

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

Headquarters

200 Litton Drive, Ste. 320

Grass Valley, CA 95945

(530) 274-9360/ FAX: (530) 274-7546

Gretchen G. Bennett, APCO

Northern Field Office

257 E. Sierra Street, Suite E

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(530)832-0102 FAX:(530) 832-0101

NORTHERN SIERRA

AIR QUALITY MANAGEMENT DISTRICT

BOARD OF DIRECTORS

REGULAR BOARD MEETING

MONDAY

October 26, 2020

1:00 p.m.

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT
BOARD OF DIRECTORS REGULAR MEETING

October 26, 2020

1:00 P.M.

This meeting will be held by Telephone Conference

425 436-6345

Passcode: 899668#

THE PUBLIC IS WELCOME TO PARTICIPATE BY CALLING THE ABOVE NUMBER AND PASSCODE AT THE AGENDIZED DATE/TIME. IF REASONABLE ACCOMMODATIONS ARE NEEDED BY THE PUBLIC TO ATTEND, PLEASE CONTACT THE AIR DISTRICT OFFICE AT OFFICE@MYAIRDISTRICT.COM OR 530 274-9360 BY October 23 AT 1:00 P.M.

All items on the agenda may be acted upon by the Board of Directors. No action will be taken nor discussion held at the meeting on business not appearing on the posted agenda.

I. **Standing Orders:**

Call to Order.

Roll call and determination of quorum.

II. **Public Comment:** For items **NOT** appearing on the agenda and within the jurisdiction of the Board. The public may comment on Agenda items as they are discussed.

III. **Consent Calendar** These Items Are Expected to Be Routine and Noncontroversial. They Will Be Acted on By the Board at One Time Without Discussion. Any Board Member, Staff Member, or Interested Party May Request That an Item Be Removed From the Consent Calendar for Discussion.

- A. Approval of regular meeting minutes – August 24, 2020 *Page 4*
- B. Commitment letter to EPA for the contingency measure portion of the State Implementation Plan (SIP) for the 2008 federal 8-hour ozone standard. *Page 7*
- C. Payment Details by Vendor Board Report – August 2020 and September 2020 *Page 12*
- D. FY 2020-2021 Subvention Application *Page 22*
- E. Authorization for Signing Nevada County Auditor Controller's Warrant Request Signatures for 2021 *Page 42*
- F. Board of Directors Calendar Schedule for 2021 *Page 44*
- G. Request for Extension for Sierra Commons AB2766 DMV (AB 2020-05 & 2020-06) Projects *Page 46*
- H. Request for Extension for Truckee AB 2766 DMV (AB 2018-04) Project *Page 48*
- I. Request for Extension for Sierra Senior Services AB2766 DMV (AB 2020-07) Project *Page 52*

IV. **Administrative Report**

- A. Public Hearing and Resolution # 2020-09 for Granting District Authority for Portola Ordinance 359 *Page 55*
 - B. Proposed Approval of AB2766 DMV Surcharge Project for Sierra County *Page 60*
 - C. Requested Budget Amendment to FY 20-21 Line Item# 10-5352 Training *Page 70*
 - D. Proposed Approval of CARL Moyer Contract (CMP2020-07) for Sierra County Public Works for \$108,108 of Funding to Replace a 1974 Wheel Loader with a 2020 Wheel Loader *Page 74*
- V. **Director's Report**
- A. Status on Portola PM2.5 Nonattainment Area *Page 84*
 - B. EPA awards \$2,460,653 to Nevada County for Purchase of 2 Electric Busses and Necessary Infrastructure *Page 85*
- VII. **Concerns of Board** - The Board may at this time bring up matters it wishes to discuss at the next Board Meeting, as long as no discussions are conducted and no actions are taken, in compliance with the Brown Act.
- VIII. **Schedule next Meeting** – November 23, 2020
- IX. **Adjournment**

PERSONS DESIRING TO ADDRESS THE BOARD

Meetings of the Board of Directors shall be conducted by the Chairperson in a manner consistent with the policies of the District. The latest edition of Robert's Rules of Order, Revised shall also be used as a general guideline for meeting protocol. District policies shall prevail whenever they are in conflict with Robert's Rules of Order, Revised.

All Board meetings shall commence at the time stated on the agenda and shall be guided by same.

PUBLIC COMMENT:

Provisions for permitting any individual or group to address the Board concerning any item on the agenda of a special meeting, or to address the Board at a regular meeting on any subject that lies within the jurisdiction of the Board of Directors, shall be as follows:

Three (3) minutes may be allotted to each speaker and a maximum of fifteen (15) minutes to each subject matter;

No boisterous conduct shall be permitted at any Board meeting. Persistence in boisterous conduct shall be grounds for summary termination, by the Chairperson, of that person's privilege of address.

No oral presentation shall include charges or complaints against any District employee, regardless of whether or not the employee is identified in the presentation by name or by another reference which tends to identify. All charges or complaints against employees shall be submitted to the Board of Directors under provisions contained in District Policy 1030.

Willful disruption of any of the meetings of the Board of Directors shall not be permitted. If the Chairperson finds that there is in fact willful disruption of any meeting of the Board, he/she may order the room cleared and subsequently conduct the Board's business without the audience present. In such an event, only matters appearing on the agenda may be considered in such a session.

After clearing the room, the Chairperson may permit those persons who, in his/her opinion, were not responsible for the willful disruption to re-enter the meeting room.

Duly accredited representatives of the news media, whom the Chairperson finds not to have participated in the disruption, shall be admitted to the remainder of the meeting.

Members of the public are given the opportunity to address the Board of Directors directly at each teleconference location.

POSTING AGENDA:

This agenda was posted at least 72 hours prior to the regular meeting at the following locations: Eric Rood Government Center in Nevada City, The Plumas County Courthouse in Quincy, the Litton Building in Grass Valley, the Plumas County Board of Supervisors Chambers in Quincy, Sierra County Courthouse Square in Downieville. **The agenda and board packet are available on-line prior to the Board Meeting at www.myairdistrict.com**

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: October 26, 2020

Agenda Item: III.A

Agenda Description: Approval of regular meeting minutes – August 24, 2020

Requested Action: The minutes are attached for Board comment/approval.

ROLL CALL VOTE REQUESTED

Attachments:

1. Draft August 24, 2020

DISTRICT HEADQUARTERS

200 Litton Drive, Suite 320

Mailing Address:

Grass Valley, CA 95945

(530) 274-9360 / FAX: (530) 274-7546

email: office@myairdistrict.com or www.myairdistrict.com

NORTHERN FIELD OFFICE

257 E. Sierra, Unit E

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MINUTES

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

BOARD OF DIRECTORS SPECIAL MEETING

August 24, 2020

1:00 p.m.

This meeting was held by Telephone Conference

425 436-6345

Passcode: 899668#

Members Present:

Supervisor Huebner, Chair
Supervisor Adams, Alternate Vice Chair
Supervisor Anderson
Supervisor Scofield
Supervisor Simpson
Supervisor Thrall

Members Absent:

Supervisor Roen

I. Standing Orders:

Call to Order. Roll Call and Determination of Quorum.

Chair Huebner called the meeting to order at 1:02 P.M. A quorum was confirmed. Also present - Gretchen Bennitt, APCO; Melissa Klundby, APCSI, Dawn Lunsford, Clerk of the Board.

II. Public Comment: For Items NOT Appearing on the Agenda and Within the Jurisdiction of the Board. The Public May Comment on Agenda Items As They Are Discussed. Both Teleconference Sites are Allowed an Opportunity for Public Comment.

Chair Huebner called for public comment. There was no public present on the conference line.

III. Consent Calendar

A. Approval of Regular Meeting Minutes – June 22, 2020

B. Approval of Special Meeting Minutes – July 24, 2020

C. Payment Details by Vendor Board Report – July 2020

Supervisor Adams made a motion to approve the consent calendar. Supervisor Anderson seconded the motion. The motion was approved unanimously with a roll call vote.

IV. Administrative Report

A. Proposed adoption of the District's FY 20-21 Capital and Operating Budget

Supervisor Adams made a motion to approve the District's FY 20-21 Budget. Supervisor Thrall seconded the motion. The motion was unanimously approved with a roll call vote.

B. Proposed Adoption of Air District E-Signature Policy # 1060

Supervisor Thrall made a motion to approve the Policy. Supervisor Scofield seconded the motion. The motion was approved unanimously with a roll call vote.

C. Request to Grant Authority to the Northern Sierra Air Quality Management District to accept funds for implementing FARMER shared pool from Placer Air Pollution Control District for FY 2019-2020.

Supervisor Anderson made a motion to authorize the Chair to sign Resolution 2020-06. Supervisor Thrall seconded the motion. The motion was approved unanimously with a roll call vote.

D. Public Hearing for Community Air Protection AB617 Incentive Grant Proposal FY 2019-2020.

Executive Director Gretchen Bennitt opened the public hearing to receive comments. None were received. Gretchen Bennitt also reported that no written comments were received. Gretchen Bennitt closed the public hearing.

Supervisor Scofield made a motion to approve that the funds can be used for the District's Carl Moyer program by authorizing the Chair to sign Resolution # 2020-08. Supervisor Huebner seconded the motion. The motion was approved unanimously by a roll call vote.

V. Director's Report

A. Status on Portola PM2.5 Nonattainment Area

Staff discussed that at the request of EPA, the existing Portola ordinance be modified to include new language concerning the contingency measure.

B. Status Update on Carl Moyer Program

Staff provided an update on the program.

C. Status Update on the Woodstove Replacement Program

Staff provided an update to the program.

VI. Concerns of the Board –

Supervisor Simpson reported on the status of the Quincy Fire.

VII. Schedule next Meeting – Next meeting was scheduled for September 28, 2020.

VIII. Adjournment

The meeting was adjourned at 1:43 P.M.

TO: Northern Sierra Air Quality Management Board of Directors

FROM: Gretchen Bennitt, Executive Director

DATE: October 26, 2020

Agenda Item: III.B

Agenda Description: Commitment letter to EPA for the contingency measure portion of the State Implementation Plan (SIP) for the 2008 federal 8-hour ozone standard.

Issues: The Environmental Protection Agency has requested a letter of commitment from the Northern Sierra Air Quality Management District. This letter is attached for the Board's review and approval. The letter commits the Air District to implement a contingency measure if the western Nevada County federal ozone nonattainment area does not meet an Reasonable Further Progress milestone by July 20, 2021. The contingency measure consists of the District adopting California Air Resources Board's Architectural Coatings Suggested Control Measure.

Also included is a staff report by Sam Longmire. The Staff report includes ramifications if this commitment letter is not submitted to EPA in early November then the EPA would be compelled to disapprove the contingency measure element in the plan and it would begin an 18 month clock for sanctions (removal of federal highway funding) and a 2 year clock for a Federal Implementation Plan.

Requested Action:

1. Authorize APCO to sign and submit commitment letter

Attachments:

1. October 25, 2020 letter from Gretchen Bennitt, NSAQMD Executive Director to Richard Corey, CARB Executive Officer

**Northern Sierra
Air Quality
Management District**



Gretchen Bennitt, Executive Director

DISTRICT HEADQUARTERS
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257 E. Sierra, Unit E
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October 25, 2020

Richard Corey
Executive Officer
California Air Resources Board
PO Box 2815
Sacramento, CA 95812

RE: Commitment by the Northern Sierra Air Quality Management District to Adopt California's Architectural Coatings Suggested Control Measure as a Contingency Measure for the 2008 8-Hour Ozone Standard

Dear Mr. Corey:

Clean Air Act sections 172(c)(9) and 182(c)(9) require contingency measures in case an ozone nonattainment area fails to meet Reasonable Further Progress (RFP) milestones or to attain the national primary ambient air quality standard by its attainment date. Due to the *Bahr* court decision (836 F.3d 1218 (9th Cir. 2016)), the U.S. Environmental Protection Agency (U.S. EPA) has requested that the Northern Sierra Air Quality Management District (NSAQMD) add a contingency measure to its SIP for the 2008 ozone standard that will be triggered if the area fails to meet an RFP milestone for the standard or reach attainment by the prescribed attainment date of July 20, 2021.

Therefore, the NSAQMD hereby commits to the following as a contingency measure to be triggered if the western Nevada County federal ozone non-attainment area does not meet an RFP milestone or reach attainment by July 20, 2021: The NSAQMD will adopt the 2019 (or most recent) Architectural Coatings Suggested Control Measure (SCM) developed and approved by the California Air Resources Board (CARB) as a Rule to take effect upon adoption throughout the non-attainment area, and the NSAQMD will transmit the amended rule to CARB in time to allow CARB to approve and submit the rule(s) as a SIP revision to U.S. EPA within 12 months of U.S. EPA's final action on the contingency measures element of the *Ozone Attainment Plan for Western Nevada County*. The SCM's format may be modified for consistency with other NSAQMD rules. The most recent SCM is available online at <https://ww2.arb.ca.gov/our-work/programs/coatings/architectural-coatings/suggested-control-measure>. CARB estimates that reductions from adopting the SCM would be approximately 0.0116 tpd for the entire NSAQMD (see CARB's staff report for the 2019 SCM, available at https://ww2.arb.ca.gov/sites/default/files/2020-06/Staff_Report_4-19_2019_complete_remediated.pdf). The district-wide reduction figure modified by the fraction of district population in the nonattainment area (82,075/120,447 per the US Census Bureau's ACS 2017 5-year estimates available at <https://www.census.gov/acs/www/data/data-tables-and-tools/data-profiles/2017/>) yields anticipated reductions in the nonattainment area of 0.010 tpd.

The NSAQMD requests that CARB forward this letter to U.S. EPA for their consideration in their review of the proposed western Nevada County SIP for the 2008 federal ozone standard.

Sincerely,



Gretchen Bennitt,
Air Pollution Control Officer

Cc: California Air Resources Board as follows:

Kurt Karperos
Michael Benjamin
Sylvia Vanderspeck
Webster Tasat
Ariel Fidely
Earl Withycombe

APPENDIX

Additional Categories Evaluated for Potential Contingency Measures (2011 inventory, summer, CEPAM V1.05)

Automotive Coatings Suggested Control Measure

Inventory: 0.0515 tpd ROG

Estimated reductions: 0.003 tpd

Discussion: The SCM uses 2002 survey information to estimate a 65% reduction from full adoption of the SCM (see SCM staff report at ww3.arb.ca.gov/coatings/autorefin/scm/sreport/scmstaffreport.htm). Most automotive coating operations already use coatings that meet the SCM because it has already been adopted by most of the California market. A 90% existing compliance rate is assumed because suppliers do not typically provide products to or within California that do not meet SCM-level ROG restrictions. Phase-in would take at least 2 to 3 years. Further, outreach and enforceability would be resource intensive and staff would need training in automotive coatings.

Conclusion: A reduction of 6 pounds per day is negligible and will not assist in any meaningful way with reaching attainment. This is not a cost-effective option.

Sacramento Metropolitan AQMD (Severe Nonattainment Area) Rule 414 – “Water Heaters, Boilers and Process Heaters Rated Less Than 1,000,000 BTU Per Hour”

Inventory: 0.0013 tpd ROG; 0.0538 tpd NO_x

Estimated Reductions: 0.0005 tpd/year of NO_x

Discussion: This rule does not regulate ROG, although there could be negligible co-benefits of ROG reduction from an already small inventory amount. The rule applies to manufacturers and retailers, so the time required for sell-through/phase-in and the attrition rate of water heaters (which commonly last for 20 years) work against any near-term reductions. There are already water heaters for sale in the nonattainment area that meet the prescribed limits, although quantifying them is largely speculative. If we assume a 5% per year upgrade rate (consistent with a 20-year water heater lifespan) starting in 2024, a starting rate of 50% compliance and a 40% improvement from each upgrade, the result is a reduction curve of 0.0005 tpd/year. There are no water heater manufacturers in the nonattainment area so all reductions would be from the retail market. Outreach and enforceability would be resource intensive.

Conclusion: Reductions would be tiny (about a pound per day the first year and an additional pound per day for each additional year up to a final reduction in 2044 of 21.5 pounds per day) and would occur too slowly to make any meaningful difference in attainment and the population of the nonattainment area is too small for cumulative reductions to be substantial. Also, this assumes that water heaters will not be getting any cleaner without the regulation, which is likely an erroneous assumption.

Sacramento Metropolitan AQMD (Severe Nonattainment Area) Rule 419 – “NO_x from Miscellaneous Combustion Units”

Inventory: 0.0210 tpd

Estimated Reductions: Approximately zero.

Discussion: The rule only applies to permitted sources. The sources in the nonattainment area that would be subject to the rule are 2 human crematoria, 2 pet crematoria and an asphalt plant. The asphalt plant accounts for 0.0195 tpd (93% of the total), and based on source test results it already complies with the emission rate prescribed in the rule. The crematoria's emissions are calculated from pooled source test data from CARB's "Evaluation Test on Two Propane Fired Crematoria at Camellia Memorial Lawn Cemetery", Test Report No. C-90-004, dated 10/29/92, which provides emissions data in pounds per hour. It is neither practical nor reasonable to require small crematoria to perform source tests, so determining compliance with the NOx emission limits in the rule would not be feasible for these devices.

Conclusion: Since this rule is unenforceable for crematoria and the one asphalt facility that would be subject to it already meets the rule's emission limits, it makes no sense to adopt this rule in western Nevada County.

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: October 26, 2020

Agenda Item: III.C

Agenda Description: Payment Details by Vendor Board Report – August 2020 and September 2020

Issues: none

Requested Action: None, informational only

Attachment:

1. Payment Details by Vendor Report – August 2020
2. Payment Details by Vendor Report - September 2020

3:01 PM
10/09/20

Northern Sierra Air Quality Management District
Check Detail
August 2020

Type	Num	Date	Name	Item	Account	Paid Amount
Bill Pmt -Check	225350	08/20/2020	Adecco		10-1000 · Cash, Operating General F...	
Bill	70066600	08/20/2020			10-5318 · EPA Target GR Acct & Office...	-98.04
TOTAL						-98.04
Bill Pmt -Check	EFT	08/07/2020	ADP Fees		10-1004 · Cash, GovPay Operating	
Bill	561609279	08/07/2020			10-5313 · Prof Services Accounting	-46.06
TOTAL						-46.06
Bill Pmt -Check	EFT	08/21/2020	ADP Fees		10-1003 · Cash, Bank Payroll Operati...	
Bill	562412709	08/14/2020			10-5313 · Prof Services Accounting	-49.07
TOTAL						-49.07
Bill Pmt -Check	V967853	08/14/2020	Asquith Business Service		10-1000 · Cash, Operating General F...	
Bill	65	08/14/2020			10-5313 · Prof Services Accounting	-275.00
TOTAL						-275.00
Bill Pmt -Check	V968185	08/20/2020	Asquith Business Service		10-1000 · Cash, Operating General F...	
Bill	66	08/20/2020			10-5313 · Prof Services Accounting	-725.00
					10-5318 · EPA Target GR Acct & Office...	-50.00
TOTAL						-775.00
Bill Pmt -Check	224600	08/06/2020	AT&T CALNET 3		10-1000 · Cash, Operating General F...	
Bill	15079760	08/06/2020			10-5251 · Communications	-21.82
TOTAL						-21.82
Bill Pmt -Check	224878	08/14/2020	AT&T CALNET 3		10-1000 · Cash, Operating General F...	
Bill	15113956	08/14/2020			10-5251 · Communications	-41.99
Bill	15081537	08/14/2020			10-5251 · Communications	-109.93
TOTAL						-151.92
Bill Pmt -Check	225412	08/20/2020	AT&T CALNET 3		10-1000 · Cash, Operating General F...	
Bill	15142629	08/20/2020			10-5251 · Communications	-41.36
Bill	15156060	08/20/2020			10-5251 · Communications	-22.56
TOTAL						-63.92
Bill Pmt -Check	V967784	08/14/2020	B of A		10-1000 · Cash, Operating General F...	
Bill	081320	08/14/2020			10-1003 · Cash, Bank Payroll Operating	-19,321.91
TOTAL						-19,321.91
Bill Pmt -Check	V968120	08/20/2020	B of A		10-1000 · Cash, Operating General F...	
Bill	082720	08/20/2020			10-1003 · Cash, Bank Payroll Operating	-17,569.85
TOTAL						-17,569.85
Bill Pmt -Check	V968105	08/20/2020	Bennitt, Gretchen		10-1000 · Cash, Operating General F...	
Bill	062520	08/20/2020			10-5019 · Dental/Vision Care	-309.30
Bill	070720	08/20/2020			10-5019 · Dental/Vision Care	-67.00
TOTAL						-376.30
Bill Pmt -Check	909388	08/24/2020	CALPERS (Health)		10-1000 · Cash, Operating General F...	
Bill	1001636044	08/24/2020			10-5017 · PERS Retirees Health Plan	-1,539.12
					10-5018 · PERS Health Active Employee	-2,920.29

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3:01 PM
10/09/20

Northern Sierra Air Quality Management District
Check Detail
August 2020

Type	Num	Date	Name	Item	Account	Paid Amount
					10-2310 · Employee Part Health I	-1,441.87
					10-5313 · Prof Services Accounting	-14.16
TOTAL						-5,915.44
Bill Pmt -Check	909341	08/13/2020	CALPERS (Retirement)		10-1000 · Cash, Operating General F...	
Bill	1001628275	08/13/2020			10-5022 · PERS Classic UAL	-7,909.95
TOTAL						-7,909.95
Bill Pmt -Check	909342	08/13/2020	CALPERS (Retirement)		10-1000 · Cash, Operating General F...	
Bill	1001628276	08/13/2020			10-5020 · PERS Classic Retirement-ER ...	-1,315.74
					10-2316 · PERS Service Credit	-35.15
					10-2313 · PERS Survivor Benefits	-2.79
					10-5021 · PERS ER- Paid Member Con...	-784.11
TOTAL						-2,137.79
Bill Pmt -Check	909344	08/13/2020	CALPERS (Retirement)		10-1000 · Cash, Operating General F...	
Bill	1001628278	08/13/2020			10-5023 · PERS PEPRA -ER Contributi...	-647.81
					10-2317 · PEPPA Employee Deduction	-596.47
					10-2313 · PERS Survivor Benefits	-3.72
TOTAL						-1,248.00
Bill Pmt -Check	909345	08/13/2020	CALPERS (Retirement)		10-1000 · Cash, Operating General F...	
Bill	1001628279	08/13/2020			10-5024 · PERS PEPRA UAL	-76.88
TOTAL						-76.88
Bill Pmt -Check	909389	08/24/2020	CALPERS (Retirement)		10-1000 · Cash, Operating General F...	
Bill	1001636047	08/24/2020			10-5023 · PERS PEPRA -ER Contributi...	-647.81
					10-2317 · PEPPA Employee Deduction	-596.47
					10-2313 · PERS Survivor Benefits	-3.72
TOTAL						-1,248.00
Bill Pmt -Check	909387	08/24/2020	CALPERS (Retirement)		10-1000 · Cash, Operating General F...	
Bill	1001636045	08/24/2020			10-5020 · PERS Classic Retirement-ER ...	-1,315.74
					10-2316 · PERS Service Credit	-35.15
					10-2313 · PERS Survivor Benefits	-2.79
					10-5021 · PERS ER- Paid Member Con...	-784.11
TOTAL						-2,137.79
Bill Pmt -Check	909343	08/13/2020	CALPERS 457 PLAN		10-1000 · Cash, Operating General F...	
Bill	1001628277	08/13/2020			10-2305 · Deferred Compensation Pay...	-1,300.00
TOTAL						-1,300.00
Bill Pmt -Check	909388	08/24/2020	CALPERS 457 PLAN		10-1000 · Cash, Operating General F...	
Bill	1001636046	08/24/2020			10-2305 · Deferred Compensation Pay...	-1,300.00
TOTAL						-1,300.00
Bill Pmt -Check	909390	08/24/2020	CALPERS GASB 68		10-1000 · Cash, Operating General F...	
Bill	1001636048	08/24/2020			10-5313 · Prof Services Accounting	-700.00
TOTAL						-700.00
Bill Pmt -Check	V967916	08/14/2020	David A Morgan		20-1000 · Cash, Restricted Fund	
Bill	1	08/14/2020			20-5410 · EPA 2015 Target Grant	-812.50
TOTAL						-812.50

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3:01 PM
10/09/20

Northern Sierra Air Quality Management District
Check Detail
August 2020

Type	Num	Date	Name	Item	Account	Paid Amount
Bill Pmt -Check	V968213	08/20/2020	David A Morgan		20-1000 · Cash, Restricted Fund	
Bill	2	08/20/2020			20-5410 · EPA 2015 Target Grant	-700.00
TOTAL						-700.00
Bill Pmt -Check	V967899	08/14/2020	David Nicholas		10-1000 · Cash, Operating General F...	
Bill	072220	08/14/2020			10-5354 · Private Car Mleage	-38.87
TOTAL						-38.87
Bill Pmt -Check	V967800	08/14/2020	Englsh Mountain Ranch		10-1000 · Cash, Operating General F...	
Bill	8788	08/14/2020			10-5255 · Utilities, Grass Valley	-40.51
Bill	8787	08/14/2020			10-5255 · Utilities, Grass Valley	-148.26
Bill	09012020	08/14/2020			10-5253 · Rent, Grass Valley	-2,513.00
					10-5257 · Rent PM2.5 Grass Valley	-1,243.00
TOTAL						-3,944.77
Bill Pmt -Check	V968209	08/20/2020	Erik O Roen Family Trust		20-1000 · Cash, Restricted Fund	
Bill	FAR 2020-02	08/20/2020			20-5416 · Farmers Pooled Shared Prog...	-135,000.00
TOTAL						-135,000.00
Bill Pmt -Check		08/20/2020	Inc. Senior Citizens of Sle...		20-1000 · Cash, Restricted Fund	
General Journal	FYE2020-23	06/30/2020	Inc. Senior Citizens of Sierr...		20-2001 · Account Payables Restricted	0.00
TOTAL						0.00
Bill Pmt -Check	225408	08/20/2020	Intermountain Disposal, I...		10-1000 · Cash, Operating General F...	
Bill	179626	08/20/2020			10-5256 · Utilities, Portola	-14.56
TOTAL						-14.56
Bill Pmt -Check	225408	08/20/2020	Intermountain Disposal, I...		20-1000 · Cash, Restricted Fund	
Bill	206324	08/20/2020			20-5410 · EPA 2015 Target Grant	-125.00
Bill	208254	08/20/2020			20-5410 · EPA 2015 Target Grant	-125.00
Bill	205904	08/20/2020			10-5256 · Utilities, Portola	-38.66
Bill	205843	08/20/2020			10-5256 · Utilities, Portola	-125.00
TOTAL						-413.66
Bill Pmt -Check	224873	08/14/2020	Kleinhans, Ursula M.		10-1000 · Cash, Operating General F...	
Bill	090120	08/14/2020			10-5254 · Rent, Portola	-533.53
TOTAL						-533.53
Bill Pmt -Check		08/06/2020	Nevada County Auditor C...		10-1000 · Cash, Operating General F...	
General Journal	FYE2020-15	06/30/2020	Nevada County Auditor Co...		10-2002 · Accounts Payable	0.00
TOTAL						0.00
Bill Pmt -Check	225391	08/20/2020	Plumas County Departme...		20-1000 · Cash, Restricted Fund	
Bill	AB 2017-02	08/20/2020			20-5403 · AB2766 - Plumas County	-4,837.00
TOTAL						-4,837.00
Bill Pmt -Check	224555	08/06/2020	Quincy Hot Spot		20-1000 · Cash, Restricted Fund	
Bill	39216-1	08/06/2020			20-5413 · H&S Mitigation Agree - Restrict	-900.00
					20-5410 · EPA 2015 Target Grant	-2,600.00
TOTAL						-3,500.00
Bill Pmt -Check	224823	08/14/2020	Quincy Hot Spot		20-1000 · Cash, Restricted Fund	

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Northern Sierra Air Quality Management District
Check Detail
August 2020

Type	Num	Date	Name	Item	Account	Paid Amount
Bill	40120-1	08/14/2020			20-5410 · EPA 2015 Target Grant	-165.00
Bill	39701-1	08/14/2020			20-5414 · Woodsmoke Reduction Prog...	-5,000.00
TOTAL						-5,165.00
Bill Pmt -Check	226372	08/20/2020	Quincy Hot Spot		20-1000 · Cash, Restrictcd Fund	
Bill	39062-1	08/20/2020			20-5413 · H&S Mitigation Agree - Restrict	-900.00
Bill	39721-1	08/20/2020			20-5410 · EPA 2015 Target Grant	-2,600.00
					20-5413 · H&S Mitigation Agree - Restrict	-900.00
					20-5410 · EPA 2015 Target Grant	-600.00
TOTAL						-5,000.00
Bill Pmt -Check	224553	08/06/2020	Robinson Enterprises Inc		20-1000 · Cash, Restrictcd Fund	
Bill	FARMER 202...	08/06/2020			20-5416 · Farmers Pooled Shared Prog...	-129,107.42
Bill	Farmers 2020...	08/06/2020			20-5416 · Farmers Pooled Shared Prog...	-245,967.30
TOTAL						-375,074.72
Bill Pmt -Check	V967863	08/14/2020	Ruiz, Julie		10-1000 · Cash, Operating General F...	
Bill	080620	08/14/2020			10-5354 · Private Car Mllege	-20.70
TOTAL						-20.70
Bill Pmt -Check	V967190	08/06/2020	SDRMA Special Dist Risk ...		10-1000 · Cash, Operating General F...	
Bill	68566	08/06/2020			10-5015 · Workers' Comp Insurance	-6,829.61
Bill	68105	08/06/2020			10-5258 · Liability Insurance	-13,818.88
TOTAL						-20,648.49
Bill Pmt -Check	225409	08/20/2020	Singleton Auman PC		10-1000 · Cash, Operating General F...	
Bill	North002	08/20/2020			10-5314 · Profes Serv - Financial Auditor	-1,075.00
TOTAL						-1,075.00
Bill Pmt -Check	225387	08/27/2020	Supervisor Anderson		10-1000 · Cash, Operating General F...	
Bill	082420	08/27/2020			10-5315 · Profes Services Board	-100.00
TOTAL						-100.00
Bill Pmt -Check	225382	08/27/2020	Supervisor Huebner		10-1000 · Cash, Operating General F...	
Bill	082420	08/27/2020			10-5315 · Profes Services Board	-100.00
TOTAL						-100.00
Bill Pmt -Check	225393	08/27/2020	Supervisor Lee Adams III		10-1000 · Cash, Operating General F...	
Bill	082420	08/27/2020			10-5315 · Profes Services Board	-100.00
TOTAL						-100.00
Bill Pmt -Check	225421	08/27/2020	Supervisor Scofield		10-1000 · Cash, Operating General F...	
Bill	082420	08/27/2020			10-5315 · Profes Services Board	-100.00
TOTAL						-100.00
Bill Pmt -Check	225388	08/27/2020	Supervisor Simpson		10-1000 · Cash, Operating General F...	
Bill	082420	08/27/2020			10-5315 · Profes Services Board	-100.00
TOTAL						-100.00
Bill Pmt -Check	225381	08/27/2020	Supervisor Thrall		10-1000 · Cash, Operating General F...	
Bill	082420	08/27/2020			10-5315 · Profes Services Board	-100.00
TOTAL						-100.00

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Northern Sierra Air Quality Management District
Check Detail
August 2020

Type	Num	Date	Name	Item	Account	Paid Amount
Bill Pmt -Check		08/06/2020	US Bank		10-1000 · Cash, Operating General F...	
General Journal	FYE2020-14	06/30/2020	US Bank		10-2002 · Accounts Payable	0.00
TOTAL						0.00
Bill Pmt -Check	224830	08/14/2020	US Bank		10-1000 · Cash, Operating General F...	
Bill	072220	08/14/2020			10-5201 · PM2.5 Expenditure	-43.95
					10-5201 · PM2.5 Expenditure	-165.00
					10-5201 · PM2.5 Expenditure	-9.73
					10-5201 · PM2.5 Expenditure	-102.22
					10-5201 · PM2.5 Expenditure	-85.00
					10-5201 · PM2.5 Expenditure	-440.90
					10-5202 · Office Supplies	-70.40
					10-5202 · Office Supplies	-149.08
					10-5202 · Office Supplies	-11.83
					10-5207 · Non-Cap - Office Equipment	-536.24
					10-5202 · Office Supplies	-44.77
					10-5202 · Office Supplies	-28.19
					10-5202 · Office Supplies	-453.74
					10-5207 · Non-Cap - Office Equipment	-3,071.03
					10-5202 · Office Supplies	-10.71
					10-5203 · References, Subscrip	-3.98
					10-5203 · References, Subscrip	-16.78
					10-5204 · Postage/Shipping	-3.80
					10-5251 · Communications	-149.00
					10-5251 · Communications	-262.46
					10-5251 · Communications	-200.00
					10-5251 · Communications	-359.00
					10-5251 · Communications	-121.28
					10-5251 · Communications	-182.48
					10-5251 · Communications	-347.87
					10-5251 · Communications	-14.99
					10-5256 · Utilities, Portola	-60.84
					10-5256 · Utilities, Portola	-12.86
					10-5301 · Information Technology	-9,948.72
					10-5305 · Maintenance Vehicles	-128.35
					10-5305 · Maintenance Vehicles	-154.42
					10-5353 · Gasoline	-99.50
					10-5202 · Office Supplies	-326.93
TOTAL						-17,616.05
Bill Pmt -Check	224830	08/14/2020	US Bank		20-1000 · Cash, Restricted Fund	
Bill	072220	08/14/2020			20-5410 · EPA 2015 Target Grant	-10.16
					20-5410 · EPA 2015 Target Grant	-588.16
TOTAL						-598.32
Bill Pmt -Check	224890	08/14/2020	Wizix Technology Group		10-1000 · Cash, Operating General F...	
Bill	26505	08/14/2020			10-5601 · Fixed Assets Office	-9,493.75
TOTAL						-9,493.75
Bill Pmt -Check	226436	08/20/2020	Wizix Technology Group		10-1000 · Cash, Operating General F...	
Bill	169772	08/20/2020			10-5601 · Fixed Assets Office	-87.53
TOTAL						-87.53

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Northern Sierra Air Quality Management District
Check Detail
September 2020

Type	Num	Date	Name	Item	Account	Paid Amount
Bill Pmt -Check	226480	09/24/2020	A-1 Stoves Inc.		20-1000 · Cash, Restricted Fund	
Bill	45357	09/24/2020			20-5414 · Woodsmoke Reduction Prog...	-5,000.00
TOTAL						-5,000.00
Bill Pmt -Check	226034	09/14/2020	A-1 Stoves Inc.		20-1000 · Cash, Restricted Fund	
Bill	46112	09/14/2020			20-5414 · Woodsmoke Reduction Prog...	-4,988.29
TOTAL						-4,988.29
Bill Pmt -Check	226404	09/24/2020	Adecco		10-1000 · Cash, Operating General F...	
Bill	70102112	09/24/2020			10-5318 · EPA Target GR Acct & Office...	-122.55
TOTAL						-122.55
Bill Pmt -Check	EFT 080720	09/01/2020	ADP Fees		10-1003 · Cash, Bank Payroll Operati...	
Bill	5799564	09/01/2020			10-5313 · Prof Services Accounting	-46.06
TOTAL						-46.06
Bill Pmt -Check	EFT 082820	09/01/2020	ADP Fees		10-1003 · Cash, Bank Payroll Operati...	
Bill	562997197	08/28/2020			10-5313 · Prof Services Accounting	-38.72
TOTAL						-38.72
Bill Pmt -Check	EFT	09/25/2020	ADP Fees		10-1003 · Cash, Bank Payroll Operati...	
Bill	564854012	09/24/2020			10-5313 · Prof Services Accounting	-49.07
TOTAL						-49.07
Bill Pmt -Check	EFT	09/04/2020	ADP Fees		10-1003 · Cash, Bank Payroll Operati...	
Bill	563309364	09/04/2020			10-5313 · Prof Services Accounting	-49.07
TOTAL						-49.07
Bill Pmt -Check	EFT	09/18/2020	ADP Fees		10-1003 · Cash, Bank Payroll Operati...	
Bill	563967262	09/18/2020			10-5313 · Prof Services Accounting	-49.07
TOTAL						-49.07
Bill Pmt -Check	V969275	09/24/2020	All Star Chimney, Eli Mar...		20-1000 · Cash, Restricted Fund	
Bill	092420	09/24/2020			20-5410 · EPA 2015 Target Grant	-129.00
TOTAL						-129.00
Bill Pmt -Check	V969254	09/24/2020	Asquith Business Service		10-1000 · Cash, Operating General F...	
Bill	68	09/24/2020			10-5313 · Prof Services Accounting	-325.00
					10-5318 · EPA Target GR Acct & Office...	-50.00
TOTAL						-375.00
Bill Pmt -Check	V969003	09/14/2020	Asquith Business Service		10-1000 · Cash, Operating General F...	
Bill	67	09/14/2020			10-5313 · Prof Services Accounting	-1,025.00
TOTAL						-1,025.00
Bill Pmt -Check	226469	09/24/2020	AT&T CALNET 3		10-1000 · Cash, Operating General F...	
Bill	15295042	09/24/2020			10-5251 · Communications	-21.81
Bill	15285227	09/24/2020			10-5251 · Communications	-40.10
TOTAL						-61.91

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Northern Sierra Air Quality Management District
Check Detail
September 2020

Type	Num	Date	Name	Item	Account	Paid Amount
Bill Pmt -Check	226028	09/14/2020	AT&T CALNET 3		10-1000 · Cash, Operating General F...	
Bill	15222346	09/14/2020			10-5251 · Communications	-22.08
Bill	15226668	09/14/2020			10-5251 · Communications	-56.86
TOTAL						-78.94
Bill Pmt -Check	226123	09/17/2020	AT&T CALNET 3		10-1000 · Cash, Operating General F...	
Bill	15261505	09/14/2020			10-5251 · Communications	-42.51
TOTAL						-42.51
Bill Pmt -Check	V969181	09/24/2020	B of A		10-1000 · Cash, Operating General F...	
Bill	092420	09/24/2020			10-1003 · Cash, Bank Payroll Operating	-17,569.85
TOTAL						-17,569.85
Bill Pmt -Check	V968967	09/14/2020	B of A		10-1000 · Cash, Operating General F...	
Bill	091020	09/14/2020			10-1003 · Cash, Bank Payroll Operating	-17,569.85
TOTAL						-17,569.85
Bill Pmt -Check	909499	09/24/2020	CALPERS (Health)		10-1000 · Cash, Operating General F...	
Bill	1001662779	09/24/2020			10-5017 · PERS Retirees Health Plan	-1,539.12
					10-5018 · PERS Health Active Employee	-2,920.29
					10-2310 · Employee Part Health I	-1,441.87
					10-5313 · Prof Services Accounting	-14.16
TOTAL						-5,915.44
Bill Pmt -Check	909502	09/24/2020	CALPERS (Retirement)		10-1000 · Cash, Operating General F...	
			CALPERS (Retirement)		10-2002 · Accounts Payable	-1,248.00
TOTAL						-1,248.00
Bill Pmt -Check	909500	09/24/2020	CALPERS (Retirement)		10-1000 · Cash, Operating General F...	
Bill	1001662780	09/24/2020			10-5020 · PERS Classic Retirement-ER ...	-1,315.74
					10-2316 · PERS Service Credit	-35.15
					10-2313 · PERS Survivor Benefits	-2.79
					10-5021 · PERS ER- Paid Member Con...	-784.11
TOTAL						-2,137.79
Bill Pmt -Check	909468	09/14/2020	CALPERS (Retirement)		10-1000 · Cash, Operating General F...	
Bill	1001655722	09/14/2020			10-5022 · PERS Classic UAL	-7,909.95
TOTAL						-7,909.95
Bill Pmt -Check	909471	09/14/2020	CALPERS (Retirement)		10-1000 · Cash, Operating General F...	
Bill	1001655725	09/14/2020			10-5023 · PERS PEPRA -ER Contributi...	-647.81
					10-2317 · PEPPA Employee Deduction	-596.47
					10-2313 · PERS Survivor Benefits	-3.72
TOTAL						-1,248.00
Bill Pmt -Check	909472	09/14/2020	CALPERS (Retirement)		10-1000 · Cash, Operating General F...	
Bill	1001655726	09/14/2020			10-5024 · PERS PEPRA UAL	-76.88
TOTAL						-76.88
Bill Pmt -Check	909469	09/14/2020	CALPERS (Retirement)		10-1000 · Cash, Operating General F...	
Bill	1001655723	09/14/2020			10-5020 · PERS Classic Retirement-ER ...	-1,315.74
					10-2316 · PERS Service Credit	-35.15
					10-2313 · PERS Survivor Benefits	-2.79
					10-5021 · PERS ER- Paid Member Con...	-784.11

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Northern Sierra Air Quality Management District
Check Detail
September 2020

Type	Num	Date	Name	Item	Account	Paid Amount
TOTAL						-2,137.79
Bill Pmt -Check	909501	09/24/2020	GALPERS 457 PLAN		10-1000 · Cash, Operating General F...	
Bill	1001662781	09/24/2020			10-2305 · Deferred Compensation Pay...	-1,300.00
TOTAL						-1,300.00
Bill Pmt -Check	909470	09/14/2020	GALPERS 457 PLAN		10-1000 · Cash, Operating General F...	
Bill	1001655724	09/14/2020			10-2305 · Deferred Compensation Pay...	-1,300.00
TOTAL						-1,300.00
Bill Pmt -Check	226126	09/17/2020	City of Portola Vendor		20-1000 · Cash, Restricted Fund	
Bill	510	09/17/2020			20-5485 · EPA Target Grant 2018	-1,500.00
TOTAL						-1,500.00
Bill Pmt -Check	V968979	09/14/2020	English Mountain Ranch		10-1000 · Cash, Operating General F...	
Bill	100120	09/14/2020			10-5253 · Rent, Grass Valley	-2,512.00
Bill	8811	09/14/2020			10-5257 · Rent PM2.5 Grass Valley	-1,244.00
Bill	8810	09/14/2020			10-5255 · Utilities, Grass Valley	-81.99
					10-5255 · Utilities, Grass Valley	-300.06
TOTAL						-4,138.05
Bill Pmt -Check	226076	09/17/2020	Hansen Brothers		20-1000 · Cash, Restricted Fund	
Bill	AB2020-04	09/17/2020			20-5402 · AB2766 - Nevada County	-26,000.00
TOTAL						-26,000.00
Bill Pmt -Check	226118	09/17/2020	Intermountain Disposal, L...		20-1000 · Cash, Restricted Fund	
Bill	208764	09/17/2020			20-5410 · EPA 2015 Target Grant	-125.00
TOTAL						-125.00
Bill Pmt -Check	226117	09/17/2020	Intermountain Disposal, L...		10-1000 · Cash, Operating General F...	
Bill	179934	09/14/2020			10-5256 · Utilities, Portola	-14.56
TOTAL						-14.56
Bill Pmt -Check	226026	09/14/2020	Kleinhans, Ursula M.		10-1000 · Cash, Operating General F...	
Bill	Oct 2020	09/14/2020			10-5254 · Rent, Portola	-533.53
TOTAL						-533.53
Bill Pmt -Check	V969082	09/17/2020	Melissa Klundby		10-1000 · Cash, Operating General F...	
Bill	090920	09/14/2020			10-5019 · Dental/Vision Care	-1,250.00
TOTAL						-1,250.00
Bill Pmt -Check	226437	09/24/2020	Quincy Hot Spot		20-1000 · Cash, Restricted Fund	
Bill	39992-1	09/24/2020			20-5413 · H&S Mitigation Agree - Restrict	-900.00
					20-5410 · EPA 2015 Target Grant	-2,600.00
TOTAL						-3,500.00
Bill Pmt -Check	225985	09/14/2020	Quincy Hot Spot		20-1000 · Cash, Restricted Fund	
Bill	39623-1	09/14/2020			20-5414 · Woodsmoke Reduction Prog...	-1,000.00
TOTAL						-1,000.00
Bill Pmt -Check	V969241	09/24/2020	Ruiz, Julie		10-1000 · Cash, Operating General F...	

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Northern Sierra Air Quality Management District
Check Detail
September 2020

Type	Num	Date	Name	Item	Account	Paid Amount
Bill	092120	09/24/2020			10-5019 · Dental/Vision Care	-355.00
TOTAL						-355.00
Bill	94768	09/17/2020	Sierra Timberline		20-5414 · Woodsmoke Reduction Prog..	-5,000.00
TOTAL						-5,000.00
Bill	7659	09/24/2020			20-5410 · EPA 2015 Target Grant	-200.00
Bill	7725	09/24/2020			20-5410 · EPA 2015 Target Grant	-200.00
TOTAL						-400.00
Bill	082420	09/14/2020	US Bank		20-5410 · EPA 2015 Target Grant	-169.09
Bill	082420	09/14/2020			20-5410 · EPA 2015 Target Grant	-1,897.77
TOTAL						-2,066.86
Bill	082420	09/14/2020	US Bank		10-5201 · PM2.5 Expenditure	-43.95
Bill	082420	09/14/2020			10-5201 · PM2.5 Expenditure	-165.00
Bill	082420	09/14/2020			10-5201 · PM2.5 Expenditure	-487.14
Bill	082420	09/14/2020			10-5201 · PM2.5 Expenditure	-1,929.00
Bill	082420	09/14/2020			10-5201 · PM2.5 Expenditure	-102.22
Bill	082420	09/14/2020			10-5202 · Office Supplies	-133.35
Bill	082420	09/14/2020			10-5202 · Office Supplies	-12.05
Bill	082420	09/14/2020			10-5202 · Office Supplies	-16.59
Bill	082420	09/14/2020			10-5202 · Office Supplies	-10.80
Bill	082420	09/14/2020			10-5202 · Office Supplies	-117.75
Bill	082420	09/14/2020			10-5202 · Office Supplies	-276.21
Bill	082420	09/14/2020			10-5202 · Office Supplies	-10.71
Bill	082420	09/14/2020			10-5203 · References, Subscrip	-3.98
Bill	082420	09/14/2020			10-5203 · References, Subscrip	-16.78
Bill	082420	09/14/2020			10-5251 · Communications	-149.00
Bill	082420	09/14/2020			10-5251 · Communications	-229.09
Bill	082420	09/14/2020			10-5251 · Communications	-359.00
Bill	082420	09/14/2020			10-5251 · Communications	-100.00
Bill	082420	09/14/2020			10-5251 · Communications	-121.28
Bill	082420	09/14/2020			10-5251 · Communications	-182.86
Bill	082420	09/14/2020			10-5251 · Communications	-350.18
Bill	082420	09/14/2020			10-5251 · Communications	-14.99
Bill	082420	09/14/2020			10-5256 · Utilities, Portola	-58.58
Bill	082420	09/14/2020			10-5301 · Information Technology	-1,250.00
Bill	082420	09/14/2020			10-5305 · Maintenance Vehicles	-125.00
Bill	082420	09/14/2020			10-5305 · Maintenance Vehicles	-100.00
Bill	082420	09/14/2020			10-5305 · Maintenance Vehicles	-220.42
Bill	082420	09/14/2020			10-5352 · Travel	-9.44
Bill	082420	09/14/2020			10-5352 · Travel	-141.70
Bill	082420	09/14/2020			10-5353 · Gasoline	-242.56
TOTAL						-6,979.63
Bill	173622	09/14/2020	Wizix Technology Group		10-5601 · Fixed Assets Office	-89.11
TOTAL						-89.11

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To: Northern Sierra Air Quality Management District Board of Directors
From: Gretchen Bennitt, Air Pollution Control Officer
Date: October 26, 2020

Agenda Item: III.D

Agenda Description: FY 2020-2021 Subvention Application

Issues: The District has been informed by the California Air Resources Board that Subvention Funding similar to the FY 2019-2020 amounts are available. The District has applied for a total amount of \$140,543 Subvention.

Requested Action:

1. Approve the FY 2020-2021 Subvention Request

ROLL CALL VOTE REQUESTED

Attachments:

1. Fiscal Year 2020-2021 Application for Subvention Funds
2. Fiscal Year 2019-2020 Year-End Financial Report

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200 Litton Drive, Ste. 320
Grass Valley, CA 95945
(530) 274-9360, FAX: (530) 274-7546

September 25, 2020

California Air Resources Board
P.O. Box 1436
Sacramento, CA 95812-1436
Attention: Research and Process Control Unit

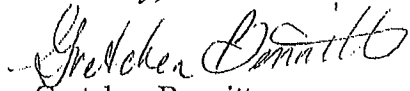
Re: FY 2020-2021 Application for Subvention

To Whom it May Concern,

Enclosed please find the District's application for the FY 2020-2021 subvention funds and supplemental funds. Also, the District has included the Year End Financial Report for FY 2019-2020. The District has included its Final Adopted Budget for FY 2020-2021.

Please feel free to call me at (530) 274-9360 X 502 if you have any questions or comments.

Sincerely,



Gretchen Bennett,
Air Pollution Control Officer

Enclosures:

- FY 2020-2021 Subvention Application
- FY 2020-2021 Supplemental Application
- FY 2019-2020 Year End Financial Report
- FY 2020-2021 Capital and Operating Budget

**Air Resources Board
Subvention Program**

Form
SP-1

2020/2021 Subvention Application

APPLICANT DISTRICT:

District Name: northern sierra air quality management district
 Street Address: 200 Ilton drive, suite 320
 City: grass valley, ca. Zip: 95945
 Contact Person: gretchen bennitt Phone: 5302749360

Type of Subvention: Coordinated Special
 Rural Non-Rural

Expenditures

1	Salaries and Benefits	772,971.00
2	Operating Expenses	2,695,453.00
3	Fixed Assets	51,000.00
4	Total Expenditures (Total of Lines 1 thru 3)	3,519,424.00

Revenue (Local Matching Funds)

5	County Contributions	62,669.00
6	Fees	740,000.00
7	Fines	12,500.00
8	Interest Earned	15,000.00
9	Other (Non-Grants): (Specify) -	2,024,186.00
10	Total Local Matching Funds (Total of lines 5 thru 9)	2,854,355.00

State Subvention Funds

11	State Subvention Funds (Refer to Subvention Funds Worksheet Form SP-2)	103,200.00
12	State Supplemental Funds (Refer to Supplemental Funds Request form SP-3)	37,430.00
13	Total State Subvention Funds (Total of lines 11 thru 12)	140,630.00

Local Non-Matching Funds

14	ARB Contracts	0.00
15	Federal Grants/Contract	184,198.00
16	Other: (Specify) perp, admin for CM, FARMER, AB923, AB197, AB617	339,771.00
17	Total Local Non-Matching Funds (add lines 14 thru 16)	523,969.00
18	Total Subvention Program Revenue (Total of Lines 10 & 13)	2,994,985.00

FEE SYSTEM CERTIFICATION: The district has a fee system in place as required by Health and Safety Code Section 39802

Yes No

I certify under penalty of perjury that to the best of my knowledge and belief, data in this application are true and correct. The document has been duly approved and authorized by the governing board of the applicant and the applicant will maintain a program in compliance with Title 17, Subchapter 3, Sections 90050 to 90500 of the California Code of Regulations.

I hereby certify under penalty of perjury that the receipt of these funds shall not result in the reduction of fees paid by permittees to the district and understand that any unspent or unencumbered state subvention funds must be returned to the Air Resources Board upon request pursuant to California Code of Regulations §903060(d) and shall revert to the State General Fund.

DISTRICT AUTHORIZATION

Print (Name) Gretchen Bennitt
 Signature: *Gretchen Bennitt*
 Title: APCO
 Date: 09/25/2020

**Air Resources Board
Subvention Program**

Form
SP-2

2020/2021 Subvention Funds Worksheet

APPLICANT DISTRICT:

District Name: northern sierra air quality management district
Street Address: 200 litton drive, suite 320
City: grass valley, ca. Zip: 95945
Contact Person: gretchen bennitt Phone: 5302749360

COORDINATED BASE SUBVENTION

Non-Rural

It is estimated that the per capita rate will be \$0.23 if the appropriate match (one to one) is provided

Rural

It is estimated that the per-capita rate will be \$0.23 but not less than \$34,400 if the appropriate match (one to one) is provided and a fee system is in place.

A. Coordinated Base Subvention:

(Enter) District Population - 1,212,389 X 0.23 278,849.47

OR

B. Enter - \$34,400 (rural districts) 103,200.00

C. Enter the greater amount (Between A & B) 103,200.00

3. SUPPLEMENTAL SUBVENTION

Supplemental subvention funds will be limited in total by the amount requested by the district on the Supplemental Funds Request form. Therefore, please be sure the Supplemental Funds Form SP-3 is a complete listing of any projects or purchases requiring funding.

DISTRICT AUTHORIZATION

Print (Name) Gretchen Bennitt
Signature: *Gretchen Bennitt*
Title: APCO
Date: 08/25/2020

**Air Resources Board
Subvention Program**

Form
SP-3

2020 / 2021 Supplemental Funds Request

APPLICANT DISTRICT:

District Name: northern sierra air quality management district
 Street Address: 200 litton drive, suite 320
 City: grass valley, ca. Zip: 95945
 Contact Person: gretchen bennitt Phone 5302749360

Proposed use of Supplemental Funds for Subvention Year: 2020/2021

Item / Activity	Time Frame for Purchasing or Completing Activity	Amount
1. CEQA for 3 counties 2. Ffederal nonattainment plan for PM2.5 (Portola)	ongoing	37,430.00
3. Federal nonattainment plan for ozone (w. nevada county)	ongoing	
4. public education 5. releasing health advisories	when necessary	
6. California Clean Air Act Requirements	ongoing	
Total Supplemental Funds Requested		37,430.00

I certify under penalty of perjury that to the best of my knowledge and belief, data in this application are true and correct.

District Authorization

09/25/2020 Gretchen Bennitt 09/25/2020

Signature _____ Date _____

Type Title and Name APCO, Gretchen Bennitt

Air Resources Board
2020 / 2021 Subvention Program: Year-End Financial Report

Form
SP-4

APPLICANT DISTRICT:		<u>northern elerra air quality management district</u>	
Street Address:	<u>200 Ilton drive, suite 320</u>		
City:	<u>grass valley, ca.</u>	Zip:	<u>95946</u>
Contact Person:	<u>gretchen bennitt</u>	Phone:	<u>5302749360</u>

REPORT OF ACTUAL EXPENDITURES & REVENUE FOR SUBVENTION YEAR 2019-2020

Actual Expenditures

1	Salaries and Benefits	712,834.00
2	Operating Expenses	607,619.00
3	Fixed Assets	0.00
4	Total Expenditures (Lines 1 thru 3)	1,320,453.00

Actual Revenue

Local Matching Funds

5	County Contributions	62,670.00
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Fees

a	Operating Permits	25,442.00
b	Variance / Hearing Board	2,950.00
c	Engineering (Permits A to C)	46,763.00
d	Motor Vehicle Registration Surcharge	548,148.00
e	Toxic Hot Spots	0.00
f	Source Test	0.00
g	Vapor Recovery	17,818.00
h	Clear Air Act	0.00
i	Asbestos	0.00
j	Clean Fuels	0.00
k	Ag Burning	25,519.00
l	Trip Reduction	0.00
m	Others Fee (Please enter info on form 4a)	204,208.00
n	Carryover Fees from Prior Fiscal Years	0.00
6	Total Fees	869,848.00
7	Fines	28,800.00
8	Interest Earned	38,534.00
9	Other (Non-Grants): (Describe) <u>rules, copies, mlsc</u>	433.00
10	Total Local matching Funds (add lines 5,6,7,8 & 9)	998,285.00

Total Subvention revenue received from ARB

11	State Subvention Fund Coordinated Base and Special Subvention Award (Refer to Award Letter)	134,879.00
12	Total State Subvention Funds	134,879.00

Local Non-Matching Funds

13	ARB Contracts	356,308.00
14	Carl Moyer Program	356,494.00
15	Perp Inspections	23,115.00
16	Federal Grants / Contract	57,000.00
17	Other (FEDERAL) (Specify)	
18	Total Local Non-Matching Funds (lines 13 thru 17)	792,915.00
19	Total Subvention Program Revenue (lines 10 and 12)	1,133,164.00
20	Total Unspent or Unencumbered State Subvention Funds**	0.00

**Any unspent or unencumbered State Subvention Funds must be returned to the Air Resources Board pursuant to California Code of Regulations §90360(d) and will be reverted to the State General Fund.

Air Resources Board

2020 / 2021 Subvention Program: Year-End Financial Report

Form
SP-4

I certify under penalty of perjury that the foregoing is true and correct. I hereby certify I under penalty of perjury that the receipt of these funds did not result in the reduction of fees paid by permittees to the district and funds were spent in compliance with the provisions of Title 17, Subchapter 3, Sections 90050 through 90500 of the California Code of Regulations. I hereby certify that the applicable evaluation criteria established in the Air Resources Board's "Evaluation Criteria for Air Pollution Control Districts Participating in the Subvention Program," adopted on April 23, 1981, and amended May 27, 1983 were accomplished.

District Authorization

Gretchen Bennett

09/25/2020

Signature

Date

Typed Name, Title

Gretchen Bennett, APCO

**Air Resources Board
Subvention Program
2020/2021 Year-End Financial Report**

Form
SP-4a

APPLICANT DISTRICT: northern sierra air quality management district
 Street Address: 200 lilton drive, suite 320
 City: grass valley, ca. Zip: 95945
 Contact Person: gretchen bennitt Phone: 5302749360

Number	Line M - Other Fees Please specify	Amount
1	stove inspection	1,388.00
2	cm admn	25,000.00
3	ab923 admn	2,770.00
4	wrp admn	18,925.00
5	farmer admn	15,230.00
6	epa target admn	37,806.00
7	rx fire admn	68,226.00
8	rx fire monitor	7,556.00
9	197 admn	8,583.00
10	epa burnwise	18,724.00
11		
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19		
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21		
22		
23		
24		
25		
Total		\$ 204,208.00

DISTRICT AUTHORIZATION

Print (Name) Gretchen Bennitt
 Signature: *Gretchen Bennitt*
 Title: APCO
 Date: 09/25/2020

DISTRICT HEADQUARTERS

200 Lifton Drive, Suite 320

Grass Valley, CA 95945

(530) 274-9360 / FAX (530) 274-7546

Email: office@myairdistrict.com or www.myairdistrict.com

NORTHERN FIELD OFFICE

257 E. Sierra, Unit E

Mailing Address: P.O. Box 2227

Portola, CA 96122

(530) 832-0102/FAX (530) 832-0101

email: Julie@myairdistrict.com

**FISCAL YEAR 2020/2021
CAPITAL BUDGET
Final**

August 24, 2020

EXECUTIVE SUMMARY

Due to unprecedented economic and health impacts from COVID-19, the District is presenting this preliminary budget with the full intention of amending it in Fall 2020, once the state and federal budgets have been adopted. At this time, the District is compiling its revenues on the California Governors' revised budget numbers from May 2020. The District understands that revenues are not only dependent upon the legislature adopting the Governor's revised budget, but revenues will be dependent upon a multitude of economic factors which could be highly unpredictable this fiscal year.

The District's Capital Budget is comprised of two major components - 1) the Restricted Grants Budget and the 2) Operating Budget. Each budget has two separate fund accounts to facilitate the tracking of funds in both budgets and to allow the public better comprehension of the District's overall capital budget. A line-item spreadsheet of both the Restricted and Operating Budgets follows.

RESTRICTED GRANTS BUDGET

The Restricted Grants Budget is solely for pass-through grants from the State of California or the Federal Government (U.S. Environmental Protection Agency) to reduce air pollution emissions in areas where public health is most impacted. The District will be administering this budget through a variety of grant programs, incentives, rebates and public education in cooperation with other local agencies and businesses. For a detailed breakdown of all line items for the Restricted Grant Budget, please refer to the restricted budget spreadsheet.

AB2766 Grant Programs

The District administers the State's AB2766 DMV surcharge grant money to worthwhile projects throughout all three counties of the District. This funding comes from a DMV surcharge fee for each registered vehicle in each county. Nevada and Plumas County charge a fee of \$4/vehicle. Sierra County charges a fee of \$2/vehicle.

Project proponents go through a sometimes competitive process to request full or partial sponsorship for projects which reduce vehicle emissions. The only county that will be participating in the competitive AB2766 process during FY 20/21 is Sierra County. In April 2020, the Board approved that Nevada County's AB2766 amount of \$182,153 be encumbered for a green waste removal project through the Nevada County OES. Additionally, in January 2020, the Board approved that Plumas County's AB2766 amount of \$34,934 be encumbered for and EPA Target Grant Match for the Portola PM Nonattainment area.

The final grant approvals for Sierra County will be made in September or October 2020. After the Board allocates funds for individual AB projects in Sierra County, any funds which are not allocated to a project go into each county's AB 2766 total allocation account as carryover. These amounts will be added back in to each county's AB allocation in time for the following year's Board approval of projects.

In addition to the FY 2020/21 AB projects, there is \$453,178 expected to be expended for various encumbered projects. These funds are earmarked in the Restricted Grants Fund Balance.

AB923 DMV Surcharge Fees and Programs

AB923 is only implemented in Plumas County. This funding comes from a DMV surcharge fee of \$2 per each vehicle registered in the county. The District receives 6.25% as an administrative fee. This year, the District expects to receive approximately \$50,000, \$3,125 is utilized for administrative funding. This funding is to be utilized for replacing old diesel school buses per the state's Lower Emission School Bus program or for reducing heavy duty diesel emissions, similar to the Carl Moyer program. Recently the state has approved that this funding can also be utilized for infrastructure for alternatively fueled, low emission school busses. The current fund balance of AB923 funding is \$270,279 providing a total of \$320,279 available for expenditure during FY 2020/2021.

Carl Moyer Heavy Duty Diesel Emission Reduction Program

The District administers the State's Carl Moyer Heavy Duty Diesel Program throughout all three counties in the District. This program is intended to provide incentives to owners of heavy duty diesel engines to retrofit these engines to lower emitting models. This is easily one of the most cost-effective and pollution reducing programs that the State sponsors and the District administers.

For fiscal year 2020/2021, the District expects to receive revenue of Carl Moyer funding of \$200,000. The District receives 12.5% administrative fee, leaving \$175,000 for the grant program and \$25,000 administrative fee which is revenue for the internal operating budget. The current fund balance amount of Carl Moyer funding is \$203,173. An estimate of \$7,000 is expected to be earned on the interest, which goes back into the program. This provides a total \$378,173 available for expenditure during FY 2020/2021.

EPA's Targeted Air Shed Grant

The Air District was approved for a \$2.48 million grant from the U.S. Environmental Protection Agency (U.S. EPA) to reduce air pollution from residential woodstoves. The grant is part of the U.S. EPA's 2015 Targeted Air Shed Grant Program intended to improve air quality in areas of the U.S. with the highest levels of pollution.

In January 2015, the U.S. EPA designated the City of Portola and surrounding parts of Plumas County as a federal nonattainment area for the annual PM2.5 health-based standard. PM2.5 is the fine particle pollution found in smoke. Studies indicate that the main source of smoke in Portola is from residential woodstoves and fireplaces.

U.S. EPA grant funds are administered by the Air District and the California Air Resources Board for a five-year voluntary residential wood stove replacement program to encourage owners to replace older wood stoves with cleaner burning devices and significantly improve air quality and public health in the Portola area.

This will be a five year program (2016-2021) based upon a reimbursement basis from EPA. Estimates were based upon how much would be spent and reimbursed for each of the five years. The amount of \$1,992,000 for woodstove replacements in the nonattainment area is not to be exceeded over five years. The district estimates that approximately \$398,400 per year will be expended to replace stoves in the nonattainment area. The District estimates approximately \$75,000 per year will be reimbursed for administrative uses annually.

Recently, EPA approved an amendment to this grant, extending the grant an additional two years and adding a new administrative position – the Burnwise Coordinator, which will provide \$49,698 to the administrative, or operating budget.

H&S Woodstove Mitigation Fund

EPA had a settlement with H&S which required H&S to pay a local air district \$400,000 to be used for a woodstove changeout program in a federal nonattainment area. EPA referred H&S to Northern Sierra Air District. An agreement was approved and ratified by the Air District Board during a March 2016 Board meeting. The District had a one-time revenue of \$360,000 deposited into the District's restricted account. Additionally, the District received a one-time revenue of \$40,000 to be deposited into the District's operating budget during FY 2015/2016. Currently there is 21,600 remaining in this account, or enough to supplement the change out of approximately 24 stoves.

Voluntary Nox Reduction Measure (VNRM)

The State California Air Resources Board has awarded various air districts a grant which shall be used to "voluntarily remediate potential past emissions through remedial measures supporting air district-level NOx mitigation projects targeting engines, such as the replacement of existing diesel engines with lox Nox engines." The VNRM program is modeled on the criteria and requirements in the Moyer Guidelines. The District has earmarked \$70,212 of funds to be utilized for local projects.

FARMER Shared Pool

California's state legislature allocated \$35 million to the California Air Resources Board

(CARB) from Fiscal Year 2017-2018 through Assembly Bill 134 and 109. CARB staff developed the Funding Agricultural Reduction Measure for Emission Reductions (FARMER) Program to meet the Legislature's objectives and help meet the State's criteria, toxic and greenhouse gas emission reduction goals. CARB created a Shared Allocation Pool of funding (\$5 million) that was specifically designated for 18 air districts with less than one percent of statewide agricultural equipment emission inventory to ensure farmers in those districts have the opportunity to access FARMER funding. The Shared Allocation Pool is managed by the Placer County Air Pollution Control District (Placer APCD) and the California Air Pollution Control Officers Association (CAPCOA) in accordance with the grant provisions outlined in the agreement between CARB and Placer APCD and provisions outlined in the subsequent agreement between CAPCOA and Placer APCD. Placer APCD will enter into independent contracts with Northern Sierra Air District. The District has \$119,340 in the FARMER fund balance. The District has recently been awarded an additional \$931,179 for projects. The District anticipates that \$1,050,519 will be expended on FARMER projects during FY 2020-2021.

AB617

Assembly Bill 109 provides funding for the Community Air Protection Program. Assembly Bill 109 approved the Cap-and-Trade Expenditure Plan which appropriated approximately \$1.6 billion in discretionary funds. The Northern Sierra Air Quality Management District has been approved by the California Air Resources Board (CARB) for a grant under the Community Air Protection Program. The grant award is for expenses necessary for implementation of Assembly Bill 617. The District receives two separate AB617 grants; AB 617 Incentive Grants and AB 617 Implementation Grants. The AB 617 Incentive Grants require projects to be approved by the Board so as to receive public comments on the use of the funds. Funds can only be used in AB1550 areas. Recently, the Board received public comments on Year 2 of AB 617 Incentive funds. The Board approved that the funds should be used for Carl Moyer projects. The District will receive \$120,920 in project funds for FY 2020-21. The District will also receive \$17,274 administrative funds for FY 2020-21.

The District expects a revenue of \$16,015 of funds under the AB 617 Implementation Grant for Fiscal Year 2020-21. Since the District had received funds the prior two years, there is now a total of \$58,857 available for expenditure during FY 2020-21. There are no administrative funds provided to the District for this grant. The California Air Resources Board has given the approval to the District to utilize these funds for green waste removal within AB 1550 areas, specifically for the Portola PM nonattainment area.

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

Final Restricted Budget
Fiscal Year 2020 - 2021

Restricted Budget, Fund Balance			
Account #	Description	FY 2019-2020	FY 2020-2021
20-3901	Restricted Funds, AB2766 Encumbered	248,382	453,178
20-3902	Planned Expenditures, AB2766 Total Allocation - Nevada County	185,332	-
20-3903	Planned Expenditures, AB2766 Total Allocation - Plumas County	70,683	-
20-3904	Planned Expenditures, AB2766 Total Allocation - Sierra County	5,721	5,765
20-3906	Planned Expenditures, Carl Moyer	67,478	203,173
20-3908	Planned Expenditures, AB923	214,914	270,279
	Planned Expenditures, FARMER		119,340
20-3910	Planned Expenditures, H&S Mitigation	109,291	21,600
Restricted Budget, Fund Balance Accounts Totals:		\$901,801	\$1,073,335

Restricted Budget, Revenue			
Account #	Description	FY 2019-2020	FY 2020-2021
20-4500	Govt. Funding, AB 2766 DMV Fees (60% for District Admin)	240,000	240,000
20-4505	Govt. Funding, AB923 (6.25% for district admin)	50,000	50,000
20-4518	Govt. Funding, Carl Moyer HD Diesel (12.5% for district admin)	175,000	175,000
20-4535	Govt. Funding, WRP (~10% for district admin)	0	0
20-4536	WRP Interest	1,000	0
20-4541	Nox Reduction Measure (NRM)	70,212	0
20-4542	FARMER Pooled Share	100,000	931,179
20-4543	Rural Assistance Program (RAP)	80,000	0
20-4538	AB 617 Implementation (20,183, 22,659, 16,015)	22,000	16,015
20-4539	AB 617 interest	100	850
20-4544	AB617 Incentives		120,920
20-4529	Govt. Funding, EPA Target Grant for Portola 2015	398,400	398,400
20-4540	Govt. Funding, EPA Target Grant for Portola 2018		tbd
20-4600	Other Income, Interest, Restricted (Carl Moyer)	5,000	7,000
Restricted Budget, Revenue Total:		\$1,141,712	\$1,939,364

Restricted Budget, Expenditures			
Account #	Description	FY 2019-2020	FY 2020-2021
20-5440	Portola PM Mitigation(AB2015-08, 33,211 plus 5499 transferred from 588-200-39	28,054	20,466
20-5442	Portola MOU (AB2016-08)	27,505	18,032
20-5402	Town of Truckee (AB 2018-04, \$39,542)	39,542	39,542
20-5402	Foster and Sons (AB 2018-05, \$26,457)	26,457	26,457
20-5402	Nevada County OES (AB 2021 - 10, \$182,153)		182,153
20-5402	EPA Target Grant 2018 Match (AB2021-11, 34,834)		34,834
20-5402	Hansen Bros. Enterprises)AB 2020-04, \$26,000)		26,000
20-5402	Sierra Commons (AB 2020-05, \$24,000)		22,063
20-5402	Sierra Commons (AB2020-06,\$26,000)		22,918
20-5402	Sierra Senior Services (AB 2020-07, \$37,800)		37,800
20-5402	Bear Yuba Land Trust (AB2020-09, \$15,000)		15,000
20-5404	Inc. Senior Citizens of Sierra County (AB 2020-01, \$5,721)		4,291
20-5403	Plumas County Public Works (AB 2020-03, \$3622)		3,622
20-5401	AB2766 Planned Expenditures for 2020	219,134	5,765
20-5406	Carl Moyer	176,223	378,173
20-5416	Farmer		1,050,519
20-5409	AB 923	220,800	320,279
20-5410	EPA Target Grant 2015	398,400	398,400
20-5414	WRP	292,500	
20-5417	Nox Reduction Measure (NRM)	-	70,212
20-5415	AB 617 Implementation (\$20,183, \$22,659, \$16,015)	20,183	58,857
20-5486	AB617 Incentive		120,920
20-5413	H&S Mitigation Fund	180,000	21,600
Restricted Budget, Expenditures Totals:		\$1,628,798	\$ 2,877,903

OPERATING BUDGET

The second major portion of the District's overall capital budget is the internal Operating Budget which is outlined in detail in the Operating Budget spreadsheet.

Operating Revenue

Overall, Revenues exceed Expenditures by \$223,267. There is an increase of \$153,063 of predicted revenue from last year's budget. The most significant increase is the administrative funding for the FARMER program (\$104,037) and to the Prescribed Fire grant (\$131,752) to run the District's prescribed fire program. There was a notable decrease of \$15,000 to the Title V Fees line item, due to one Title V source shutting down.

AB 2766 revenue is 29% of total operating revenue. Last year, AB revenue was 33% of total revenue. This revenue is used internally for activities that are related to clean air planning and technical studies necessary to implement the California Clean Air Act, and these technical activities should be funded by AB 2766 funds proportionate to the relative contribution of mobile source emissions.

General Administration, the Planning Program, and the Air Monitoring Program don't have adequate fees to cover costs, and so are supported with State Subvention, county contributions, and miscellaneous revenue line items.

Operating Expenditures

There is an estimated increase of total expenditures from the previous fiscal year of \$120,894. The increase is primarily due to an increase of \$51,184 in the Salaries and Benefits object level. This increase demonstrates the first fiscal year where the District has 7 full time employees. Last fiscal year, two new air pollution specialists were added, but they were hired approximately half way through the year. Other increases are related to the increase in staffing – an increase of \$4,000 in office supplies and non-capitalized office equipment, a \$2,700 increase in liability insurances, and a \$1,500 increase in private car mileage. Two key pieces of equipment have reached the end of their shelf life and need to be replaced – the Xerox Copy/Scanner machine and the Ford Escape. The District estimates a new copier will be around \$10,000 and a new vehicle will be around \$30,000. Last, the rent for the Grass Valley office went up substantially; an increase of \$4,560 for the main office and a new rent was required for the outside roof space of \$7,000. It should be noted that this was the first rent increase in over 15 years.

The District provides certain postretirement healthcare benefits, as established by Board Policy, to eligible employees through a single-employer plan governed by the

Public Employees' Medical & Hospital Care Act (PEMHCA) and administered by the District. Employees who retire from the District shall be eligible to be enrolled in a PERS-provided health insurance plan. If the retiree is enrolled in a PERS-provided health insurance plan, the District shall pay 100% of the first \$9,600 of the retiree's annual premium. Employees hired after July 1, 2014 shall still be eligible to be enrolled in a PERS-provided health insurance plan upon retirement, but the District shall pay 0% of the retiree's annual premium, upon retirement.

The District has two separate accounts to express health insurance expenditures. Account #10-5017 is for retired employees, and Account #10-5016 is for current employees. However, two current employees have elected not to utilize the PERS-provided health benefits plan. According to District Policy, in recognition of the subsequent cost savings to the District, the District will pay the employees 40% of the premium costs saved by the District, or \$3,840, whichever is less. Since there are three employees electing not to utilize the PERS provided plan, this total amount is \$11,520. This \$11,520 expenditure is not included in the Health Insurance expenditure, instead it is included in Account #10-5021 TaxMed.

Fund Balance Accounts (Reserves)

Prudent fiscal management requires careful budgeting and stringent budget control to avoid over-expending. Successfully staying under budget for all budget line items means that fund balances (in the form of reserves) will occur at year-end. Such fund balances are saved in reserves for various uses, such as equipment replacements, litigation, contingencies, leave liability, etc. It is prudent that the reserves are placed in earmarked and encumbered fund balances. The Board approves the fund balances with the adoption of the budget. Program needs justify budgeting expenditures that sometimes exceed expected revenue on a short-term basis. Spending down reserves is then prudent, rather than increasing fees sporadically, as long as short-term short-falls don't place the District in a precarious fiscal position. Timely program cuts or revenue adjustments would eventually be needed to prevent over-erosion of reserves. The rule of thumb is to keep at least 6 months worth of expenses in reserves. Total monthly expense is estimated to be \$87,000/month, based upon average monthly expenditures. Three months equals \$522,000. For this fiscal year, it is projected that Revenue will exceed Expenditures by \$156,956. This amount is projected to increase the Reserves (fund balance amounts) by \$156,956.

The District has committed to adding \$50,000 annually to the District's Other Post-Employment Benefits (OPEB) account. This account will increase by \$50,000 annually as required by GASB45. GASB 45 determines the annual OPEB financial obligations based upon the current number of eligible employees and retirees. The net OPEB obligation at the end of the year 2019 was determined to be \$867,094. The District's financial auditor recommended and the Board of Directors agreed that the District expend at least \$50,000/annually and add it to the Fund Balance specific to account

until the obligation is fulfilled. During the May 20, 2019 Board meeting, the Board directed the District to expend more than the recommended \$50,000, if budget allowed. Staff has recommended increasing the OPEB amount by \$100,000 during FY 20/21, bringing the total OPEB amount to \$400,000. This expense of \$50,000 will be repeated annually until the District's annually determined OPEB obligation is met.

1. Equipment Replacements

\$16,000 will be expended to purchase office equipment such as two new computers. The District keeps a list of equipment and their respective depreciation rates. The District's Xerox copier is over 6 years old and has had many breakdowns which significantly impacts office productivity.

\$30,000 will be expended to replace the District vehicle, the Ford Escape. This vehicle has had many issues during the last year, and vehicles are a key piece of equipment for District staff to respond to complaints, perform inspections, conduct air quality monitoring, and attend meetings and classes.

2. Air Monitoring Program

The Air District receives \$59,500 from the Environmental Protection Agency for the continued operation of the District's Federal Reference Method (FRM) Network for particulate matter. The District will also continue to pay rent for its monitoring laboratory and purchase miscellaneous equipment to continue to run its existing air quality monitoring network.

3. Public Education

The District will utilize \$5,000 to fund its public education program for FY 2020-2021. This includes purchasing ads for emission reductions, incentive and grant programs.

Summary

Expected operating revenue exceeds expected operating expenditures by \$223,267. The funds received in previous years are encumbered in the District's fund balance accounts, and will be utilized to demonstrate a balanced budget in the final summary, if needed. Although the preliminary budget demonstrates an overall increase to the District's Fund Balance by revenues exceeding operating expenditures, this is crucial to the continuance of the Air District's services. This predicted increase in the fund balance will assist the District to continue its services in case of any unexpected decreases in revenue in the future.

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT
Final Operating Budget
Fiscal Year 2020 - 2021

Resource Report	
Cash available	08/30/20 \$ 942,792

Fund Balance Accounts <i>(Used to track earmarked or encumbered funds)</i>			
Account #	Description	FY 2019-2020	FY 2020-2021
10-3901	General Fund, Undesignated	-	792
10-3903	Other Post-Employment Benefits	300,000	400,000
10-3904	Equipment Replacements / Depreciation	164,000	160,000
10-3905	Leave Liability	55,000	75,000
10-3906	Air Monitoring Program	100,000	57,000
10-3907	Public Education Program	5,000	10,000
10-3908	Contingency, Leashold Improvements	120,888	80,000
10-3909	Contingency, Emergency Funds	223,942	90,000
10-3910	Contingency, Litigation	190,000	80,000
Fund Balance Accounts Totals		1,148,830	942,792

Revenue			
Account #	Description	FY 2019-2020	FY 2020-2021
10-4002	Fees, Permit to Operate	30,000	30,000
10-4004	Fees, Vapor Recovery	20,000	20,000
10-4005	Fees, Variance Application	500	3,000
10-4006	Fees, Source Test	2,000	9,000
10-4007	Fees, Prescribed Burning	25,000	25,000
10-4008	Fees, Woodstove Inspections	2,000	1,500
10-4010	Fees, Title V, Fed Op Permit	65,000	50,000
10-4013	Fees, Fire Dept Response	1,500	1,500
10-4100	Penalties, Permitted Source	10,000	10,000
10-4101	Penalties, Open Burning	2,500	2,500
10-4201	Gov't Funding, State Subvention	137,600	137,600
10-4202	Gov't Funding, Subvention Supplemental	3,500	3,500
10-4203	Gov't Funding, County Contribution	62,669	62,669
10-4204	Gov't Funding, EPA Monitoring	59,500	59,500
10-4205	Gov't Funding, EPA Monitoring Supplemental	-	-
10-4206	Gov't Funding, AB 2766 DMV Fees	360,000	360,000
10-4207	Gov't Funding, PERP Pass thru	18,000	23,000
10-4208	Gov't Funding, AB 923 Operating	3,125	3,125
10-4209	Gov't Funding, EPA Target 2015	75,000	75,000
10-4214	Gov't Funding, EPA Target 2015 Burnwise Coordinator	49,698	49,698
10-4211	Gov't Funding, AB 197	8,583	8,583
10-4224	AB 617 Incentive (administrative)		17,274
10-4213	Rx Fire Funding, Staff	79,000	131,752
10-4212	Rx Fire Funding, Monitoring	20,000	20,000
10-4215	Carl Moyer, AdmIn Fee	25,000	25,000
10-4222	Farmer Pooled Share	15,000	104,037
10-4223	RAP, Carl Moyer Rural Assistance admin	7,000	7,000
10-4303	Other Income, Rules, Copies, Subscr.	100	100
10-4310	Other Income, Interest Earned	20,000	15,000
Revenue Total: \$		1,102,275	1,255,338

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT
Final Operating Budget
Fiscal Year 2020 - 2021

Expenditures		Salaries and Benefits (Object Level)	
Account #	Description	FY 2019-2020	FY 2020-2021
10-5002	Permanent Salaries	486,054	511,789
10-5021	TaxMed (elect not to utilize the District-provided health insur	7,680	11,520
10-5003	Overtime	1,000	1,000
10-5011	Medicare/FICA	7,169	7,588
10-5013	CA State Unemployment	784	784
10-5015	Workers' Comp Insurance	6,567	6,806
10-5016	PERS Health Insurance Active Employees	48,000	38,400
10-5017	PERS Health Insurance Retired Employees	18,951	18,469
10-5019	Dental/Vision Care	8,750	8,750
10-5020/5023	PERS Retirement (ER & EE Paid)	63,297	72,023
10-5022/5024	PERS Unfunded Accrued Liability	73,545	95,842
Salaries and Benefits Total:		\$ 721,787	772,971

Expenditures		Services and Supplies (Object Level)	
Account #	Description	FY 2019-2020	FY 2020-2021
10-5201	PM Monitoring Expenses (supplies)	15,000	17,000
10-5202	Office Supplies	4,000	8,000
10-5203	References, Subscriptions	1,500	500
10-5204	Postage, Shipping	1,000	1,000
10-5205	Memberships	3,000	3,000
10-5207	Office Equipment - non capitalized		3,300
10-5206	Ozone Monitoring Expenses	5,000	1,000
10-5251	Communications	15,000	15,000
10-5253	Rent, Structures, Grass Valley, including PM2.5	26,640	31,200
10-5254	Rent, Structures - Portola	6,228	6,500
10-5255	Utilities, Grass Valley	2,700	2,700
10-5256	Utilities, Portola	1,200	2,500
10-5257	Rent, PM2.5	7,272	15,100
10-5258	Liability Insurance	8,000	10,700
10-5259	Legal Notices, Public	500	1,000
10-5301	Information Technology	7,000	7,000
10-5303	Maintenance: Office Equipment	500	500
10-5305	Maintenance: Vehicles	3,000	3,000
10-5311	Profession Services: Legal	6,000	6,000
10-5312	Profession Services: Office Assistance	1,200	1,200
10-5313	Profession Services: Accounting (Nevada County, Accountant, and ADP)	33,000	33,000
10-5314	Profession Services: Financial Auditor	12,000	12,750
10-5315	Profession Services: Board - Directors and Variance	5,000	5,000
10-5351	Training, Tuition	1,500	1,500
10-5352	Travel	3,000	3,000
10-5353	Gasoline	5,000	5,000
10-5354	Private Car Mileage	500	2,000
10-5390	Miscellaneous	1,000	1,000
Services and Supplies Total:		\$ 175,740	\$ 199,450

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT
Final Operating Budget
Fiscal Year 2020 - 2021

Expenditures Pass-thru Funds / Internal Programs / Contributions to Other Agencies (Object Level)			
Account #	Description	FY 2019-	
		2020	FY 2020-2021
10-5402	Alternate Commute Program	750	750
10-5404	ARB: AB 2588 Fees	1,400	1,400
10-5405	Public Education Program	5,000	5,000
10-5406	Fire Dept Response Reimbursement	1,500	1,500
Contribution to Other Agencies / Internal Grants Total:		\$ 8,650	\$ 8,650.00

Expenditures Fixed Asset Purchases (Object Level)			
Account #	Description	FY 2019-	
		2020	FY 2020-2021
10-5601	Office Equipment	4,000	16,000
10-5602	Field Equipment (fixed assets over \$5,000)	1,000	5,000
	Vehicle	0	30,000
10-5605	EPA Supplemental Monitoring	0	-
Fixed Asset Purchases Total:		\$ 5,000	51,000

Budget Summary Available Funding & Expenditures			
Available Funding		FY 2019-	
		2020	FY 2020-2021
Fund Balance Total (<i>encumbered & earmarked reserves</i>)		1,148,830	942,792
Petty Cash		75	75
Revenue		1,102,275	1,255,338
Available Funding Total:		2,251,180	2,198,205
Salaries and Benefits (Object Level)		721,787	772,971
Services and Supplies (Object Level)		175,740	199,450
Pass-thru Funds / Internal Programs / Contributions to Other Agencies (Object Level)		8,650	8,650
Fixed Asset Purchases (Object Level)		5,000	51,000
Expenditure Total:		\$ 911,177	1,032,071

To: Northern Sierra Air Quality Management District Board of Directors
From: Gretchen Bennitt, Air Pollution Control Officer
Date: October 26, 2020

Agenda Item: III.E

Agenda Description: Authorization for Signing Nevada County Auditor Controller's Warrant Request Signatures for 2021

Issues: Annual approval of the warrant request signature form is required by the Nevada County Auditor-Controller's office no later than January 31, 2021 to ensure continual processing of payment requests.

The District is requesting that the Board authorize the Chair and APCO to sign the warrant request signature form and submit it to the office prior to January 31, 2021.

Requested Action:

1. Authorize Chair and APCO to sign Authorized Signature Form for Warrant Requests for 2021 and submit to Nevada County Auditor/Controller's office prior to the January 31 deadline.

ROLL CALL VOTE REQUESTED

Attachments:

1. Authorized Signature Form for Warrant Requests for 2021

COUNTY OF NEVADA
Auditor-Controller's Office
District and Commission Signature Authority
Calendar Year 2021

District/Commission: Northern Sierra Air Quality Management
 Location: 200 Litton Drive, Suite 320
 Mailing Address: 200 Litton Drive, Suite 320
Grass Valley, CA 95945
 Telephone #: 530-274-9360
 Main Email Address: office@myairdistrict.com

DISTRICT / COMMISSION BOARD MEMBERS

NAME & TITLE	ADDRESS	PHONE NUMBER & EMAIL ADDRESS

PERSONS AUTHORIZED TO REQUEST PAYMENTS

NAME & TITLE	ADDRESS	PHONE NUMBER & EMAIL ADDRESS
Gretchen Bennett, Executive Director	200 Litton Drive, Suite 320	530 244-3960 ext. 502
Signature	Grass Valley, CA 95945	gretchenb@myairdistrict.com
Joe Fish, Deputy Exec. Director	200 Litton Drive, Suite 320	530 244-3960 ext. 503
Signature	Grass Valley, CA 95945	joef@myairdistrict.com
Dawn Lunsford, Admin. Assistant	200 Litton Drive, Suite 320	530 244-3960 ext. 504
Signature	Grass Valley, CA 95945	dawnl@myairdistrict.com

The above information is correct and has been approved by the District Board/Commission meeting on

_____ Board Date _____ Chairman _____ Today's Date

A minimum of two authorized signatures are required on all payment requests.
At least one signature shall be a Board/Commission Member
The District Board must approve all claims for payment prior to submittal.
Additional documentation may be required by law or restrictions placed by this office
Any changes must be reported within 10 days with an updated authorization
Current authorization expires January 31
Renewal must be received prior to January 31 to insure no delay in payments

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: October 26, 2020

Agenda Item: III.F

Agenda Description: Board of Directors Calendar for 2021

Issues: The schedule for 2021 is being presented for review, discussion and adoption. The Board meeting in July and December will be cancelled unless a need arises.

Requested Action:

1. Discuss and approve the calendar

ROLL CALL VOTE REQUESTED

Attachments:

1. Board Meeting Schedule for 2021

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT**Gretchen Bennitt, Executive Director**DISTRICT HEADQUARTERS

200 Litton Drive, Suite 320
Grass Valley, CA 95945
(530) 274-9360 / FAX: (530) 274-7546
email: office@myairdistrict.com or www.myairdistrict.com

NORTHERN FIELD OFFICE

257 E. Sierra, Unit E
Mailing Address: P.O. Box 2227
Portola, CA 96122
(530) 832-0102 / FAX: (530) 832-0101
email: julie@myairdistrict.com or www.myairdistrict.com

AIR QUALITY BOARD OF DIRECTORS MEETING SCHEDULE FOR 2021

The Northern Sierra Air Quality Management District Board of Directors meetings are scheduled on the fourth Monday of every month at 1:00 P.M. on the date and places listed below:

<u>DATE</u>	<u>LOCATION</u>
January 25	Video/Teleconference – Grass Valley and Portola
February 22	Video/Teleconference – Grass Valley and Portola
March 22	Video/Teleconference – Grass Valley and Portola
April 26	Video/Teleconference – Grass Valley and Portola
May 24	Video/Teleconference – Grass Valley and Portola
June 28	In Person – To Be Determined
*July 26	Video/Teleconference – Grass Valley and Portola
August 23	Video/Teleconference – Grass Valley and Portola
September 27	Video/Teleconference – Grass Valley and Portola
October 25	Video/Teleconference – Grass Valley and Portola
November 22	Video/Teleconference – Grass Valley and Portola
**December 27	Video/Teleconference – Grass Valley and Portola

* The July 26, 2020 meeting will be cancelled unless an urgent need arises.

** The December 27, 2020 meeting will be cancelled due to the Holiday.

BOARD MEETING LOCATIONS

Grass Valley: Northern Sierra Air Quality Management District Headquarters, Room 316, 200 Litton Drive, Grass Valley, CA 95945

Portola: Northern Sierra Air Quality Management District Northern Field Office, 257 E. Sierra, Unit E, Portola, CA 96122

SERVING THE COUNTIES OF NEVADA, PLUMAS AND SIERRA

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September 28, 2020

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: October 26, 2020

Agenda Item: III.G

Agenda Description: Request for Extension for Sierra Commons AB2766 DMV (AB 2020-05 & 2020-06) Projects

Issues: Sierra Commons has two projects (AB2020-05 and AB2020-06) which expire on January 1, 2021. Sierra Commons has requested an extension on the project until June 21, 2021.

Requested Action:

1. Review reason and approve extension of their project completion until June 21, 2021.

Attachments:

1. October 15, 2020 email from Robert Trent (Sierra Commons) to Joe Fish (NSAQMD) requesting an extension to both of their AB2766 projects until June 21, 2021.



Gretchen Bennitt <gretchenb@myairdistrict.com>

Fwd: Sierra Commons extension

1 message

Joe Fish <joe@myairdistrict.com>
To: Gretchen Bennitt <gretchenb@myairdistrict.com>
Cc: Melissa Klundby <melissak@myairdistrict.com>

Thu, Oct 15, 2020 at 10:50 AM

Gretchen:

Below is Robert Trent's request for an extension. I recommend extending his contract until June 30, 2021. Please include his extension request in your October Board packet.

Thank you.

If you have any questions please do not hesitate to contact me.

=====
Joe Fish
Deputy Air Pollution Control Officer
Northern Sierra Air Quality Management District
200 Litton Dr., Suite 320
Grass Valley, CA 95945
(530) 274-9360, ext 503
=====

----- Forwarded message -----
From: **Sierra Commons** <info@sierracommons.org>
Date: Thu, Oct 15, 2020 at 10:28 AM
Subject: Sierra Commons extension
To: Joe Fish <joe@myairdistrict.com>

Hi Joe,

Thank you so much for the call today and sorry for being so short with you.

We would like to have an extension on our projects. COVID has really thrown a monkey wrench into things. What is needed to put an extension in place for another 6 months?

As you pointed out, there is a considerable sum that we have not invoiced for yet. As an update on our progress, most of the remodel work has been completed in the conference room and we delivered one of our two trainings for remote workers on Tuesday. I gave a shout out to your organization on FB- did you see that? We are actually almost complete with both projects but we are behind on invoicing.

I will try to get something for you very soon.

Thanks for your help.

Robert

--

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: October 26, 2020

Agenda Item: III.H

Agenda Description: Request for Extension for Truckee AB 2766 DMV (AB 2018-04) Project

Issues: The Town of Truckee is requesting an extension on AB2766 DMV project AB2018-04 which requires the purchase of an electric vehicle and the construction of a EV charging center.

Requested Action:

1. Review reason and approve extension of their project completion until October 31, 2021.

Attachments:

1. September 21, 2020 email from Nicholas Martin (Town of Truckee) to Joe Fish (NSAQMD) requesting an extension to their AB2766 project until October 31, 2021.



Gretchen Bennitt <gretchenb@myairdistrict.com>

AB 2766 Grant Extension for the Town of Truckee EV project

1 message

Joe Fish <joe@myairdistrict.com>

Mon, Sep 21, 2020 at 9:09 AM

To: Gretchen Bennitt <gretchenb@myairdistrict.com>

GB:

I just heard back from the Town of Truckee. They think the extension should go until October 31, 2021. That is the end of their construction season.

Please extend their grant until October 31, 2021.

If you have any questions please do not hesitate to contact me.

=====
Joe Fish
Deputy Air Pollution Control Officer
Northern Sierra Air Quality Management District
200 Litton Dr., Suite 320
Grass Valley, CA 95945
(530) 274-9360, ext 503
=====



Gretchen Bennitt <gretchenb@myairdistrict.com>

Fwd: Another extension?

2 messages

Joe Fish <joe@myairdistrict.com>
To: Gretchen Bennitt <gretchenb@myairdistrict.com>

Mon, Sep 21, 2020 at 8:39 AM

GB:

Below is the Town of Truckee's request for an extension on their AB 2766 project (EV purchase and charging station installation). I recommend extending their grant until September 30, 2021. As you may know, the Lahontan water district doesn't allow any construction during winter months that involves digging of any sort. That can cause delays for projects that need to lay conduits or pipes underground. That rule eliminates trenching. And of course, this whole Covid adventure has screwed up a lot of timelines.

Thanks,

If you have any questions please do not hesitate to contact me.

=====
Joe Fish
Deputy Air Pollution Control Officer
Northern Sierra Air Quality Management District
200 Litton Dr., Suite 320
Grass Valley, CA 95945
(530) 274-9360, ext 503
=====

----- Forwarded message -----

From: **Nicholas Martin** <NMartin@townoftruckee.com>
Date: Mon, Sep 21, 2020 at 7:48 AM
Subject: Another extension?
To: Joe Fish <joe@myairdistrict.com>

Hi Joe, when I spoke to you this Spring about a possible 2nd extension on the grant funding for our charging stations you mentioned reaching out to you again in September. Well, the budget is set to be approved at tomorrow night's Council meeting, however I am still a bit leery that we will be able to get a contract executed and the work done before snow starts falling and shuts down our construction season for the year. That said, I am doing everything I can to get this thing done this year, but wonder if it might be smart to get an extension just to be safe. What are your thoughts?

Hope all is well,

Nick

Nicholas Martin

Sustainability and Special Projects Manager
Town of Truckee

10183 Truckee Airport Rd.
nmartin@townoftruckee.com
(530) 582-2910

Gretchen Bennitt <gretchenb@myairdistrict.com>
To: Joe Fish <joe@myairdistrict.com>

Mon, Sep 21, 2020 at 8:50 AM

Thanks joe
[Quoted text hidden]

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: October 26, 2020

Agenda Item: III.I

Agenda Description: Request for Extension for Sierra Senior Services AB 2766 DMV (AB 2020-07) Project

Issues: Sierra Senior Services in Truckee is requesting an extension on AB2766 DMV project AB2020-07 which requires the purchase of an electric vehicle.

Requested Action:

1. Review reason and approve extension of their project completion until June 30, 2021.

Attachments:

1. September 18, 2020 email from Sharon Romack (Sierra Senior Services) to Joe Fish (NSAQMD) requesting an extension to their AB2766 project,



Gretchen Bennitt <gretchenb@myairdistrict.com>

Fwd: NORTHERN SIERRA AIR QUALITY GRANT

2 messages

Joe Fish <joe@myairdistrict.com>

Fri, Sep 18, 2020 at 3:48 PM

To: Gretchen Bennitt <gretchenb@myairdistrict.com>

Cc: Sharon Romack <sharon@sierraseniors.org>

Gretchen:

At your next Board meeting could you present this request for an extension for the Sierra Senior Services in Truckee? They are trying to purchase an EV. Grant # 2020-07.

Could you please grant the extension until June 30, 2021? I know she is asking to extend until March 31, 2021, but I think things might take a little longer than she thinks. There is no telling what this winter will bring as far as the Covid is concerned.

You can read her request below.

Thank you for your consideration in this matter.

If you have any questions please do not hesitate to contact me.

=====

Joe Fish
 Deputy Air Pollution Control Officer
 Northern Sierra Air Quality Management District
 200 Litton Dr., Suite 320
 Grass Valley, CA 95945
 (530) 274-9360, ext 503

=====

----- Forwarded message -----

From: **Sharon Romack** <sharon@sierraseniors.org>

Date: Fri, Sep 18, 2020 at 3:39 PM

Subject: NORTHERN SIERRA AIR QUALITY GRANT

To: Joe Fish <joe@myairdistrict.com>

Dear Joe:

Hope this email finds you well and not too smoky!

As we discussed a few months ago, the COVID-19 crisis has turned the Sierra Senior Services' world upside down. We have doubled the number of Seniors we serve, producing close to 1,000 meals a week. Because of this and the very small staff here , I have been unable to do the appropriate legwork in order to purchase our electric vehicle before the December 31, 2020 deadline on the very generous grant awarded to us by the Northern Sierra Air Quality District.

We have settled into more of a routine now and I should be able to focus more time on purchasing the vehicle

but I am asking for an extension on spending our grant for this vehicle. We need to raise the additional funds to purchase the vehicle as well as make final arrangements on the vehicle we will be purchasing. We are also reaching out to several of the electric car manufacturers to see if they can provide any help with the purchase prices on the vehicles.

May Sierra Senior Services extend the timeframe of our grant until the end of the first quarter on 2021? We feel we can have the vehicle purchased by March 31, 2021 and submit the appropriate paperwork to you by then.

Thank you for considering this request.

Sincerely,

Sharon Romack

Sharon Romack
Executive Director
530/550-7600



Check out our NEW Website

www.sierraseniors.org

Joe Fish <joe@myairdistrict.com>

Thu, Oct 15, 2020 at 7:44 AM

To: Gretchen Bennitt <gretchenb@myairdistrict.com>, Melissa Klundby <melissak@myairdistrict.com>

Gretchen:

Here is Sierra Seniors request for an extension.

jf

[Quoted text hidden]

TO: Northern Sierra Air Quality Management Board of Directors

FROM: Gretchen Bennitt, Executive Director

DATE: October 26, 2020

Agenda Item: IV.A

Agenda Description: Public Hearing and Resolution # 2020-09 for Granting District Authority for Portola Ordinance 359

Issues:

The Northern Sierra Air Quality Management released public notice to solicit public comment on a proposed resolution (Resolution #2020-09) related to the Portola Fine Particulate Matter (PM2.5) Attainment Plan (Plan) to meet requirements for contingency measures under the federal Clean Air Act.

On September 9, 2020, the City of Portola adopted Ordinance 359, amending the City of Portola Wood Stove and Fireplace Ordinance and The Prohibition of the Open Burning of Yard Waste, Chapter 15.10 of the Portola Municipal Code, to meet requirements under the federal Clean Air Act to reduce particulate matter pollution. Among other things, the amended Portola Municipal Code requires the District to take certain actions in response to elevated levels of air pollution.

The proposed resolution #2020-09 would approve the amendments to be added to the Plan, direct that they be submitted to the California Air Resources Board for submittal to the United States Environmental Protection Agency (U.S. EPA) as a revision to the California State Implementation Plan (SIP) under the federal Clean Air Act, and direct that the District fulfill its obligations under the Portola Municipal Code.

The proposed resolution #2020-09 would also find that, in accordance with the California Environmental Quality Act (CEQA), this action is exempt under Class 8, section 15308 of the CEQA Guidelines, title 14 of the California Code of Regulations, for actions taken by regulatory agencies as authorized by state law to assure the maintenance, restoration or enhancement of the environment where the regulatory process involves procedures for protection of the environment.

Requested Action:

1. Open a public hearing to receive comment on proposed resolution # 2020-09.
2. Approve Resolution 2020-09

Attachments:

1. Resolution 2020-09

**NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT
RESOLUTION # 2020-09**

In the Matter of: Amending the Portola Fine Particulate Matter (PM2.5) Attainment Plan (Portola Plan) to Include Contingency Measures in amendments made by City of Portola Ordinance 359, adopted September 9, 2020, to the City of Portola Wood Stove and Fireplace Ordinance and The Prohibition of the Open Burning of Yard Waste, Chapter 15.10 of the Portola Municipal Code, as required by the Federal Clean Air Act.

Whereas, the Northern Sierra Air Quality Management District (District) is a duly constituted unified district, as provided in Chapter 3, Part 3, Division 26 in the California Health and Safety Code; and

Whereas, the District may do such acts as are necessary or proper to execute its power and duties, under Section 40702 of the Health and Safety Code; and

Whereas, the District has the primary responsibility for control of air pollution from all sources, other than emissions from motor vehicles, within its jurisdiction, under Section 40000 of the Health and Safety Code; and

Whereas, the District may sponsor, coordinate, and promote projects that will lead to the prevention, mitigation, or cure of the adverse effects of air pollution, including the adverse health effects of air pollution within its jurisdiction, under Section 40004 of the Health and Safety Code; and

Whereas, the District must prepare plans to attain the National and state ambient air quality standards within its jurisdiction, under Sections 41650 and 40911 of the Health and Safety Code; and

Whereas, in December 2012, the U.S. Environmental Protection Agency (EPA) issued an annual National Ambient Air Quality Standard (NAAQS) for fine particulate matter (PM2.5) of 12 ug/m³ (2012 PM2.5 NAAQS), which became effective in March 2013; and

Whereas, effective April 2015, the EPA designated the City of Portola and the surrounding communities as the Plumas County PM2.5 Nonattainment Area with a moderate classification for the 2012 PM2.5 NAAQS; and

Whereas, the nonattainment area includes the City of Portola and the nearby communities of Iron Horse, Delleker, C-Road, Mohawk Vista, Plumas-Eureka, Blairsden-Graeagle, Gold Mountain, Whitehawk, Clio, Johnsville and portions of Lake Davis; and

Whereas, EPA requires the State of California to submit a plan that satisfies the requirements of Clean Air Act, Sections 172 and 189, including a demonstration of attainment of the PM2.5 NAAQS by the applicable attainment date as demonstrated by the technical analysis performed for the Portola Plan; and

Whereas, the California Air Resources Board (CARB) and the District developed the Portola Plan to meet the requirements of the federal Clean Air Act, which EPA approved into the California State Implementation Plan on March 25, 2019, 84 Fed. Reg. 11,208; and

Whereas, the Portola Plan included as Appendix M the City of Portola Wood Stove and Fireplace Ordinance, Chapter 15.10 of the Portola Municipal Code; and

Whereas, portions of the City of Portola Wood Stove and Fireplace Ordinance, Chapter 15.10 of the Portola Municipal Code, had been approved by EPA into the State Implementation Plan on March 5, 2018, 83 Fed. Reg. 9,213; and

Whereas, to meet requirements of the federal Clean Air Act to provide contingency measures, the District continued to work with the City of Portola, CARB, and EPA for the City to amend the Portola Wood Stove and Fireplace Ordinance by adopting on September 9, 2020, Ordinance 359, the City of Portola Wood Stove and Fireplace Ordinance and The Prohibition of the Open Burning of Yard Waste, amending Chapter 15.10 of the Portola Municipal Code; and

Whereas, the Northern Sierra Air Quality Management District Board hereby commits to meet its obligations under the City of Portola Wood Stove and Fireplace Ordinance and The Prohibition of the Open Burning of Yard Waste, Chapter 15.10 of the Portola Municipal Code; and

Whereas, a public hearing for approving these amendments to the Portola Municipal Code as a revision to the Portola Plan was duly noticed for at least thirty days and held on October 26, 2020, in accordance with the law; and

Whereas, Section 15308 of the California Environmental Quality Act (CEQA) Guidelines, title 14 of the California Code of Regulations, provides that actions taken by regulatory agencies as authorized by state law to assure the maintenance, restoration or enhancement of the environment where the regulatory process involves procedures for protection of the environment, are categorically exempt from CEQA review; and

Whereas, this Governing Board of Directors concurs with the recommendations of its staff; and

Whereas, the amendments to the City of Portola Wood Stove and Fireplace Ordinance and The Prohibition of the Open Burning of Yard Waste, Chapter 15.10 of the Portola Municipal Code Portola Plan, under this Resolution, will be added to the Portola Fine Particulate Matter (PM2.5) Attainment Plan; and

Whereas, the amendments to the City of Portola Wood Stove and Fireplace Ordinance and The Prohibition of the Open Burning of Yard Waste, Chapter 15.10 of the Portola Municipal Code, under this Resolution, will be submitted to CARB and EPA for inclusion into the State Implementation Plan;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED AS FOLLOWS:

1. The Northern Sierra Air Quality Management District Board of Directors hereby finds, based upon the evidence and information presented at the hearing upon which the decision is based, that all notices required to be given by law have been duly given, and that the District Board has allowed public testimony in accordance with the law.
2. The City of Portola Wood Stove and Fireplace Ordinance and The Prohibition of the Open Burning of Yard Waste, Chapter 15.10 of the Portola Municipal Code will promote the health and welfare of the residents in the nonattainment area of Plumas County.
3. The Northern Sierra Air Quality Management District Board of Directors directs the District to fulfill its obligations under the Portola Municipal Code, as amended by Ordinance 359.
4. This action is exempt from the California Environmental Quality Act (CEQA), under Class 8, section 15308 of the CEQA Guidelines, title 14 of the California Code of Regulations, for actions taken by regulatory agencies as authorized by state law to assure the maintenance, restoration or enhancement of the environment where the regulatory process involves procedures for protection of the environment.
5. The Northern Sierra Air Quality Management District Board of Directors amends the Plumas County Fine Particulate Matter (PM 2.5) Attainment Plan (Portola Plan) to include the City of Portola Wood Stove and Fireplace Ordinance and The Prohibition of the Open Burning of Yard Waste, Chapter 15.10 of the Portola Municipal Code, as amended by Ordinance 359.
6. The Northern Sierra Air Quality Management District Board of Directors directs the District staff to submit to the California Air Resources Board with a request to submit to the United States Environmental Protection Agency, for adding to the State Implementation Plan to comply with the federal Clean Air Act, Ordinance 359, Portola Municipal Code, Chapter 15.10, Wood Stove and Fireplace Ordinance and The Prohibition of the Open Burning of Yard Waste, adopted September 9, 2020, except paragraph 15.10.060(B) and sections 15.10.100 and 15.10.110, that amended the following sections of the City of Portola Wood Stove and Fireplace Ordinance and the Prohibition of the Open Burning of Yard Waste, Chapter 15.10 of the Portola Municipal Code:
 - a. 15.10.010,
 - b. 15.10.020,
 - c. 15.10.025,
 - d. 15.10.026,
 - e. 15.10.070,
 - f. 15.10.080 as renumbered from 15.10.070, and
 - g. 15.10.090 as renumbered from 15.10.080.

7. The Executive Director of the District is hereby directed to forward a copy of this Resolution, Ordinance 359, Portola Municipal Code, Chapter 15.10, Wood Stove and Fireplace Ordinance and The Prohibition of the Open Burning of Yard Waste, adopted September 9, 2020, except paragraph 15.10.060(B) and sections 15.10.100 and 15.10.110, and any additional information necessary to CARB for inclusion in the State Implementation Plan.
8. The District Governing Board requests that the CARB authorize its Executive Officer to include these amendments to the City of Portola Wood Stove and Fireplace Ordinance and The Prohibition of the Open Burning of Yard Waste, Chapter 15.10 of the Portola Municipal Code, in the California State Implementation Plan for submittal to EPA.
9. The District's Governing Board requests that EPA approve this submittal into the Portola Plan and the State Implementation Plan. Upon EPA's approval of this submittal, Ordinance 359 (excluding paragraph 15.10.060(B) and sections 15.10.100 and 15.10.110) would replace Ordinance 344 in the State Implementation Plan.
10. District staff is hereby authorized to make any minor typographical and technical changes in the submittal and take other actions that are necessary to correct errors, clarify wording, or to satisfy CARB and EPA requirements for the Portola Plan.

On a motion by Supervisor _____, and seconded by Supervisor _____, the foregoing resolution was approved and adopted by the Board of Directors of the Northern Sierra Air Quality Management District at a regular meeting held on October 26, 2020, by the following roll call vote:

Ayes:

Noes:

Absent:

Abstaining:

Approve: _____
 Chair of Northern Sierra Air Quality Management Board

Attest: _____
 Dawn Lunsford, Clerk of the Board

To: Northern Sierra Air Quality Management District Board of Directors
From: Gretchen Bennitt, Air Pollution Control Officer
Date: October 26, 2020

Agenda Item: IV.B

Agenda Description: Discussion and Approval of AB2766 DMV Surcharge Project for Sierra County 2021

Issues:

The District received the project proposal from the Incorporated Senior Citizens of Sierra County as presented in the attachment. This is the only proposal that was received from Sierra County for 2021.

Requested Action:

1. Review proposal from Incorporated Senior Citizens of Sierra County, consider approval of proposal and authorize Chair to sign agreement between the NSAQMD and Incorporated Senior Citizens of Sierra County.

ROLL CALL VOTE REQUESTED

Attachments:

1. Incorporated Senior Citizens for Sierra County's Proposal for 2021 AB2766 DMV Surcharge Project

EXHIBIT SUMMARY SHEET – Section A

Proposing Entity (include other participating entities):

Incorporated Senior Citizens of Sierra County

Contact Person: Gloria Shelton, Transportation Coordinator

Address: 302 First Street, Loyalton, CA 96118-0675

Phone #: (530) 993-4770 FAX #: (530) 993-0742 EMAIL: transdir@att.net

Total Project Budget:

	AB 2766 Funds	Co-Funding	Total Project Costs
Capital Costs	\$ _____	\$ _____	\$ _____
Operating Costs	\$ <u>5765</u>	\$ <u>54,000</u>	\$ <u>59,765</u>
TOTAL	\$ <u>5765</u>	\$ <u>54,000</u>	\$ <u>59,765</u>

Type of Project: (check one)

Quantifiable Project

Reduced Emission Vehicles Project

Implementation Area for Project: Check if District-wide

Describe the Implementation Area for the Project (e.g. city, county, region):
Eastern Sierra County

Estimated Emission Reductions:

A. Emission Reductions (lbs/yr)

Reactive Organic Gases 70 Nitrogen Oxides 78 PM₁₀ 29

B. Vehicle Miles Traveled (VMT) Reduced 90,000

Single Occupancy Vehicle Trips Reduced 2,100

C. Number of people reached per day through public education 10

Cost-effectiveness: \$ 30.93 per pound (AB 2766 Funds Only)

Brief Project Description:

To support the operations of the Transportation Program, which provides vanpool services for disabled and/or seniors in Eastern Sierra County.

REQUEST FOR PROPOSAL CONTENTS CHECKLIST

Applicant Incorporated Senior Citizens of Sierra County

Please complete and attach this checklist with your application.

Exhibit Summary Sheet - page 1

Request for Proposal Contents Checklist - page 2

Authorization Letter/Resolution - page 3, 4

Project Description - page 5, 6

Project Organization/Background - page 6, 7

Emissions Benefits/Cost-Effectiveness - page 7

Work Statement - page 7

Funding Request/Breakdown of Cost - page 8

Schedule of Deliverables/Monitoring - page 9

All Pages Numbered

5 Copies of Proposal

(CHECK ONE ONLY)

Quantifiable Project

- OR -

Reduced Emission Vehicles Project

Authorization Letter
Section C

Incorporated Senior Citizens of Sierra County

P. O. Box 675 302 First Street

Loyalton, CA 96118

(530)993-4770

September 3, 2020

Northern Sierra Air Quality Management District, District Headquarters

Attn: Melissa Klundby

P.O. Box 2227

Portola, CA 96188

Re: AB2766 DMV Surcharge Fund 2021

Dear Ms. Klundby,

As the Executive Director of Incorporated Senior Citizens of Sierra County, I am authorized to submit the attached application for funding consideration from the AB2766 DMV Surcharge Fund. ISCSC is requesting the sum of \$5,765 to support the operations of the Transportation Program operated by this non-profit organization. The program serves the citizens of Eastern Sierra County, including the disabled and senior residents.

The contact person with respect to questions for this project is Gloria Shelton, the Transportation Coordinator. She may be reached at (530)993-4770, or emailed at transdir@att.net. Please let me know if there is any other information I can provide.

Thank you for your consideration and review of this request.

Sincerely,



Carolyn Widman
Executive Director

Section D. - Project Description

This request to the Northern Sierra Air Quality Management District under the AB2766 DMV Surcharge Fund will provide Incorporated Senior Citizens of Sierra County with the funding needed to offer and sustain vanpool services. The Transportation Program anticipates that approximately 2200 one-way trips will be provided over 300 days. The program has done as many as 4 trips a day, serving up to 15 residents per day, both in and out of Sierra County. Approximately 5,000 rides will be provided annually. Funding provided by this grant will cover the cost of fuel, vehicle operations and maintenance for two existing vehicles. Without this grant support, ISCSC will be forced to significantly reduce vanpool services for the coming year. This reduction, combined with the continued challenges of the Covid-19 shutdowns in California, particularly in rural communities, would further isolate rural seniors and disabled participants in seeking and securing transportation services needed to access health, wellness, food/medicine and social service programs within the region. The program also provides vanpool services to community members at large as needed.

With this funding, outreach services to new unserved and underserved riders will account for a 10% increase in current service numbers. The program will provide riders with educational information on vanpooling and its related emissions reductions to encourage additional use of vanpool services in Sierra County. The program currently maintains daily statistics on the number of people served, trips provided, and miles driven for all transportation services. ISCSC has designed a data collection spreadsheet specific to Northern Sierra Air Quality Management District reporting so drivers may track and monitor the number of trips reduced from participants who would otherwise have driven their own cars or had someone drive for them, had vanpool services been nonexistent.

The Transportation Program Coordinator is responsible for the record keeping and progress reports associated with all transportation funding sources. ISCSC will utilize all appropriate data collection tools and reporting forms required by the Northern Sierra Air Quality Management District. The Scope of Work for this project is outlined as follows:

December 2020	Sign Contract on grant award
January 2021	Commencement of Funding
January - Dec 2021	Provide vanpool services to existing riders
January - Dec 2021	Conduct Monthly/Quarterly Financial Reports/Monitoring Reports
January - Dec 2021	Conduct outreach to increase ridership by 20% to underserved residents
January - Dec 2021	Log Fuel Miles / Perform required maintenance
January - Dec 2021	Conduct data gathering / monitoring
December 2021	Submit final report

Section E. – Project Organization/Background

Sierra County is a mountainous rural region covering an area of approximately 985 square miles. The population of Sierra County includes 2,987 people, designating it as the second smallest county in the state, and a frontier community. Approximately 13% of the area’s residents live in poverty. There are 1,000 residents over the age of 65 representing 32% of the population in Sierra County. Additionally, there are 730 individuals with disabilities representing 23% of the population. This amount exceeds California’s rate of 17%. There are several health status indicators that support the rate of poverty figures in Sierra County. Cancer (Breast Cancer and Lung Cancer), Coronary Heart Disease, Diabetes, and Cerebrovascular Disease are the major causes of death.

Incorporated Senior Citizens of Sierra County (ISCSC) is a grassroots non-profit corporation developed in 1978 that strives to serve the unmet needs of a growing and vulnerable number of rural seniors. The mission of the agency is to present an environment that encourages and accepts the uniqueness of each individual; provides social supports; offers nutritious well-balanced noontime meals; provides safety information and assessments, access to adequate transportation; and delivers necessary health and resource and referral information for seniors 60 and over, their spouses and the disabled. In addition, ISCSC provides access to early and regular health screening, outreach prevention and intervention activities, education and presentation of home and medication safety and nutritional information, and opportunities to participate in regularly structured nutrition and physical activities that serve to reduce chronic diseases and their associated health care costs while improving the quality of life for many senior citizens. During the Covid-19 pandemic, services have been greatly impacted, with no “in person” activities. Volunteers deliver meals, and prescriptions are picked up by a driver from Portola, the closest pharmacy, to be delivered to Seniors and the disabled.

Emission reductions for this project will result from the decrease in emissions associated with auto trips replaced by vanpool services after adjusting for the increase emissions associated with the shuttle vehicle itself and auto access trips. ISCSC provides vanpool services to residents for the following purposes: medical appointments, nutrition site services, socialization activities, shopping trips, personal errands, and recreation. Seniors are picked up and delivered to their homes, providing further reduced emissions as residents do not have to drive vehicles to a vanpool lot or shuttle parking site.

ISCSC has experience and been a recipient of transportation dollars to operate Sierra County vanpool services for seniors and disabled residents for many years.

Section F. – Emission Benefits/Cost Effectiveness

The costs and emission benefits are calculated in the following chart:

ISCSC	Total Program Costs	Weighted CE/\$ per Ton	CE Per lb	AB2766 Cost
Senior Vanpool Services Program	\$59,765	\$59,765	\$30.93	\$5,765
Totals	\$59,765	\$59,765	\$30.93	\$5,765

The annual emissions reduction is calculated at 204 lbs/year or 0.10 tons/year. The cost effectiveness of this project is \$30.93 per pound and \$61,920 per ton. ISCSC will provide a cash match from Sierra County Transportation Commission funding in the sum of \$54,000 to complete the costs for this sustainability project.

Section G. – Work Statement

The Work Statement will follow the Scope of Work as outlined in Section D of this proposal. Direct program activities will begin on January 1, 2021 and end with the Final Report on December 31, 2021. The Transportation Coordinator will be responsible for assuring that each sequence of work activities is completed and documented, and all data collection, maintenance and reporting requirements are met. Project technical assistance will be utilized from the Northern Sierra Air Quality Management District as needed. Public acknowledgement for funding provided by the Northern Sierra AQMD will include the logo in the ISCSC monthly newsletter, with distribution of 350 each month.

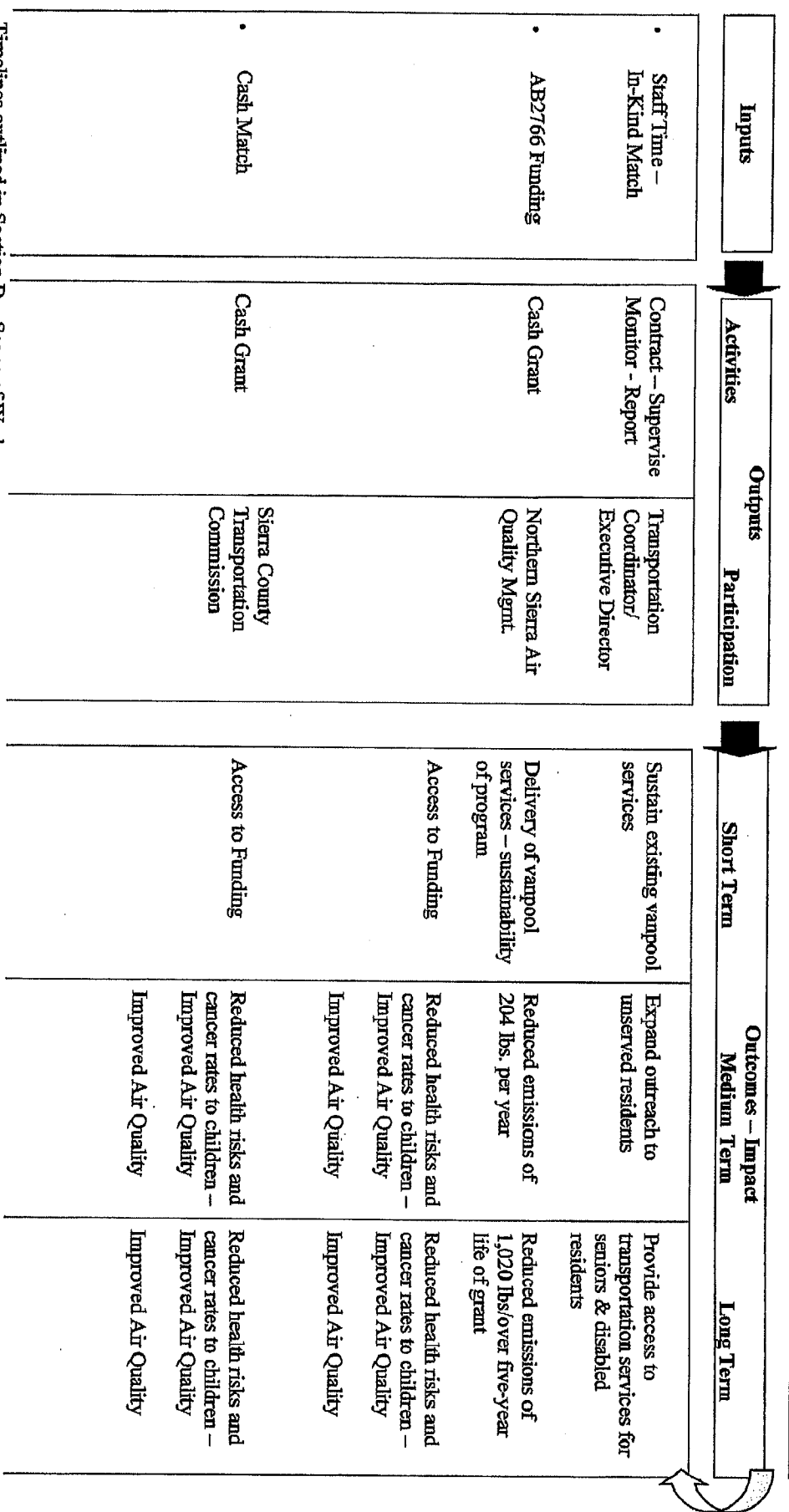
Section H. – Funding Request/Breakdown of Cost

The following chart reflects a breakdown of the costs associated with this project and their respective funding sources:

Project Tasks	Cost	AB2766 Funding	ISCSC Trans. Com Match	ISCSC In- Kind Match 5/yr
Sustain Existing Vanpool Services	50665	5765	44900	✓
Expand Outreach to New Riders	100		100	✓
Conduct Annual Maintenance	1500		1500	✓
Conduct data collection	3000		3000	✓
Prepare monthly/quarterly/year-end reports – Collaborate with partners	2500		2500	✓
Total Costs	\$59765	\$5765	\$54000	0

Section I. – Schedule of Deliverables/Monitoring Program

Logic Model of ISCSC – AB2766 DMV Surcharge Fund Project – Senior Vanpool Services Program



Timelines outlined in Section D – Scope of Work
 Project Objectives will be reported monthly, quarterly, and annually to Northern Sierra AQMD

DISTRICT HEADQUARTERS

200 Litton Drive, Suite 320

Mailing Address:

Grass Valley, CA 95945

(530) 274-9360 / FAX: (530) 274-7546

email: office@myairdistrict.com or www.myairdistrict.comNORTHERN FIELD OFFICE

257 E. Sierra, Unit E

Mailing Address: P.O. Box 2227

Portola, CA 96122

(530) 823-0102 / FAX: (530) 932-0101

email: office@myairdistrict.com or www.myairdistrict.com

travel funds of the District for the lodging, meals, and mileage of the consultant.

- 2165.2.16 Dinner Reimbursement for Specified Late Meetings: In the event that a regular meeting of the District Board extends, or is expected to extend, beyond 7:00 p.m., and the District Board recesses temporarily for dinner in anticipation of reconvening and continuing its business during the same evening, officers and regular employees serving thereon or assigned as staff thereto, shall be entitled to reimbursement of the dinner expense up to the maximum amount permitted pursuant to Section 2165.2.10.3.3.

2165.3 Training and Continuing Education

- 2165.3.1 Objectives: The Continuing Education Program is designed to encourage employees to continue their self-development by enrolling in classroom courses and/or seminars which will:
- 2165.3.1.1 Educate them in new concepts and methods in their occupational fields and prepare them to meet the changing demands of their jobs.
 - 2165.3.1.2 Help prepare them for advancement to positions of greater responsibility in their occupational field or in areas deemed critical by the District.
- 2165.3.2 Eligibility of Courses for Tuition Reimbursement: The following criteria shall be used in determining the eligibility of courses for tuition reimbursement.
- 2165.3.2.1 Courses must be related to the work of the employee's position or occupation.
 - 2165.3.2.2 Courses must have reasonable potential for resulting in savings or in a more efficient service.
 - 2165.3.2.3 Courses must be taken at accredited institutions and/or result in continuing education units. Correspondence courses from reputable institutions will be considered only when equivalent courses are not available at local accredited schools or when the employee's circumstances prevent him or her from attending local courses.
 - 2165.3.2.4 The prerequisite courses for eligible courses are also eligible for a tuition reimbursement. However, except for good cause, reimbursement shall not be made until the appropriate eligible courses have been satisfactorily completed.
 - 2165.3.2.5 Courses which are neither eligible in themselves nor a prerequisite for eligible courses, but which are required for the completion of a Master or a Doctorate Degree in a work-related field are eligible for tuition reimbursement. However, reimbursement shall not be made until the

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Degree is received. Ordinarily such provisions shall not be made for courses required for the completion of a Bachelor or Associate of Arts Degree. With the approval of the Air Pollution Control Officer (APCO), however, exceptions may be made by individual or for a specific job class or series.

2165.3.2.6 Courses are not eligible for tuition reimbursement if they:

2165.3.2.6.1 Are taken to bring unsatisfactory performance up to an acceptable level.

2165.3.2.6.2 Are taken to acquire basic skills or basic knowledge which the employee was deemed to have when appointed.

2165.3.2.6.3 Duplicate available in-service training.

2165.3.2.6.4 Duplicate training which the employee has previously received.

2165.3.3 **Eligibility of Employees for Tuition Reimbursement:** Regular full-time employees performing their jobs satisfactorily are eligible for reimbursement.

2165.3.4 Nature of Reimbursement:

2165.3.4.1 Reimbursement shall be made for tuition, books, registration fees and laboratory fees. Expenses for parking, travel, meals and other incidental costs are not reimbursable. All books used, and for which reimbursement is received, shall become the property of the District.

2165.3.4.2 Reimbursement shall be made to the employee on the completion of the course with a minimum grade of C or its equivalent in an undergraduate course, or B or its equivalent in a graduate level course. No reimbursement shall be made for audited courses or incomplete courses.

2165.3.4.3 Reimbursement received from other sources for tuition, books, registration and/or lab fees will be deducted from the cost of such expenses in determining the amount which the District will pay.

2165.3.5 Outline of Procedure for Tuition Reimbursement

2165.3.5.1 The employee shall apply for tuition reimbursement, prior to enrollment, through normal supervisory channels on forms provided by the District.

2165.3.5.2 The APCO shall within ten (10) days either recommend approval of the application, or deny it based on criteria set forth in this policy. If the APCO recommends approval, he/she shall forward the application to the Clerk of the APCO.

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- 2165.3.5.3 Upon completion of an approved course, the employee shall obtain from the institution certification of fees paid and grade received and send certification to the APCO as soon as possible. Fees paid shall be itemized on a standard District Claim Form. The receipt shall accompany the Claim Form with pertinent information including the signature of the APCO and employee's signature. The employee shall also evaluate the course and send the evaluation to the APCO. All books for which reimbursement is claimed shall be delivered to the APCO prior to payment of any claim shall be delivered to the APCO's office prior to payment of any claim for reimbursement on such item(s), and said books shall become the property of the District.
- 2165.3.6 **Specialized Training:** When a department head establishes that there is a need for specialized training of employees for the purpose of expanding the capabilities of the department or to keep the department current with respect to changes in the law or the field relevant to that department, the department head is hereby authorized to enter into a contract with the candidate for specialized training. Said contract may provide for a commitment of a specified period of time which the employee agrees to remain in the District employment after the specialized training. If the employee terminates employment voluntarily within that period of time, the contract may provide for an amount either in whole or on a reducing scale over time which the employee will be required to reimburse the District for the benefits received by the employee as a result of the specialized training.
- 2165.4 **Health Benefits Plan:** District-paid health insurance is a benefit exclusively for Board appointed employees and regular employees with work schedules of 30 hours or more per week. The benefit may be used for the employee and his/her dependents.
- 2165.4.1 The employee may choose to be enrolled in a District-recognized, PERS-provided health benefits plan. The District will provide information about the various health provider plans available. If the employee is enrolled in a District-recognized, PERS-provided health insurance plan, the District shall pay 100% of the first \$9,600 of the employee's annual premium.
- 2165.4.2 At any time the employee may elect not to utilize the District-provided health insurance program. In recognition of the subsequent cost savings to the District, the District will pay the employee 40% of the premium costs saved by the District or \$3,840, whichever is less. Payment will be spread equally over the 26 pay periods. An employee electing to dis-enroll shall not re-enroll until July 1 of the next fiscal year.
- 2165.5 **Retirement Benefits:** Retirement benefits are offered through the District's contract with the Public Employees Retirement System. The contract excludes hourly paid employees such as extra-help and temporary employees, and employees who are part-time for less than twenty hours per week on a regularly assigned basis. PERS qualification rules include exceptions to these exclusions for both full-time and part-time employees (e.g. temporary). The contract includes regular and probationary full-time employees paid on the time base of a biweekly pay period.

To: Northern Sierra Air Quality Management District Board of Directors
From: Gretchen Bennitt, Air Pollution Control Officer
Date: October 26, 2020

Agenda Item: IV.D

Agenda Description: Proposed Approval of CARL Moyer Contract (CMP2020-07) for Sierra County Public Works for \$108,108 of Funding to Replace a 1974 Wheel Loader with a 2020 Wheel Loader

Issues:

Attached is Contract # CMP 2020-07 between Sierra County Public Works and the Air District. The contract is for \$108,108 to replace a wheel loader.

Requested Action: Approve Agreement CMP 2020-07 between Northern Sierra Air Quality Management District and Sierra County Public Works.

ROLL CALL VOTE REQUESTED

Attachments:

1. Contract # CMP 2020-07

equipment and provide the NSAQMD with that documentation with the Annual Usage Report. Failure to comply with these conditions will constitute a breach of this Agreement. Failure to maintain the engine(s)/equipment to the manufacturer's specifications will constitute a breach of this Agreement.

C. Operation: The Participant shall operate the new grant-funded engine(s)/equipment pursuant to the manufacturer's written specifications. Prior to operating the engine(s)/equipment, the Participant will provide the NSAQMD with a copy of the manufacturer's written operating specifications. Failure to operate the engine(s)/equipment within the manufacturer's specifications will constitute a breach of this Agreement.

D. Modification: The Participant is prohibited from modifying the engine(s)/equipment configuration. This includes but is not limited to modifications to the engine(s)/equipment, electronic control unit, cooling, exhaust, crank-case ventilation and lubrication systems, power take-offs, and the transmission/gear reduction as applicable. The Participant is required to conduct routine maintenance and repair as needed. All components replaced as part of routine maintenance and/or repair must comply with the original installed engine(s)/equipment configuration and manufacturer's specification. Any modifications to the engine(s)/equipment configuration without written consent from an agent authorized by the manufacturer and the NSAQMD will constitute a breach of this Agreement.

4. PERFORMANCE

This project will result in emission reductions because the replacement engine(s)/equipment has (have) lower emissions than the original engine(s)/equipment. The required emission reductions over the Agreement term are specified in Exhibit A. The performance measure to ensure that the required emission reductions are achieved for this project shall be derived from the total engine operation since it (they) was (were) purchased, based on either fuel usage or engine(s)/equipment hours as Specified in Exhibit A. As required by the Carl Moyer Program Guidelines (April 28, 2011), a minimum of 75 percent of the project's operation must be within California.

Annually, through the term of this Agreement or any amendments to it and starting one year from the day of the NSAQMD post-inspection, Participant shall provide the NSAQMD with Annual Engine/Equipment Usage Reports as outlined in Exhibit B using the report form in (Exhibit B-1 a). Prior to this Agreement being deemed complete, the NSAQMD shall assess whether the engine(s)/equipment was (were) sufficiently operated to achieve the required emission reductions. Engine(s)/equipment operation over the Agreement term, must result in the contracted usage as stated in Exhibit A being achieved. In the case where the actual usage is between plus or minus 30% of the contracted usage, then the NSAQMD shall declare the Agreement complete. In the case where the actual usage is 30% above the contracted usage, the Participant will provide the NSAQMD with the reason for the extra usage and if the NSAQMD, the ARB or their designee(s) deem the reasoning acceptable, the NSAQMD shall declare the Agreement complete. In the case where the actual usage is 30% below the contracted usage or excessive usage is not acceptable to the NSAQMD, the ARB or their designee(s), then one of the following performance compliance options for the project shall be selected by the NSAQMD:

after a written request and claim from Participant for such payment has been received by NSAQMD. Said written request shall set forth the work completed in the claim period and shall include copies of any and all invoices or financial records needed to verify that stated costs have been incurred by Participant. Invoices and supporting records shall be submitted to NSAQMD no more often than once every five months, unless prior approval for a greater frequency has been given by NSAQMD. Claims and all supporting documentation shall be submitted to the Northern Sierra Air Quality Management District (NSAQMD), 200 Litton Dr., Suite 320, Grass Valley, California 95945, Attention: Joe Fish.

NSAQMD shall pay Participant the amount of the Total Grant Award within thirty (30) calendar days after receiving a request for payment and verifying that services have been satisfactorily completed as cited in the invoice.

NSAQMD shall review and pay Participant additional sums toward the Total Grant Award if and when (a) NSAQMD receives additional Carl Moyer grant funds for the next funding cycle, and (b) NSAQMD budgets and allocates such funds for the purpose of funding this Agreement.

Participant expressly understands, acknowledges and agrees that NSAQMD will use reasonable efforts to budget and allocate funds to support this Agreement, however NSAQMD cannot make any guarantees as to the availability or amount of any future reimbursement pursuant to this Agreement except for the Total Grant Award expressly set forth above. Any and all future decisions to budget for or expend monies to support this reimbursement agreement are subject to the sole discretion of the NSAQMD Board and, therefore, this Agreement creates no right or entitlement to any future reimbursement whatsoever. NSAQMD shall have no obligation whatsoever to budget or expend monies for the purpose of fully funding this reimbursement agreement nor to use any funds other than Carl Moyer grant funds for the purpose of funding this Agreement.

Any and all obligations or commitments to reimburse Participant under this Agreement shall expire as of the earlier of (a) **December 31, 2020** or (b) termination of the Agreement pursuant to Paragraph 9, below; and that this Agreement may be terminated whether or not Participant has received its full reimbursement for the Total Grant Award. Therefore, Participant further understands, acknowledges, and agrees that this Agreement may terminate before full reimbursement for the Total Grant Award may be made.

The amount to be paid to Participant under this Agreement shall include all sales and use taxes incurred pursuant to this Agreement, if any, including any such taxes due on equipment purchased by Participant.

B. Surplus Funds: Any part or all of a payment by NSAQMD to Participant, which is not utilized for any reason by Participant to pay costs pursuant to the terms and conditions of this Agreement or as detailed in a claim by Participant, shall be refunded to NSAQMD within 30 days after the end of the project term defined in Paragraph 2 above.

9. TERMINATION

A. Breach of Agreement: NSAQMD may immediately suspend or terminate this Agreement, in whole or in part, for any of the following reasons:

1. An illegal or improper use of funds;
2. A failure to comply with any term of this Agreement;
3. A substantially incorrect or incomplete report submitted to NSAQMD;
4. Improperly performed services; or
5. Participant breaches any requirements of the Carl Moyer Program Guidelines (April 27, 2017) and applicable Carl Moyer Program Advisories.

In no event shall any payment by NSAQMD constitute a waiver by NSAQMD, the ARB or their designee(s) of any breach of this Agreement or any default which may then exist on the part of Participant, nor shall such payment impair or prejudice any remedy available to NSAQMD, the ARB or their designee(s) with respect to the breach or default. NSAQMD, the ARB or their designee(s) shall have the right to demand of Participant the repayment to NSAQMD of any funds disbursed to Participant under this Agreement which in the judgment of NSAQMD, the ARB or their designee(s) were not expended in accordance with the terms of this Agreement. Participant shall promptly refund any such funds upon demand.

In addition to immediate suspension or termination, NSAQMD, the ARB or their designee(s) may impose any other remedies available at law, in equity, or otherwise specified in this Agreement.

B. Without Cause: Either party may terminate this Agreement at any time after giving the other party at least thirty (30) days advance written notice of intention to terminate. Upon such termination, all the work, if any, produced by Participant shall be promptly delivered to NSAQMD. Additional terms and conditions may apply in the event of termination by the Participant, as identified in Paragraph 27.C of this Agreement.

10. MODIFICATION

Any matters of this Agreement may be modified from time to time by the written consent of all the parties without in any way affecting the remainder.

11. NON-ASSIGNMENT

Neither party shall assign, transfer, or subcontract this Agreement, nor their rights or duties under this Agreement, without the prior express, written consent of the other party.

12. INDEMNIFICATION

Participant agrees to indemnify, save, hold harmless, and at NSAQMD's request, defend NSAQMD, its boards, committees, representatives, officers, agents, and employees from and against any and all costs and expenses (including reasonable

C. In the event Participant fails to keep in effect at all times insurance coverage as herein provided, NSAQMD may, in addition to other remedies it may have, suspend or terminate this Agreement upon the occurrence of such event.

14. AUDITS AND INSPECTIONS

Participant shall at any time during regular business hours, and as often as NSAQMD, the ARB or their designee(s) may deem necessary, make available to and permit NSAQMD, the ARB or their designee(s) to inspect and audit all of the Participant's engine(s)/equipment and/or records necessary to determine Participant's compliance with the terms of this Agreement.

Participant shall be subject to an audit by NSAQMD, the ARB or their designee(s) to determine if the revenues received by Participant were spent for the reduction of pollution as provided in this Agreement and to determine whether said funds were utilized as provided by law and this Agreement. If, after audit, NSAQMD, the ARB or their designee(s) makes a determination that funds provided to the Participant pursuant to this Agreement were not spent in conformance with this Agreement or any other applicable provisions of law, Participant agrees to immediately reimburse NSAQMD all funds determined to have been expended not in conformance with this Agreement.

Participant shall retain all records and data for activities performed under this Agreement for at least five (5) years from the date of final payment under this Agreement or until all state and federal audits are completed for that fiscal year, whichever is later.

The Participant understands and agrees that the ARB has the authority and reserves the right to monitor and enforce the terms of the contract at any time during the project life to ensure emission reductions are obtained for a minimum of 75 percent operation within California. The NSAQMD, the ARB or their designee(s) may seek whatever legal, equitable and other remedies are available under State law for the owner's failure to comply with the Carl Moyer Program requirements and failure to fully perform under the grant agreement.

15. NOTICES

The persons and their addresses having authority to give and receive notices under this Agreement are as follows:

PARTICIPANT

Tim H. Beals
Sierra County Public Works
P.O. Box 98
Downieville, CA 95936-

NSAQMD

Gretchen Bennitt
Air Pollution Control Officer
Northern Sierra Air Quality Management District
200 Litton Drive, Suite 320
Grass Valley, CA 95945

Any and all notices between NSAQMD and Participant provided for or permitted under this Agreement or by law shall be in writing and shall be deemed duly served when

under this Agreement, subject to NSAQMD's exclusive ownership rights stated herein. Accordingly, Participant shall, if requested, surrender to NSAQMD all such data which is in its possession (including its subcontractors or agents), without any reservation of right or title, not otherwise enumerated herein. NSAQMD shall have the right at reasonable times during the term of this Agreement to inspect and reproduce any data received, collected, produced, or developed by Participant under this Agreement. No reports, professional papers, information, inventions, improvements, discoveries, or data obtained, prepared, assembled, or developed by Participant, pursuant to this Agreement, shall be released or made available (except to NSAQMD) without prior, express written approval of NSAQMD while this Agreement is in force.

23. NO THIRD-PARTY BENEFICIARIES

Notwithstanding anything else stated to the contrary herein, it is understood that Participant's services and activities under this Agreement are being rendered only for the benefit of NSAQMD, and no other person, firm, corporation, or entity shall be deemed an intended third-party beneficiary of this Agreement.

24. SEVERABILITY

In the event that any one or more of the provisions contained in this Agreement shall for any reason be held to be unenforceable in any respect by a court of competent jurisdiction, such holding shall not affect any other provisions of this Agreement, and the Agreement shall then be construed as if such unenforceable provisions are not a part hereof.

25. TITLE TO EQUIPMENT

Title to and risk of loss of equipment purchased with funds received through this Agreement shall, at all times, vest in and with Participant. Participant acknowledges that NSAQMD did not supply, design or manufacture the equipment or any of its components. This equipment is commercially manufactured and sold by a manufacturer to be determined by Participant. NSAQMD specifically disclaims all warranties, express and implied, including the implied warranties of merchantability and fitness for the intended purpose, as to the purchased equipment, any test equipment or field tests. In no event shall NSAQMD be liable to Participant or any third party for any direct, indirect, consequential, special, incidental, or punitive damages for the design, manufacture, operation, maintenance, performance, or demonstration of the purchased equipment under any theory, including but not limited to, tort, contract, breach of warranty, or strict liability.

26. RIGHTS TO EMISSION REDUCTIONS

With the exception of early compliance credits authorized by State statute or regulations written by the California Air Resources Board, Participant transfers and conveys to NSAQMD all rights and claim to ownership of the emission reductions achieved through the project funded by this Agreement. Participant shall not use or attempt to use the emission reductions achieved by the project as emission reduction credits. Participant hereby fully and completely relinquishes such rights for the useful life of the project as specified in Exhibit A.

(a) Participant shall make compliance with this Agreement a written condition of the sale and a new Agreement between the NSAQMD and the new owner must be finalized as part of the final sale. Sale of the engine(s)/equipment can only occur within Nevada, Sierra or Plumas counties. Copies of all forms pertaining to the sale of the engine(s)/equipment shall be provided to the NSAQMD within 30 days of the sale and the forms shall refer to the existence of this Agreement and the new Agreement in the space provided for Warranties / Appurtenances / Limitations / Exceptions.

(b) If the Participant elects to sell the engine(s)/equipment without the completion of the grant Agreement obligations or the engine(s)/equipment is sold outside of Nevada, Sierra or Plumas counties, the Participant shall repay the NSAQMD based on the repayment equation specified in Paragraph 4 ("Performance") of this Agreement.

3. Relocation: If for any reason during the life of this Agreement the Participant wants to relocate outside of Nevada, Sierra or Plumas counties and continue to use the new engine(s)/equipment inside California, Participant shall notify the NSAQMD of the specifics of the relocation in writing 15 days prior to the relocation and begin working with the NSAQMD to determine the possibility of modifying the Grant Agreement. If relocation occurs outside of California, Participant shall repay the NSAQMD based on the repayment equation specified in Paragraph 4 ("Performance") of this Agreement.

4. Damage: If for any reason, the new engine(s)/equipment is (are) damaged but repairable during the life of this Agreement, the Participant shall notify the NSAQMD of this fact in writing within 15 days and begin working with the NSAQMD to promptly complete one of the two options listed below:

(a) Participant shall have the damaged engine(s)/equipment repaired by an agent that is authorized by the manufacturer to complete the repairs. Use of an unauthorized agent for the engine(s)/equipment repair shall constitute a breach of this Agreement. Depending on the needed repair time, the NSAQMD will determine if an amendment to the Agreement is needed to extend the life of the Agreement to account for the time that the engine(s)/equipment will be out of service and unable to meet the original Agreement performance obligations. In the event that such an amendment is not possible as a result of regulatory requirements, this Agreement's performance requirements shall be addressed by the Participant repaying the NSAQMD a portion of the grant amount based on the repayment equation specified in Paragraph 4 ("Performance") of this Agreement.

(b) If the Participant elects not to have the damaged engine(s)/equipment repaired, then the Participant shall repay the NSAQMD based on the repayment equation specified in Paragraph 4 ("Performance") of this Agreement.

EXHIBIT A

STATEMENT OF GRANT OBLIGATIONS

General

The NSAQMD promotes voluntary diesel engine emission reduction programs under cooperative agreements with eligible applicants to reduce public exposure to ozone precursors and toxic diesel particulate matter. The objective of this Grant Agreement is to reduce these air pollution emissions from this off-road piece of equipment in the Participant's fleet by replacing the existing equipment with newer equipment. The equipment is based in Sierra County. This project's cost effectiveness is less than the Carl Moyer Program cost effectiveness limit as defined in the most current version of the Carl Moyer Guidelines (Moyer Guidelines).

Project Description

	Existing Equipment	New or Replacement Equipment
Type	Wheel Loader	Wheel Loader
Make / Model	Hough / H65C	Caterpillar / 920 14A
VIN / Year	03688 / 1974	/ 2020
	Existing Engine	New or Replacement Engine
Make / Model	International Hough, DT 414	Perkins, C3.6
Serial # / Year	R11612 / 1988	/ 2020
Fuel / HP	Diesel / 158 hp	Diesel / 123 hp
Hours of Op.	550 hrs/yr	550 hrs/yr (+/- 30%)
Family		LPKXL03.6FX1
Eng. Cert.	Uncontrolled	Tier 4 Final

Final Disposition of Existing Equipment

The State of California intends that the existing engine(s)/equipment shall be permanently prevented from polluting the air in any location in any manner. Therefore, the engine(s)/equipment shall be rendered permanently inoperable before the Total Grant Award is disbursed by the Air District. The Air District shall do a Final Post Inspection on the existing equipment to ensure that it has been properly rendered permanently inoperable. Typically, that would entail, at a minimum, a hole punched in the engine block and a section of the equipment frame (or some other equivalent structure) permanently removed from the existing equipment.

Total Grant Award

The Total Grant Award for this project shall not exceed **\$108,108.00**.

Matching Funds

Costs incurred in excess of the Total Grant Award for the project will be the responsibility of the Participant and shall constitute their matching and/or in-kind contribution for the project.

Term of Agreement

1. For the purposes of this Agreement, the term of the Grant Agreement life is defined herein to be **Five (5)** years from the date of the final post inspection (To be filled in once final post inspection occurs. **Date:**).
2. Installation Deadline: Project shall be completed as soon as possible but must be completed before **December 31, 2020**.
3. No work may begin until contract is fully executed.

Northern Sierra Air Quality Management District
Exhibit B-1a: Annual Engine Usage Report
(Agreement#: CARL MOYER 2020-07)

INSTRUCTIONS: Complete this Annual Engine Usage Report every year on the anniversary date of the project's post inspection for the life of the Grant Agreement. The report shall be sent to the NSAQMD within 2 weeks of the post inspection anniversary date.

SECTION 1: GRANTEE INFORMATION

Company/Grantee Name: Sierra County Public Works / Tim H. Beals
Company/Grantee Address: Sierra County Public Works / P.O. Box 98, Downieville, CA 95936-
Company/Grantee Phone Number: (530) 289-3201
Date: _____

SECTION 2: ENGINE INFORMATION: Please verify the information below and complete any missing information. **Failure to complete information may lead to an immediate engine inspection and audit.**

1. Location of Equipment /Engine Identified Below: _____
New Equipment: Caterpillar 920 14A; VIN: _____
2. Model Year, Make, Model and Family Number of new equipment engine:
New Engine: 2020 Perkins C3.6 Family: LPKXL03.6FX1
Grant Agreement Usage: 550 hours/yr (+/- 30%)
3. Engine Serial #: _____
4. Power Rating: : 123 HP
5. Fuel Type: Diesel

SECTION 3: ANNUAL USAGE INFORMATION: Provide the following Engine Usage Information:

1. Report Start Date: _____ (MM/DD/YY)
2. Report End Date: _____ (MM/DD/YY)
3. Percent of Time Operated in California: _____
4. Engine Use within the period stated above (complete all that apply):
_____ hours
_____ gallons
_____ N/A _____ miles
5. Has the fleet mod functioned effectively over this period _____
(Yes/No; if No, please attach description of issue(s) & steps taken to resolve issue(s).

Signature _____ Date _____

Mail to: NSAQMD, 200 Litton Dr., Suite 320, Grass Valley, CA 95945 Email to: office@myairdistrict.com

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: October 26, 2020

Agenda Item: V.A

Agenda Description: Status on Portola PM2.5 Nonattainment Area

Issues: This is a standing item. Staff will update the Board on developments.

Requested Action: None, informational only

Attachments: None

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: October 26, 2020

Agenda Item: V.B

Agenda Description: EPA awards \$2,460,653 to Nevada County for Purchase of 2 Electric Buses and Necessary Infrastructure

Issues:

The U.S. EPA's Targeted Airshed Grant Program provides funding for state, tribal and or local air agencies for developing plans and conducting projects to reduce air pollution in nonattainment areas with the nation's highest concentrations of ozone and fine particulate matter. For 2019, the EPA named western Nevada County's federal ozone nonattainment area as one of those areas. The Air District was informed of this and got in touch with Robin Van Valkenburg of Nevada County Transit.

Robin put together a request for funding 2 electric busses and infrastructure. The request for \$2,460,653 was approved by the EPA!

Requested Action: None, informational only

Attachments: none