



**Monterey Bay Air Resources District
BUDGET/PERSONNEL/NOMINATING
COMMITTEE MEETING**

STEVE MC SHANE, CHAIR

WEDNESDAY, DECEMBER 16, 2020 – 12:30 P.M.

REMOTE MEETING ONLY

Link to meeting: <https://us02web.zoom.us/j/83371956403>

Meeting ID: 833 7195 6403

By Phone (audio only; meeting ID required): 1-669-900-6833

On March 12, 2020, Governor Newsom issued Executive Order N-25-20, which enhances State and Local Governments' ability to respond to COVID-19 Pandemic based on Guidance for Gatherings issued by the California Department of Public Health. The Executive Order specifically allows local legislative bodies to hold meetings via teleconference and to make meetings accessible electronically, in order to protect public health. In light of this, the December 16, 2020 meeting of the MBARD Budget, Personnel, and Nominating Committee will be held via Zoom webinar. There will be NO physical location of the meeting. The public is strongly encouraged to use the Zoom app for best reception. Due to the current circumstances, there may be limited opportunity to provide verbal comments during the meeting. Persons who wish to address the Board for public comment or on an item on the agenda are encouraged to submit comments in writing to MBARD by emailing orourke@mbard.org by 5:00 pm on Monday, December 14, 2020. These Comments will be distributed to the MBARD Board before the meeting. Members of the public participating by Zoom are instructed to be on mute during the proceedings and to speak only when public comment is allowed, after requesting and receiving recognition from the Chair. Prior to the meeting, it is highly recommended that participants download the Zoom app at: <https://zoom.us/download>. A link to simplified instructions for use of the Zoom app is: <https://blog.zoom.us/wordpress/2018/07/03/video-communications-best-practice-guide/>. Should you have any questions, please contact Ann O'Rourke, Executive Assistant at 831-718-8028 or by email at orourke@mbard.org

AGENDA

1. Call to Order
2. Roll Call
3. Public Comment - *Due to the current circumstances, there may be limited opportunity to provide verbal comments during the meeting. Persons who wish to address the Board for public comment or on an item not on the agenda are encouraged to submit comments in writing to MBARD by emailing orourke@mbard.org by 5:00 pm on Monday, December 14, 2020. These Comments will be distributed to the MBARD Board before the meeting. Members of the public participating by Zoom are instructed to be on mute during the proceedings and to speak only when public comment is allowed, after requesting and receiving recognition from the Chair.*
4. Accept and File Summary of Actions of the November 18, 2020 Meeting
Reference: Ann O'Rourke, Executive Assistant
Recommended Action: Approve Summary of Actions
5. Receive Draft Financial Statements and Independent Audit Report for the Year Ended June 30, 2020 Prepared By Badawi & Associated and Recommend Acceptance by the Board of Directors
Reference: Rosa Rosales, Administrative Services Manager
Recommended Action: Recommend acceptance by the Board of Directors
6. Receive Report and Recommend to the Board of Directors Adoption of Resolution Approving Fiscal Year 2020-21 Budget Revisions Increasing Grant Expenses for the FARMER, CAPP and MOYER grant programs
Reference: Rosa Rosales, Administrative Services Manager
Recommended Action: Receive report and recommend to the Board of Directors adoption of resolution.
7. Receive Report and Recommend to the Board of Directors Adoption of Resolution Approving Fiscal Year 20-21 Budget Adjustment of \$9,000 to Cover Costs for Reopener of Article 21.5 Cafeteria Allowance in the Memorandum of Understanding Between the District and Service Employees International Union Local 521 for the Period July 1, 2020 through June 30, 2021.
Reference: Rosa Rosales, Administrative Services Manager
Recommended Action: Receive report and recommend to the Board of Directors adoption of resolution.
8. Authorizing the Air Pollution Control Officer to Execute a Lease between the District and the Association of Monterey Bay Area Governments (AMBAG) for Office Space at the District's Monterey Office
Reference: Rosa Rosales, Administrative Services Manager
Recommended Action: Authorizing the APCO to execute a Lease between the District and AMBAG for Office Space at the District's Monterey Office

9. Order for Adjournment

This meeting is open to the public and all interested persons are welcome to attend. Monterey Bay Air Resources District does not discriminate against individuals with disabilities and meetings are held in accessible facilities. To request an accommodation or alternative format under the Americans with Disabilities Act for meetings, events or printed materials, please contact the Executive

Assistant at (831) 647-9411, x. 201, email orourke@mbard.org, or fax a request to (831) 647-8501.



**Monterey Bay Air Resources District
BUDGET/PERSONNEL/NOMINATING
COMMITTEE MEETING**

**STEVE MC SHANE, CHAIR
WEDNESDAY, NOVEMBER 18, 2020 – 12:30 P.M.**

REMOTE MEETING ONLY

On March 12, 2020, Governor Newsom issued Executive Order N-29-20, which enhances State and Local Governments' ability to respond to COVID-19 Pandemic based on Guidance for Gatherings issued by the California Department of Public Health. The Executive Order specifically allows local legislative bodies to hold meetings via teleconference and to make meetings accessible electronically, in order to protect public health. In light of this, the November 18, 2020 meeting of the MBARD Budget, Personnel, and Nominating Committee was held via Zoom webinar.

Summary of Actions

1. Call to Order - **The meeting was called to order by Chair McShane at 12:30 pm.**
2. **Present:** Chris Lopez, Mary Ann Carbone, Ryan Coonerty, Steve McShane.
Absent: Honor Spencer.
3. Public Comment – **None.**
4. Accept and File Summary of Actions of the October 21, 2020 Meeting
Motion: Approve summary of actions for meeting of October 21, 2020. **Action:** Approve.
Moved by Chris Lopez; **Seconded by** Mary Ann Carbone.
Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).
Yes: Chris Lopez, Mary Ann Carbone, Ryan Coonerty, Steve McShane.
5. Receive Report of Other Post Employment Benefits (OPEB) Trust and Pension Trust Accounts for the Quarter Ended September 30, 2020
Receive the report only; no action required or taken.
6. Receive Monterey County's Treasurer's Report of Investments for the Quarter Ended September 30, 2020
Receive the report only; no action required or taken.
7. Order for Adjournment – **The meeting was adjourned at 12:39 pm.**

Ann O'Rourke
Executive Assistant



Monterey Bay Air Resources District
24580 Silver Cloud Court, Monterey, CA 93940

MEETING DATE:	December 16, 2020	REGULAR AGENDA
TO:	The Budget, Personnel and Nominating Committee	
FROM:	Rosa Rosales, Administrative Services Manager	
SUBJECT:	Receive Draft Financial Statements and Independent Audit Report for the Year Ended June 30, 2020 Prepared by Badawi & Associates and Recommend Acceptance by the Board of Directors	

RECOMMENDATION

Receive draft Financial Statements and Independent Audit Report as prepared by Badawi & Associates for the fiscal year ended June 30, 2020 and recommend acceptance by the Board of Directors.

DISCUSSION

On an annual basis, the District has an independent audit completed by a CPA firm specializing in governmental agencies. For fiscal year ended June 30, 2020, the audit and reports were completed by the accounting firm Badawi & Associates. At today's meeting, the financial statements will be presented by Mitesh Desai, CPA and principal of Badawi & Associates.

The audit was conducted in accordance with generally accepted auditing standards and in accordance with audit and reporting guidelines as required by the State Controller's office. As noted in Badawi & Associates' Independent Auditors' Report, the financial statements present fairly the financial position of the District. No significant deficiencies or material weaknesses were identified during the course of the audit.

As noted in the Management's Discussion and Analysis (MD&A) section and reflected on the financial statements, the District's net position is \$12.1 million, a decrease of \$3.1 million from the prior year. The decrease is primarily due to an increase in grant reimbursements. The combined ending fund balances was \$17,529,000, an decrease of \$2.3 million from the prior year. The District's General Fund had a \$435,346 net surplus. Some of the contributing factors were due to the COVID-19 pandemic and stay-at-home order. We suspended all fixed asset purchases, training and travel, a decrease in supplies expense, and the delay of Woodstove Changeout grant program. The grants funds combined had a \$1.4 million net surplus due to timing of grant projects. The major factors that contributed to the changes in each of the fund balances are listed starting on page 7 of the MD&A. Other financial highlights are also included in the MD&A section.

In addition to the audited FY 2019-20 statements, included with this report is Attachment A which is a staff prepared summary of the financial results for each fund as compared to budget. This

report by fund is presented in the same format as the report that the Board receives at its regular meetings.

The draft Financial Statements and Independent Audit Report will be presented to the Board of Directors at today's meeting. Staff requests that the Committee recommend acceptance of the financial statements and report by the Board of Directors.

ATTACHMENTS

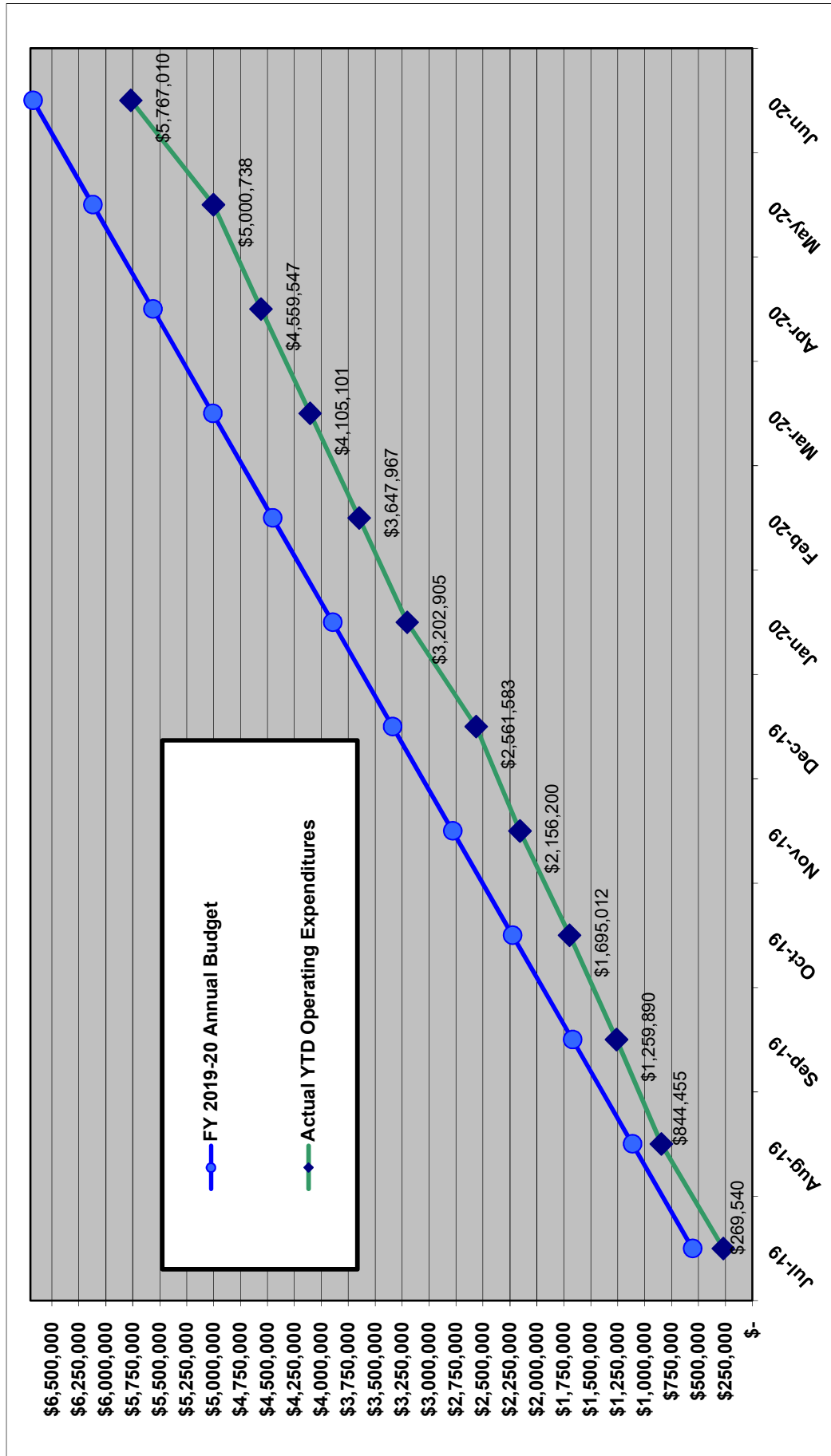
Draft Financial Statements and Independent Auditor's Report for the Year Ended June 30, 2020

Attachment A – Budget Versus Actual For the Fiscal Year Ended June 30, 2020

**Monterey Bay Air Resources District
Budget Versus Actual
For 12 Months Ended June 30, 2020**

	GENERAL FUND			AB2766 FUND			AB923 FUND			MOYER FUND			OTHER GRANT FUNDS (CAPP, FARMER, CLEAN AIR, GENERAL)		
	Budget	Actual	% of Budget	Budget	Actual	% of Budget	Budget	Actual	% of Budget	Budget	Actual	% of Budget	Budget	Actual	% of Budget
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	Revenues														
	DMV Fees-Operating														
	DMV Fees-Non-Operating														
	Fed or State Grants-Operating														
	Fed or State Grants-Non-Operating														
	Permit Fees														
	Special Fees (Title V and Asbestos)														
	Penalties and Fines														
	CARB Subvention														
	City and County Contributions														
	Contract Revenues														
	State Grants (AB617, Pres Brn, Oil&G)														
	Woodsmoke Reduction Funding														
	AB 197 Emission Inventory Funding														
	Rental Income														
	Other Revenues														
	Interest Income														
	Total Revenues														
	Expenditures:														
	Salaries and Benefits														
	Maintenance, Equip, and Supp														
	Legal and Professional Services														
	Utilities & Office Rent														
	Insurance														
	Training, Travel, Board Exp														
	Fixed Assets														
	Grants														
	Electric Vehicle Incentives														
	OPEB Trust Account Deposit														
	Sponsorships														
	Misc & Other														
	Total Expenditures														
	Net Surplus (Deficit)														
	All Funds Recap:														
	Operating Revenues														
	Operating Expenditures														
	Net Surplus (Deficit)														

**Monterey Bay Air Resources District
Fiscal Year 2019-20
Operating Expenditures Versus Budget Thru 06/30/20**



FY 2019-20 Budget = \$6,677,437 YTD Operating Expenditures = \$5,767,010

**Monterey Bay
Unified Air
Pollution Control
District dba
Monterey Bay Air
Resources District**

Monterey, California

*Basic Financial Statements
and Independent Auditors' Reports*

For the year ended June 30, 2020

Draft
12-8-20

**Monterey Bay Unified Air Pollution Control District
dba Monterey Bay Air Resources District**

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Draft
12-8-20

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors
of the Monterey Bay Unified Air Pollution Control District
Monterey, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Monterey Bay Unified Air Pollution Control District, California (District) as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

To the Board of Directors
of the Monterey Bay Unified Air Pollution Control District
Monterey, California
Page 2

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the District as of June 30, 2020, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, pension plan schedules, and OPEB plan schedules on pages 3-9 and 50-53 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Badawi and Associates
Certified Public Accountants
Berkeley, California
Month XX, 2020

**MONTEREY BAY UNIFIED AIR
POLLUTION CONTROL DISTRICT dba
MONTEREY BAY AIR RESOURCES DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
AS OF AND FOR THE YEAR ENDED JUNE 30, 2020**

Our discussion and analysis of the Monterey Bay Unified Air Pollution Control District's (the District) financial performance provides an overview of the financial activities for the fiscal year ended June 30, 2020. This report is to be read in conjunction with the basic financial statements.

FINANCIAL HIGHLIGHTS

- The assets of the District exceeded its liabilities at the close of the most recent fiscal year by \$12,108,000 (net position). Of this amount, \$10,835,000 (restricted net position) are legally restricted for grant programs and other purposes.
- The District's total net position decreased by \$3,162,000 from the prior year.
- As of the close of the fiscal year, the District's governmental funds reported combined ending fund balances of approximately \$17.5 million, a decrease of \$2.3 million in comparison to the prior year. The major factors contributing to this decrease are described on page 7.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis serves as an introduction to the District's financial statements. The District's financial statements are comprised of three components: 1) Government-wide financial statements; 2) Fund Financial Statements; and 3) Notes to the Financial Statements. This report also contains other supplementary information in addition to the basic financial statements.

Government-wide Financial Statements – The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private sector business.

The *Statement of Net Position* presents information on all of the District's assets and deferred outflows of resources and liabilities, and deferred inflows of resources with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating. The Statement of Net Position combines and consolidates governmental funds' current financial resources (short-term spendable resources) with capital assets and long-term obligations. Other nonfinancial factors should also be taken into consideration, such as changes in the District's revenue base, to assess the overall health or financial condition of the District.

The *Statement of Activities* presents information showing how the District's net position changed during the most recent fiscal year. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

The governmental-wide financial statements include all the governmental activities of the District. The governmental activities of the District include administration, engineering/compliance, air monitoring, planning and grants. The District does not operate any business-type activities.

The District's government-wide financial statements are presented on pages 14 and 15.

OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)

Fund Financial Statements – A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The fund financial statements provide detailed information about the most significant funds, not the District as a whole. The District has one fund, the General Fund, which is a governmental fund type. The General Fund includes all of the sub-funds the District maintains, including the individual grant program funds such as AB2766, AB293, Moyer Grant Fund, General Grants, CAPP Grant Fund, and FARMER Grant Fund. Fund financial statements report essentially the same functions as those reported in the government-wide financial statements. However, unlike the government-wide financial statements, fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year.

Because the focus of the governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented in the government-wide financial statements. Both the governmental fund Balance Sheet and the governmental fund Statement of Revenues, Expenditures and Changes in Fund Balance provide a reconciliation to facilitate the comparison between governmental funds and government-wide statements. The fund financial statements can be found on pages 18 through 21 of this report.

Notes to Basic Financial Statements – The notes provide additional information that is essential to the full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 28 to 48 of this report.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

**Summary of Net Position (Rounded to the nearest \$1,000)
For the Year Ended June 30**

	2020	2019	Change
Current and other assets	\$ 21,251,000	\$ 21,857,000	\$ (606,000)
Capital assets	3,018,000	3,057,000	-39,000
Total assets	24,269,000	24,914,000	-645,000
Deferred outflow of resources	2,141,000	2,219,000	-78,000
Current and other liabilities	3,908,000	2,108,000	1,800,000
Long-term liabilities	8,645,000	8,793,000	-148,000
Total liabilities	12,553,000	10,901,000	1,652,000
Deferred inflow of resources	1,750,000	963,000	-787,000
Net investment in capital assets	3,018,000	3,057,000	-39,000
Restricted	10,835,000	13,178,000	-2,343,000
Unrestricted	-1,745,000	-965,000	-780,000
Total net position	\$ 12,108,000	\$ 15,270,000	\$ (3,162,000)

Net position may serve over time as a useful indicator of the District's financial position. At the close of the fiscal year ended June 30, 2020, the District's assets exceeded its liabilities by \$12.1 million.

GOVERNMENT–WIDE FINANCIAL ANALYSIS (Continued)

Approximately 91% of the District’s current and other assets consist of cash and investments.

Approximately \$11 million (91% of total net position) are restricted for grants and other purposes. The unrestricted portion of the District’s net position decreased by almost \$780,000 from the previous year. This decrease is primarily due to a decrease in long term debt of about \$148,000 plus an increase of current assets of about \$38,000. Restricted assets in the District’s grant funds decreased by \$2.3 million primarily due to the completion of various grant projects.

**Change in Net Position (Rounded to the nearest \$1,000)
For the Year Ended June 30**

	<u>2020</u>	<u>2019</u>	<u>Change</u>
Revenues:			
Program Revenues:			
Charges for services	\$ 4,202,000	\$ 4,047,000	\$ 155,000
Operating grants and contributions	3,285,000	3,198,000	87,000
General Revenues:			-
DMV surcharges	2,700,000	2,751,000	(51,000)
AB 923	1,350,000	1,375,000	(25,000)
City/County contributions	368,000	334,000	34,000
Investment income	439,000	393,000	46,000
Other	493,000	603,000	(110,000)
Total Revenues	<u>12,837,000</u>	<u>12,701,000</u>	<u>136,000</u>
			-
Expenses:			-
Administration	1,851,000	1,844,000	7,000
Engineering/Compliance	3,346,000	2,582,000	764,000
Air monitoring	693,000	614,000	79,000
Planning and grants	10,109,000	5,943,000	4,166,000
Total Expenses	<u>15,999,000</u>	<u>10,983,000</u>	<u>5,016,000</u>
Change in net position	(3,162,000)	1,718,000	(4,880,000)
Net position, beginning of year	15,270,000	13,552,000	1,718,000
Net position, end of year	<u>\$ 12,108,000</u>	<u>\$ 15,270,000</u>	<u>\$ (3,162,000)</u>

For Program Revenues, Charges for Services totaled approximately \$4.2 million, which is \$155,000 higher than the previous year’s total. This includes increase of \$245,000 in permit fees increased due to increase of rates by 4.5% based on CPI, an increase in civil penalties by \$113,000 primarily from asbestos and permitting violations, offset by a decrease in Cost Recovery by \$203,000. Operating grant revenues in FY 2019-20 increased by about \$87,000 as compared to the previous year primarily due to new grant funds.

For General Revenues, DMV and AB923 surcharges decreased by about 1.88% over the previous year. City and County contributions were up by \$34,000 due to an increase to the per capita rates from \$.43 to \$.47. Investment income increased only by about \$46,000 due to lower interest rates as a result of the COVID-19 pandemic.

The last General Revenue category, “Other” revenues, include CARB Subvention, rental income, off-site mitigation fees from the East Garrison housing development in Marina, and miscellaneous income. This category had a decrease of \$110,000, primarily due to few mitigation fees income from East Garrison housing development.

GOVERNMENT–WIDE FINANCIAL ANALYSIS (Continued)

Expenses for the year totaled \$16 million, an increase of about \$5 million as compared to the previous year. Contributing factors for the change include several new state grant programs, an increase in pension expense, offset by a decrease in OPEB expense.

Administration Division expenses were down in total by about \$7,000 primarily due reduction in wages due as a result of retirements offset by increase in retirement contributions to legal expenses not incurred from lawsuits. Engineering and Compliance Divisions’ expenses increased by \$764,000, primarily due to salary and benefits increases, and professional services for implementation of new permit database and document management system, and allocations of depreciation expenses and changes in compensated absences balance.

Air Monitoring expenses were \$79,000 higher than the previous year primarily due to allocations of depreciation expenses and pension liability increase. Planning Division expenses were higher by about \$4.2 million primarily due to an increase in Moyer, CAPP and FARMER grant program expenditures.

AB 2766 grants decreased by \$187,000, electric vehicle rebates totaled approximately \$330,000 as compared to \$400,000 in FY 2018-19. AB 923 grant reimbursements were \$2.2 as compared to \$37,000 in FY 2018-19 due to completion of several large projects. For the Carl Moyer grant program, grant reimbursements increased by about \$235,000 as compared to the prior year. The CAPP grant program had its first grant expenses totaling \$466,000. The FARMER grant program expenses increased by \$1.1 million. Grant program expenditures fluctuate from year to year due to the timing of the completion of grant projects.

Overall, the District’s net position increased by \$3 million bringing the net position to \$12.1 million as of June 30, 2020.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

The book value of the District’s investment in capital assets was \$3,018,000 (net of accumulated depreciation of \$4.9 million) as of June 30, 2020. This investment in capital assets includes land, buildings, laboratory equipment, air monitoring stations, computer and office equipment, and vehicles.

In FY 2019-20, there was a \$39,000 net decrease in capital assets consisting of:

Capital purchases	\$ 191,000
Depreciation, net of retired assets	<u>(230,000)</u>
Total	<u>\$ (39,000)</u>

Capital purchases for the year included \$112,000 for exterior painting of the District office, \$54,000 for permit database and document management software licenses, and \$25,000 for vehicle replacement for compliance division.

Additional information regarding the capital assets can be found in Note 3 in the “Notes to Basic Financial Statements,” pages 35.

CAPITAL ASSETS AND DEBT ADMINISTRATION (Continued)

Long Term Liabilities

At June 30, 2020, the District had total long term liabilities of \$8,645,000, consisting of Pension Liability, Compensated Absences (accrued leave) and Other Post-Employment Benefits (OPEB) liabilities.

The District's net pension liability increased by \$753,000 to \$8,007,000 due to increase in the proportionate share of the net pension liability. OPEB liabilities decreased by about \$967,000, net of a \$100,000 deposit to the District's Other Post-Employment Benefits (OPEB) trust account to fund future health benefits for retirees. The OPEB liability reflects the District's third year of implementing GASB 75 (*"Accounting and Financial Reporting for Postemployment Benefits Other Than Pension"*) which is intended to improve accounting and financial reporting by state and local governments for postemployment benefits other than pensions. The District's other liability, Compensated Absences, increased by \$67,000.

Details of the long term liability balances are found on pages 36-47, Note 4, 6, and 7 of the "Notes to Basic Financial Statements."

FINANCIAL ANALYSIS OF THE GOVERNMENT FUNDS

The focus of the District's governmental fund is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the District's financing requirements.

The General Fund balance at June 30, 2020 was \$17,530,000, an decrease of approximately \$2,384,000 from the prior year. The decrease was primarily due to the net of the following factors:

- Increase to the General Fund of approximately \$412,000 as compared to a budgeted deficit of \$126,000. Overall revenues were less than budget by about \$65,000 with the largest positive variances in Asbestos and Civil Penalties. The largest negative budget variance for revenues was the \$127,000 in State funded Community Air Protection program funding. This variance resulted from a timing issue, as the funds were received after the fiscal year end. Significant expenditures included: a) \$191,000 in fixed assets expenditures, b) \$408,000 in professional services and \$34,000 in legal expenses, c) \$100,000 for a deposit to the District's OPEB liability trust account.
- The AB2766 Grant program funds paid out of approximately \$1,179,000 of grant project reimbursements and \$330,000 for electric vehicle incentives. DMV \$4.00 fees received from the State totaled \$2,700,000, an decrease of approximately \$51,000 from the previous year. Other expenditures were about \$278,000 under budget.
- Decrease to the AB923 Grant program funds of approximately \$2,300,000. DMV \$2.00 fees received from the State totaled \$1,350,000, an decrease of approximately \$25,000 from the previous year. AB923 grant expenditures were about \$2,233,000 as compared to budget of \$1.75 million due to timing of grant project reimbursements. About \$1,600,000 was spent of the \$1,900,000 set aside for the District's electric vehicle infrastructure program which is intended to increase the number of charging stations in the Monterey, Santa Cruz, and San Benito counties. This variance is due to a timing issue as the projects are still in progress.
- Decrease to the Moyer Grant program funds of approximately \$302,000. funding. Funds received for grant projects totaled approximately \$608,000 as compared to budget of \$1,083,000. Grant expenditures were about \$1,452,000 as compared to the budget of \$1,382,000.
- Decrease to the General Grant fund of \$18,000. Revenues from offsite mitigation fees for the East Garrison Specific Plan Project in Marina (Monterey County) totaled \$165,000, as compared to the budget of \$280,000. Grant expenditures of \$212,000 were made for agricultural pump replacement and purchasing low emission school buses.

- The Community Air Protection Program (CAPP) Grant from The California Air Resources Board received \$485,000. Grant expenditures of \$466,000 were made for agricultural equipment to help reduce emissions in disadvantaged and low income communities.
- The Funding Agricultural Replacement Measures for Emission Reduction (FARMER) Grant received funds of fund of \$1,727,000. Grant expenditures of \$1,678,000 were made for replacement of agricultural harvesting equipment, heavy-duty trucks, agricultural pump engines, tractors, and other equipment used in agricultural operations to help reduce criteria, toxic and greenhouse gas emissions.

BUDGETARY HIGHLIGHTS

Revenues

The actual revenues total of \$12,837,000 compared to a final budget of \$14,077,000. The categories with the largest favorable budget variances were:

- Permit fees, about \$245,000 higher than previous year.
- Interest income, about \$156,000 higher than budget
- Civil Penalties were about \$114,000 higher than budget

The categories with the largest unfavorable budget variances included:

- DMV Surcharges, about \$76,000 lower than budget
- Off-site mitigation fees, about \$100,000 lower than budget
- Other Grant Revenues (CEC grant), about \$28,000 lower than budget
- Carl Moyer grant program revenues, about \$475,000 lower than budget
- Federal and State Grants were \$1,686,000 lower than budget

Expenditures

Actual expenditures for the year totaled \$16,000,000 as compared to a budget of \$19,000,00. The primary reason for the significant budget variance is a timing difference for grant expenditures. The grants expenditures budget is based on the maximum amount to be reimbursed for all outstanding grant commitments. For example, \$3.9 million was budgeted for AB2766 expenditures for new grants and unspent grants carried forward from previous years. Out of this total, actual payments to grantees totaled about \$1.2 million, resulting in a budget variance of \$2.7 million. Similar timing issues existed for the General Grant Fund with a budget of \$1 million but actual payments were only \$211,663.

Other notable expenditure budget variances included a \$250,000 positive variance for fixed assets due to the COVID-19 and the District suspending all fixed asset purchases. and a \$86,000 positive variance for salaries and benefits due to unfilled positions as a result of employee departures.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES

The FY 2020-21 new budget was prepared with the assumption that operating revenues would be about \$503,000 less than the previous year, primarily due to no fee increases to permit fees due to the COVID-19 pandemic and a reduction in State grant administrative revenues.

The operating budget includes State revenues of approximately \$430,000 for administrative expenses for the Moyer, CAPP and FARMER grants. The budget assumes a staffing level of 29 employees. Salaries and benefit costs are budgeted at \$4.5 million which is a decrease of about \$196,000 primarily due to two vacant positions due to the hiring freeze. Fixed asset purchases of \$86,800 are projected for licenses for data base permitting program and the document management.

In FY 2020-21, the revised General Fund budget is projected to have a \$(88,726) net deficit. The projected budget deficit will be covered by the use of General Fund reserves, including the use of the Other Post Employment Benefits (OPEB) liability reserve to make a \$75,000 deposit to the District's OPEB trust. The OPEB reserve had a balance of \$75,000 as of June 30, 2020.

For non-operating budget revenues (grant program revenues), the FY 2020-21 budget is lower than the previous year budget by about \$1,159,000 due to reduction in grant awards. The new budget includes State funded grant programs: Moyer, the Community Air Protection Program (CAPP) and the Funding Agricultural Replacement Measures for Emission Reductions (FARMER). The CAPP grant program is focused on reducing air pollution in disadvantaged and low income areas. The FARMER grant program is intended to fund agricultural equipment replacements to reduce emissions.

The District's June 30, 2020 General Fund reserve balance was \$7.2 million with \$1.7 million designated for special purposes and \$5.4 million as unassigned. This level of reserves will help offset potential revenue losses and/or increased expenditures. A portion of the reserves, \$75,000, is designated to fund trust accounts to reduce the District's OPEB and pension obligations. Future financial challenges include additional potential loss of permit fee revenues from major sources, possible decreases to EPA grant funding and State grants, and increases to retirement and health benefit costs. To minimize the effect of these factors, the District strives each year to make efficiency improvements to lower costs and seeks to maximize its limited revenue sources to cover expenses.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the District's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Monterey Bay Air Resources District, Attn: Administrative Services Manager, 24580 Silver Cloud Court, Monterey, California 93940 or via email at rosales@mbard.org.

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BASIC FINANCIAL STATEMENTS

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GOVERNMENT-WIDE FINANCIAL STATEMENTS

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Monterey Bay Unified Air Pollution Control District
dba Monterey Bay Air Resources District
Statement of Net Position
June 30, 2020

ASSETS	
Current assets:	
Cash and investments	\$ 19,491,772
Restricted cash and investments	501,044
Receivables:	
Account receivables, net	419,243
Interest receivables	86,739
DMV fees receivable	717,528
Other receivables	7,637
Prepaid expenses	26,985
Total current assets	<u>21,250,948</u>
Noncurrent assets:	
Capital assets:	
Non-depreciable	271,707
Depreciable, net	2,746,707
Total capital assets, net	<u>3,018,414</u>
Total noncurrent assets	<u>3,018,414</u>
Total assets	<u>24,269,362</u>
DEFERRED OUTFLOWS OF RESOURCES	
Deferred outflows of resources - pension	1,993,474
Deferred outflows of resources - OPEB	147,663
Total deferred outflows of resources	<u>2,141,137</u>
LIABILITIES	
Current liabilities:	
Accounts payable and accrued liabilities	609,180
Unearned revenue	3,112,185
Compensated absences - due in one year	186,283
Total current liabilities	<u>3,907,648</u>
Noncurrent liabilities:	
Compensated absences - due in more than one year	256,989
Net OPEB liability	381,593
Net pension liability	8,006,580
Total noncurrent liabilities	<u>8,645,162</u>
Total liabilities	<u>12,552,810</u>
DEFERRED INFLOWS OF RESOURCES	
Deferred inflows of resources - pension	947,259
Deferred inflows of resources - OPEB	802,778
Total deferred inflows of resources	<u>1,750,037</u>
NET POSITION	
Investment in capital assets	3,018,414
Restricted	10,834,551
Unrestricted	(1,745,313)
Net position	<u>\$ 12,107,652</u>

See accompanying Notes to Basic Financial Statements.

Monterey Bay Unified Air Pollution Control District
dba Monterey Bay Air Resources District
Statement of Activities
For the year ended June 30, 2020

	Expenses	Program Revenues			Net
		Charges for Services	Operating Grants and Contributions	Total	(Expense) Revenue and Changes in Net Position
					Governmental Activities
Governmental activities					
Administration	\$ 1,850,584	\$ 129	\$ 20,508	\$ 20,637	\$ (1,829,947)
Engineering/Compliance	3,345,850	4,101,986	319,982	4,421,968	1,076,118
Air monitoring	693,489	100,335	1,150,709	1,251,044	557,555
Planning and grants	10,109,170	-	1,793,599	1,793,599	(8,315,571)
Total governmental activities	\$ 15,999,093	\$ 4,202,450	\$ 3,284,798	\$ 7,487,248	(8,511,845)
General Revenues:					
					DMV surcharges 2,699,483
					AB 923 1,349,741
					City/County contribution 367,813
					Investment Income 439,339
					Other 493,390
					Total general revenues 5,349,766
					Change in net position (3,162,079)
					Net position - beginning of year 15,269,731
					Net position - end of year \$ 12,107,652

See accompanying Notes to Basic Financial Statements.

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FUND FINANCIAL STATEMENTS

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Monterey Bay Unified Air Pollution Control District
dba Monterey Bay Air Resources District
Balance Sheet - General Fund
June 30, 2020

	General
ASSETS	
Cash and investments	\$ 19,491,772
Restricted cash and investments	501,044
Receivables:	
Account receivables, net	419,243
Interest receivables	86,739
DMV fees receivable	717,528
Other receivables	7,637
Prepaid items	26,985
Total assets	\$ 21,250,948
LIABILITIES AND FUND BALANCES	
Liabilities:	
Accounts payable	\$ 428,717
Accrued liabilities	180,463
Unearned revenue	3,112,185
Total liabilities	3,721,365
Fund Balances:	
Nonspendable	26,985
Restricted:	
AB2766	6,176,175
Moyer	184,875
AB923	2,781,449
General grants	1,191,008
Pension funding	501,044
Committed:	
Economic uncertainty	1,604,750
Building and facilities	100,000
OPEB funding	75,000
Unassigned	4,888,297
Total fund balances	17,529,583
Total liabilities and fund balances	\$ 21,250,948

See accompanying Notes to Basic Financial Statements.

**Monterey Bay Unified Air Pollution Control District
 dba Monterey Bay Air Resources District
 Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Position
 For the year ended June 30, 2020**

Fund Balances of General Funds \$ 17,529,583

Amounts reported for governmental activities in the Statement of Net Position are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds. 3,018,414

Employer contributions for pension and OPEB paid after the measurement date and prior to the reporting date were recorded as expenditures in the governmental funds. However, in the Government-Wide Financial Statement these contributions are deferred. 904,387

In the Government-Wide Financial Statements, certain differences between actuarial amounts and actual results for pension and OPEB are deferred and amortized over a period of time, however these differences do not impact the Governmental Funds Balance Sheet:

Deferred outflows of resources - pension	1,236,750
Deferred inflows of resources - pension	(947,259)
Deferred inflows of resources - OPEB	(802,778)

Long-term liabilities are not due and payable in the current period and therefore they are not reported in the funds.

Compensated absences - due within one year	(186,283)
Compensated absences - due in more than one year	(256,989)
Net OPEB obligation	(381,593)
Net pension liability	(8,006,580)

Net Position of Governmental Activities \$ 12,107,652

Monterey Bay Unified Air Pollution Control District
dba Monterey Bay Air Resources District
Statement of Revenues, Expenditures and Changes in Fund Balances
For the year ended June 30, 2020

	General
REVENUES:	
DMV surcharges	\$ 4,049,224
Grants	3,055,071
Licenses and permits	3,400,449
Fines and fees	648,555
Investment earnings	439,339
Other revenues	1,244,375
Total revenues	12,837,013
EXPENDITURES:	
Current	
Administration	1,554,928
Engineering/Compliance	2,898,805
Air monitoring	592,331
Planning and grants	9,983,455
Capital outlay	191,474
Total expenditures	15,220,993
Net change in fund balances	(2,383,980)
FUND BALANCES:	
Beginning of year	19,913,563
End of year	\$ 17,529,583

See accompanying Notes to Basic Financial Statements.

**Monterey Bay Unified Air Pollution Control District
 dba Monterey Bay Air Resources District
 Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund
 Balances of Governmental Funds to the Statement of Activities
 For the year ended June 30, 2020**

Net Change in Fund Balances \$ (2,383,980)

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlay as expenditures. In the statement of activities, however, the cost of those assets is allocated over their estimated useful lives as depreciation expense. In the current period these amounts are:

Capital outlay	191,474
Current year depreciation	(229,671)

Employer contributions for pension paid after the measurement date and prior to the reporting date were recorded as expenditures in the governmental funds. However, in the Government-Wide Financial Statement these contributions are deferred.	904,387
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Pension expense is recorded as incurred in the Government-Wide Statement of Activities, however pension expense is not recognized in the governmental funds.	(1,561,938)
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OPEB expense is recorded as incurred in the Government-Wide Statement of Activities, however OPEB expense is not recognized in the governmental funds.	7,055
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Some expenses reported in the Statement of Activities do not require the use of current financial resources and therefore are not reported as expenditures in Governmental Funds. In the current period these amounts are:

Compensated absences	(89,406)
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Change in Net Position of Governmental Activities	\$ (3,162,079)
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See accompanying Notes to Basic Financial Statements.

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FIDUCIARY FUND FINANCIAL STATEMENTS

OPEB Trust Fund

Retirement Employees Health Care Plan Fund accounts for contributions made to the District's established IRC section 115 irrevocable trust fund with PARS (Public Agency Retirement Services) created as part of the District's OPEB (other post employment benefits) funding policy.

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Monterey Bay Unified Air Pollution Control District
dba Monterey Bay Air Resources District
Statement of Fiduciary Net Position
Fiduciary Fund - OPEB Trust Fund
June 30, 2020

	Retired Employees Health Care Plan
ASSETS	
Investments at fair value:	
U.S. Bank Public Agencies Retirement Services Pool	\$ 946,259
Total assets	<u>946,259</u>
NET POSITION	
Held in trust restricted for other postemployment benefits	<u>946,259</u>
Total net position	<u><u>\$ 946,259</u></u>

See accompanying Notes to Basic Financial Statements.

**Monterey Bay Unified Air Pollution Control District
 dba Monterey Bay Air Resources District
 Statement of Changes in Fiduciary Net Position
 Fiduciary Fund - OPEB Trust Fund
 For the year ended June 30, 2020**

	Retired Employees Health Care Plan
	<u>Plan</u>
ADDITIONS:	
Contributions:	
Employer	100,000
Investment Income:	
Net appreciation in fair value of investments	25,299
Total additions	<u>125,299</u>
DEDUCTIONS:	
Investment fees	4,408
Total Deductions	<u>4,408</u>
Change in net position	120,891
NET POSITION:	
Beginning of year	825,368
End of year	<u>\$ 946,259</u>

See accompanying Notes to Basic Financial Statements.

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NOTES TO BASIC FINANCIAL STATEMENTS

Monterey Bay Unified Air Pollution Control District
dba Monterey Bay Air Resources District
Notes to Basic Financial Statements
For the year ended June 30, 2020

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of Reporting Entity

The Monterey Bay Unified Air Pollution Control District (the District) was created in 1974, by a district agreement between the Counties of Monterey, Santa Cruz and San Benito. The District shares responsibility with the California Air Resources Board for ensuring that all state and federal air quality standards are achieved and maintained within the North Central Coast Air Basin.

B. Basis of Presentation and Accounting/Measurement Focus

The basic financial statements include both government-wide and fund financial statements. The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the activities of the District. Separate fund based financial statements are provided for governmental funds. The District has no proprietary funds.

The government-wide focus is more on the sustainability of the District as an entity and the change in aggregate financial position resulting from the activities of the fiscal period. The focus of the fund financial statements is on the District's General Fund, its sole major governmental fund. Each presentation provides valuable information that can be analyzed and compared to enhance the usefulness of the information.

Measurement Focus and Basis of Accounting – The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenue to be available if they are collected within 60 days of year end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures as well as expenditures related to compensated absences and claims and judgments, are recognized only when payment is due. Capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt are reported as other financing sources.

Fees, fines, charges for services, operating grants, and interest are recognized under the susceptible to accrual concept. In applying the susceptible to accrual concept to intergovernmental revenues, the legal and contractual requirements of the numerous individual programs are used as guidance.

Monterey Bay Unified Air Pollution Control District
dba Monterey Bay Air Resources District
Notes to Basic Financial Statements
For the year ended June 30, 2020

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

B. Basis of Accounting/Measurement Focus, Continued

There are, however, essentially two types of these revenues. In one, monies must be expended for the specific purpose or project before any amounts will be paid to the District; therefore, revenues are recognized based upon the expenditures recorded. In the other, monies are virtually unrestricted as to purpose of expenditure and are usually revocable only for failure to comply with prescribed compliance requirements. These resources are reflected as revenues at the time of receipt or earlier if the susceptible to accrual criteria are met.

The District's major governmental fund, the General Fund, accounts for the District's primary services, Administration, Engineering/Compliance, Air Monitoring and Planning and grants.

C. Cash and Investments

Pooled cash and investment accounts, which essentially operate as demand deposit accounts, are maintained by the Monterey County Treasurer's Office. Available cash balances are controlled and invested by the County Treasurer in pooled investment funds in order to provide safety, liquidity and high investment returns for all funds. Interest earnings from these funds are generally credited to the District's account on a quarterly basis. The investments are stated at the fair value, which equates cost.

The Monterey County Treasurer's investment policy is in compliance with Section 53601 of the Government Code of the State of California, which permits investments in certain securities and participation in certain investment trading techniques or strategies.

The District also has cash held with a banking institution for accounts payable and payroll purposes.

D. Receivables and Deferred Inflows of Resources

Receivables are amounts due representing revenues earned or accrued in the current period. Receivables which have not been remitted within 60 days subsequent to year end are offset by deferred inflows of resources, and accordingly have not been recorded as revenue in the governmental fund.

All receivables that historically experience uncollectible accounts are shown net of an allowance for doubtful accounts. The allowance is based on an assessment of the current status of individual accounts. At June 30, 2020, the allowance was estimated to be \$35,371.

Monterey Bay Unified Air Pollution Control District
dba Monterey Bay Air Resources District
Notes to Basic Financial Statements
For the year ended June 30, 2020

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

E. Capital Assets

Property, facilities and equipment purchased or acquired is carried at historical cost. Contributed fixed assets are recorded at estimated fair market value at the time received. Capital assets are defined by the District as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Buildings and improvements	15 – 20 Years
Office furniture and equipment	3 – 5 Years
Shop, monitoring and lab equipment	5 – 7 Years
Vehicles	5 Years

F. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

G. Compensated Absences

Unused annual leave may be accumulated up to 600 hours for management and unused vacation leave may be accumulated up to 300 hours for other employees and is paid at the time of termination from District employment. Unused sick leave may be accumulated and is only paid to employees upon termination by death or retirement from the District through the Public Employees' Retirement System. Eligible employees are paid an amount equal to the sick leave accrued, up to 1,500 hours, at thirty percent of their hourly rate. Compensated absences are accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

H. Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities.

Monterey Bay Unified Air Pollution Control District
dba Monterey Bay Air Resources District
Notes to Basic Financial Statements
For the year ended June 30, 2020

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

I. Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the District's California Public Employees' Retirement System (CalPERS) plan and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value. For this report, the following timeframes are used:

Valuation Date	June 30, 2018
Measurement Date	June 30, 2019
Measurement Period	July 1, 2018 to June 30, 2019

J. Other Postemployment Benefits (OPEB)

For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the Authority's plan (OPEB Plan) and additions to/deductions from the OPEB Plan's fiduciary net position have been determined on the same basis. For this purpose, benefit payments are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value. Generally accepted accounting principles require that the reported results must pertain to liability and asset information within certain defined timeframes. For this report, the following timeframes are used:

Valuation Date	June 30, 2019
Measurement Date	June 30, 2019
Measurement Period	July 1, 2018 to June 30, 2019

K. Net Position

The Statement of Net Position presents the District's assets and liabilities, with the difference reported as net position. Net position is reported in three categories.

Net investment in capital assets consists of capital assets, net of accumulated depreciation and reduced by outstanding balances for bonds, notes and other debt attributable to the acquisition, construction, or improvement of those assets.

Restricted results when constraints placed on net position use is either externally imposed or imposed by law through constitutional provisions or enabling legislation.

Unrestricted consists of net position not meeting the definition of the two preceding categories. Unrestricted net position often has constraints on resources imposed by management which can be removed or modified.

**Monterey Bay Unified Air Pollution Control District
dba Monterey Bay Air Resources District
Notes to Basic Financial Statements
For the year ended June 30, 2020**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

L. Fund Balances

Fund balance classifications are based primarily on the extent to which the District is bound to honor constraints on the use of the resources reported in each governmental fund.

In the Fund financial statements, fund balance consists of non-spendable fund balances, which includes amounts that cannot be spent because they are not in spendable form, or they are legally or contractually required to be maintained intact. Restricted fund balances are amounts restricted to specific purposes. Committed fund balances are amounts that can only be used for specific purposes as pursuant to official action by the Board prior to the end of the reporting period. Unassigned fund balances represent fund balances that have not been assigned to other funds and have not been restricted or committed to specific purposes within the general fund.

When restricted and other fund balance resources are available for use, it is the District's policy to use restricted resources first, followed by committed and unassigned amounts, respectively.

M. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported. Actual results could differ from those estimates.

N. New Pronouncements

The District did not adopt any new accounting pronouncements during the fiscal year.

**Monterey Bay Unified Air Pollution Control District
dba Monterey Bay Air Resources District**
Notes to Basic Financial Statements
For the year ended June 30, 2020

2. CASH AND INVESTMENTS

The District maintains cash and investments as summarized below:

Cash on hand	\$ 500
Deposits with financial institutions	701,455
Total Cash	<u>701,955</u>
Investment with Monterey County Investment Pool	18,789,817
Total Unrestricted Cash and Investments	<u>19,491,772</u>
Restricted cash and investments	501,044
Total District Cash and Investments	<u>\$ 19,992,816</u>
Investments held in trust for other postemployment benefits	<u>\$ 946,259</u>

A. Cash with Banking Institutions

The carrying amount of the District’s cash deposit with financial institutions was \$701,455. Bank balances before reconciling items were a positive amount of \$371,325 at June 30, 2020. The District has waived the collateral requirements for cash deposits, which are fully insured up to \$250,000 by the Federal Deposit Insurance Corporation. The remaining amount was collateralized with securities held by the pledging financial institutions in the District’s name.

The California Government Code (Code) requires California banks and savings and loan associates to secure the District’s cash deposit by pledging securities as collateral. The Code states that the collateral pledged in this manner shall have the effect of perfecting a security interest in such collateral superior to those of a general creditor. Thus, collateral for cash deposits is considered to be held in the District’s name.

The market value of pledged securities must equal at least 110% of the District’s cash deposits. California law allows institutions to secure District deposits by pledging first trust deed mortgage notes having a value of 140% of the District’s total cash deposits.

B. Investment with Monterey County Investment Pool

\$18,789,817 at June 30, 2020 is part of the common investment pool of the Monterey County Investment Pool. It is the policy of the Treasurer-Tax Collector of Monterey County to invest public funds in a manner which provides for the safety of the funds on deposit, the cash flow demands, or liquidity needs of the treasury pool participants, and the highest possible yield after first considering the first two objectives of safety and liquidity. In addition, it is the Treasurer-Tax Collectors’ policy to invest all funds in strict conformance with all state statutes governing the investment of public monies.

Monterey Bay Unified Air Pollution Control District
dba Monterey Bay Air Resources District
Notes to Basic Financial Statements
For the year ended June 30, 2020

2. CASH AND INVESTMENTS, Continued

B. Investment with Monterey County Investment Pool, Continued

Investments are measured at fair value on a recurring basis. *Recurring* fair value measurements, are those that Governmental Accounting Standards Board (GASB) Statements require or permit in the statement of net position at the end of each reporting period. Fair value measurements are categorized based on the valuation inputs used to measure an asset's fair value: Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. The District's investments in the County pool are not subject to levelling.

C. Investments held in Trust for Other Postemployment Benefits

The District established an irrevocable Section 115 OPEB Trust with Public Agency Retirement Services (PARS). As of June 30, 2020, the trust had a balance of \$946,259. PARS' policy for allocation of invested assets is established and may be amended by the PARS Board of Trustees through a majority vote. It is the policy of the Board to pursue an investment strategy that reduces risk through prudent diversification of the portfolio across a broad selection of specific asset classes. The investment policy has a long-term focus. It discourages both major shifts of asset class allocations over a short time span, and except for liquidity purposes, the use of cash equivalents. The following was the PARS' Board's adopted asset allocation policy as of June 30, 2020:

Asset Class	Target Allocation
Global Equity	30.00%
Global Fixed Income	65.00%
Liquidity	5.00%
Total	100%

PARS held no investments in any one organization that represented 5% or more of fiduciary net position.

Rate of return: For the year ended June 30, 2020, the annual money-weighted rate of return on investments, net of investment expenses, was 5.70%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

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3. CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2020 was as follows:

	Balance				Balance
	June 30, 2019	Increases	Decreases	Reclassifications	June 30, 2020
Non-depreciable assets:					
Construction in progress	\$ 22,426	\$ 112,097	\$ -	\$ (134,523)	\$ -
Land	271,707	-	-	-	271,707
Total non-depreciable assets	294,133	112,097	-	(134,523)	271,707
Depreciable assets:					
Buildings and improvements	6,049,902	-	-	125,847	6,175,749
Office furniture and equipment	591,624	54,336	-	8,676	654,636
Equipment	490,635	-	-	-	490,635
Vehicle	507,642	25,041	-	-	532,683
Total depreciable assets	7,639,803	79,377	-	134,523	7,853,703
Less accumulated depreciation:					
Buildings and improvements	3,709,750	140,022	-	-	3,849,772
Office furniture and equipment	370,537	41,690	-	-	412,227
Equipment	432,060	7,211	-	-	439,271
Vehicle	364,978	40,748	-	-	405,726
Total accumulated depreciation	4,877,325	229,671	-	-	5,106,996
Total depreciable assets, net	2,762,478	(150,294)	-	134,523	2,746,707
Total capital assets	\$ 3,056,611	\$ (38,197)	\$ -	\$ -	\$ 3,018,414

Depreciation expense was charged to functions/programs of the primary government as follows:

Administration	\$ 157,125
Engineering and Compliance	52,700
Planning/ Air Monitoring	19,846
Total depreciation expense	\$ 229,671

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Notes to Basic Financial Statements
For the year ended June 30, 2020

4. LONG-TERM LIABILITIES

Long-term liability balances and transactions for the year ended June 30, 2020 are as follows:

	Balance				Due Within	Due More
	June 30, 2019	Additions	Reductions	June 30, 2020	One Year	Than
						One Year
Other Liabilities						
Compensated absences	\$ 353,865	\$ 195,821	\$ (106,414)	\$ 443,272	\$ 186,283	\$ 256,989
Total	\$ 353,865	\$ 195,821	\$ (106,414)	\$ 443,272	\$ 186,283	\$ 256,989

5. DEFERRED COMPENSATION PLAN

The District offers a deferred compensation plan for its eligible employees wherein amounts earned by the employee are paid at a future date. All full-time, regular, salaried employees are permitted to participate in the Plan beginning on the first day of the month following their hire date. The employee may elect to make contributions up to the limits established by the Internal Revenue Service for this type of plan. The employees become 100% vested in their own contributions from the first date of participation.

The Plan was originally established in conformity with Section 457 of the Internal Revenue Code which prevented governments from placing plan assets in a trust for the benefit of participants. Consequently, the participating employees' assets were potentially at risk of loss by claims of the District's general creditors. In 1996, Congress amended Section 457 by requiring governments to place plan assets in a trust for the exclusive benefit of participants and their beneficiaries thus protecting the Plan assets from the District's general creditors.

The District has complied with the amended Section 457 requirements. Governmental Accounting Standards Board Statement (GASB) No. 32 states that if a fiduciary relationship no longer exists between the governmental entity and the Section 457 deferred compensation plan, the governmental entity should not report the assets of the plan in its financial statements.

The District believes that, since it does not provide investment advice or administer the Plan, it does not maintain a fiduciary relationship with the plan. Therefore, the District does not report the Plan assets in its financial statements.

**Monterey Bay Unified Air Pollution Control District
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 Notes to Basic Financial Statements
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6. PENSION PLAN

General Information about the Pension Plan

A. Plan Description

All qualified permanent and probationary employees are eligible to participate in the Public Agency Cost-Sharing Multiple-Employer Defined Benefit Pension Plans (Plan) administered by the California Public Employees’ Retirement System (CalPERS). The Plan consists of individual rate plans (benefit tiers) within a safety risk pool (police and fire) and a miscellaneous risk pool (all other). Plan assets may be used to pay benefits for any employer rate plan of the safety and miscellaneous pools. Accordingly, rate plans within the safety or miscellaneous pools are not separate plans under GASB Statement No. 68. Individual employers may sponsor more than one rate plan in the miscellaneous or safety risk pools. The District sponsors two miscellaneous rate plans. Benefit provisions under the Plan are established by State statute and District resolution. CalPERS issues publicly available reports that include a full description of the pension plan regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

B. Benefits Provided

CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each rate plan are applied as specified by the Public Employees’ Retirement Law.

The rate plan provisions and benefits in effect at June 30, 2020, are summarized as follows:

Hire Date	Miscellaneous	
	Prior to January 1, 2013	On or after January 1, 2013
Benefit vesting schedule	5 years service	5 years service
Benefit payment	Monthly for life	Monthly for life
Retirement age	50-55	52-67
Monthly benefits, as a % of annual salary	2% to 2.7%	1% to 2.5%
Required employee contribution rates	7.000%	6.250%
Required employer contribution rates	10.221%	6.985%
Required unfunded liability payment	\$ 474,327	\$ 774

**Monterey Bay Unified Air Pollution Control District
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 Notes to Basic Financial Statements
 For the year ended June 30, 2020**

6. PENSION PLAN, Continued

B. Benefits Provided, Continued

Section 20814(c) of the California Public Employees’ Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for the Plan is determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

C. Contributions

The District’s contributions to the Plan for the measurement period ended June 30, 2019 were \$657,439.

D. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

As of June 30, 2020, the District reported net pension liability for its proportionate share of the net pension liability of the Plan was \$8,006,580.

The District’s net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plan is measured as of June 30, 2019, and the total pension liability for the Plan used to calculate the net pension liability was determined by actuarial valuations as of June 30, 2018 rolled forward to June 30, 2019 using standard update procedures. The District’s proportionate share of the net pension liability was based on the District’s plan liability and asset-related information where available, and proportional allocations of plan amounts as of the valuation date where not available.

The District’s proportionate share of the net pension liability for the Plan as of measurement dates June 30, 2018 and 2019 were as follows:

Proportion - June 30, 2017	0.07527%
Proportion - June 30, 2018	0.07814%
Change - Increase (Decrease)	<u>0.00287%</u>

**Monterey Bay Unified Air Pollution Control District
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Notes to Basic Financial Statements
For the year ended June 30, 2020

6. PENSION PLAN, Continued

D. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions, Continued

For the year ended June 30, 2020, the District recognized pension expense of \$1,561,938. Pension expense is allocated to the functions based on full time equivalents. At June 30, 2020, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$ 756,724	\$ -
Differences between expected and actual experience	556,091	43,086
Changes of assumptions	381,791	135,342
Changes in employer's proportion	298,868	18,024
Differences between the employer's contribution and the employer's proportionate share of contributions	-	610,827
Net differences between projected and actual earnings on plan investments	-	139,980
Total	\$ 1,993,474	\$ 947,259

\$756,724 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year Ending June 30:	
2020	382,621
2021	(149,947)
2022	28,532
2023	28,285

**Monterey Bay Unified Air Pollution Control District
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Notes to Basic Financial Statements
For the year ended June 30, 2020

6. PENSION PLAN, Continued

E. Actuarial Assumptions

The total pension liabilities in the June 30, 2018 actuarial valuations were determined using the following actuarial assumptions:

	<u>Miscellaneous</u>
Valuation Date	June 30, 2018
Measurement Date	June 30, 2019
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate	7.15%
Inflation	2.50%
Projected Salary Increase	Varies by entry age and service
Investment Rate of Return ⁽¹⁾	7.15%
Mortality	Based on CalPERS specific Data, using Society of Actuaries Scale BB

(1) Net of pension plan administrative expenses.

The mortality table used was developed based on CalPERS-specific data. The table includes 15 years of mortality improvements using Society of Actuaries Scale 90% of scale MP 2016. For more details on this table, please refer to the December 2017 experience study report (based on CalPERS demographic data from 1997 to 2015) that can be found on the CalPERS website.

F. Discount Rate

The discount rate used to measure the total pension liability was 7.15% for each Plan. To determine whether the municipal bond rate should be used in the calculation of a discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current 7.15 percent discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long term expected discount rate of 7.15 percent will be applied to all plans in the Public Employees Retirement Fund (PERF). The stress test results are presented in a detailed report that can be obtained from the CalPERS website.

Monterey Bay Unified Air Pollution Control District
dba Monterey Bay Air Resources District
Notes to Basic Financial Statements
For the year ended June 30, 2020

6. PENSION PLAN, Continued

F. Discount Rate, Continued

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The table below reflects the long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

Asset Class	New Strategic Allocation	Real Return Years 1 - 10 ^(a)	Real Return Years 11+ ^(b)
Global Equity	50.00%	4.80%	5.98%
Global Fixed Income	28.00%	1.00%	2.62%
Inflation Sensitive	0.00%	0.77%	1.81%
Private Equity	8.00%	6.30%	7.23%
Real Estate	13.00%	3.75%	4.93%
Liquidity	1.00%	0.00%	-0.92%
Total	100%		

(a) An expected inflation of 2.00% used for this period.

(b) An expected inflation of 2.92% used for this period.

Monterey Bay Unified Air Pollution Control District
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Notes to Basic Financial Statements
For the year ended June 30, 2020

6. PENSION PLAN, Continued

G. Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the District's proportionate share of the net pension liability for the Plan, calculated using the discount rate for the Plan, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

1% Decrease - 6.15%		
Net Pension Liability (Asset)	\$	12,603,995
Current Discount Rate - 7.15%		
Net Pension Liability (Asset)	\$	8,006,580
1% Increase - 8.15%		
Net Pension Liability (Asset)	\$	4,211,738

H. Pension Plan Fiduciary Net Position

Detailed information about the plan fiduciary net position is available in the separately issued CalPERS financial reports.

Payable to the Pension Plan

At June 30, 2020, the District reported a payable of \$0 for outstanding amount of contributions to the pension plan required for the year ended June 30, 2020.

7. POST EMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB)

A. Plan Description

The District has contracted with the Public Employees Retirement System (PERS) under the PERS Care Health Plan to provide benefits of the Meyers-Geddes State Employees' Medical and Hospital Care Act per Government Code Section 22850. The Plan provides for continuation of medical insurance benefits for certain retirees or annuitants and their dependents. The Plan can be amended by action of the District Board on passing a Resolution. As of June 30, 2019, the Plan had 30 active members and 13 retirees.

**Monterey Bay Unified Air Pollution Control District
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 Notes to Basic Financial Statements
 For the year ended June 30, 2020**

7. POST EMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB), Continued

B. Employees Covered

Inactive employees or beneficiaries currently receiving benefits	13
Inactive employees entitled to but not yet receiving benefits	0
Active employees	<u>30</u>
Total	<u><u>43</u></u>

C. Contributions

The obligations of the plan members and the District are established by action of the District Board pursuant to the passing of a Resolution. The Districts' contribution for each retiree or annuitant is the minimum amount provided under Government Code Section 22825 of the Public Employees Medical and Hospital Care Act. The retiree is responsible for any premium costs in excess of the District's contribution. For the measurement period ended June 30, 2019, the District contributed \$183,003. Plan members receiving benefits contributed no amounts of the total premiums.

D. Net OPEB Liability

The District's net OPEB liability was measured as of June 30, 2019 and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation dated June 30, 2019, based on the following actuarial methods and assumptions:

Valuation Date	June 30, 2019
Measurement Date	June 30, 2019
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate	6.20%
Inflation	2.50%
Contribution Policy	Contributes full ADC
Salary Increases	3.00%
Projected Salary Increase	3.00%
Investment Rate of Return	6.20%
Mortality	MacLeod Watts Scale 2018 applied generationally from 2015
Healthcare Trend	6.50% for 2021 decreasing to an ultimate rate of 4.00% for 2076 and later.

**Monterey Bay Unified Air Pollution Control District
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Notes to Basic Financial Statements
For the year ended June 30, 2020

7. POST EMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB), Continued

D. Net OPEB Liability, Continued

The long-term expected rate of return on OPEB plan investments was determined using a building block method in which expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the table below:

Asset Class	Target Allocation	Expected Real Rate of Return
Public Equity	60.00%	
Large Cap Core		6.70%
Mid Cap Core		7.00%
Small Cap Core		7.90%
Real Estate		5.70%
International		7.30%
Emerging Markets		9.70%
Fixed Income	35.00%	
Short Term Bond		3.80%
Intermediate Term Bond		4.60%
High Yield		6.00%
Cash	5.00%	2.10%
Assumed Long-Term Rate of Inflation		2.50%
Assumed Long-Term Investment Expenses		n/a
Expected Long-Term Net Rate of Return		6.82%
Discount Rate*		6.20%

*The fiduciary net position is projected to be sufficient to make projected benefit payments, and the plan assets are expected to be invested using the strategy to achieve the expected return.

E. Discount Rate

The discount rate used to measure the total OPEB liability was 6.20 percent. The projection of cash flows used to determine the discount rate assumed that District contributions will be made at rates equal to the actuarially determined contribution rates. Based on those assumptions, the OPEB plan's fiduciary net position was projected to be available to make all projected OPEB payments for current active and inactive employees and beneficiaries. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

Monterey Bay Unified Air Pollution Control District
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Notes to Basic Financial Statements
For the year ended June 30, 2020

7. POST EMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB), Continued

F. Changes in the Net OPEB Liability

	Increase (Decrease)		
	Total OPEB Liability	Plan Fiduciary Net Position	Net OPEB Liability/(Asset)
Balance at June 30, 2018	\$ 2,032,193	\$ 683,397	\$ 1,348,796
Changes in the year:			
Service cost	51,722	-	51,722
Interest on the total OPEB liability	128,672	-	128,672
Differences between actual and expected experience	(869,330)	-	(869,330)
Changes in assumptions	(53,293)	-	(53,293)
Changes in benefit terms	-	-	-
Contribution - employer	-	183,003	(183,003)
Net investment income	-	43,753	(43,753)
Administrative expenses	-	(1,782)	1,782
Benefit payments, including refunds of employee contributions	(83,003)	(83,003)	-
Net changes	(825,232)	141,971	(967,203)
Balance at June 30, 2019	\$ 1,206,961	\$ 825,368	\$ 381,593

G. Sensitivity of the Net OPEB Liability to Changes in the Discount Rate

The following presents the net OPEB liability of the District if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate, for measurement period ended June 30, 2019:

	1% Decrease (5.20%)	Current Discount (6.20%)	1% Increase (7.20%)
Net OPEB Liability	\$ 548,177	\$ 381,593	\$ 244,311

Monterey Bay Unified Air Pollution Control District
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Notes to Basic Financial Statements
For the year ended June 30, 2020

7. POST EMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB), Continued

H. Sensitivity of the Net OPEB Liability to Changes in the Health Care Cost Trend Rate

The following presents the net OPEB liability of the District if it were calculated using health care cost trend rates that are one percentage point lower or one percentage point higher than the current rate, for measurement period ended June 30, 2019:

	1% Decrease (5.5% - 3.0%)	Current Healthcare Trend Rate (6.5% - 4.0%)	1% Increase (7.5% to 5.0%)
Net OPEB Liability	\$ 233,324	\$ 381,593	\$ 562,206

I. Recognition of Deferred Outflow and Deferred Inflows of Resources

Gains and losses related to changes in total OPEB liability and fiduciary net position are recognized in OPEB expense systematically over time. Amounts are first recognized in OPEB expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to OPEB and are to be recognized in future OPEB expense. The recognition period differs depending on the source of the gain or loss:

Net difference between projected and actual earnings on OPEB plan investments	5 years
All other amounts	Expected average remaining service lifetime (EARSL) (6.80 years at June 30, 2019)

For the fiscal year ended June 30, 2020, the District recognized OPEB income of \$7,055. For the fiscal year ended June 30, 2020, the District reported deferred outflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
OPEB contributions subsequent to measurement date	\$ 147,663	\$ -
Changes of assumptions	-	45,456
Differences between expected and actual experience	-	741,487
Net differences between projected and actual earnings on plan investments	-	25,633
Total	\$ 147,663	\$ 812,576

Monterey Bay Unified Air Pollution Control District
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Notes to Basic Financial Statements
For the year ended June 30, 2020

7. POST EMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB), Continued

J. OPEB Expense and Deferred Outflows/(Inflows) of Resources Related to OPEB

\$147,663 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction in the net OPEB liability in the year ending June 30, 2021. Other amounts reported as deferred inflows of resources related to OPEB will be recognized as expense as follows:

Fiscal Year Ending June 30:	
2021	\$ (143,083)
2022	(143,082)
2023	(137,189)
2024	(135,201)
2025	(135,680)
Thereafter	(108,543)

8. RISK FINANCING

The District is exposed to various risks of loss related to torts, thefts, damage or destruction of assets, errors and omissions, injuries to workers, and natural disasters. The District covers its liability for significant claims by purchasing property, liability, crime and workers' compensations insurance. These risks are covered by a combination of participation in Public Property Insurance Program (PEPIP), Special Liability Insurance Program (SLIP), Alliant Crime Insurance Program (ACIP), and Special District Risk Management Authority (SDRMA). There have been no significant reductions in insurance coverage in the current year. Settled claims from these risks have not exceeded commercial coverage for the past three fiscal years.

SDRMA was formed under a joint powers agreement pursuant to California Government Code Section 6500 et seq. effective August 1, 1986 to provide general liability, comprehensive/collision liability and property damage, and errors and omissions risk financing for the member districts. SDRMA is administered by a Board of Directors, consisting of one member appointed by the California Special Districts Association and five members elected by the participating districts.

**Monterey Bay Unified Air Pollution Control District
dba Monterey Bay Air Resources District**
Notes to Basic Financial Statements
For the year ended June 30, 2020

9. OPERATING LEASES

The District leases certain office equipment under noncancelable operating leases as follows: 1) A copy machine lease expires in August 2021, the monthly lease is \$349, total lease expense for the year ended June 30, 2020 was \$4,518; 2) A mail system lease expires August 2020, the monthly lease is \$223 for the first twelve months and \$324 for the next thirty-six months, total lease expense for the year ended June 30, 2020 was \$3,520.

Future minimum lease payments and sub-lease receipts under noncancelable operating leases are as follows:

Year Ending 30-Jun	Lease Payments
2021	\$ 5,164
2022	699
Total	<u>\$ 5,863</u>

10. COMMITMENTS AND CONTINGENCIES

The District may be subject to legal proceedings and claims which arise in the ordinary course of business. In the opinion of management, the ultimate outcome of the claims and litigation, if any, will not have a material adverse effect on the District's financial position.

11. COVID-19 PANDEMIC

In December 2019, the novel coronavirus disease (COVID-19) was discovered on the Asian continent. COVID-19 was subsequently declared a world-wide pandemic by the World Health Organization on March 11, 2020. On March 4, 2020, California State Governor Gavin Newsom proclaimed a State of Emergency as a result of the threat of the COVID-19 in the State of California, leading to Monterey County and San Benito County Health Officers to issue a stay-at-home directive on March 19, 2020. Santa Cruz County's Health Officer issued a similar order on March 31, 2020. These orders essentially halted all business, with the exception of essential activities, within MBARD's jurisdiction. These orders created economic instability and uncertainty for many District permit holders by shutting down many local businesses, resulting in an increase in layoffs and unemployment. To mitigate the negative consequences of the health orders and to ensure District customers maintain access to affordable, critical and vital air quality management services, the District has not increased employee wages and business fees and has relaxed certain late payment and administrative fines and penalties. The District has also imposed a hiring freeze and suspended capital improvement projects. By reducing expenditures consistent with the potential reductions in revenues, the District's fiscal status should remain stable.

REQUIRED SUPPLEMENTARY INFORMATION

Draft
12-8-20

**Monterey Bay Unified Air Pollution Control District
dba Monterey Bay Air Resources District
Required Supplementary Information
For the year ended June 30, 2020**

1. BUDGETARY DATA

The District adopts an annual operating budget prepared on a modified accrual basis of accounting consistent with accounting principles generally accepted in the United States of America (GAAP basis). By State law, the District's governing board must approve a tentative budget no later than July 1st and adopt a final budget no later than September 15th of each year. A hearing must be conducted to hear public comments prior to adoption.

The Air Pollution Control Officer is authorized to transfer budget appropriations between objects in accordance with District policy. Each change shall be reported to the Board of Directors. Transfers between funds must be approved by the Board of Directors.

These budgets are revised by the District's governing board during the year to give consideration to unanticipated revenues and expenditures.

A. Budgetary Comparison Schedule

The following are the budget comparison schedules for the General Fund and all major special revenue funds.

Budgetary Comparison Schedule, General Fund

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
REVENUES:				
DMV surcharges	\$ 4,224,000	\$ 4,224,000	\$ 4,049,224	\$ (174,776)
Grants - EPA,CEC, Moyer	4,381,959	4,827,207	3,055,071	(1,772,136)
Licenses and permits	3,256,413	3,256,413	3,400,449	144,036
Fines and fees	446,000	446,000	648,555	202,555
Investment earnings	282,500	282,500	439,339	156,839
Other revenue	1,456,587	1,456,587	1,244,375	(212,212)
Total revenues	14,047,459	14,492,707	12,837,013	(1,655,694)
EXPENDITURES:				
Current:				
Administration	1,885,247	1,721,727	1,554,928	166,799
Engineering/Compliance	2,786,850	3,039,150	2,898,805	140,345
Air Monitoring	595,926	595,926	592,331	3,595
Planning & Grants	13,382,214	13,776,034	9,983,455	3,792,579
Capital outlay	562,000	482,000	191,474	290,526
Total expenditures	19,212,237	19,614,837	15,220,993	4,393,844
Net change in fund balance	\$ (5,164,778)	\$ (5,122,130)	(2,383,980)	\$ 2,738,150
FUND BALANCE:				
Beginning of year			19,913,563	
End of year			\$ 17,529,583	

Monterey Bay Unified Air Pollution Control District
dba Monterey Bay Air Resources District
Required Supplementary Information
For the year ended June 30, 2020

2. SCHEDULE OF FUNDING PROGRESS OF OTHER POST EMPLOYMENT BENEFITS LAST TEN YEARS*

<i>Measurement Period</i>	2019	2018	2017
Total OPEB Liability			
Service Cost	\$ 51,722	\$ 50,094	\$ 48,517
Interest on the total OPEB liability	128,672	122,471	115,227
Changes in benefit terms	-	-	-
Differences between expected and actual experience	(869,330)	-	-
Changes of assumptions	(53,293)	-	-
Benefit payments, including refunds of employee contributions	(83,003)	(68,516)	(32,161)
Net change in total OPEB liability	(825,232)	104,049	131,583
Total OPEB liability - beginning	2,032,193	1,928,144	1,796,561
Total OPEB liability - ending (a)	\$ 1,206,961	\$ 2,032,193	\$ 1,928,144
Plan Fiduciary Net Position			
Contributions - employer	\$ 183,003	\$ 163,516	\$ 127,161
Contributions - employee	-	-	-
Net investment income	43,753	49,090	56,997
Benefit payments, including refunds of employee contributions	(83,003)	(68,516)	(32,161)
Administrative expense	(1,782)	(2,056)	-
Net change in plan fiduciary net position	141,971	142,034	151,997
Plan fiduciary net position - beginning	683,397	541,363	389,366
Plan fiduciary net position - ending (b)	\$ 825,368	\$ 683,397	\$ 541,363
Net OPEB liability/(asset) - ending (a) - (b)	\$ 381,593	\$ 1,348,796	\$ 1,386,781
Plan fiduciary net position as a percentage of the total OPEB liability	68%	34%	28%
Covered-employee payroll	\$ 3,408,327	\$ 3,135,430	\$ 3,100,000
Net OPEB liability as a percentage of covered-employee payroll	11.20%	43.02%	44.73%

**Monterey Bay Unified Air Pollution Control District
dba Monterey Bay Air Resources District
Required Supplementary Information
For the year ended June 30, 2020**

3. SCHEDULE OF OPEB CONTRIBUTIONS LAST 10 YEARS*

	<u>2020</u>	<u>2019</u>	<u>2018</u>
Actuarially determined contribution	\$ 69,825	\$ 147,850	\$ 144,718
Contribution in relation to the actuarially determined contributions	(147,663)	(183,003)	(163,516)
Contribution deficiency (excess)	<u>\$ (77,838)</u>	<u>\$ (35,153)</u>	<u>\$ (18,798)</u>
Covered-employee payroll	\$ 3,451,010	\$ 3,408,327	\$ 3,135,430
Contributions as a percentage of covered-employee payroll	4.28%	5.37%	5.22%

* - Fiscal year 2018 was the 1st year of implementation

4. SCHEDULE OF INVESTMENT RETURNS - PARS OPEB TRUST PROGRAM LAST TEN YEARS*

<u>Year*</u>	<u>Annual Money-weighted Rate of Return, Net of Investment Expenses</u>
2017	9.38%
2018	7.16%
2019	6.09%
2020	5.70%

*Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

Monterey Bay Unified Air Pollution Control District
dba Monterey Bay Air Resources District
Required Supplementary Information
For the year ended June 30, 2020

5. SCHEDULES OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY LAST 10 YEARS*

Fiscal year:	2020	2019	2018	2017	2016	2015
Measurement date:	6/30/2019	6/30/2018	6/30/2017	6/30/2016	6/30/2015	6/30/2014
Proportion of the net pension liability	0.07814%	0.07527%	0.07440%	0.07223%	0.06609%	0.07051%
Proportionate share of the net pension liability	\$ 8,006,580	\$ 7,253,692	\$ 7,377,972	\$ 6,249,868	\$ 4,536,128	\$ 4,387,756
Covered payroll	\$ 3,147,611	\$ 3,055,933	\$ 3,040,605	\$ 3,076,988	\$ 3,103,566	\$ 3,109,115
Proportionate share of the net pension liability as a percentage of covered payroll	254%	237%	243%	203%	146%	141%
Plan's share of fiduciary net position as a percentage of total pension liability	75.26%	75.26%	73.31%	74.06%	78.40%	79.82%

Notes to Schedule:

Benefit changes. The figures above do not include any liability impact that may have resulted from plan changes which occurred after the June 30, 2017 valuation date. This applies for voluntary benefit changes as well as any offers of two years additional service credit.

Changes in assumptions. The discount rate was changed from 7.5 percent (net of administrative expense) to 7.65 percent to correct for an adjustment to exclude administrative expense in fiscal year 2016. In fiscal year 2017, the discount rate was changed from 7.65 percent to 7.15 percent.

* Fiscal year 2015 was the 1st year of implementation.

6. SCHEDULE OF PENSION CONTRIBUTIONS LAST 10 YEARS*

	2020	2019	2018	2017	2016	2015
Contractually required contribution (actuarially determined)	\$ 756,724	\$ 657,439	\$ 541,836	\$ 471,224	\$ 440,564	\$ 496,951
Contribution in relation to the actuarially determined contributions	(756,724)	(657,439)	(541,836)	(471,224)	(440,564)	(496,951)
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered payroll	\$ 3,408,327	\$ 3,147,611	\$ 3,055,933	\$ 3,040,605	\$ 3,076,988	\$ 3,103,566
Contributions as a percentage of covered payroll	22.20%	20.89%	17.73%	15.50%	14.32%	16.01%

Note to Schedule

Valuation date:	6/30/2017	6/30/2016	6/30/2015	6/30/2014	6/30/2013	6/30/2012
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* - Fiscal year 2015 was the 1st year of implementation



Monterey Bay Air Resources District
24580 Silver Cloud Court, Monterey, CA 93940

MEETING DATE:	December 16, 2020	REGULAR AGENDA
TO:	The Budget, Personnel and Nominating Committee	
FROM:	Rosa Rosales, Administrative Services Manager	
SUBJECT:	Receive Report and Recommend to the Board of Directors Adoption of Resolution Approving Fiscal Year 2020-21 Budget Revisions Increasing Grant Expenses for the FARMER, CAPP and MOYER grant programs.	

RECOMMENDATION

Receive report and recommend that the Board of Directors (Board) approve fiscal year (FY) 2020-21 budget adjustments increasing Grant expenditures for the FARMER, CAPP and MOYER grant programs.

DISCUSSION

The District receives grant funds for the FARMER, CAPP and MOYER grant programs. These funds include monies to be used for Administrative costs. In addition, interest earned from these funds are also required to be used for either Administrative costs or additional grants. The Planning Division has identified Administrative and Interest revenues from previous fiscal years FY18-19 and FY19-20 that have not been used and are required to be liquidated by June 30, 2021 per contract agreements with the California Air Resources Board. The Planning Division would like to increase the Grants expense budgets for the FARMER, CAPP and MOYER programs to use the identified Administrative costs and earned interest for additional Grants.

Approval is required from the Board of Directors budget adjustments exceeding \$10,000. Staff requests that the Committee recommend that the Board of Directors adopt the attached resolution approving FY 2020-21 budget adjustments of \$76,457 for FARMER grants , \$52,719 for CAPP grants and \$19,699 for MOYER grants, totaling \$148,875 to increase grant projects.

ATTACHMENTS

- Proposed Resolution
- Schedule of Adjustments

RESOLUTION 20-XXX

**BEFORE THE AIR POLLUTION CONTROL BOARD OF THE
MONTEREY BAY AIR RESOURCES DISTRICT**

Approval of Fiscal Year 2020-21 Budget Revisions For the Increase of \$76,457 for FARMER grants , \$52,719 for CAPP grants and \$19,699 for MOYER grants, totaling \$148,875.

WHEREAS, , the Board of Directors adopted the District’s fiscal year (FY) 2020-21 budget on June 17, 2020; and

WHEREAS, Board of Directors approval is required for budget adjustments exceeding \$10,000; and

WHEREAS, The Planning Division has identified unused Administrative and Interest revenues from previous fiscal years FY18-19 and FY19-20 that are required to be liquidated by June 30, 2021 per contract agreements with the California Air Resources Board.

WHEREAS, it is estimated that expenditures will increase the total grant expense budgets by \$148,875 for FY 2020-21; and

WHEREAS, it is requested that the Board of Directors approve fiscal year 2020-21 budget adjustments for the increase of \$76,457 for FARMER grants , \$52,719 for CAPP grants and \$19,699 for MOYER grants, totaling \$148,875; and

WHEREAS, at its December 16, 2020 meeting, the Budget and Personnel Committee moved to recommend approval to the Board of Directors for the budget revisions.

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE MONTEREY BAY UNIFIED AIR POLLUTION CONTROL DISTRICT:

1. Approve a FY 2020-21 budget revision increase of \$76,457 for FARMER grants , \$52,719 for CAPP grants and \$19,699 for MOYER grants.

PASSED AND ADOPTED this 16th day of December 2020, upon motion of Director _____, seconded by Director _____ and carried by the following vote, to wit:

AYES:

NOES:

ABSENT:

I hereby certify that the foregoing is a true and correct Resolution as duly adopted by the Board of Directors of the Monterey Bay Air Resources District on December 16, 2020.

By: _____
Ann O’Rourke, Executive Assistant

Approved: _____
Richard A. Stedman, APCO

SCHEDULE OF ADJUSTMENTS
Fiscal Year 2020-21
Proposed Budget Adjustments
December 16, 2020

FUND	DIVISION	PROGRAM	ACCT#	ACCT TYPE	ACCT DESCRIPTION	INCREASE	NOTES
28	Planning	FARMER	2857457040	Expense	Grants - FARMER	\$76,457	Increase Grant Project funding
27	Planning	CAPP	2757407040	Expense	Grants - CAPP	\$52,719	Increase Grant Project funding
21	Planning	MOYER	2157267034	Expense	Grants - MOYER	\$19,699	Increase Grant Project funding
					Total	\$148,875	



Monterey Bay Air Resources District
 24580 Silver Cloud Court, Monterey, CA 93940

MEETING DATE:	December 16, 2020	AGENDA
TO:	The Budget, Personnel and Nominating Committee	
FROM:	Rosa Rosales, Administrative Services Manager	
SUBJECT:	Receive Report and Recommend to the Board of Directors Adoption of Resolution Approving Fiscal Year 20-21 Budget Adjustment of \$9,000 to Cover Costs for Reopener of Article 21.5 Cafeteria Allowance in the Memorandum of Understanding Between the District and Service Employees International Union Local 521 for the Period July 1, 2020 through June 30, 2021.	

RECOMMENDATION

Receive report and recommend that the Board of Directors (Board) approve a fiscal year (FY) 2020-21 budget adjustment of \$9,000 to cover costs from January-June 2021 related to the reopener of Article 21.5 Cafeteria Allowance in the Memorandum of Understanding between the District and Service Employees International Union Local 521 for the Period of July 1, 2020 through June 30, 2021.

DISCUSSION

The District entered into negotiations with SEIU representatives in February 2020 and on July 14, 2020, the Union membership voted to ratify the tentative agreement between the District and SEIU Local 521. The agreement included an option to reopen Article 21.5 Cafeteria Allowance if the PERS Choice Premium for 2021 increased by 5% over the amount of PERS Choice Premium in effect for 2020. SEIU representatives requested a reopener when the PERS Choice 2021 premium rates increased by 8.67%. The District and SEIU representatives agreed on December 8, 2020 that the District would offset the impact of health insurance premium increases to employees currently participating in the MBARD offered health plans by paying the value of the 3.67% premium increase that exceeded the 5% benchmark. The estimated total cost for the 2021 calendar year will be approximately \$18,000. This amount was not previously included in the FY 20-21 approved budget and will require a budget adjustment of \$9,000 for the remainder of the fiscal year.

FINANCIAL IMPACT

The General Fund’s budgeted deficit will increase by \$9,000 to \$129,726. This deficit can be covered with the General Fund undesignated fund balance, which is projected to be about \$5.4 million by June 30, 2021.

ATTACHMENTS

Proposed Resolution

Agreement Regarding Health Benefits Between Monterey Bay Air Resources District and SEIU,
dated December 8, 2020.

RESOLUTION 20-XXX

**BEFORE THE AIR POLLUTION CONTROL BOARD OF THE
MONTEREY BAY AIR RESOURCES DISTRICT**

Approval of Fiscal Year 2020-21 Budget Revisions For the Increase of \$9,000 to cover costs from January-June 2021 related to the reopener of Article 21.5 Cafeteria Allowance in the Memorandum of Understanding between the District and Service Employees International Union Local 521 for the Period of July 1, 2020 through June 30, 2021.

WHEREAS, , the Board of Directors adopted the District’s fiscal year (FY) 2020-21 budget on June 17, 2020; and

WHEREAS, the Memorandum of Understanding for the Period of July 1, 2020 through June 30, 2021 included an option to reopen Article 21.5 Cafeteria Allowance if the PERS Choice Premium for 2021 increased by 5% over the PERS Choice Premium for 2020;

WHEREAS, The District and SEIU representatives agreed that the District would offset the impact of the premium increase to employees currently participating in the MBARD offered health plans by paying the value of the 3.67% premium increase over the 5% benchmark;

WHEREAS, it is estimated that expenditures will increase the total benefits expense budgets by \$9,000 for FY 2020-21; and

WHEREAS, it is requested that the Board of Directors approve fiscal year 2020-21 budget adjustments for the increase of \$9,000

WHEREAS, at its December 16, 2020 meeting, the Budget and Personnel Committee moved to recommend approval to the Board of Directors for the budget revisions.

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE MONTEREY BAY UNIFIED AIR POLLUTION CONTROL DISTRICT:

1. Approve a FY 2020-21 budget revision increase of \$9,000 to the benefits expense budgets.

PASSED AND ADOPTED this 16th day of December 2020, upon motion of Director _____, seconded by Director _____ and carried by the following vote, to wit:

AYES:
NOES:
ABSENT:

AGENDA ITEM NO. 7

I hereby certify that the foregoing is a true and correct Resolution as duly adopted by the Board of Directors of the Monterey Bay Air Resources District on December 16, 2020.

By: _____
Ann O'Rourke, Executive Assistant

Approved: _____
Richard A. Stedman, APCO

Agreement Regarding Health Benefits
Between Monterey Bay Air Resources District
And
SEIU

December 8, 2020

The Monterey Bay Air Resources District ("MBARD") and SEIU agreed that SEIU could reopen negotiations if the PERS Choice Premium for 2021 increased by 5% over the amount of the PERS Choice Premium in effect for 2020. The PERS Choice Premium increase was 8.67%.


MBARD will offset the impact of health insurance premium increases on employees currently participating in an MBARD offered health plan by paying the value of the 3.67% premium increase that exceeds the 5% benchmark set in the parties current MOU. MBARD will pay each employee participating in an MBARD offered health plan a direct payment based upon the coverage tier in which the employee is enrolled at the time of the payment for the 2021 plan year. This payment will be issued through the normal payroll process and will not be part of the cafeteria allowance. The payments will be made monthly and employees must still be employed by MBARD and enrolled in an MBARD health plan to receive each monthly payment. The monthly payment amounts will be:


- Employee Only - $\$379.32 \div 11 = \34.48
- Employee + 1 - $\$758.52 \div 11 = \68.96
- Employee + 2 (Fam) - $\$986.04 \div 11 = \89.64

Payments under this agreement shall begin with the January payroll.


This agreement closes negotiations on the reopener for Article 21.5.


For MBARD:





For SEIU:



Dec 08 2020


Dec 08 2020



Document Details

Title	Agreement for Health Insurance Reopener.pdf
File Name	Agreement for Health Insurance Reopener.pdf
Document ID	5f87be23a95c4758bb307dd4349afda3
Fingerprint	ed3c2524bf975f33c3498ab534f99b2e
Status	Completed

Document History

Document Created	Document Created Fingerprint: ed3c2524bf975f33c3498ab534f99b2e	Dec 08 2020 07:48PM UTC
Document Sent	Document Sent to Miguel Saucedo (miguel.saucedo@seiu521.org)	Dec 08 2020 07:48PM UTC
Document Sent	Document Sent to Isabel Navoa (inavoa@mbard.org)	Dec 08 2020 07:48PM UTC
Document Viewed	Document Viewed by Miguel Saucedo (miguel.saucedo@seiu521.org) IP: 98.35.252.215	Dec 08 2020 08:40PM UTC
Document Signed	Document Signed by Miguel Saucedo (miguel.saucedo@seiu521.org) IP: 98.35.252.215	Dec 08 2020 08:41PM UTC
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Document Signed	Document Signed by Isabel Navoa (inavoa@mbard.org) IP: 99.43.13.209	Dec 08 2020 10:46PM UTC
Document Completed	This document has been completed. Fingerprint: e4c3f0e07d4439f0163d3384f367051d	Dec 08 2020 10:46PM UTC



Monterey Bay Unified Air Pollution Control District
24580 Silver Cloud Court, Monterey, CA 93940

MEETING DATE:	December 16, 2020	REGULAR AGENDA
TO:	The Budget, Personnel and Nominating Committee	
FROM:	Rosa Rosales, Administrative Services Manager	
SUBJECT:	Authorizing the Air Pollution Control Officer to Execute a Lease between the District and the Association of Monterey Bay Area Governments (AMBAG) for Office Space at the District's Monterey Office	

RECOMMENDATION

Receive report and make a recommendation to the Board of Directors approving a lease extension between the District and AMBAG for office space at the District's Monterey office.

DISCUSSION

Back in January 2014, the District's Board of Directors and the AMBAG Board of Directors executed a Letter of Intent regarding a lease for office space available at the District's Monterey office. The lease was signed on February 17, 2016 with a five year term, beginning February 19, 2016 and ending on February 18, 2021. The Lease included an optional extension for additional one-year periods on an annual basis, upon the mutual consent of the parties.

AMBAG has exercised its' right to extend the lease and has requested a five year term, beginning on February 19, 2021 and ending on February 18, 2026. AMBAG has been a good tenant and the District would like extend the lease at the same rate.

The current monthly lease amount is \$5,968 for 2,488 square feet (\$2.40 per square foot) of office space, plus non-exclusive right to use, in common with the other occupants of the building, restrooms, break rooms, conference rooms, and the third floor Board Room. The lease amount also includes the cost of janitorial services, maintenance and utilities, except telephone and internet services.

FISCAL IMPACTS

On an annual basis, the proposed lease amount is \$71,616 in revenues for the District. The current rent revenue is included in current FY 2020-21 budget.

ATTACHMENTS

Draft Lease Amendment

AMENDMENT #2
TO REAL PROPERTY LEASE AGREEMENT

WHEREAS, the Monterey Bay Unified Air Pollution Control District (“LESSOR”) and Association of Monterey Bay Area Governments (“LESSEE”) entered into a real property lease agreement (“Agreement”) dated February 19, 2016; and

WHEREAS, the LESSOR and LESSEE desire to amend certain terms of the Agreement; NOW, THEREFORE, the parties agree as follows:

A. The Agreement is amended as follows (revisions indicated in underline and ~~strikeout~~):

1. Article 2, TERM, is amended to read:

The term of this Lease shall be ~~five~~ five ten years, commencing on February 19, 2016, and ending on February 18, 2021~~6~~. The Lease may be extended for additional one-year periods on an annual basis, upon the mutual consent of the Parties.

B. All other terms of the Agreement remain the same.

Dated: _____

Dated: _____

MONTEREY BAY UNIFIED AIR
POLLUTION CONTROL DISTRICT

ASSOCIATION OF BAY AREA
GOVERNMENTS

by _____
Richard A. Stedman, APCO

Maura F. Twomey, Executive Director