



**A G E N D A**  
**NSCAPCD Board of Directors**  
**Wednesday, June 7, 2017 at 9:30 AM**  
**401 Grove St., Healdsburg, CA 95448**

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**\*\*\* NOTE: MEETING LOCATIONS \*\*\***

The Northern Sonoma County Air Pollution Control District (NSCAPCD) Board of Directors, no longer meets in Santa Rosa at the Sonoma County Board of Supervisors Chambers. **The Wednesday, June 7, 2017 meeting will be held at the Healdsburg City Council Chambers at 401 Grove St, Healdsburg.** Following meeting locations TBD; meetings rotate at community locations within District jurisdiction.

**Call to Order**

**Statement of Meeting Procedures.** Welcome to the NSCAPCD's Board of Directors meeting of Wednesday, June 7, 2017. If you wish to speak on an issue not appearing on the agenda, you may do so during the public comment period. However, please note that the Board is not permitted to take action on topics addressed under public comment. All items that are listed on the agenda will be open for public comments before final action is taken. The Board requests that you state your name and association for the record before you speak. Be aware that there is a 5 minute time limit per speaker, and the Chair has the discretion to limit the total discussion time on any item. Please place all cell phones in silent mode. Thank you for your participation and cooperation.

[5] **Flag Salute**

**Roll Call / Determination of a Quorum**

[5] **Approval of Minutes:** May 3, 2017, Regular Meeting.

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

- [15] **1. Action Item / Public Hearing: Proposed Final Budget FY 2017-18.** 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.” Adopt Resolution #17-04, thereby approving the District’s budget for Fiscal Year 2017-18.

*Recommended Actions: Conduct a public hearing to receive comment on final FY 2017-18 budget and approve the final budget via adoption of Resolution #17-04 and direct APCO to submit to County Auditor-Controller-Treasury-Tax Collector (ACTTC).*

- [10] **2. Action Item: Update District Conflict of Interest Code.** Pursuant to Political Reform Act, local government agencies must adopt a conflict of interest code and review it every two years. The code identifies all employees within the District who make governmental decisions based on the positions they hold. The individuals in the designated positions must disclose their financial interests (“700 Forms”) as specified in the agency’s conflict of interest code. Adopt Resolution #17-05, thereby approving the District’s updated Conflict of Interest Code.

*Recommended Actions: Approve Resolution #17-05, updating District Conflict of Interest Code and direct APCO to submit a copy of the Resolution to the Sonoma County Board of Supervisors, the code reviewing body, pursuant to California Government Code §82011.*

- [10] **3. Action Item: Services Agreement.** Authorize Office of Sonoma County Counsel Legal Services Agreement (Agreement) and Conflict of Interest Disclosure (Disclosure). County Counsel provides specific legal services to the District and requires an updated Agreement and Disclosure.

*Recommended Actions: Provide comments for revision if necessary, regarding terms of Agreement and Disclosure. Authorize Agreement and Disclosure with any necessary revisions and direct APCO to submit a signed copy to the Office of Sonoma County Counsel.*

- [10] **4. Action Item / Closed Session: District Counsel (CLERE) Employment Contract.** Pursuant to Government Code §54957(b)(1&4), the Northern Sonoma County Air Pollution Control District Board of Directors will hold a closed session to discuss terms of the District Counsel services contract. A report on any action taken will be presented prior to meeting adjournment.

*Recommended Actions: Approve District legal services contract for CLERE Inc. for Fiscal Year 2017-18.*

[10] **5. Closed Session: Review and Possible Adoption of APCO Employment Contract.** Pursuant to Government Code §54957(b)(1), the Northern Sonoma County Air Pollution Control District Board of Directors will hold a closed session to discuss terms of the APCO employment contract. A report on any action taken will be presented prior to meeting adjournment.

**Report-Out / Round Table**

- [15] 1. Board Report-out
- [10] 2. Meeting Guests
- [10] 3. APCO/Counsel Report-out
  - i. Staff Report (APCO)
  - ii. Senior Office Assistant job class review. (APCO)
  - iii. Legislative update by District Counsel.
  - iv. Confirm July 5<sup>th</sup> Meeting / Quorum with Holiday? (APCO)
  - v. Hearing Board Update. (APCO)
  - vi. Upcoming topic: review and update of open burn program. (APCO)

[90] Total Minutes.

**Meeting Adjournment**

**Next Regularly Scheduled Board Meeting:** July 5, 2017 at 10:00AM or TBD.

Northern Sonoma 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.

Materials related to this meeting which are provided to Board members after distribution of the meeting packet are available for public inspection during business hours at the Air Pollution Control District office at 150 Matheson St, Healdsburg, CA 95448.

District Office Telephone: (707) 433-5911