiers to interested households throughout the City of Guadalupe, on a first-come, first-served basis, while supplies last. The District will also provide bilingual information on the harmful effects of wildfire smoke, and steps to take to protect your family from wildfire smoke, which includes creating a Clean Air Room in their living space.

Leading up to the launch of the Clean Air Rooms Pilot Program in 2021, the District issued a request for proposals for air purifiers, utilizing requirements which were recommended by subject-matter experts at the California Air Resources Board. Winix America, Inc. was the successful bidder, and the District purchased air purifiers from the company for the pilot program.

The District would like to move forward with purchasing air purifiers from Winix America, Inc. for the Guadalupe Clean Air Rooms Program. However, since the quoted cost for the air purifiers and related parts exceeds the District's authority to issue a purchase order without completing a bid process, the District requests a competitive bid waiver to move forward with the purchase of the Winix America, Inc. equipment. If approved by your Board, the District will distribute the air purifiers to residents of the Escalante Meadows housing development and City of Guadalupe.

FISCAL IMPACTS:

The District's expenses for the purchase of air purifiers will be paid for in advance out of our general fund and then reimbursed by HASBARCO. All labor for administration of this program is included in the District's proposed Fiscal Year 2025-26 budget. That budget includes implementation funds from the Community Air Protection Program to reduce air pollution emissions and exposures in neighborhoods most impacted by air pollution. There are no fiscal impacts to the proposed budget.

ATTACHMENT:

- A. Housing Authority of the County of Santa Barbara (HASBARCO) Memorandum of Understanding.

ATTACHMENT A

Housing Authority of the County of Santa Barbara (HASBARCO) Memorandum of Understanding

June 26, 2025

Santa Barbara County Air Pollution Control District
Board of Directors

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

MEMORANDUM OF UNDERSTANDING

BETWEEN

SANTA BARBARA COUNTY AIR POLLUTION CONTROL DISTRICT (SBCAPCD)

AND

HOUSING AUTHORITY OF THE COUNTY OF SANTA BARBARA (HASBARCO)

REGARDING

**CLEAN AIR ROOMS PILOT PROGRAM – AHSC ROUND 6 PROGRAM
RESIDENTS OF THE CITY OF GUADALUPE, COUNTY OF SANTA BARBARA**

This Memorandum of Understanding (“MOU”) is entered into this __ day of _____, 2025, between the Santa Barbara County Air Pollution Control District (“SBCAPCD”) and the Housing Authority of the County of Santa Barbara (“HASBARCO”) (collectively referred to as the “Parties”) for the implementation of the Clean Air Room Pilot Program in the Escalante Meadows housing development and City of Guadalupe, California (“Program”).

RECITALS

WHEREAS, HASBARCO received an award of Affordable Housing and Sustainable Communities (AHSC) Round 6 funds that, among other things, authorized HASBARCO to contract with SBCAPCD to distribute air purifiers to interested households specifically in the Escalante Meadows housing development as well as throughout the City of Guadalupe; and

WHEREAS, SBCAPCD designed a Clean Air Rooms Pilot Program and in a letter dated June 7, 2021, from Aeron Arlin Genet, Air Pollution Control Officer, requested participation with HASBARCO in the AHSC Round 6 Program; and

WHEREAS, SBCAPCD Board of Directors adopted Resolution 21-03 on June 17, 2021, to approve the Clean Air Pilot Program and authorized the \$100,000 purchase of air purifiers; and

WHEREAS, in 2021, SBCAPCD expended \$100,000 of its funds to purchase 793 air purifiers and 724 replacement air filters; and

WHEREAS, SBCAPCD distributed the funded air purifiers and replacement air filters to residents of Guadalupe at multiple outreach events from 2021 to 2023; and

WHEREAS, the purpose of this MOU is to identify the roles and responsibilities of SBCAPCD and HASBARCO to implement the Program.

NOW, THEREFORE, SBCAPCD and HASBARCO hereby agree as follows:

I. HASBARCO RESPONSIBILITIES

- A. HASBARCO agrees to reimburse SBCAPCD an amount of \$50,000 from that certain AHSC Program Round 6 Grant for SBCAPCD to purchase air purifiers.
- B. HASBARCO agrees to coordinate with SBCAPCD regarding the distribution of the air purifiers to interested households throughout the City of Guadalupe, specifically in the Escalante Meadows housing development by providing resident contact information to SBCAPCD.

II. SBCAPCD RESPONSIBILITIES

- A. SBCAPCD will purchase \$50,000 worth of air purifiers and distribute them specifically to interested households in the Escalante Meadows housing development, in coordination with HASBARCO. SBCAPCD and HASBARCO will coordinate on a deadline for distributing air purifiers to Escalante Meadows residents, before distributing the remaining air purifiers. Once that initial distribution has been completed, the remainder of the air purifiers will be distributed to interested households throughout the City of Guadalupe.
- B. SBCAPCD agrees to coordinate with HASBARCO regarding the implementation of the Program and will provide status updates to HASBARCO about the number of air purifiers distributed to Escalante Meadows residents, and again after the City of Guadalupe distribution has been completed.
- C. AHSC Program funds are required to be fully disbursed by July 1, 2027. SBCAPCD agrees to provide supporting air purifier purchase documentation required for HASBARCO to submit the grant draw request by December 31, 2025. HASBARCO agrees to provide up to (2) 6-month extensions upon the request of SBCAPCD to submit the supporting purchase documentation. HASBARCO agrees to reimburse SBCAPCD \$50,000 from the AHSC account for the purchase of air purifiers within two months of receiving all supporting purchase documentation from SBCAPCD.

III. AHSC Program Fund Amount

The parties agree that HASBARCO has been awarded an AHSC program grant for the Program in the amount not to exceed \$50,000.

IV. Term

This MOU shall be effective as of the date of execution by the Parties and shall terminate upon the completion of the Parties' responsibilities described above.

V. Miscellaneous

- A. Notices. Any notice or consent required or permitted to be given under this MOU shall be given to the respective parties in writing, by personal delivery or with

postage prepaid by first class mail, registered or certified mail, or express courier service, as follows:

To SBCAPCD: Santa Barbara County Air Pollution Control District
260 N. San Antonio Road, Suite A
Santa Barbara, CA 93110
Attn: Air Pollution Control Officer

To HASBARCO: Housing Authority of the County of Santa Barbara
815 West Ocean Avenue
Lompoc, CA 93436
Attn: Executive Director

or at such other address or to such other person that the parties may from time to time designate in accordance with this Notices section. If sent by first class mail, notices and consents under this section shall be deemed to be received five (5) days following their deposit in the U.S. mail. This Notices section shall not be construed as meaning that any party agrees to service of process except as required by applicable law.

- B. Amendments. The Parties agree that the terms and conditions of the MOU may be reviewed or modified at any time. Any modifications to this MOU shall be effective only when agreed to in writing by the Parties.

IN WITNESS WHEREOF, the Parties hereto have executed this MOU.

HASBARCO:

**HOUSING AUTHORITY OF THE
COUNTY OF SANTA BARBARA**

By: _____
Robert P. Havlicek Jr, Executive Director

SBCAPCD:

**SANTA BARBARA COUNTY
AIR POLLUTION CONTROL DISTRICT**

By: _____
Aeron Arlin Genet, Air Pollution Control Officer


Clean Air Rooms Pilot Program (AHSC Round 6) Memorandum of Understanding

June 26, 2025

This Clean Air Rooms Pilot Program (AHSC Round 6) Memorandum of Understanding is by and between the Housing Authority of the County of Santa Barbara and the Santa Barbara County Air Pollution Control District.

APPROVED AS TO FORM:

RACHEL VAN MULLEM
COUNTY COUNSEL

By: 
Jennifer Richardson (May 16, 2025 16:58 PDT)
District Counsel


APPROVED AS TO FORM:

GREG MILLIGAN, ARM
RISK MANAGER

By: 
Greg Milligan (May 19, 2025 09:56 PDT)
Risk Manager

APPROVED AS TO FORM:

BETSY M. SCHAFFER, CPA
AUDITOR-CONTROLLER

By: 
C. Edith
Deputy