

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

Portola, CA 96122

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

NORTHERN SIERRA

AIR QUALITY MANAGEMENT DISTRICT

BOARD OF DIRECTORS

REGULAR BOARD MEETING

MONDAY

February 28, 2022

1:00 p.m.

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
February 28, 2022
1:00 P.M.

Join Zoom Meeting

<https://us02web.zoom.us/j/82332386483>

Meeting ID: 823 3238 6483

**Dial by your location
1 669 900 6833 US (San Jose)
Meeting ID: 823 3238 6483**

Statement of Meeting's Public Participation Procedures:

In order to protect public health and safety due to concerns regarding COVID-19, this meeting will be held online via Zoom teleconference. In accordance with Governor Newsom's Executive Order N-29-20, citizens who wish to comment or listen to the meeting may do so via a dial in phone number or via remote computer access to the Zoom meeting, listed above. The public is encouraged to submit comments via email prior to the meeting to the Clerk of the Board at dawnl@myairdistrict.com by February 25, 2022. Any comments received will be distributed to all Board members.

Any person who wishes to address the Air District Board regarding any item not on the agenda, but within the jurisdiction of this Air District Board, may do so during the public comment period. However, the Air District Board is not permitted to take action or engage in discussion on topics which are not on the agenda. All items on the agenda will be open for public comments before final action is taken. The Air District Board requests public commenters state your name and association for the record before you speak. There is a 3 minute time limit per speaker, and a 15 minute total comment period per agenda item. The Chair has the discretion to limit the total discussion time on any item.

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. Approval and/or Modifications to Agenda

IV. Election of Chair and Vice-Chair for 2022

V. 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 – October 25, 2021

B. Requested Amendment to AB2766 Tahoe-Truckee Unified School District AB2022-02 Grant

C. Solicitation for Application to Receive Funding From the Carl Moyer Memorial Program (Fiscal Year 2021/2022 - Year 24) Funds Carl Moyer request

D. Approve Resolution # 2022-01 which authorizes remote teleconference meetings of the Northern Sierra Air Quality Management District Board pursuant to the Ralph M. Brown Act.

E. MOU between the Air District and City of Portola for Woodstove Destruction

F. Payment Details by Vendor Board Report – December 31, 2021

G. Financial Quarterly Report for December 2021

VI. Administrative Report

A. Request for Nevada County 2023 AB2766 funds to be allocated to a smoke emission reduction program from residential green waste burning

B. Approval of Federal Target Grant Specialist Position – fully funded through EPA Federal Grants

VII. Director's Report

- A. Northern Sierra Air Quality Management District's Strategic Plan for 2022
- B. Northern Sierra Air Quality Management District's Accomplishments - 2021
- C. Conflict of Interest Forms (FPPC) DUE MARCH 15th -
- D. Wildfire Smoke Clean Air Centers for Vulnerable Populations

VIII. Closed Session

- A. Pursuant to Government Code section 54957.6, a closed session of the Board of Directors will be held for the purpose of reviewing its regarding the salary, fringe benefits, and other employment-related matters regarding the following positions: Deputy Air Pollution Control Officer, Air Pollution Control Specialist III, Air Pollution Control Specialist I and Accounting Clerk/Administrative Assistant.
- B. Pursuant to Government Code section 54957.6, a closed session of the Board of Directors will be held for the purpose of reviewing the salary, fringe benefits, and other employment-related matters regarding the following position: Executive Director, Gretchen Bennitt
- C. Performance Evaluation of the Air Pollution Control Officer, Gretchen Bennitt (Government Code Section 54957).

IX. 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.

X. Schedule next Meeting – March 28, 2022

XI. 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: February 28, 2022

Agenda Item: III

Agenda Description: Approval and/or Modifications to Agenda

Requested Action: Discuss any modifications to agenda, approve agenda with a roll call vote

ROLL CALL VOTE REQUESTED

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: February 28, 2022

Agenda Item: IV

Agenda Description: Election of Chair and Vice-Chair for 2022

Issues: In accordance with District Policy # 4040, the Board Chair and Vice Chair rotate from county to county on an annual basis. The Board Chair and Vice Chair are from the same county. It is Nevada County's turn.

Requested Action:

Nominate and Elect the Chair and Vice Chair

ROLL CALL VOTE REQUESTED

Attachments:

none

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: February 28, 2022

Agenda Item: V.A

Agenda Description: Approval of regular meeting minutes – October 25, 2021

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

ROLL CALL VOTE REQUESTED

Attachments:

1. Draft October 25, 2021 minutes

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

Mailing Address: P.O. Box 2227

Portola, CA 96122

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

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

MINUTES

**NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING**

October 25, 2021

1:00 p.m.

This meeting was held by ZOOM/Telephone Conference

Members Present:

Supervisor Thrall, Chair

Supervisor Roen

Supervisor Huebner

Supervisor Hoek, alternate

Supervisor Bullock

Members Absent:

Supervisor Ceresola

Supervisor Scofield

I. Standing Orders:

Call to Order. Roll Call and Determination of Quorum.

Chair Thrall called the meeting to order at 1:03 P.M. A quorum was confirmed.

Also present; Gretchen Bennitt, Executive Director; Melissa Klundby, APCSI; Dawn Lunsford, Clerk of the Board; Rose Asquith, Treasurer.

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 Thrall called for public comment for items not appearing on the agenda. There was no public present to discuss any non-agendized items on the conference line.

III. Approval and/or Modifications to the Agenda

Chair Thrall asked if there were any requested modifications to the agenda. Hearing none, Supervisor Roen made a motion to approve the agenda. Supervisor Huebner seconded the motion. The motion was approved unanimously with a roll call vote.

IV. Consent Calendar

Supervisor Bullock made a request to pull Item IV.A (Minutes for September 27, 2021) and IV.B (Payment details by Vendor Report) from the consent agenda for further discussion and action. Supervisor Roen made a motion to approve the consent calendar with the

exception of item IV.A and IV.C. Supervisor Huebner seconded the motion. The motion was approved unanimously with a roll call vote.

A Approval of regular meeting minutes – September 27, 2021

Supervisor Bullock noted that there was an error on the draft minutes – his name was missing from attending Board members. Ms. Bennitt recognized this and discussed that the minutes would be modified to include his name as an attendee.

B. Payment Details by Vendor Report

Supervisor Roen had a minor question about the vendor report, which was also addressed. Following a discussion, Supervisor Bullock made a motion to approve agenda items A and B from the consent calendar with an amendment to add his name to minutes. Supervisor Huebner seconded the motion. The motion was approved with a roll call vote.

V. Administrative Report

A. Approval for Executive Director to hire Air Quality Specialist at E Step.

The District is in the process of filling a vacant Air Quality Specialist position. The top applicant has indicated that they would like to work for the District, but has requested a higher salary step level. The Executive Director has determined that the applicant is qualified to be hired at a salary step level E. The applicant has over 15 years of valuable air quality experience and her hiring is contingent upon the salary being more comparable to current salary.

In order to remain competitive and in light of the applicant's extraordinary experience and qualifications, the APCO would like to offer a starting salary of \$70,948. This salary is reflective of the Air Pollution Specialist III, Step E.

In order to hire the applicant at the competitive rate, the APCO requires advance Board approval, per District Personnel Policy 2045.30.

After a short discussion, Supervisor Roen made a motion to Approve that the APCO may offer the applicant a position starting at APCS III, Step E. Supervisor Huebner seconded the motion. The motion was approved unanimously with a roll call vote.

B. Authorize the Chair and Executive Director to sign an Agreement between Hansen Brothers and the Air District for a grant of \$53,375.83 from the Voluntary Nox Remediation Measure Funding to replace a 2001 Excavator with a lower emitting Excavator.

Ms. Bennitt summarized the agreement between Hansen Brothers and the Air District. After a short discussion, Supervisor Roen made a motion to Authorize the Chair to sign the agreement between the Northern Sierra Air Quality Management District and Hansen Brothers. Supervisor Hoek seconded the motion. The motion was unanimously approved with a roll call vote.

C. Approve Resolution # 2021-09 which authorizes remote teleconference meetings of the Northern Sierra Air Quality Management District Board pursuant to the Ralph M. Brown Act.

Supervisor Roen made a motion to approve Resolution # 2021-09 that authorized that the Executive Director can sign an agreement with the City of Portola to assist in the purchase of a chipper. Supervisor Scofield seconded the motion. The motion was approved with a roll call vote.

VI. Director's Report

A. Discussion of COLA for District Staff and APCO for FY 2021-22

The Executive Director discussed with the Board that she is currently researching an appropriate COLA for FY 21-22, and plans to present this to the Board of Directors in a future meeting for consideration and approval. She discussed that she will present an analysis to the Board that would consist of comparable salaries and benefits in nearby Air Districts, a 10 year budget projection and a history of past COLA's. The Board agreed that she should present that information for their consideration.

B. Status on Portola PM2.5 Nonattainment Area

Staff updated the Board on the latest issues and tasks in the Portola Nonattainment Area.

C. Conflict of Interest Forms for the Fair Political Practices Commission (FPPC) are DUE MARCH 15th

The Board was reminded to complete their FPPC forms by March 15th.

VII. Concerns of the Board –No concerns were expressed.

VIII. Schedule next Meeting – Next meeting was scheduled for November 22, 2021.

IX. Adjournment

The meeting was adjourned at 1:34 P.M.

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: February 28, 2022

Agenda Item: V.B

Agenda Description: Requested Amendment to AB2766 Tahoe-Truckee Unified School District AB2022-02 Grant

Issues: Tahoe Truckee School District has requested a modification to their AB2766 agreement (AB 2022-01).

Requested Action: Review request and approve or disapprove.

ROLL CALL VOTE REQUESTED

Attachments:

1. Letter from Tahoe Truckee School District



PATHWAYS TO POSSIBILITIES AND STUDENT SUCCESS

District Office

Carmen Diaz Ghysels
Superintendent
Chief Learning Officer
11603 Donner Pass Rd
Truckee, CA 96161-4953
P (530) 582-2500
F (530) 582-7606
www.ttusd.org

Board of Trustees

Kim Szczurek
Area 1
Kirsten Livak
Area 2
Cristina Hennessey
Area 3
Gaylan Larson
Area 4
Dianna Driller
Area 5

Elementary Schools

Donner Trail Elementary
Glenshire Elementary
Kings Beach Elementary
Tahoe Lake Elementary
Truckee Elementary

Middle Schools

Alder Creek Middle
North Tahoe School 5-8

High Schools

Cold Stream Alternative
North Tahoe High
Sierra High
Tahoe Truckee High

*An Equal Opportunity
Employer*

Tony Lavezzo
Tahoe Truckee Unified School District
12485 Joerger Dr.
Truckee, CA 96161

February 18, 2022

NSAQMD
200 Litton Dr., Suite 320
Grass Valley, CA 95945

Dear Gretchen Bennett:

Tahoe Truckee Unified School District is requesting an Addendum added to Grant Agreement AB 2022-02. Currently, Grant Agreement AB 2022-02 is for \$75,000 towards the purchase of a 42 passenger 260hp School Bus. This vehicle, due to our current routes, staffing and student ridership, does not have the capacity adequately service our District's current needs.

Our District is requesting an addendum added to Grant Agreement AB 2022-02 that would allow \$75,000 of grant funding towards a 300hp 84 passenger school bus. In conversation with Mellissa Klundby at NSAQMD this change would not change the cost effectiveness of the project. All remaining costs after the \$75,000 would be covered by Tahoe Truckee Unified School District.

Sincerely,

Tony Lavezzo
Supervisor Fleet Maintenance



AB2022-02 Addendum 1

Quote Number 345163 for a 42 Passenger 260hp Thomas C2 will be removed from Grant Agreement AB2022-02 and replaced with Quote Number 371439 for an 84 passenger 300hp Thomas HDX. Grant funding will remain at \$75,000 and all additional costs will be paid by Tahoe Truckee Unified School District.



Bid Form

February 2, 2022

Customer Order No.: SBBH 08413

Honorable Board of Trustees
Tahoe Truckee Unified School District
12485 Joerger Dr
Truckee, Ca 96161

BusWest respectfully submits for your consideration our bid to supply 1 complete 84 passenger school bus as follows:

Chassis Make: Thomas	Model: CHSY	Model Year: 2023
Wheelbase: 277"	Engine: Cummins ISL	Horsepower: 300
Body Make: Thomas	Model: Saf-T-Liner HDX	Capacity: 84

Transmission: Allison 3000 PTS R

Delivery Date: 180-210 Days after receipt of order

Subject to Prior Sale: No

Cash Purchase Price (each):	\$ 184,662.00
Doc Fee:	\$ 85.00
Sales Tax @: 8.250%	\$ 15,241.63
CA. Tire Tax: \$1.75 ea. tire	\$ 10.50
Total	\$ 199,999.13

We have examined the detailed minimum specifications established by the school board and guarantee this bid to be in accordance thereto. Above price includes all dealer prep., pre-delivery service, necessary lettering, F.O.B. school district and documentation fee.

Brian Hedman, Sales Representative

Quote is good for thirty (30) days

Quote No.: 371439

Carson – Main Headquarters
21107 South Chico St. Carson, CA. 90745
Sales Toll Free: (800) 458-9199 Main: (310) 984-3900 Fax: (310) 984 -3996
Parts Toll Free: (866) 707-7800 Fax: (310) 984-3994
www.buswest.com

Sacramento
210 North East St., Woodland, CA. 95776
Main: (424) 210-3020
Fresno
4337 North Goldenstate Ste#101, Fresno, CA 93609
Main: (559) 277-0118



Customer Quotation

Prepared For:
Tahoe Truckee Unified School District
12485 Joerger Dr
Truckee, Ca 96161

Prepared By :
BusWest
21107 S. Chico St.
Carson, CA 90745

Quote Number:
371439

Quote Date:
2/02/2022

Customer Order No:
SBBH 08413

Model Profile: Saf-T-Liner HDX 141YS

Product Type:	School Transportation
Year:	2023
Chassis Model:	CHSY
Chassis MFG:	THOS
GVWR:	37,600
Passenger Capacity:	84
Headroom:	78
Wheelbase:	277
Brake Type:	AIR W/REAR AIR SUSPENSION (23K
Engine Type:	CUMMINS L9 300 DIESEL, 6 Cyl, 300 HP, 2200 RPM
Fuel Type:	DIESEL
Fuel Tank Capacity:	100
Transmission Type:	ALLISON 3000 PTS TRANSMISSION W/RETARDER-CUM ISL-300 2013
Axle, Front:	14600-lb Capacity
Axle, Rear:	23000-lb Capacity
Tires, Front:	MICHELIN 12R22.5 16(H) PLY XZE LRH
Tires, Rear:	MICHELIN 12R22.5 16(H) PLY XZE LRH
Suspension Front:	Spring
Suspension Rear :	HENDRICKSON "COMFORT AIR" SINGLE AXLE AIR SUSPENSION-23K AXL

**Detailed Specification Attached*

Options Included in this Quote: <ul style="list-style-type: none"> • Automatic Tire Chains • 4-Head Gatekeeper Camera System • Zonar Z Pass • Dash Drains

<u>CUSTOMER ORDER APPROVAL</u>	
Customer Signature**:	Date:
New bus(es) Info: Name on bus: _____ Bus Number(s): _____ CA Number: _____	
<p><i>** I have reviewed the quote detail for accuracy and I agree to order the bus(es) as listed.</i></p>	

Includes the Following Equipment:**BODY****ACCESSORIES**

- 1 DRIVER'S STORAGE BOX LOCATED OVER DRIVER'S WINDOW (HDX)
- 1 SUN VISOR - CALIFORNIA
- 1 PROP ROD - ACCESS DOOR ABOVE WINDSHIELD
- 1 LUGGAGE COMPARTMENT-THROUGH DELUXE-125"

CERTIFICATION/SAFETY

- 1 FIRE EXTINGUISHER - 5 LB.
- 1 KIT - FIRST AID, 24 UNIT, COMPLIES W/CALIFORNIA STATE SPECS
- 1 KIT - BODY FLUID CLEAN-UP, COMPLIES W/NAT MINIMUM STANDARDS
- 1 REFLECTORIZED TRIANGLES-(3) ON DRIVER'S COMPARTMENT FLOOR
- 1 CROSSVIEW MIRROR INCLUDED IN REARVIEW MIRROR ASSEMBLY
- 1 ROSCO INTEGRATED STYLE - REMOTE CONTROL HEATED MIRROR
- 1 SIGN-STOP,ELECTRIC LED REAR SE1-7970
- 1 SPECIAL DATA LABEL(S) - CALIFORNIA
- 1 LABEL - U.S. CERTIFICATION
- 1 APPLICATION - SCHOOL
- 1 LABEL-GHG CERTIFICATION ENGLISH

DOORS

- 1 EXTERIOR DOOR HANDLE
- 1 141Y28_LG-24-S000_RI-24-S000
- 1 24" SIDE EMERGENCY DOOR LS
- 1 SIDE EMERGENCY DOOR - RIGHT SIDE, CENTER, 78" HEADROOM
- 1 VANDALOCK - AIR-OPERATED OUTWARD OPENING ENTRANCE DOOR
- 2 VANDALOCK - SIDE EMERGENCY DOOR WITH INTERLOCK & BARREL BOLT
- 1 VANDALOCK - REAR PUSHOUT WINDOW, WITH DAVENPORT SHELF
- 1 STRAP HINGES - SIDE EMERGENCY DOOR, RIGHT SIDE (B5155)
- 1 STRAP HINGES - SIDE EMERGENCY DOOR, LEFT SIDE (B5155)
- 1 STEPWELL GUARD (HDX)

ELECTRICAL - BODY

- 1 PASSENGER ADVISORY-AUDIBLE/VISIBLE 360" AROUND
- 1 TWO(2)DEFROSTER FANS MOUNTED OVER CENTER WINDSHIELD
- 1 BACKING ALARM - 87-112DB
- 1 PRE-WIRE FOR CUSTOMER INSTALLED 2-WAY RADIO/VIDEO CAMERA
- 1 GPS - ZONAR SYSTEM, HDX
- 1 PREMIUM SPEAKERS - EIGHT (8)
- 1 RADIO - AM/FM DEA700 DELPHI, TRANSIT W/PAGE
- 1 BREAKERS - MANUAL RESET
- 1 COURTESY LIGHT - EXTERIOR ELECTRICAL ACCESS DOOR
- 1 COMPARTMENT LIGHTS(6)-125" THROUGH,DELUXE COMPART
- 2 PILOT LIGHT/BUZZER
- 1 LED DOME LIGHTS
- 1 DOME LIGHTS WIRED TO BATTERY
- 1 LED DRIVER'S DOME LIGHT
- 1 DOME LIGHT SWITCH
- 1 STEP LIGHT SWITCH (IGNITION ON)
- 1 LIGHT-LED STEPWELL - HDX
- 1 7" LED DIRECTIONAL LIGHTS - FRONT
- 1 LAMPS-STOP/TAIL/DIRECTIONAL AMBER/REVERSE LED
- 1 LAMPS-STOP/TAIL 4"FLUSH-MOUNT LED
- 1 LAMPS-4" BACKUP LED
- 1 LAMPS-LICENSE PLATE ILLUMINATION LED - ONE (1)
- 1 SIDE DIRECTIONAL-LED AMBER TURN,REAR OF FTRON WHEEL
- 1 SIDE DIRECTIONAL-LED AMBER TURN,CENTER REAR WHEEL
- 1 EXTENDED LENGTH WARNING LIGHT VISORS (CALIFORNIA)
- 1 STROBE LGT(S) OPERATIONS W/IGNITION&SWITCH
- 1 LED WARNING LIGHTS - FOUR (4) AMBER AND FOUR (4) RED LENS
- 1 HALOGEN 8-LIGHT WARNING SYSTEM
- 1 ID LAMPS - LED
- 1 MARKER LAMPS - LED
- 1 MID-MARKER LAMPS - LED
- 1 CLUSTER/MARKER LIGHTS SWITCH - CONNECTED TO BATTERY
- 1 STROBE LIGHT CLEAR, CENTERED OVER REAR AXLE

- 1 NOISE SUPPRESSION SWITCH
- 1 STATIC VENT FRONT - TRANSIT, STANDARD
- 1 BATTERY HOLD DOWN BRACKET - STANDARD 3 BATTERY
- 1 BATTERY BOX - STANDARD

EXTERIOR

- 1 AIR HORN - BENEATH FLOOR
- 1 COVER LOCK
- 1 LOCK - BATTERY BOX DOOR
- 1 20 GAUGE SMOOTH SIDE SHEETS
- 1 BRACKET - MOUNTING, LICENSE PLATE, FRONT
- 1 SEALING, EXTERIOR JOINT EDGE
- 1 MUD FLAPS - FRONT, RUBBER, 15"W WITH LOGO
- 1 REAR RUBBER MUD FLAPS 22.5W W/LOGO
- 1 BUMPER - REAR, ANTI-RIDE
- 1 FENDERETTES - FOUR (4)

HVAC

- 1 HEATER 15,000 BTU - DRIVER'S COMPARTMENT
- 1 CONSTANT TORQUE CLAMPS - STANDARD HEATER
- 1 HEATER SHUT-OFF VALVES - BALL TYPE - ENGINE COMPARTMENT
- 1 50,000 BTU HEATER - 8TH SECTION LEFT SIDE
- 1 50,000 BTU HEATER - 13TH SECTION LEFT SIDE
- 1 SERIES HEATER CONNECTION - REAR HEATERS TWO(2)
- 1 PLUMBING AT SIDE DOOR WITH PLYWOOD FLOOR
- 1 CONSTANT TORQUE CLAMPS - TWO (2) REAR UNDERSEAT HEATERS
- 1 GATES GREEN STRIPE HOSE-FRONT CENTER HEATER
- 1 SIDE DOOR RAMP OVER HEATER HOSE

INTERIOR

- 1 FLOOR STEP NOSING W/STAINLESS STEEL BACK-YELLOW, FRT ENTRANCE
- 1 STEP TREAD, KOROSEAL, BLACK, WHITE NOSING, DP STEP, METALLIC
- 1 ENTRANCE DOOR STEPWELL - 15" DEEP FIRST STEP
- 1 STAINLESS STEEL AISLE STRIPS
- 1 BLACK KOROSEAL FLOOR COVERING WITH 13" CENTER AISLE
- 1 PLYWOOD FLOOR - 5/8" THICKNESS
- 1 MIRROR - INTERIOR 6" X 30" BACK UP CAMERA
- 1 78" HEADROOM
- 1 ACOUSTIC HEADLINING - COMPLETE WITH POLYESTER INSULATION
- 1 BODY ADJUSTMENT-INTEG LAP&SHLD DAVEN F/DIESEL ENGINE - HDX

MISC

- 1 PDI IDENTIFIER-DEALER PERFORMED
- 1 BODY ADJUSTMENT-HDX 2010 EPA
- 1 BODY ADJUSTMENT-HDX 2013 EPA
- 1 SAF-T-LINER HDX

PAINT/LETTERING

- 1 DECAL-UNITED AUTO WORKERS
- 1 FRONT HOOD PAINTED YELLOW - SAF-T-LINER
- 1 PAINT STANDARD SASH FLAT BLACK
- 1 DELETE BLACK EYES
- 1 DECAL - ENGINE DOOR "STOP WHEN RED"
- 1 LABEL-APPROVED FUEL INSTRUCTIONS
- 1 LABEL - DIESEL EXHAUST FLUID (DEF) - ENGLISH
- 1 LABEL - 2010 EPA EXHAUST REGENERATION - ENGLISH
- 1 YELLOW "SCHOOL BUS" SIGN - FRONT HOOD
- 1 YELLOW "SCHOOL BUS" SIGN - REAR HOOD
- 2 YELLOW REFLEXITE - PERIMETER OF EMERG DOOR, 24" W (78" HR)
- 1 YELLOW REFLEXITE - PERIMETER OF REAR PUSHOUT WINDOW
- 1 REFLECTIVE TAPE-ROOF HATCH WHITE(2)
- 1 TUFFCOAT - ENTRANCE DOOR STEPWELL
- 1 PAINT-EXTERIOR ROOF WHITE 6"
- 1 PAINT-EXT WDO AREA SAME AS BODY
- 1 PAINT-EXT GRD RAIL @ WINDOW BLACK
- 1 PAINT-EXT GRD RAIL @ SEAT BLACK
- 1 PAINT-EXT GRD RAIL @ FLOOR BLACK
- 1 PAINT-EXT GRD RAIL @ SKRT BLACK
- 1 PAINT-EXT BUMPERS FRT/RR BLACK

- 1 PAINT-SOLID COLOR YELLOW

SEATS

- 1 ELR SHOULDER BELT/ALR LAP BELT FOR DRIVER
- 1 KICK PLATE/MODESTY PANEL-39"VERT, WALL-MTD BARRIER,RT SIDE
- 1 KICK PLATE/MODESTY PANEL-39"VERT, WALL-MTD BARRIER,LT SIDE
- 1 ASSIST RAIL YELLOW RIGHT SIDE
- 1 ASSIST RAIL BARRIER YELLOW LS HDX
- 1 39" BARR-VERT,WALL MT 45"H RS 2009
- 1 39"8DEG BARR-REV. WALL-MT 45"H 2009
- 2 COLONIAL BLUE UPHOLSTERY-45"HIGH RECESSED BARRIER
- 1 BACK-NATIONAL DRV'S SEAT
- 1 ARMREST NATIONAL DRV'R'S ST. BOTH SIDES
- 1 UPH DR.ST.FABRIC BLK NATIONAL
- 1 PEDESTAL-NATIONAL AIR W/2 SHOCKS
- 1 COVER PEDASTAL NATIONAL NONE
- 1 SLIDE STOP NATIONAL DR.ST. NONE
- 1 RETAINER NATIONAL DR.ST.BELT
- 1 POUCH-DR.ST.STORAGE NONE
- 1 RISER-DRIVERS SEAT, NATIONAL NONE
- 26 42 OZ COLONIAL BLUE UPHOLSTERY - S3C PASSENGER SEAT
- 1 42 OZ COL BLUE UPH - S3C DAVENPORT
- 11 S3C 39"LS FLEXIBLE 3/2 WALL MOUNT
- 1 S3C 39"LS FLEXIBLE 3/2 FLOOR MOUNT
- 11 S3C 39"RS 3/2 FLEXIBLE WALL MOUNT
- 1 S3C 39"RS 3/2 FLEXIBLE FLOOR MOUNT
- 1 S3C 39"LS 3/2 FLEXIBLE FLIP SEAT
- 1 S3C 39"/39" FLEXIBLE 3/2 DAVENPORT
- 1 S3C 39"RS 3/2 FLEXIBLE FLIP SEAT
- 22 S3C WALL MOUNT HARDWARE - TRANSIT
- 2 S3C FLOOR MOUNT HARDWARE - TRANSIT
- 2 S3C FLIP SEAT HARDWARE - TRANSIT

WINDOWS/GLASS

- 1 TINTED TEMPERED GLASS - COMPLETE
- 1 TINTED TEMPERED GLASS-DRIVER'S WINDOW, BLK FINISH WIND FRAME
- 1 TINTED WINDSHIELD WITH 5" BAND FOR MVP-ER, ER TRANSIT
- 24 TINT TEMP GLASS-COMP (28.5")
- 2 TINT TEMP GLASS-COMP(28.5")+10
- 1 WINDOW STOPS (12")

OTHER

- 1 2019 CUMMINS ENGINE TARIFF
- 1 WARRANTY-CARB EXTENDED TYPE D
- 1 SURCHARGE-RAW MATERIAL (STEEL)
- 1 POWER OUTLET - (2) USB TYPE D
- 1 HATCH-RF ESC SPEC ADVANTAGE H1976-025-111 ENGLISH GRAY (2)
- 2 LABEL-CLEAN IDLE
- 1 MODEL YEAR 2022

CHASSIS

AXLES AND SUSPENSIONS

- 1 DET FRONT AXLE - 14,600 LB. VERSUS STANDARD
- 1 AXLE - REAR, DANA 22060S, 4.88 RATIO
- 1 SYNTHETIC LUBE STD W/AXLE
- 1 SYNTHETIC LUBE STANDARD W/FRONT AXLE
- 1 FRONT SUSPENSION CAPACITY - 14,600 LB.
- 1 HENDRICKSON "COMFORT AIR" SINGLE AXLE AIR SUSPENSION-23K AXL

BRAKES

- 1 ANTILOCK BRAKES - MERITORWABCO (HDX)
- 1 AIR ANTI-LOCK DISC BRAKES
- 1 ELECTRONIC STABILITY CONTROL - HDX
- 1 PARKING BRAKE INTERLOCK

CHASSIS EQUIPMENT

- 1 REMOTE AIR RESERVOIR DRAINS - LEFT SIDE
- 1 ADJUSTABLE PEDAL SYSTEM - HDX
- 1 100 GALLON FUEL TANK, BETWEEN THE RAILS, RIGHT HAND FILL

- 1 CHASSIS FRAME RAIL - HIGH STRENGTH (110KSI) HDX (277"WB)
- 1 TOW HOOKS, FRONT - TWO (2)

ELECTRICAL - CHASSIS

- 1 LEECE-NEVILLE 270 AMP ALTERNATOR- PAD MOUNTED - HDX
- 1 TRIPLE 12-VOLT GROUP 31 BATTERIES - HDX
- 1 CIRCUIT BREAKERS-MANUAL RESET - HDX
- 1 AMMETER, 300 AMP, DASH-MOUNTED (HDX)
- 1 SOLID STATE ELECTRONIC FLASHER FOR HAZARD LIGHTS

ENGINE AND EQUIPMENT

- 1 AIR DRYER - BENDIX AD9 WITH HEATER - HDX
- 1 EXHAUST BRAKE NONE
- 1 CRUISE CONTROL - HDX (CUM ISL)
- 1 VEHICLE SPEED LIMITING(70 MILES PER HOUR SETTING)
- 1 6' BLOCK HEATER ELECTRIC CORD - FRONT/REAR RECEPTACLE
- 1 BLOCK HEATER - HDX (CUM ISL)
- 1 CUMMINS L9-300 ENGINE (HDX) 2013 EPA
- 1 MULTI-FUNCTION GAUGE-REAR PANEL HDX

TRANSMISSION AND EQUIPMENT

- 1 ALLISON 3000 PTS TRANSMISSION W/RETARDER-CUM ISL-300 2013
- 1 6 SPEED SHIFT CONTROL - 3000R PTS
- 1 HAND CONTROL VALVE FOR RETARDER - HDX
- 1 ALLISON FUEL SENSE - NONE

WHEELS AND TIRES

- 6 MICHELIN 12R22.5 16(H) PLY XZE LRH
- 6 DISC WHEEL-8.25X22.5,5H YELLOW
- 1 HUB-PILOTED WHEEL EQUIPMENT - 23K (HDX)

Meets all FMVSS requirements in effect at the time of manufacture.

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: February 28, 2022

Agenda Item: V.C

Agenda Description: Solicitation for Application to Receive Funding From the Carl Moyer Memorial Program (Fiscal Year 2021/2022 - Year 24) Funds Carl Moyer request

Issues:

The California Air Resources Board (CARB) has allocated funding for a grant award of \$200,000 to the Northern Sierra Air Quality Management District for the Carl Moyer Memorial Air Quality Standards Attainment Program. These funds will be utilized to reduce emissions from heavy duty diesel engines throughout the entire district.

Requested Action:

1. If deemed appropriate, authorize the Chair to sign Resolution 2022-04.

ROLL CALL VOTE REQUESTED

Attachments:

1. Resolution # 2022-04

**NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT
RESOLUTION #2022-04**

In the Matter of Accepting FY 2021-22 CARL MOYER MEMORIAL AIR QUALITY STANDARDS ATTAINMENT PROGRAM (HEAVY-DUTY LOW EMISSION VEHICLE INCENTIVE PROGRAM) FUNDS

Whereas, California Health and Safety Code section 44275-44299.2 authorize the California Air Resources Board (ARB) to allocate Carl Moyer Program (CMP) funds to local air districts to provide financial incentives to both the public and private sectors to implement eligible projects to reduce emissions from on-road, marine, locomotive, agricultural and off-road engines;

Whereas, the Northern Sierra Air Quality Management District (District) has successfully implemented Carl Moyer Program projects in past years to reduce emissions and improve air quality in the Mountain Counties Air Basin and seeks to continue to reduce emissions from diesel engines through clean air projects;

Whereas, the District may be invited to accept Carl Moyer Program funds from other districts through an inter-district transfer;

Whereas, the District is applying for funding from the ARB "Carl Moyer Memorial Air Quality Standards Attainment Program", twenty-fourth round of funding (FY 2021-22),

NOW, THEREFORE, BE IT RESOLVED that the Northern Sierra Air Quality Management District does hereby approve the District's continued participation in the Carl Moyer Program, and the acceptance of funds allocated and awarded to the District for eligible projects and program administration each year, in accordance with the terms and conditions of CMP grant agreements; and

BE IT FURTHER RESOLVED that the Northern Sierra Air Quality Management District will comply with Carl Moyer Program requirements as specified in 44275 through 33299.2 of the Health and Safety Code, the applicable CMP guidelines, and the District's CMP Policies and Procedures;

BE IT FURTHER RESOLVED that the Executive Officer is authorized to execute on behalf of the District grant agreements with ARB, and all other necessary documents to implement and carry out the purposes of this resolution.

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 February 28, 2022, by the following roll call vote:

Ayes:
Noes:
Absent:
Abstaining:

Approve: _____
Chair of Board

Attest: _____
Clerk of the Board

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: February 28, 2022

Agenda Item: V.D

Agenda Description: Approve Resolution # 2022-01 which authorizes remote teleconference meetings of the Northern Sierra Air Quality Management District Board pursuant to the Ralph M. Brown Act.

Issues: In order to meet remote public meeting requirements, the Air District Board is required to consider approval of the attached Resolution # 2022-01.

Requested Action: Consider approval of Resolution # 2022-01

ROLL CALL VOTE REQUESTED

Attachments:

1. Resolution # 2022-01

Northern Sierra Air Quality Management District Resolution 2022-01

In the Matter Of: a resolution authorizing remote teleconference meetings of the Northern Sierra Air Quality Management District Board pursuant to the Ralph M. Brown Act.

WHEREAS, all meetings of the Northern Sierra Air Quality Management District Board are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code §§ 54950 – 54963), so that any member of the public may attend, participate, and watch the legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions and requirements; and

WHEREAS, a required condition of Government Code section 54953(e) is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558(b); and

WHEREAS, a further required condition of Government Code section 54953(e) is that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body holds a meeting to determine or has determined by a majority vote that meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclamation of a State of Emergency declaring a state of emergency exists in California due to the threat of COVID-19, pursuant to the California Emergency Services Act (Government Code section 8625); and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-07-21, which formally rescinded the Stay-at-Home Order (Executive Order N-33-20), as well as the framework for a gradual, risk-based reopening of the economy (Executive Order N-60-20, issued on May 4, 2020) but did not rescind the proclaimed state of emergency; and

WHEREAS, on June 11, 2021, Governor Newsom also issued Executive Order N-08-21, which set expiration dates for certain paragraphs of the State of Emergency Proclamation dated March 4, 2020 and other Executive Orders but did not rescind the proclaimed state of emergency; and

WHEREAS, as of the date of this Resolution, neither the Governor nor the state Legislature have exercised their respective powers pursuant to Government Code section 8629 to lift the state of emergency either by proclamation or by concurrent resolution the state Legislature; and

WHEREAS, the California Department of Industrial Relations has issued regulations related to COVID-19 Prevention for employees and places of employment. Title 8 of the California Code of Regulations, Section 3205(5)(D) specifically recommends physical (social) distancing as one of the measures to decrease the spread of COVID-19 based on the fact that particles containing the virus can travel more than six feet, especially indoors; and

WHEREAS, the Northern Sierra Air Quality Management District Board finds that state or local officials have imposed or recommended measures to promote social distancing, based on the California Department of Industrial Relations' issuance of regulations related to COVID-19 Prevention through Title 8 of the California Code of Regulations, Section 3205(5)(D); and

WHEREAS, in light of this recommendation, the Northern Sierra Air Quality Management District Board desires to continue to have the flexibility, to meet via teleconference; and

WHEREAS, as a consequence, the Northern Sierra Air Quality Management District Board does hereby find that it shall conduct its meetings by teleconferencing without compliance with Government Code section 54953 (b)(3), as authorized by Section 54953(e), and will continue to provide the public with access to the meetings as prescribed by Government Code section 54953(e)(2).

NOW, THEREFORE, BE IT RESOLVED that the Northern Sierra Air Quality Management District Board does hereby resolve as follows:

SECTION 1: Recitals. The recitals set forth are true and correct and are incorporated into this Resolution by this reference.

SECTION 2: State or Local Officials have Imposed or Recommended Measures to Promote Social Distancing. The Northern Sierra Air Quality Management District Board hereby proclaims that state officials have imposed or recommended measures to promote social (physical) distancing based on the California Department of Industrial Relations' issuance of regulations related to COVID-19 Prevention through Title 8 of the California Code of Regulations, Section 3205(5)(D).

SECTION 3: Remote Teleconference Meetings. The Northern Sierra Air Quality Management District Board will carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

SECTION 4: Effective Date. This Resolution shall take effect immediately upon its adoption.

In 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 February 28, 2022, by the following roll call vote:

Ayes:

Noes:

Absent:

Abstaining:

Approve: _____
Chair of Board

Attest: _____
Dawn Lunsford, Clerk of the Board

To: Northern Sierra Air Quality Management District Board of Directors
From: Gretchen Bennett, Air Pollution Control Officer
Date: February 28, 2022

Agenda Item: V.E

Agenda Description: MOU between the City of Portola and the Northern Sierra Air Quality Management District for Woodstove Destruction

Issues:

In March of 2016, Council approved of a Memorandum of Understanding (MOU) between the City of Portola and the Northern Sierra Air Quality Management District (NSAQMD) as part of the wood stove changeout program. The MOU was initially drafted to allow the District to implement the Wood Stove Change-out Program. It also allows for the City to process the applicable permits for the change out, and destroy the non-compliant stoves as a service, which is then reimbursed by the NSAQMD. The MOU required a renewal and the City of Portola has approved and authorized their City Manager to sign it on January 27, 2022.

Requested Action:

Approve the MOU and authorize the Chair and Executive Director to sign the MOU

Attachment:

1. Memorandum of Understanding Between the City of Portola and the Northern Sierra Air Quality Management District

MEMORANDUM OF UNDERSTANDING

**BETWEEN THE CITY OF PORTOLA
AND
THE NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT**

THIS MEMORANDUM OF UNDERSTANDING (“MOU”) is made and entered into this 27th day of January, 2022, by the CITY OF PORTOLA (“City”) and the NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT (“NSAQMD”) to allow the District to jointly implement a Wood Stove Change-out Program (“Program”) in the Greater Portola Federal Non-Attainment Area to help achieve air quality attainment status.

WHEREAS, the United States Environmental Protection Agency (USEPA) has found that the Greater Portola Federal Non-Attainment Area of the NSAQMD has remained an air quality non-attainment area for years; and

WHEREAS, NSAQMD applied to USEPA and received grant funding (2018 Targeted AirShed Grant) to implement a wood stove change-out program in the area; and

WHEREAS, City has the authority, capability and workforce to process applicable permits for the wood stove change-out and receive the non-compliant stove in accordance with state and federal law; and

WHEREAS, City further has the capacity to cause the non-compliant stove to be made useless and destroyed, and collected for final disposition and recycling; and

WHEREAS, NSAQMD has identified City as capable of the tasks presented; and

WHEREAS, NSAQMD Board of Directors and Portola City Council respectively and separately authorized the establishment of an MOU between the two entities, and for City to provide services to NSAQMD, and for NSAQMD to pay City for services provided.

NOW THEREFORE, in consideration of the promises and covenants set forth herein, the parties agree as follows:

1. Scope of Services

1.1 City agrees to provide services related to NSAQMD’s Program as requested by NSAQMD. Those services may include, but are not limited to, the following:

- a) Issuing woodstove permit for the installation of new, compliant heating devices within the City limits of the City of Portola. The permit and final inspection fee is paid directly to the City by District-approved heating device retailer/installer.

- b) Accepting and storing removed, non-compliant heating device into the City's designated repository.
 - c) Destroying non-compliant heating device and ensuring destroyed device goes to a metal recycler.
 - d) Maintaining an accurate record of the destruction of non-compliant heating device processes including before and after photos and a Verification of Destruction form.
 - e) Providing copies of all permitting and destruction photos and documentation to NSAQMD.
- 1.2 City will log the activities performed at the request of NSAQMD or as is required for the completion of work on the Program in an administrative logbook. The administrative logbook will include a description of the activity, from request of permit to final disposition of the non-compliant heating device, and time spent in process. Copies of the logbook pages will be submitted to NSAQMD as support documentation for the NSAQMD's billing statements.
- 1.3 City will perform work with the thoroughness and competence that would be expected of an experienced and knowledgeable air pollution control district staff member. City staff shall conduct themselves in a professional manner and behave in a manner that is courteous and respectful of the public.

2. Geographic Area of Service for the Collection and Destruction of Woodstoves

City will provide for the destruction of woodstoves throughout the Greater Portola Federal Non-Attainment Area. A map of the Program area is attached as Exhibit A.

3. Payment

- 3.1 NSAQMD agrees to reimburse City for the services covered by this Agreement at the City's hourly reimbursement rate:
- Maintenance Worker \$37/hour
 - Office Clerk (\$24.13/hour)
 - Building Inspector \$24/hour (this is for any services provided above and beyond the permit fee paid by the heating device retailer/installer)

Any potential increases in the hourly rate must be authorized by NSAQMD in writing, thirty (30) days in advance of said increase. NSAQMD will also provide for equipment necessary, or provide reimbursement to City, to complete the Program, as authorized by NSAQMD. The maximum sum payable under this MOU for the five years of the grant (May 1, 2020 – April 30, 2025) is \$17,700. The amount paid to City shall constitute full payment for all services set forth herein. City shall not be reimbursed for any additional expenses incurred beyond this maximum amount without prior written agreement by

the NSAQMD. The City will not be required to provide services when those services will not be reimbursed.

3.2 City shall bill NSAQMD not more often than quarterly based upon the time spent on services rendered for that quarterly billing period. City agrees to provide a detailed invoice, including copies of timecards, separating charges as assigned to various tasks of field work and administration to NSAQMD by the fifteenth day following the end of the quarter. NSAQMD agrees to pay City within thirty (30) days of receipt of invoice.

3.3 NSAQMD retains the right to require proof of services performed or costs incurred prior to any payment under this Agreement.

4. Agreement Period

4.1 The conditions of this agreement shall remain in effect on a year-round basis with an effective date upon the final signatures by both parties.

4.2 This agreement may be canceled by either party upon serving thirty (30) days notice in writing to the other party.

4.3 This agreement shall be in effect until cancelled and may be amended by the further agreement of both parties.

5. City Employees

5.1 City employees shall perform the duties outlined in this MOU as City Employees, and not as employees of NSAQMD. City acknowledges that City is not entitled to any of NSAQMD's fringe benefits, including without limitation, paid holidays, life insurance, sick leave, or travel or any other expenses in connection with services performed hereunder.

5.2 Hiring and Supervision. The responsibility for hiring and supervision of all City employees, including establishing standards of performance, assignment of personnel, maintaining discipline, determining training required, maintaining personnel files, and other matters relating to the performance of services and control of personnel shall remain with the City.

5.2 The City and District agree that neither Party is an agent or employee of the other Party for any purpose and is not entitled to any of the benefits provided by any Party to its employees. This MOU shall not be construed as forming a partnership or any other association or agency among the City and Department.

6. Ownership of Documents

City agrees to provide copies to NSAQMD, upon termination of this Agreement, all documents, drawings, photographs, and other written or graphic material, however produced, received from

NSAQMD and used by City in the performance of its services hereunder. All work papers, drawings, internal memoranda, graphics, photographs, and any written or graphic material, however produced, prepared by City in connection with its performance of services hereunder shall be, and shall remain after termination of this Agreement, the property of NSAQMD and may be used by the NSAQMD for any purpose whatsoever. NSAQMD agrees that any future use of documents produced by City under the terms of this Agreement shall be at the sole discretion of the NSAQMD and City shall bear no liability for the decisions on whether and how to use such documents.

7. Jurisdiction

This Agreement shall be governed by and construed in accordance with the laws of the State of California. Any suit, action, or proceeding brought under the scope of this Agreement shall be brought and maintained to the extent allowed by law in the County of Plumas, California.

8. Hold Harmless

- 8.1 NSAQMD agrees to defend, indemnify and hold harmless City, its directors, officers, servants and agents for any and all reasonable expenses, claims, liabilities, lawsuits and judgments which may occur as a result of any negligent willful acts or omissions on the part of City, or its directors, officers, employees, and agents, in any way connected with the performance of its duties and obligations pursuant to the Agreement. This provision shall survive any termination of the Agreement.
- 8.2 City agrees to defend, indemnify and hold harmless the NSAQMD, its directors, officers, servants and agents for any and all reasonable expenses, claims, liabilities, lawsuits and judgments which may occur as a result of any negligent willful acts or omissions on the part of NSAQMD, or its directors, officers, employees, and agents, in any way connected with the performance of its duties and obligations pursuant to this Agreement. This provision shall survive any termination of this Agreement.
- 8.3 Each party shall be financially responsible for all damages and losses caused by the negligent or willful misconduct of that Party, its officers, and employees.
- 8.4 Neither Party shall be liable to the other Party for any loss, damage, liability, claim or cause of action for damage to or destruction of property or for the injury to or death of persons arising solely from any act or omission of the other Party's officers, agents, or employees.
- 8.5 A Party against whom any claim arising from any subject matter of this MOU is filed shall give prompt written notice of the filing of the claim to the other Party.

9. Notices

9.1 All notices relative to this MOU shall be given in writing and shall be personally served or sent by certified mail and become effective upon receipt. The Parties shall be addressed as follows, or at any other address designated by notice:

City: City Manager
PO Box 1225
Portola, CA 96122

NSAQMD: Air Pollution Control Officer
200 Litton Dr., #320
Grass Valley, CA 95945

IN WITNESS WHEREOF, the Parties hereto have caused this Memorandum of Understanding to be executed, the day and year first-above written.

Northern Sierra Air Quality Management District

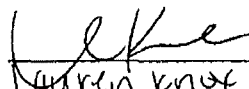
Air District Board, Chair

Date

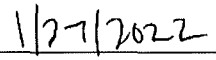
Gretchen Bennitt
Air Pollution Control Officer

Date

City of Portola



Lauren Knox
City Manager



Date

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: February 28, 2022

Agenda Item: V.F

Agenda Description: Payment Details by Vendor Board Report – October 2021 – Jan 2022

Issues: Vendor Reports are available for the Board and Public to review

Requested Action: Review and approve reports.

ROLL CALL VOTE REQUESTED

Attachments:

1. Payment Details by Vendor Board Report – October 2021 – January 2022

6:20 AM
11/10/21

**Northern Sierra Air Quality Management District
Payment details by Vendor Board Report
October 2021**

Type	Date	Num	Memo	Account	Amount
Adecco					
Bill Pmt -Check	10/07/2021	238322	test	10-1000 · Cash, Operating Ge...	-83.70
Total Adecco					-83.70
ADP Fees					
Bill Pmt -Check	10/01/2021	EFT092421	payroll 9/23/21	10-1003 · Cash, Bank Payroll ...	-50.63
Bill Pmt -Check	10/01/2021	0984836	ADP Time and Attendance fee...	10-1003 · Cash, Bank Payroll ...	-37.44
Bill Pmt -Check	10/01/2021	702454	payroll 10/1/21 check date 10/...	10-1003 · Cash, Bank Payroll ...	-50.63
Bill Pmt -Check	10/29/2021	6161228	PayPate 10/21/21	10-1003 · Cash, Bank Payroll ...	-95.37
Bill Pmt -Check	10/29/2021	6644069	processing charges	10-1003 · Cash, Bank Payroll ...	-37.44
Total ADP Fees					-271.51
Asquith Business Service					
Bill Pmt -Check	10/07/2021	V948460	ppe 10/1/2021	10-1000 · Cash, Operating Ge...	-220.00
Bill Pmt -Check	10/21/2021	V948839	PPE 10/15/21	10-1000 · Cash, Operating Ge...	-385.00
Total Asquith Business Service					-605.00
AT&T CALNET 3					
Bill Pmt -Check	10/07/2021	238370		10-1000 · Cash, Operating Ge...	-82.50
Bill Pmt -Check	10/21/2021	238808		10-1000 · Cash, Operating Ge...	-86.71
Bill Pmt -Check	10/28/2021	239000		10-1000 · Cash, Operating Ge...	-23.40
Total AT&T CALNET 3					-192.61
B of A					
Bill Pmt -Check	10/07/2021	V948387	Paydate 10/7/21	10-1000 · Cash, Operating Ge...	-15,768.69
Bill Pmt -Check	10/21/2021	V948778		10-1000 · Cash, Operating Ge...	-15,768.67
Total B of A					-31,537.36
Bennitt, Gretchen					
Bill Pmt -Check	10/28/2021	V9490030		10-1000 · Cash, Operating Ge...	-142.00
Total Bennitt, Gretchen					-142.00
California School Boards Assoc.					
Bill Pmt -Check	10/07/2021	238367	GASB AAM Report	10-1000 · Cash, Operating Ge...	-1,500.00
Total California School Boards Assoc.					-1,500.00
CALPERS (Health)					
Bill Pmt -Check	10/21/2021	910679	October 2021	10-1000 · Cash, Operating Ge...	-5,611.11
Total CALPERS (Health)					-5,611.11

25

6:20 AM
11/10/21

**Northern Sierra Air Quality Management District
Payment details by Vendor Board Report
October 2021**

Type	Date	Num	Memo	Account	Amount
CALPERS (Retirement)					
Bill Pmt -Check	10/07/2021	910638	10/7/21 Paydate	10-1000 · Cash, Operating Ge...	-1,006.80
Bill Pmt -Check	10/07/2021	910636	10/7/21 Paydate	10-1000 · Cash, Operating Ge...	-2,086.28
Bill Pmt -Check	10/07/2021	910639	Monthly PERPA unfunded liabi...	10-1000 · Cash, Operating Ge...	-81.92
Bill Pmt -Check	10/07/2021	910635	Monthly ER Classic UAL contri...	10-1000 · Cash, Operating Ge...	-9,053.50
Bill Pmt -Check	10/21/2021	910682	10/21/21 Paydate	10-1000 · Cash, Operating Ge...	-1,006.80
Bill Pmt -Check	10/21/2021	910680	10/21/21 Paydate	10-1000 · Cash, Operating Ge...	-2,086.28
Total CALPERS (Retirement)					-15,321.58
CALPERS 457 PLAN					
Bill Pmt -Check	10/07/2021	910637	10/7/21 Paydate	10-1000 · Cash, Operating Ge...	-1,570.00
Bill Pmt -Check	10/21/2021	910681	8/26/21 Paydate	10-1000 · Cash, Operating Ge...	-1,570.00
Total CALPERS 457 PLAN					-3,140.00
CSDA					
Bill Pmt -Check	10/28/2021	238925	RMS-regular member	10-1000 · Cash, Operating Ge...	-3,154.00
Total CSDA					-3,154.00
David A Morgan					
Bill Pmt -Check	10/07/2021	V948485		20-1000 · Cash, Restricted Fu...	-852.32
Total David A Morgan					-852.32
English Mountain Ranch					
Bill Pmt -Check	10/21/2021	V948793	Oct. 2021 Rent	10-1000 · Cash, Operating Ge...	-4,157.00
Bill Pmt -Check	10/28/2021	V949021		10-1000 · Cash, Operating Ge...	-4,556.16
Total English Mountain Ranch					-8,713.16
Intermountain Disposal, Inc. Vendor					
Bill Pmt -Check	10/21/2021	238802		10-1000 · Cash, Operating Ge...	-16.57
Bill Pmt -Check	10/21/2021	238803	Metal Hauling	20-1000 · Cash, Restricted Fu...	-125.00
Total Intermountain Disposal, Inc. Vendor					-141.57
Kleinhans, Ursula M.					
Bill Pmt -Check	10/21/2021	238731	Oct. 2021 Rent	10-1000 · Cash, Operating Ge...	-533.53
Total Kleinhans, Ursula M.					-533.53
Longmire, Sam					
Bill Pmt -Check	10/28/2021	238938	Vision	10-1000 · Cash, Operating Ge...	-500.00
Total Longmire, Sam					-500.00

6:20 AM
11/10/21

**Northern Sierra Air Quality Management District
Payment details by Vendor Board Report
October 2021**

Type	Date	Num	Memo	Account	Amount
Plumas Corporation, Vendor					
Bill Pmt -Check	10/28/2021	239021	Fire Safe Chipping Residential ...	20-1000 · Cash, Restricted Fu...	-3,058.00
Total Plumas Corporation, Vendor					-3,058.00
Postnet					
Bill Pmt -Check	10/21/2021	238813	chester power distrution unit	10-1000 · Cash, Operating Ge...	-20.06
Total Postnet					-20.06
Quincy Hot Spot					
Bill Pmt -Check	10/21/2021	238731	EPA TAG 2015 Boyle 2016-094	20-1000 · Cash, Restricted Fu...	-185.00
Bill Pmt -Check	10/28/2021	238958	EPA 2015- 2021-504 Waggener	20-1000 · Cash, Restricted Fu...	-3,000.00
Total Quincy Hot Spot					-3,185.00
Regional Government Services					
Bill Pmt -Check	10/28/2021	V949065	Sept. 2021 services	10-1000 · Cash, Operating Ge...	-970.30
Total Regional Government Services					-970.30
Supervisor Bullock					
Bill Pmt -Check	10/28/2021	B949053	Oct 25 21 Board Meeting	10-1000 · Cash, Operating Ge...	-100.00
Total Supervisor Bullock					-100.00
Supervisor Huebner					
Bill Pmt -Check	10/28/2021	238968	Oct 25 21 Board Meeting	10-1000 · Cash, Operating Ge...	-100.00
Total Supervisor Huebner					-100.00
Supervisor Paul Roen					
Bill Pmt -Check	10/28/2021	238996	Oct 25 21 Board Meeting	10-1000 · Cash, Operating Ge...	-100.00
Total Supervisor Paul Roen					-100.00
Supervisor Susan Hoek					
Bill Pmt -Check	10/28/2021	V949050	OCT 25 2021 BOARD MEETI...	10-1000 · Cash, Operating Ge...	-100.00
Total Supervisor Susan Hoek					-100.00
Supervisor Thrall					
Bill Pmt -Check	10/28/2021	238967	Oct 25 21 Board Meeting	10-1000 · Cash, Operating Ge...	-100.00
Total Supervisor Thrall					-100.00
US Bank					
Bill Pmt -Check	10/14/2021	238533	various vendors	10-1000 · Cash, Operating Ge...	-8,397.80
Bill Pmt -Check	10/14/2021	238533	various vendors	20-1000 · Cash, Restricted Fu...	-2,678.01
Total US Bank					-11,075.81

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Northern Sierra Air Quality Management District
Payment details by Vendor Board Report
October 2021

Type	Date	Num	Memo	Account	Amount
Wizix Technology Group Bill Pmt -Check	10/07/2021	238396	copier	10-1000 · Cash, Operating Ge...	-87.53
Total Wizix Technology Group					-87.53
TOTAL					<u>-91,196.15</u>

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**Northern Sierra Air Quality Management District
Payment details by Vendor Board Report
November 2021**

Type	Date	Num	Memo	Account	Amount
Adecco					
Bill Pmt -Check	11/18/2021	240208	test	10-1000 · Cash, Operating Ge...	-223.20
Total Adecco					-223.20
ADP Fees					
Bill Pmt -Check	11/12/2021	111221	Processing charges 11/4/21	10-1003 · Cash, Bank Payroll ...	-50.63
Bill Pmt -Check	11/19/2021	111921	Processing Charges 11/8/21	10-1003 · Cash, Bank Payroll ...	-44.74
Bill Pmt -Check	11/26/2021	EFT112621	PPE 11/12/21 Enhance payroll...	10-1003 · Cash, Bank Payroll ...	-49.21
Bill Pmt -Check	11/26/2021	EFT112621a	processing charges TS	10-1003 · Cash, Bank Payroll ...	-37.44
Total ADP Fees					-182.02
All Star Chimney, Eli Marchus					
Bill Pmt -Check	11/04/2021	V949225		20-1000 · Cash, Restricted Fu...	-258.00
Total All Star Chimney, Eli Marchus					-258.00
Asquith Business Service					
Bill Pmt -Check	11/04/2021	V949205	EPA	10-1000 · Cash, Operating Ge...	-715.00
Bill Pmt -Check	11/18/2021	V950013	PPE 11/12/21	10-1000 · Cash, Operating Ge...	-742.50
Total Asquith Business Service					-1,457.50
AT&T CALNET 3					
Bill Pmt -Check	11/04/2021	239126		10-1000 · Cash, Operating Ge...	-22.96
Total AT&T CALNET 3					-22.96
B of A					
Bill Pmt -Check	11/04/2021	V949129	PPE 10/30, paydate 11/4/2021	10-1000 · Cash, Operating Ge...	-15,897.54
Bill Pmt -Check	11/18/2021	V949925	PPE 11/12/2021	10-1000 · Cash, Operating Ge...	-13,841.09
Total B of A					-29,738.63
CALPERS (Health)					
Bill Pmt -Check	11/18/2021	910762	Dec 2021	10-1000 · Cash, Operating Ge...	-5,611.11
Total CALPERS (Health)					-5,611.11
CALPERS (Retirement)					
Bill Pmt -Check	11/04/2021	910724	11/4/2021 Paydate	10-1000 · Cash, Operating Ge...	-1,037.55
Bill Pmt -Check	11/04/2021	910721	Monthly ER Classic UAL contri...	10-1000 · Cash, Operating Ge...	-9,053.50
Bill Pmt -Check	11/04/2021	910722	11/4/2021 Paydate	10-1000 · Cash, Operating Ge...	-2,086.28
Bill Pmt -Check	11/04/2021	910725	Monthly PERPA unfunded liabi...	10-1000 · Cash, Operating Ge...	-81.92
Bill Pmt -Check	11/18/2021	910759	PPE 11/12/21	10-1000 · Cash, Operating Ge...	-2,086.28
Bill Pmt -Check	11/18/2021	910761	PPE 11/12/21	10-1000 · Cash, Operating Ge...	-784.24
Total CALPERS (Retirement)					-15,129.77

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**Northern Sierra Air Quality Management District
Payment details by Vendor Board Report
November 2021**

Type	Date	Num	Memo	Account	Amount
CALPERS 457 PLAN					
Bill Pmt -Check	11/04/2021	910723	11/4/2021 Paydate	10-1000 · Cash, Operating Ge...	-1,570.00
Bill Pmt -Check	11/18/2021	910760	PPE 11/12/21	10-1000 · Cash, Operating Ge...	-1,570.00
Total CALPERS 457 PLAN					-3,140.00
English Mountain Ranch					
Bill Pmt -Check	11/18/2021	V949946		10-1000 · Cash, Operating Ge...	-4,203.12
Total English Mountain Ranch					-4,203.12
Fish, Joe					
Bill Pmt -Check	11/18/2021	V949924	Dental	10-1000 · Cash, Operating Ge...	-236.00
Total Fish, Joe					-236.00
Heat Transfer Systems					
Bill Pmt -Check	11/04/2021	V949248	Persons, EPA 2018 2021-008 ...	20-1000 · Cash, Restricted Fu...	-10,000.00
Total Heat Transfer Systems					-10,000.00
Intermountain Disposal, Inc. Vendor					
Bill Pmt -Check	11/18/2021	240336	EPA 2015 metal hauling	20-1000 · Cash, Restricted Fu...	-125.00
Bill Pmt -Check	11/18/2021	240334		10-1000 · Cash, Operating Ge...	-16.57
Total Intermountain Disposal, Inc. Vendor					-141.57
Kleinhans, Ursula M.					
Bill Pmt -Check	11/04/2021	239122	NOV. 2021 Rent	10-1000 · Cash, Operating Ge...	-640.03
Bill Pmt -Check	11/18/2021	240334	Dec. 2021 Rent	10-1000 · Cash, Operating Ge...	-544.00
Total Kleinhans, Ursula M.					-1,184.03
Quincy Hot Spot					
Bill Pmt -Check	11/04/2021	239111		20-1000 · Cash, Restricted Fu...	-3,185.00
Bill Pmt -Check	11/18/2021	240248	EPA 2018-285 Tejada	20-1000 · Cash, Restricted Fu...	-185.00
Total Quincy Hot Spot					-3,370.00
Ruiz, Julie					
Bill Pmt -Check	11/18/2021	V949996	Reno Chester	10-1000 · Cash, Operating Ge...	-100.80
Total Ruiz, Julie					-100.80
Tyrus Chimney Sweep					
Bill Pmt -Check	11/18/2021	240359	EPA 2019-368 Weaver	20-1000 · Cash, Restricted Fu...	-250.00
Total Tyrus Chimney Sweep					-250.00

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Northern Sierra Air Quality Management District
Payment details by Vendor Board Report
November 2021

Type	Date	Num	Memo	Account	Amount
US Bank					
Bill Pmt -Check	11/22/2021	240367	various vendors	20-1000 · Cash, Restricted Fu...	-2,082.52
Bill Pmt -Check	11/22/2021	240367	various vendors	10-1000 · Cash, Operating Ge...	-6,646.67
Total US Bank					-8,729.19
Various Vendors					
Bill Pmt -Check	11/04/2021		QuickBooks generated zero a...	10-1000 · Cash, Operating Ge...	0.00
Total Various Vendors					0.00
Wizix Technology Group					
Bill Pmt -Check	11/18/2021	240362	copier	10-1000 · Cash, Operating Ge...	-87.53
Total Wizix Technology Group					-87.53
TOTAL					-84,065.43

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**Northern Sierra Air Quality Management District
Payment details by Vendor Board Report
December 2021**

Type	Date	Num	Memo	Account	Amount
Adecco					
Bill Pmt -Check	12/02/2021	240780	test	10-1000 · Cash, Operating Ge...	-181.35
Total Adecco					-181.35
ADP Fees					
Bill Pmt -Check	12/10/2021	5436256	Advance Payroll processing ch...	10-1003 · Cash, Bank Payroll ...	-49.21
Bill Pmt -Check	12/24/2021	9873244	Processing charges PPE 12/1...	10-1003 · Cash, Bank Payroll ...	-50.63
Bill Pmt -Check	12/31/2021	4022135	processing TS etc. Payroll dat...	10-1003 · Cash, Bank Payroll ...	-37.44
Total ADP Fees					-137.28
All Star Chimney, Eli Marchus					
Bill Pmt -Check	12/02/2021	V950412	EPA TAG 2019-408 Rainetti	20-1000 · Cash, Restricted Fu...	-179.00
Total All Star Chimney, Eli Marchus					-179.00
Asquith Business Service					
Bill Pmt -Check	12/02/2021	V950395	PPE 11/26/21	10-1000 · Cash, Operating Ge...	-220.00
Bill Pmt -Check	12/16/2021	V951195	PPE 12/10/21	10-1000 · Cash, Operating Ge...	-536.25
Total Asquith Business Service					-756.25
AT&T CALNET 3					
Bill Pmt -Check	12/02/2021	240842		10-1000 · Cash, Operating Ge...	-107.50
Bill Pmt -Check	12/16/2021	241566		10-1000 · Cash, Operating Ge...	-22.71
Bill Pmt -Check	12/16/2021	241567		10-1000 · Cash, Operating Ge...	-115.98
Bill Pmt -Check	12/16/2021	241568		10-1000 · Cash, Operating Ge...	-43.76
Bill Pmt -Check	12/16/2021	241569		10-1000 · Cash, Operating Ge...	-41.08
Total AT&T CALNET 3					-331.03
B of A					
Bill Pmt -Check	12/02/2021	V950313	PPE 11/26/21	10-1000 · Cash, Operating Ge...	-13,841.10
Bill Pmt -Check	12/16/2021	V951113	paydate 12/16/21	10-1000 · Cash, Operating Ge...	-15,586.77
Total B of A					-29,427.87
CALPERS (Retirement)					
Bill Pmt -Check	12/02/2021	910803	PPE 11/26/21	10-1000 · Cash, Operating Ge...	-611.60
Bill Pmt -Check	12/02/2021	910801	PPE 11/26/21	10-1000 · Cash, Operating Ge...	-2,086.28
Bill Pmt -Check	12/16/2021	910844	Monthly ER Classic UAL contri...	10-1000 · Cash, Operating Ge...	-9,053.50
Bill Pmt -Check	12/16/2021	910845	PPE 12/10/21	10-1000 · Cash, Operating Ge...	-2,086.28
Bill Pmt -Check	12/16/2021	910848	Monthly PERPA unfunded liabi...	10-1000 · Cash, Operating Ge...	-81.92
Bill Pmt -Check	12/16/2021	910847	PPE 12/10/21	10-1000 · Cash, Operating Ge...	-980.42
Total CALPERS (Retirement)					-14,900.00

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**Northern Sierra Air Quality Management District
Payment details by Vendor Board Report
December 2021**

Type	Date	Num	Memo	Account	Amount
CALPERS 457 PLAN					
Bill Pmt -Check	12/02/2021	910802	PPE 11/26/21	10-1000 · Cash, Operating Ge...	-1,570.00
Bill Pmt -Check	12/16/2021	910846	PPE 12/10/21	10-1000 · Cash, Operating Ge...	-1,570.00
Total CALPERS 457 PLAN					-3,140.00
English Mountain Ranch					
Bill Pmt -Check	12/16/2021	V951128		10-1000 · Cash, Operating Ge...	-4,222.88
Total English Mountain Ranch					-4,222.88
Hahn, J. aka Wolf Creek Wood Stoves					
Bill Pmt -Check	12/16/2021	V951180		20-1000 · Cash, Restricted Fu...	-16,223.44
Total Hahn, J. aka Wolf Creek Wood Stoves					-16,223.44
Hunter, Julie					
Bill Pmt -Check	12/16/2021	V951266	speaker/camera for meetings ...	10-1000 · Cash, Operating Ge...	-416.09
Total Hunter, Julie					-416.09
Intermountain Disposal, Inc. Vendor					
Bill Pmt -Check	12/02/2021	240839		10-1000 · Cash, Operating Ge...	-16.57
Bill Pmt -Check	12/02/2021	240840	Metal Hauling	20-1000 · Cash, Restricted Fu...	-125.00
Total Intermountain Disposal, Inc. Vendor					-141.57
Kleinhans, Ursula M.					
Bill Pmt -Check	12/16/2021	241563	Jan Rent	10-1000 · Cash, Operating Ge...	-544.00
Total Kleinhans, Ursula M.					-544.00
Quincy Hot Spot					
Bill Pmt -Check	12/02/2021	240814	EPA 2015 2021-540 Rood	20-1000 · Cash, Restricted Fu...	-3,500.00
Bill Pmt -Check	12/16/2021	241498	EPA 2015 TAG 2021-536 Appl...	20-1000 · Cash, Restricted Fu...	-4,431.40
Total Quincy Hot Spot					-7,931.40
Regional Government Services					
Bill Pmt -Check	12/02/2021	V950441	Oct Services	10-1000 · Cash, Operating Ge...	-1,307.88
Total Regional Government Services					-1,307.88
State of California EPA 2015 Grant					
Bill Pmt -Check	12/22/2021		QuickBooks generated zero a...	10-1000 · Cash, Operating Ge...	0.00
Total State of California EPA 2015 Grant					0.00

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Northern Sierra Air Quality Management District
Payment details by Vendor Board Report
December 2021

Type	Date	Num	Memo	Account	Amount
Tyrus Chimney Sweep					
Bill Pmt -Check	12/02/2021	240859	EPA TAG 2016-014 Johnson ...	20-1000 · Cash, Restricted Fu...	-250.00
Total Tyrus Chimney Sweep					-250.00
US Bank					
Bill Pmt -Check	12/13/2021	241070	various vendors	10-1000 · Cash, Operating Ge...	-10,073.02
Bill Pmt -Check	12/13/2021	241070	various vendors	20-1000 · Cash, Restricted Fu...	-2,115.26
Total US Bank					-12,188.28
Wizix Technology Group					
Bill Pmt -Check	12/16/2021	241591		10-1000 · Cash, Operating Ge...	-87.53
Total Wizix Technology Group					-87.53
TOTAL					-92,365.85

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**Northern Sierra Air Quality Management District
Payment details by Vendor Board Report
January 2022**

Type	Date	Num	Memo	Account	Amount
Adecco					
Bill Pmt -Check	01/27/2022	242613	test	10-1000 · Cash, Operating Ge...	-850.95
Total Adecco					-850.95
ADP Fees					
Bill Pmt -Check	01/07/2022	5914515	Payroll processing	10-1003 · Cash, Bank Payroll ...	-50.63
Bill Pmt -Check	01/12/2022	75178148	processing for PPE 1/7/22	10-1003 · Cash, Bank Payroll ...	-50.63
Bill Pmt -Check	01/26/2022	1647870	year end processing	10-1003 · Cash, Bank Payroll ...	-116.50
Bill Pmt -Check	01/28/2022	2980805	Timesheet accruals processing ...	10-1003 · Cash, Bank Payroll ...	-37.44
Total ADP Fees					-255.20
All Star Chimney, Eli Marchus					
Bill Pmt -Check	01/27/2022	V952794	EPA Tax 2015 2016-106 Seidel	20-1000 · Cash, Restricted Fu...	-169.00
Total All Star Chimney, Eli Marchus					-169.00
Asquith Business Service					
Bill Pmt -Check	01/06/2022	V952122	paydate 12/23/21	10-1000 · Cash, Operating Ge...	-797.50
Bill Pmt -Check	01/13/2022	V952298	PPE 1/7/22	10-1000 · Cash, Operating Ge...	-330.00
Bill Pmt -Check	01/27/2022	V952774	PPE 1/21/22	10-1000 · Cash, Operating Ge...	-467.50
Total Asquith Business Service					-1,595.00
AT&T CALNET 3					
Bill Pmt -Check	01/06/2022	242035		10-1000 · Cash, Operating Ge...	-22.91
Bill Pmt -Check	01/13/2022	242224		10-1000 · Cash, Operating Ge...	-58.17
Bill Pmt -Check	01/13/2022	242223		10-1000 · Cash, Operating Ge...	-22.91
Bill Pmt -Check	01/27/2022	242654		10-1000 · Cash, Operating Ge...	-44.16
Bill Pmt -Check	01/27/2022	242655		10-1000 · Cash, Operating Ge...	-41.43
Bill Pmt -Check	01/27/2022	262656		10-1000 · Cash, Operating Ge...	-22.91
Total AT&T CALNET 3					-212.49
B of A					
Bill Pmt -Check	01/13/2022	V952225	PPE 01/07/22	10-1000 · Cash, Operating Ge...	-16,662.28
Bill Pmt -Check	01/27/2022	V952705	Paydate 1/27/22	10-1000 · Cash, Operating Ge...	-18,313.18
Total B of A					-34,975.46
Bennitt, Gretchen					
Bill Pmt -Check	01/27/2022	V952688	CAPCOA Retreat Board	10-1000 · Cash, Operating Ge...	-113.05
Total Bennitt, Gretchen					-113.05
CALPERS (Health)					
Bill Pmt -Check	01/06/2022	910900	FEB 2022	10-1000 · Cash, Operating Ge...	-5,878.29
Bill Pmt -Check	01/27/2022	910961	Feb 2022	10-1000 · Cash, Operating Ge...	-3,158.83
Total CALPERS (Health)					-9,037.12

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**Northern Sierra Air Quality Management District
Payment details by Vendor Board Report
January 2022**

Type	Date	Num	Memo	Account	Amount
CALPERS (Retirement)					
Bill Pmt -Check	01/06/2022	910901	PPE 12/24/21	10-1000 · Cash, Operating Ge...	-2,086.28
Bill Pmt -Check	01/06/2022	910903	PPE 12/24/21	10-1000 · Cash, Operating Ge...	-1,021.31
Bill Pmt -Check	01/13/2022	910919	PPE 1/7/22	10-1000 · Cash, Operating Ge...	-2,086.28
Bill Pmt -Check	01/13/2022	910918	Monthly ER Classic UAL contri...	10-1000 · Cash, Operating Ge...	-9,053.50
Bill Pmt -Check	01/13/2022	910922	Monthly PERPA unfunded liabi...	10-1000 · Cash, Operating Ge...	-81.92
Bill Pmt -Check	01/13/2022	910921	PPE 1/7/22	10-1000 · Cash, Operating Ge...	-1,021.31
Bill Pmt -Check	01/27/2022	910962	PPE 1/22/22	10-1000 · Cash, Operating Ge...	-2,086.28
Bill Pmt -Check	01/27/2022	910964	PPE 1/22/22	10-1000 · Cash, Operating Ge...	-1,285.40
Total CALPERS (Retirement)					-18,722.28
CALPERS 457 PLAN					
Bill Pmt -Check	01/06/2022	910902	PPE 12/24/21	10-1000 · Cash, Operating Ge...	-1,570.00
Bill Pmt -Check	01/13/2022	910920	1/7/2022	10-1000 · Cash, Operating Ge...	-1,570.00
Bill Pmt -Check	01/27/2022	910963	PPE 1/22/22	10-1000 · Cash, Operating Ge...	-1,570.00
Total CALPERS 457 PLAN					-4,710.00
CAPCOA Annual Membership					
Bill Pmt -Check	01/13/2022	242118	CPCOA Fall Membership Meet...	10-1000 · Cash, Operating Ge...	-345.00
Total CAPCOA Annual Membership					-345.00
CAPCOA Sac					
Bill Pmt -Check	01/27/2022	242605	Jan 3-5 winter retreat	10-1000 · Cash, Operating Ge...	-425.00
Total CAPCOA Sac					-425.00
English Mountain Ranch					
Bill Pmt -Check	01/13/2022	V952245		10-1000 · Cash, Operating Ge...	-4,329.34
Total English Mountain Ranch					-4,329.34
Hahn, J. aka Wolf Creek Wood Stoves					
Bill Pmt -Check	01/06/2022	V952115		20-1000 · Cash, Restricted Fu...	-10,453.87
Total Hahn, J. aka Wolf Creek Wood Stoves					-10,453.87
Hunter, Julie					
Bill Pmt -Check	01/27/2022	V952816	2825 Bull Rider, Chester	10-1000 · Cash, Operating Ge...	-153.27
Total Hunter, Julie					-153.27
Integrity Heating and Air					
Bill Pmt -Check	01/27/2022	242669	EPA 2021-518 Carlson HeatP...	20-1000 · Cash, Restricted Fu...	-14,950.00
Total Integrity Heating and Air					-14,950.00

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**Northern Sierra Air Quality Management District
Payment details by Vendor Board Report
January 2022**

Type	Date	Num	Memo	Account	Amount
Intermountain Disposal, Inc. Vendor					
Bill Pmt -Check	01/06/2022	242030		10-1000 · Cash, Operating Ge...	-16.57
Bill Pmt -Check	01/06/2022	242031	EPA TAG 2015	20-1000 · Cash, Restricted Fu...	-125.00
Bill Pmt -Check	01/13/2022	242213	Delivery charge and Waste Ca...	20-1000 · Cash, Restricted Fu...	-68.45
Bill Pmt -Check	01/13/2022	242214	Green Waste 7/7/21-10/27/21 ...	20-1000 · Cash, Restricted Fu...	-410.70
Bill Pmt -Check	01/13/2022	242215	(2) wastercart delivery and 96 ...	20-1000 · Cash, Restricted Fu...	-273.80
Bill Pmt -Check	01/13/2022	242216	(2) wastercart delivery and 96 ...	20-1000 · Cash, Restricted Fu...	-136.90
Total Intermountain Disposal, Inc. Vendor					-1,031.42
Kleinhans, Ursula M.					
Bill Pmt -Check	01/13/2022	242212	Feb 2022 Rent	10-1000 · Cash, Operating Ge...	-544.00
Total Kleinhans, Ursula M.					-544.00
Quincy Hot Spot					
Bill Pmt -Check	01/06/2022	242002	EPA 2015 TAG 2020- 471 Bal..	20-1000 · Cash, Restricted Fu...	-3,500.00
Total Quincy Hot Spot					-3,500.00
Regional Government Services					
Bill Pmt -Check	01/27/2022	V952813	HR Policy Updates	10-1000 · Cash, Operating Ge...	-990.70
Total Regional Government Services					-990.70
US Bank					
Bill Pmt -Check	01/18/2022	242316	various vendors	10-1000 · Cash, Operating Ge...	-6,316.06
Bill Pmt -Check	01/18/2022	242316	various vendors	20-1000 · Cash, Restricted Fu...	-2,249.31
Total US Bank					-8,565.37
Wizix Technology Group					
Bill Pmt -Check	01/13/2022	242240	Copier	10-1000 · Cash, Operating Ge...	-87.53
Total Wizix Technology Group					-87.53
TOTAL					-116,016.05

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To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: February 28, 2022

Agenda Item: V.G

Agenda Description: Financial Quarterly Report for December 2021

Issues: The second quarter for FY 2021-2022 (December 2021) is available for review and discussion

Requested Action: Review and Approve the 2nd Quarter Report for December 2021

ROLL CALL VOTE REQUESTED

Attachments:

1. FY 2021-2022 Operating Budget VS Actuals (Second Quarter)
2. FY 2021-2022 Restricted Budget VS Actuals (Second Quarter)
3. Profit and Loss July through December 2021
4. Balance Sheet as of December 31, 2021

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

**Operating Budget vs. Actuals
as of December 31, 2021**

Resource Report	
Operating (Fund 6774) End Balance December 31, 2020	\$ 1,148,128
Operating (Payroll) End Balance December 31, 2020	312,606
Operating (GovPay) End Balance December 31, 2020	73,846
<i>All Operating Accounts Cash Total</i>	\$ 1,534,581

Revenue			
Account #	Description	ACTUALS as of Dec. 31, 2021	BUDGET Fiscal Year 2021-2022
10-4002	Fees, Permit to Operate	9,490	40,000
10-4004	Fees, Vapor Recovery	8,579	20,000
10-4005	Fees, Variance Application	-	3,000
10-4006	Fees, Source Test	1,049	9,000
10-4007	Fees, Prescribed Burning	5,175	25,000
10-4008	Fees, Woodstove Inspections	1,249	1,500
10-4010	Fees, Title V, Fed Op Permit	1,873	41,000
10-4013	Fees, Fire Dept Response	-	1,500
10-4100	Penalties, Permitted Source	4,000	10,000
10-4101	Penalties, Open Burning	-	2,500
10-4201	Gov't Funding, State Subvention	-	132,000
10-4202	Gov't Funding, Subvention Supplemental	-	3,500
10-4203	Gov't Funding, County Contribution	63,773	62,669
10-4204	Gov't Funding, EPA Monitoring	-	57,000
10-4205	Gov't Funding, EPA Monitoring Supplemental	-	46,000
10-4206	Gov't Funding, AB 2766 DMV Fees	112,662	360,000
10-4207	Gov't Funding, PERP Pass thru	24,473	23,000
10-4208	Gov't Funding, AB 923 Operating	861	3,125
10-4209	Gov't Funding, EPA Target 2015	10,961	75,000
10-4210	Gov't Funding, EPA Target 2018	-	30,000
10-4211	Gov't Funding, AB 197	8,583	8,583
10-4224	AB 617 Incentive (administrative)	-	-
10-4212	Rx Fire Funding, Monitoring	-	1,000
10-4213	Rx Fire Funding, Staff	1,213	-
10-4214	EPA 2015 Burnwise Coordinator	6,769	35,000
10-4215	Carl Moyer, Admin Fee	31,250	25,000
10-4219	CAPCOA 103 GRANT	103,000	-
10-4222	Farmer Pooled Share	-	-
10-4223	RAP, Carl Moyer Rural Assistance admin	-	-
10-4302	Other Income, Sale of Asset	2,000	-
10-4303	Other Income, Rules, Copies, Subscr.	-	100
10-4304	Other Income, Miscellaneous	848	-
10-4310	Other Income, Interest Earned	7,281	25,000
Revenue Total:		\$ 405,090	1,040,477

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

**Operating Budget vs. Actuals
as of December 31, 2021**

Expenditures		Salaries and Benefits (Object Level)	
Account #	Description	ACTUALS as of Dec. 31, 2021	BUDGET Fiscal Year 2021-2022
10-5002	Permanent Salaries	240,987	522,006
10-5021	TaxMed (elect not to utilize the District-provided health insurance)	5,760	11,520
10-5003	Overtime	448	1,000
10-5011	Medicare/FICA	3,475	7,736
10-5013	CA State Unemployment		784
10-5015	Workers' Comp Insurance	4,241	6,943
10-5017	PERS Health Insurance Retired Employees	9,150	18,300
10-5018	PERS Health Insurance Active Employees	15,533	38,400
10-5019	Dental/Vision Care	2,237	8,750
10-5020/21/23	PERS Retirement (ER & EE Paid)	40,682	72,074
10-5022/5024	PERS Unfunded Accrued Liability	45,759	109,625
Salaries and Benefits Total: \$		368,271	797,138

Expenditures		Services and Supplies (Object Level)	
Account #	Description	ACTUALS as of Dec. 31, 2021	BUDGET Fiscal Year 2021-2022
10-5201	PM Monitoring Expenses (supplies)	7,663	15,000
10-5202	Office Supplies	4,576	10,000
10-5203	References, Subscriptions	175	500
10-5204	Postage, Shipping	34	1,000
10-5205	Memberships	3,499	3,500
10-5207	Office Equipment - non capitalized	343	3,300
10-5206	Ozone Monitoring Expenses	3,808	1,000
10-5251	Communications	7,627	25,000
10-5253	Rent, Structures, Grass Valley, including PM2.5	19,811	33,000
10-5254	Rent, Structures - Portola	3,862	6,800
10-5255	Utilities, Grass Valley	871	2,700
10-5256	Utilities, Portola	714	2,500
10-5257	Rent, PM2.5 (Conf room and roof)	9,288	19,000
10-5258	Liability Insurance	12,279	12,700
10-5259	Legal Notices, Public	1,440	1,000
10-5301	Information Technology	8,684	22,000
10-5303	Maintenance: Office Equipment	514	500
10-5305	Maintenance: Vehicles	2,405	3,000
10-5311	Profession Services: Legal		6,000
10-5312	Profession Services: Office Assistance		1,200
10-5313	Profession Services: Accounting (Nevada County, Accountant, and ADP)	11,817	22,000
10-5314	Profession Services: Financial Auditor	-	16,000
10-5315	Profession Services: Board - Directors and Variance	1,100	5,000
10-5319	Profession Services: Human Resources	2,993	10,000
10-5351	Training, Tuition	125	1,500
10-5352	Travel	1,059	3,000
10-5353	Gasoline	1,737	5,000
10-5354	Private Car Mileage	90	2,000
10-5390	Miscellaneous		1,000
Services and Supplies Total: \$		106,515	\$ 235,200

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

**Operating Budget vs. Actuals
as of December 31, 2021**

Expenditures Pass-thru Funds / Internal Programs / Contributions to Other Agencies (Object Level)			
Account #	Description	ACTUALS as of Dec. 31, 2021	BUDGET Fiscal Year 2021-2022
10-5402	Alternate Commute Program		750
10-5404	ARB: AB 2588 Fees		1,400
10-5405	Public Education Program	3,112	25,000
10-5406	Fire Dept Response Reimbursement		1,500
Contribution to Other Agencies / Internal Grants Total:		\$ 3,112	\$ 28,650

Expenditures Fixed Asset Purchases (Object Level)			
Account #	Description	ACTUALS as of Dec. 31, 2021	BUDGET Fiscal Year 2021-2022
10-5601	Office Equipment (2 PC towers)		2,200
10-5602	Field Equipment (fixed assets over \$5,000)		5,000
10-5603	Vehicle		30,000
10-5605	EPA Supplemental Monitoring (2 shelters, BAM and Data Upgrades)		46,000
Fixed Asset Purchases Total:		\$ -	\$ 83,200

Budget Summary	Available Funding & Expenditures	
Salaries and Benefits (Object Level)	368,271	797,138
Services and Supplies (Object Level)	106,515	235,200
Pass-thru Funds / Internal Programs / Contributions to Other Agencies (Object Level)	3,112	28,650
Fixed Asset Purchases (Object Level)	-	83,200
Expenditure Total:	\$ 477,899	1,144,188

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NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

**Restricted
Budget vs. Actuals
as of December 31, 2021**

Restricted Budget, Fund Balance			
Account #	Description	ACTUALS as of Dec. 31,	BUDGET Fiscal Year 2021-2022
20-3901	Restricted Funds, AB2766 Encumbered		138,300
20-3902	Planned Expenditures, AB2766 Total Allocation - Nevada County		179,808
20-3903	Planned Expenditures, AB2766 Total Allocation - Plumas County		33,670
20-3904	Planned Expenditures, AB2766 Total Allocation - Sierra County		5,752
20-3906	Planned Expenditures, Carl Moyer		274,915
20-3908	Planned Expenditures, AB923	305,610	314,639
	Planned Expenditures, WRP Encumbered		120,000
	Planned Expenditures, Woodsmoke Reduction Program	73,599	45,000
	Planned Expenditures, AB617 Incentive Funds	71,241	70,695
	Planned Expenditures, AB617 Implementation Funds (Year 3)	16,617	14,848
	Planned Expenditures, Nox Reduction	71,861	-
	Planned Expenditures, FARMER	162,646	546,514
Restricted Budget, Fund Balance Accounts Totals:		\$701,574	\$1,744,141

Restricted Budget, Revenue			
Account #	Description	ACTUALS as of Dec. 31, 2021	BUDGET Fiscal Year 2021-2022
20-4500	Govt. Funding, AB 2766 DMV Fees (60% for District Admin)	74,884	240,000
20-4505	Govt. Funding, AB923 (6.25% for district admin)	16,343	50,000
20-4518	Govt. Funding, Carl Moyer HD Diesel (12.5% for district admin)	43,750	175,000
20-4535	Govt. Funding, WRP (~10% for district admin)		-
20-4536	WRP interest		1,000
20-4541	Nox Reduction Measure (NRM)		-
20-4543	Rural Assistance Program (RAP)		-
20-4538	AB 617 Implementation (20,183, 22,659, 16,015)		-
20-4539	AB 617 interest		500
20-4544	AB617 Incentives		-
20-4529	Govt. Funding, EPA Target Grant for Portola 2015	66,828	398,400
20-4540	Govt. Funding, EPA Target Grant for Portola 2018	30,628	300,000
20-4600	Other Income, Interest, Restricted (Carl Moyer)	6,677	1,000
Restricted Budget, Revenue Total:		\$239,110	\$1,165,900
Restricted Budget, Fund Balance and Current Year Revenue Total		\$940,684	\$2,910,041

Restricted Budget, Expenditures			
Account #	Description	as of Dec. 31,	Fiscal Year 2021-2022
20-5401	AB2766 Planned Expenditures for 2021		219,230
20-5402	Town of Truckee (AB 2018-04, \$39,542)		39,542
20-5402	Nevada County OES (AB 2021 - 10, \$182,153)		7,851
20-5402	EPA Target Grant 2018 Match (AB2021-11, 34,834)	420	34,834
20-5402	Sierra Commons (AB 2020-05, \$24,000)		8,019
20-5402	Sierra Commons (AB2020-06,\$26,000)		1,647
20-5402	Bear Yuba Land Trust (AB2020-09, \$15,000)		11,508
20-5403/5440	Portola PM Mitigation(AB2015-08)	1,034	16,867
20-5403/5442	Portola MOU (AB2016-08)		18,032
20-5404	AB2766 Sierra County	1,441	-
20-5406	Carl Moyer		449,915
20-5416	Farmer		546,514
20-5409	AB 923		364,639
20-5410	EPA Target Grant 2015	115,716	398,400
20-5414	Woodstove Reduction Program (WRP)		45,000
20-5417	Nox Reduction Measure (NRM)		70,212
20-5415	AB 617 Implementation (\$20,183, \$22,659, \$16,015)		14,848
20-5485	EPA Target Grant 2018	49,451	300,000
20-5486	AB617 Incentive		70,695
Restricted Budget, Expenditures Totals:		168,062	\$ 2,617,753

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Northern Sierra Air Quality Management District
Profit & Loss RESTRICTED Budget vs. Actual

July through December 2021

	Jul - Dec 21	Budget	% of Budget
Ordinary Income/Expense			
Income			
20-4999 · Total Restricted Revenue			
20-4500 · AB 2766 (all counties)			
20-4502 · AB2766 Nevada County	59,644.37	0.00	100.0%
20-4503 · AB2766 Plumas County	13,762.69	0.00	100.0%
20-4504 · AB2766 Sierra County	1,476.91	0.00	100.0%
20-4500 · AB 2766 (all counties) - Other	0.00	240,000.00	0.0%
Total 20-4500 · AB 2766 (all counties)	74,883.97	240,000.00	31.2%
20-4505 · AB 923 Current Year			
20-4705 · AB923 PY Unspent	305,609.58		
20-4505 · AB 923 Current Year - Other	16,343.17	50,000.00	32.7%
Total 20-4505 · AB 923 Current Year	321,952.75	50,000.00	643.9%
20-4518 · Carl Moyer Total Available			
20-4519 · Carl Moyer Interest	0.00	0.00	0.0%
20-4520 · Carl Moyer Prop 40	43,750.00	175,000.00	25.0%
Total 20-4518 · Carl Moyer Total Available	43,750.00	175,000.00	25.0%
20-4529 · Gov EPA Target 2015 Grnt -Porto	66,827.50	398,400.00	16.8%
20-4530 · H&S Mitigation	0.00	0.00	0.0%
20-4535 · Woodsmoke Reduction Program			
20-4536 · Interest-Woodsmoke Reduce Prog	0.00	0.00	0.0%
20-4735 · WRP Prior Yr Unspent Funds	73,599.49		
20-4535 · Woodsmoke Reduction Program - Ot...	0.00	0.00	0.0%
Total 20-4535 · Woodsmoke Reduction Program	73,599.49	0.00	100.0%
20-4538 · AB617-Implementation CAPP			
20-4539 · AB617 -Implementation Interest	0.00	500.00	0.0%
20-4538 · AB617-Implementation CAPP - Other	16,616.83	0.00	100.0%
Total 20-4538 · AB617-Implementation CAPP	16,616.83	500.00	3,323.4%
20-4540 · EPA Target Grant 2018	30,627.57	300,000.00	10.2%
20-4541 · Nox Reduction Measure Rev			
20-4741 · Nox Reduction PY Unspent Funds	71,861.00		
20-4541 · Nox Reduction Measure Rev - Other	0.00	0.00	0.0%
Total 20-4541 · Nox Reduction Measure Rev	71,861.00	0.00	100.0%
20-4542 · Farmers, Pooled Share Program			
20-4742 · Farmer, Pooled PY Unspent Funds	162,646.37		
20-4542 · Farmers, Pooled Share Program - Oth...	0.00	0.00	0.0%
Total 20-4542 · Farmers, Pooled Share Program	162,646.37	0.00	100.0%
20-4544 · AB617 Incentive Grant			
20-4744 · AB617 Incentive PY Unspent Fund	71,240.72		
20-4544 · AB617 Incentive Grant - Other	0.00	0.00	0.0%
Total 20-4544 · AB617 Incentive Grant	71,240.72	0.00	100.0%
20-4600 · Interest Earned - Restricted	6,677.46	1,000.00	667.7%
Total 20-4999 · Total Restricted Revenue	940,683.66	1,164,900.00	80.8%
Total Income	940,683.66	1,164,900.00	80.8%
Gross Profit	940,683.66	1,164,900.00	80.8%
Expense			

Northern Sierra Air Quality Management District
Profit & Loss RESTRICTED Budget vs. Actual

01/24/22

Accrual Basis

July through December 2021

	Jul - Dec 21	Budget	% of Budget
20-5400 · Grantees Summary Only			
20-5401 · AB2766 Restricted Total			
20-5402 · AB2766 - Nevada County	0.00	103,401.00	0.0%
20-5403 · AB2766 - Plumas County			
20-5440 · 2015-08 Portola PM Nonattainmen	1,034.25	16,867.00	6.1%
20-5442 · 2016-08 Portola MOU- AB2766	0.00	18,032.00	0.0%
20-5403 · AB2766 - Plumas County - Other	0.00	0.00	0.0%
Total 20-5403 · AB2766 - Plumas County	1,034.25	34,899.00	3.0%
20-5404 · AB2766 - Sierra County	1,441.25	0.00	100.0%
20-5401 · AB2766 Restricted Total - Other	0.00	219,230.00	0.0%
Total 20-5401 · AB2766 Restricted Total	2,475.50	357,530.00	0.7%
20-5406 · Carl Moyer - Restricted	0.00	449,915.00	0.0%
20-5409 · AB 923 Restricted	0.00	364,639.00	0.0%
20-5410 · EPA 2015 Target Grant	115,716.18	398,400.00	29.0%
20-5413 · H&S Mitigation Agree - Restrict	0.00	0.00	0.0%
20-5414 · Woodsmoke Reduction Program	0.00	45,000.00	0.0%
20-5415 · AB617-Implementation	0.00	14,848.00	0.0%
20-5416 · Farmers Pooled Shared Program	0.00	546,514.00	0.0%
20-5417 · Nox Reduction Measure Exp	0.00	70,212.00	0.0%
20-5485 · EPA Target Grant 2018	49,450.71	300,000.00	16.5%
20-5486 · AB617 Incentive Grant Expense	0.00	70,695.00	0.0%
Total 20-5400 · Grantees Summary Only	167,642.39	2,617,753.00	6.4%
Total Expense	167,642.39	2,617,753.00	6.4%
Net Ordinary Income	773,041.27	-1,452,853.00	-53.2%
Net Income	773,041.27	-1,452,853.00	-53.2%

Balance Sheet

As of December 31, 2021

	Dec 31, 21
ASSETS	
Current Assets	
Checking/Savings	
10-1000 · Cash, Operating General Fund	1,148,128.24
10-1003 · Cash, Bank Payroll Operating	312,606.49
10-1004 · Cash, GovPay Operating	73,846.10
10-1400 · Burn Box Petty Cash - GV	50.00
10-1401 · Portola Cash Box	6.59
20-1000 · Cash, Restricted Fund	1,385,841.28
Total Checking/Savings	2,920,478.70
Accounts Receivable	
10-1300 · Receivables - Operating	7,162.76
Total Accounts Receivable	7,162.76
Other Current Assets	
10-1302 · Office Lease Security Lease Dep	1,214.00
Total Other Current Assets	1,214.00
Total Current Assets	2,928,855.46
Fixed Assets	
10-1700 · Capital Asset, Net of Depreciat	
10-1701 · Equipment (GASB)	295,685.00
10-1702 · Vehicles (GASB)	101,662.00
10-1703 · Office Equipment Furniture	66,183.00
10-1710 · Accumulated Deprecation Total	
10-1711 · Accum Depr Field Equip	-262,450.00
10-1712 · Accum Depr Equip Vehicles	-101,661.00
10-1713 · Accumulated Depr Office Equip	-56,735.00
Total 10-1710 · Accumulated Deprecation Total	-420,846.00
Total 10-1700 · Capital Asset, Net of Depreciat	42,684.00
Total Fixed Assets	42,684.00
Other Assets	
10-1650 · Deferred Outflows of Resources	
10-1651 · Deferred Recognition of Contrib	239,730.00
10-1652 · Deferred Outflows -OPED Contrib	44,785.00
Total 10-1650 · Deferred Outflows of Resources	284,515.00
Total Other Assets	284,515.00
TOTAL ASSETS	3,256,054.46
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
10-2000 · Payables (Operating Only)	
10-2002 · Accounts Payable	384.48
Total 10-2000 · Payables (Operating Only)	384.48
20-2001 · Account Payables Restricted	15,028.87
Total Accounts Payable	15,413.35
Other Current Liabilities	
10-2300 · Other Current Liability Operati	
10-2305 · Deferred Compensation Payables	1,570.00
10-2309 · EDD - UI/TI Payable	-34.25
10-2310 · Employee Part Health I	3,289.63
10-2313 · PERS Survivor Benefits	13.95
10-2316 · PERS Service Credit	35.05
10-2317 · PEPPA Employee Deduction	1,910.17
Total 10-2300 · Other Current Liability Operati	6,784.55

Northern Sierra Air Quality Management District

Balance Sheet

01/24/22

As of December 31, 2021

Accrual Basis

	Dec 31, 21
Total Other Current Liabilities	6,784.55
Total Current Liabilities	22,197.90
Long Term Liabilities	
10-2328 · Noncurrent Liabilities	
10-2329 · Compensated Absences	71,523.00
10-2330 · Net OPEB (Other than EE Benefit	843,477.00
10-2331 · Net Pension Liability	1,096,472.00
Total 10-2328 · Noncurrent Liabilities	2,011,472.00
10-2500 · Deferred Inflows of Resources	
10-2501 · Deferred Recognition of Pensio	37,493.00
10-2502 · Deferred Recognition of OPEB Ea	7,068.00
Total 10-2500 · Deferred Inflows of Resources	44,561.00
Total Long Term Liabilities	2,056,033.00
Total Liabilities	2,078,230.90
Equity	
10-3900 · Retained Earnings - Operating	-538,962.35
10-3920 · Invested in Capital Assets	42,684.00
20-3900 · Restricted Equity	974,289.00
Net Income	699,812.91
Total Equity	1,177,823.56
TOTAL LIABILITIES & EQUITY	3,256,054.46

Northern Sierra Air Quality Management District
 Profit & Loss OPERATING Budget vs. Actual

July through December 2021

	Jul - Dec 21	Budget	% of Budget
Ordinary Income/Expense			
Income			
10-4000 · Operating Income			
10-4002 · Fees, Permit to Operate	9,490.32	40,000.00	23.7%
10-4004 · Fees, Vapor Recovery	8,579.03	20,000.00	42.9%
10-4005 · Fees, Variance Application	0.00	3,000.00	0.0%
10-4006 · Fees, Source Test	1,048.98	9,000.00	11.7%
10-4007 · Fees, Prescribed Burning	5,174.68	25,000.00	20.7%
10-4008 · Fees, Woodstove Inspections	1,249.48	1,500.00	83.3%
10-4010 · Fees, Title V	1,873.07	41,000.00	4.6%
10-4013 · Fire Dept Response Fee	0.00	1,500.00	0.0%
10-4100 · Penalties, Permitted Source	4,000.00	10,000.00	40.0%
10-4101 · Penalties, Open Burning	0.00	2,500.00	0.0%
10-4200 · Intergovernmental Revenue Total			
10-4201 · Gov Fund, State Subvention	0.00	132,000.00	0.0%
10-4202 · Gov Fund, Subvention Supplement	0.00	3,500.00	0.0%
10-4203 · Gov Fund, County Contributions	63,772.50	62,669.00	101.8%
10-4204 · Gov Fund EPA Monitoring	0.00	57,000.00	0.0%
10-4205 · Gov Funding EPA Monitoring Supp	0.00	46,000.00	0.0%
10-4206 · Gov Funding AB2766 Operating	112,662.03	360,000.00	31.3%
10-4207 · Gov Funding PERP Pass-Thru	24,473.02	23,000.00	106.4%
10-4208 · Gov Funding AB923 Operating	861.17	3,125.00	27.6%
10-4209 · Gov EPA Target 2015 , Admin Fee	10,960.68	75,000.00	14.6%
10-4210 · Gov EPA 2018 Target Grant-Admin	0.00	30,000.00	0.0%
10-4211 · Gov, AB 197	8,583.00	8,583.00	100.0%
10-4212 · Rx Fire Grant Monnitoring	0.00	1,000.00	0.0%
10-4213 · Rx Fire Staff Grant	1,213.11	0.00	100.0%
10-4214 · EPA Target 2015 Burnwise Coordi	6,769.40	35,000.00	19.3%
10-4215 · Carl Moyer Admin Fee	31,250.00	25,000.00	125.0%
10-4219 · CAPCOA 103 Monitor Gra	103,000.00		
10-4220 · Woodsmoke Reduction Prog-Admin	0.00	0.00	0.0%
Total 10-4200 · Intergovernmental Revenue Total	363,544.91	861,877.00	42.2%
10-4300 · Other Income			
10-4302 · Other Income, Sale of Asset	2,000.00		
10-4303 · Other Income, Copies	0.00	100.00	0.0%
10-4304 · Other Income, Miscellaneous	848.10		
Total 10-4300 · Other Income	2,848.10	100.00	2,848.1%
10-4310 · Interest Earned - Operating			
10-4311 · Interest Earned from Restricted	0.00	0.00	0.0%
10-4310 · Interest Earned - Operating - Other	7,281.36	25,000.00	29.1%
Total 10-4310 · Interest Earned - Operating	7,281.36	25,000.00	29.1%
Total 10-4000 · Operating Income	405,089.93	1,040,477.00	38.9%
Total Income	405,089.93	1,040,477.00	38.9%
Gross Profit	405,089.93	1,040,477.00	38.9%
Expense			
10-5994 · Total All Operating Expenses			
10-5990 · Total Salary & Benefits			
10-5001 · Salaries			
10-5002 · Permanent Salaries- Grass Valle	176,902.15	522,006.00	33.9%
10-5003 · Permanent Salaries- Portola	64,085.06	0.00	100.0%
10-5006 · Overtime Pay	447.53	1,000.00	44.8%
10-5007 · TexMed (in lieu of Health Insur	5,759.91	11,520.00	50.0%
Total 10-5001 · Salaries	247,194.65	534,526.00	46.2%
10-5010 · Employee Benefits			
10-5011 · Medicare/FICA	3,475.29	7,736.00	44.9%
10-5013 · EDD Training Tax	0.00	0.00	0.0%
10-5014 · CA State Unemployment	0.00	784.00	0.0%
10-5015 · Workers' Comp Insurance	4,240.67	6,943.00	61.1%
10-5016 · PERS Health Care District	0.00	0.00	0.0%
10-5017 · PERS Retirees Health Plan	9,150.00	18,300.00	50.0%
10-5018 · PERS Health Active Employee	15,533.34	38,400.00	40.5%
10-5019 · Dental/Vision Care	2,236.80	8,750.00	25.6%
10-5020 · PERS - ER Classic Share			

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Northern Sierra Air Quality Management District
Profit & Loss OPERATING Budget vs. Actual

July through December 2021

	Jul - Dec 21	Budget	% of Budget
10-5021 · PERS ER- Paid Member Contributi	18,462.82	0.00	100.0%
10-5023 · PERS PEPRA -ER Contribution	5,331.83	0.00	100.0%
10-5020 · PERS - ER Classic Share - Other	16,886.94	72,074.00	23.4%
Total 10-5020 · PERS - ER Classic Share	40,681.59	72,074.00	56.4%
10-5022 · PERS Classic and PEPRA UAL			
10-5024 · PERS PEPRA UAL	491.52	0.00	100.0%
10-5022 · PERS Classic and PEPRA UAL - Ot...	45,267.50	109,625.00	41.3%
Total 10-5022 · PERS Classic and PEPRA UAL	45,759.02	109,625.00	41.7%
Total 10-5010 · Employee Benefits	121,076.71	262,612.00	46.1%
Total 10-5990 · Total Salary & Benefits	368,271.36	797,138.00	46.2%
10-5991 · Operating Expense			
10-5200 · Office			
10-5202 · Office Supplies	4,576.34	10,000.00	45.8%
10-5204 · Postage/Shipping	34.38	1,000.00	3.4%
10-5207 · Non-Cap - Office Equipment	343.19	3,300.00	10.4%
10-5259 · Legal Notices, Publi	1,440.30	1,000.00	144.0%
10-5301 · Information Technology	8,683.64	22,000.00	39.5%
10-5390 · Miscellaneous Exp	0.00	1,000.00	0.0%
Total 10-5200 · Office	15,077.85	38,300.00	39.4%
10-5215 · Air & Ozone Monitoring			
10-5201 · PM2.5 Expenditure	7,662.97	15,000.00	51.1%
10-5206 · Ozone Monitoring	3,807.64	1,000.00	380.8%
Total 10-5215 · Air & Ozone Monitoring	11,470.61	16,000.00	71.7%
10-5225 · Dues & Subscription			
10-5203 · References, Subscrip	174.78	500.00	35.0%
10-5205 · Memberships	3,499.00	3,500.00	100.0%
Total 10-5225 · Dues & Subscription	3,673.78	4,000.00	91.8%
10-5250 · Rents & Utilities			
10-5253 · Rent, Grass Valley	19,811.00	33,000.00	60.0%
10-5254 · Rent, Portola	3,862.15	6,800.00	56.8%
10-5255 · Utilities, Grass Valley	871.15	2,700.00	32.3%
10-5256 · Utilities, Portola	714.40	2,500.00	28.6%
10-5257 · Rent PM2.5 Grass Valley	9,288.00	19,000.00	48.9%
Total 10-5250 · Rents & Utilities	34,546.70	64,000.00	54.0%
10-5251 · Communications	7,627.28	25,000.00	30.5%
10-5258 · Liability Insurance	12,278.64	12,700.00	96.7%
10-5300 · Professional Fees			
10-5311 · Professional Serv - Legal	0.00	6,000.00	0.0%
10-5312 · Prof Serv - Office Assistanc	0.00	1,200.00	0.0%
10-5313 · Prof Services Accounting			
10-5318 · EPA Target GR Acct & Office Ser	1,747.51	0.00	100.0%
10-5320 · EPA TAG 2018 Admin Hours	110.00		
10-5313 · Prof Services Accounting - Other	9,959.85	22,000.00	45.3%
Total 10-5313 · Prof Services Accounting	11,817.36	22,000.00	53.7%
10-5314 · Profes Serv - Financial Auditor	0.00	16,000.00	0.0%
10-5315 · Profes Services Board	1,100.00	5,000.00	22.0%
10-5316 · Profession Serv Hearing	0.00	0.00	0.0%
10-5319 · Human Resources	2,993.18	10,000.00	29.9%
Total 10-5300 · Professional Fees	15,910.54	60,200.00	26.4%
10-5325 · Repair & Maintenances			
10-5303 · Maintenance Office	513.88	500.00	102.8%
10-5305 · Maintenance Vehicles	2,405.40	3,000.00	80.2%
Total 10-5325 · Repair & Maintenances	2,919.28	3,500.00	83.4%
10-5350 · Travel & Conference			
10-5351 · Training/Tuition/Conferences	125.00	1,500.00	8.3%
10-5352 · Travel	1,058.92	3,000.00	35.3%

Northern Sierra Air Quality Management District
Profit & Loss OPERATING Budget vs. Actual

July through December 2021

	Jul - Dec 21	Budget	% of Budget
10-5353 · Gasoline	1,736.75	5,000.00	34.7%
10-5354 · Private Car Mileage	89.60	2,000.00	4.5%
Total 10-5350 · Travel & Conference	3,010.27	11,500.00	26.2%
10-5650 · Depreciation	0.00	0.00	0.0%
Total 10-5991 · Operating Expense	106,514.95	235,200.00	45.3%
10-5992 · Pass-thru Funds			
10-5402 · Alternate Commute Program	0.00	750.00	0.0%
10-5404 · ABR AB2588	0.00	1,400.00	0.0%
10-5405 · Public Education Program	3,112.33	25,000.00	12.4%
10-5406 · Fire Dept Res Reimbu	0.00	1,500.00	0.0%
Total 10-5992 · Pass-thru Funds	3,112.33	28,650.00	10.9%
10-5993 · Fixed Asset Purchases Summary			
10-5601 · Fixed Assets Office	0.00	2,200.00	0.0%
10-5602 · Fixed Assets Field	0.00	5,000.00	0.0%
10-5603 · Fixed Assets Vehicles	0.00	30,000.00	0.0%
10-5605 · EPA Monitoring Supplement Grant	0.00	46,000.00	0.0%
Total 10-5993 · Fixed Asset Purchases Summary	0.00	83,200.00	0.0%
Total 10-5994 · Total All Operating Expenses	477,898.64	1,144,188.00	41.8%
Total Expense	477,898.64	1,144,188.00	41.8%
Net Ordinary Income	(72,808.71)	(103,711.00)	70.2%
Net Income	(72,808.71)	(103,711.00)	70.2%

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennett, Air Pollution Control Officer

Date: February 28, 2022

Agenda Item: VI.A

Agenda Description: Request for Nevada County 2023 AB2766 funds to be allocated to a smoke emission reduction program from green waste burning

Issues: Nevada County underwent an extreme storm event during December 26-28 that caused a historic amount of damage in the western county from downed vegetation. The county is now faced with the removal of this vegetation and has requested the 2023 AB2766 allocation for Nevada County to be applied towards the removal of this vegetation.

Nevada County has developed a green waste removal program to provide a free means of disposal to residents, in lieu of open burning or transporting the green waste to the local transfer station. Funding from the AB2766 program will assist local organizations and volunteer groups to provide alternatives to mitigate particulate emissions as the extremely high amount of green waste created this year.

The Air District recommends that Nevada County's share of the AB2766 funds for 2023 (\$150,000) be utilized to enhance and implement Nevada County's green waste removal program.

ROLL CALL VOTE REQUESTED

Requested Action:

1. Approve or Disapprove the transfer of one year's allocation (FY 2023) of Nevada County's AB2766 funds to be utilized for a smoke emission reduction program from residential green waste burning during a respiratory pandemic by authorizing the Chair to sign Resolution 2022-03.

ROLL CALL VOTE REQUESTED

Attachments:

1. Nevada County's Green Waste Removal Program to Reduce Smoke Impacts from Storm Related Green Waste Disposal
2. Resolution #2022-03



Information and General Services Department

Office of Emergency Services

10014 N. Bloomfield Road
Nevada City, CA 95959
Phone: 530-265-1515
Fax: 530-265-7087

*Information Systems
Geographic Information Systems
Facilities Management*

*Emergency Services
Central Services
Cable Television*

*Purchasing
Airport
Library*

February 18th, 2022

Norther Sierra Air Quality Management District
200 Litton Drive, Ste 320
Grass Valley, CA 95945

RE: Green Waste Removal Program to Reduce Smoke Impacts Resulting from Storm Related Green Waste Disposal

Problem:

On December 27th Nevada County proclaimed a local emergency in response to an intense winter snow-storm which brought excessive amounts of snow to areas that typically receive little to no snow. Higher than usual levels of snow caused an overabundance of downed trees and limbs throughout the County, as a result Nevada County is now extremely vulnerable to wildfire. Unfortunately, the high cost of removal of this vegetation remains a significant barrier for many property owners when it comes to fuels reduction. Property owners who need to clear their land and prepare for the fast approaching wildfire season are met with steep fees for disposal and an inability to cope with the sheer amount of downed vegetation on their properties. Alternatively, residents may choose to dispose of their green waste by burning their material. While burn piles may provide a cost-effective solution for processing this material, it is not an ideal means of disposal as COVID-19 continues to wreak respiratory havoc across the globe. As COVID-19 and its variants continue to be transmitted throughout the community it is imperative that the respiratory impacts of burning be considered. Also, given the extremely large amount of green waste produced by the recent severe winter storm event, burn piles may pose a significantly higher threat to air quality than in previous years. Providing property owners with an alternative to burn piles will be imperative to maintain clear and clean air within Nevada County.

Solution:

With funding from the Northern Sierra Air Quality Management District, Nevada County, in partnership with local organizations and volunteer groups, is poised to provide alternatives to mitigate particulate emissions as the extremely high amount of green waste created this year by the late December storm is addressed before the threat of wildfire this summer.

Green Waste Disposal Program

Nevada County and its community partners will provide residents access to free residential green waste disposal events this spring beginning in March. This program is a partnership with property owners. Residents invest sweat equity in their homes and along their roadways, and the County provides a free means of disposal, one that does not jeopardize air quality.

This year, green waste disposal will be available to property owners for three weekends throughout spring. The County of Nevada in partnership with contracting organizations and volunteer groups will provide community disposal collection points at central locations in Western Nevada County. In Eastern Nevada County, Nevada County is coordinating with the Tahoe Truckee Sierra Disposal and the Truckee Fire Protection District to offer similar programming.

Funding from the Northern Sierra Air Quality Management District would provide resources to support the ongoing positive impact of this program. With more than 500 tons of green waste collected per year in Western Nevada County alone since the program began, we are confident that providing an alternative to burning and expensive transfer station fees will support our community as it grapples with reducing the extremely high amount of downed vegetation produced by the recent historic storm.

Access & Functional Needs Program

The Access and Functional Needs Program (AFN) assists low-income seniors and disabled persons with creating defensible space at no cost. These individuals are both physically and financially unable to clear their own properties or meet the requirements of the County's Hazardous Vegetation Ordinance and are considered at-risk. Individuals applying for service must qualify by

documenting their age (>65) or physical disability, by medical doctor, and be under the established low-income criteria for Nevada County as determined annually. Individuals are served on a first-come, first-served basis. Licensed contractor crews are utilized to clear and create defensible space as prescribed by the County's Hazardous Vegetation Ordinance. Additional funding would provide at-risk, low-income residents with access and functional needs to receive fuel reduction and defensible space clearing around their homes. With 26% of the Nevada County population being 65 years of age and over, we know the need to assist individuals with physical limitations far exceeds existing resources.

Defensible Space Chipping Program

The objective of the defensible space chipping program is to provide drive-by chipping service for residents to incentivize hazardous fuels reductions around homes and roadways. Roughly 75% of Nevada County's roadways are privately maintained and most are severely overgrown with hazardous fuel.

This program was previously supported by a grant which covered the cost of inmate crews who provided chipping services. The inmate labor crew rate was far below that of hired staff. Due to the coronavirus outbreak, the inmate labor program has been paused, even on essential operations such as wildfire mitigation. This has put the chipping program entirely on hold, as there is not adequate funding to compensate staff at market value. Funding from the Northern Sierra Air Quality Management District would provide weeks of free chipping to the community at a critical time this spring, before the arrival of fire season. The chipping crew would work 4 days per week, allocating 1 day per week in Eastern Nevada County.

**NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT
RESOLUTION #2022-03**

In the Matter of: Allocating Grant Year 2023 AB2766 Funds from Nevada County to a Green Waste Removal Program to Reduce Smoke Impacts during the Covid 19 Respiratory Pandemic.

Whereas, available funds for Year 2023 AB2766 Grant Funding in Nevada County is \$150,000; and

Whereas, Nevada County has developed a Green Waste Removal Program to Reduce Smoke Impacts during the Covid 19 Respiratory Pandemic and to address storm impacts from winter storm; and

Whereas, funding from Nevada County's allocation of AB2766 funds would provide resources to allow disposal at community sites; and

Whereas, funding from Nevada County's allocation of AB2766 funds would provide assistance for low income residents with access and functional needs to receive defensible space clearing and green waste removal around their homes; and

Whereas, funding from Nevada County's allocation of AB2766 funds would provide additional weeks of free chipping to the community; and

Whereas, funding from Nevada County's allocation of AB2766 funds would also provide resources to allow disposal of green waste disposal for property owners in eastern Nevada County; and

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Northern Sierra Air Quality Management Board of Directors that the amount of \$150,000 of AB2766 funds for Nevada County be utilized for a green waste removal program to reduce smoke impacts.

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 Board Meeting held on February 28, 2022, by the following roll call vote:

Ayes:

Noes:

Absent:

Abstaining:

Approve: _____
Chair of 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: February 28, 2022

Agenda Item: VI.B

Agenda Description: Approval of Federal Target Grant Specialist Position – fully funded through EPA Federal Grants

Issues:

The EPA has granted three separate Targeted Airshed Grants for the Portola PM Nonattainment Area –

TAG 2015	\$2,308,607	end date: February 28, 2023
TAG 2018	\$2,970,612	end date: April 30, 2025
TAG 2020	\$2,655,967	end date: October 31, 2026

The District would like the Board to approve a new full-time temporary position, Federal Target Grant Specialist. The funding for this position relies solely on the three (3) EPA Target Grants that have been awarded to the Greater Portola PM_{2.5} Nonattainment area. This is a temporary position that will terminate at the end of the grant periods for the three federal target grants awarded for Target Grant 2015 (grant period to terminate on February 2023), Target Grant 2018 (grant period to terminate on December 31, 2024) and Target Grant 2020 (grant period to terminate on October 31, 2026). This position is dependent on the U.S. EPA continuing to provide agreed-upon grant funding for these three grants.

Since this position will be solely working on the EPA-funded grant work, there will be no impact on the District's operating budget.

Under general supervision, this position, with assistance from other District staff will work with the many programs associated with the three grants:

The woodstove changeout program, woodshed program, seasoned wood program, enforcement of mandatory woodstove curtailment program, the chimney sweep voucher program, the weatherization program, the residential green waste program, and public education duties, where assigned; and to perform related work as required.

Requested Action: Approve the New Full-Time, Temporary Position or Federal Target Grant Specialist

ROLL CALL VOTE REQUESTED

Attachments:

1. Position Description for new, full-time, temporary position - Federal Target Grant Specialist

Federal Target Grant Specialist
Annual Salary Range \$52,915 - 64,313

DEFINITION

This is a full-time, temporary position with the Air District. The funding for this position relies solely on the three (3) EPA Target Grants that have been awarded to the Greater Portola PM2.5 Nonattainment area. This is a temporary position that will terminate at the end of the grant periods for the three federal target grants awarded for Target Grant 2015 (grant period to terminate on February 2023), Target Grant 2018 (grant period to terminate on April 30, 2025) and Target Grant 2020 (grant period to terminate on October 31, 2026). This position is dependent on the U.S. EPA continuing to provide agreed-upon grant funding for these three grants.

Under general supervision, this position, with assistance from other District staff will work with the many programs associated with the three grants:

The woodstove changeout program, woodshed program, seasoned wood program, enforcement of mandatory woodstove curtailment program, the chimney sweep voucher program, the weatherization program, the residential green waste program, and public education duties, where assigned; and to perform related work as required.

DISTINGUISHING CHARACTERISTICS

Incumbents are expected to work under supervision on their area of assignment, which requires background and experience in air pollution control, and related District, State, and Federal rules and regulations. Must be able to follow procedures, work semi-independently, deal well with the public and industry, and conduct themselves in a professional manner at all times.

EXAMPLE OF DUTIES

Duties may include all or part of the following, as assigned by the APCO.

Attend City of Portola city council meetings and staff meetings, as needed. Attend meetings with District staff and the California Air Resources Board and Environmental Protection Agency, as needed.

Develop and manage a seasoned wood program – this would require the acquisition of equipment to cut, sort, store and distribute seasoned firewood to residents in the Greater Portola area. This will include partnering with local wood distributors, and the hiring and managing of personnel to run the wood program, if needed. This could also include working with the City of Portola.

Work on the woodstove changeout program with assistance from district staff. Work cooperatively with local contractor/retailers to manage the woodstove changeout program.

Work on the residential green waste program with assistance from district staff. In an effort to promote alternatives to open burning, this will include partnering with local waste management agency and City of Portola staff.

Work on enforcing the City's mandatory woodstove curtailment ordinance with assistance from District staff. This could include coordinating with local city code enforcement officer.

Work on public education materials for various programs with assistance from District staff.

Work on developing a weatherization incentive program for residents in the Greater Portola PM nonattainment area.

Serve as the District representative on various committees, subcommittees.

Must perform other duties as assigned.

WORKING CONDITIONS

This position requires the ability to think clearly, meet deadlines, maintain stamina for detailed sedentary work, and accurately

represent communications in oral and written form. Must be able to perform a multiple of tasks simultaneously. Requires the use of a personal computer and various related equipment, copy machine, telephone, answering machine, fax machine, filing cabinets, cameras, tape recorders, air monitoring equipment, and assorted special inspection equipment. Work is of a highly detailed nature, requiring alertness, concentration, and the ability to recall information. Must be willing and able to travel to meetings, as assigned. Physical demands include carrying up to 50 pounds, climbing ladders and stairways, balancing, crouching, feeling, fingering, grasping, hearing, kneeling, lifting, pulling, seeing close and far, seeing color, seeing depth, sitting, standing, stooping, talking, and walking. Must be able to work under various potential exposures, such as temperature extremes, airborne particles, caustics, chemicals, electric current, fumes, high places, moving parts, noise, odors, toxicants, vibration, muscular and visual strain, and varying weather.

SPECIAL REQUIREMENTS

Must possess a valid driver's license. Must meet the automobile insurability requirements of the District.

DESIRABLE QUALIFICATIONS

Knowledge of:

The Federal Target Grant requirements as outlined in the workplan approved by the US Environmental Protection Agency. Personal computer experience is required.

Ability to:

Understand and follow oral and written instructions; learn and apply local air pollution regulations; follow guidelines in the workplan for the Target Grants. Additionally must be able to reach sound conclusions; analyze situations and take effective action; establish and maintain effective, cooperative working relationships; utilize personal skills to handle difficult people and situations tactfully and professionally; prepare clear, complete and technically accurate reports; speak and write effectively; observe safe work methods and practices.

Education and Experience: Any combination of education, training, and experience which provides the required knowledge and abilities. A typical way to obtain these knowledge and abilities would be:

Bachelor of Science degree from an approved university or college OR two years of experience in an applicable field.

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennett, Air Pollution Control Officer

Date: February 28, 2022

Agenda Item: VII.A

Agenda Description: Northern Sierra Air Quality Management District's Strategic Plan for 2022

Issues:

Attached is the Air Districts Strategic Plan for 2022. The Strategic Plan is in two parts:

1. Goals and Objectives – Main Goals are outlined with individual objectives for each goal, complete with detailed objectives with timelines.
2. Since the District also accomplishes many more tasks than those outlined in the Goals and Objectives, the District has also included the District's Overall Work Plan for 2022.

Requested Action: For Board Review and Discussion

Attachments:

1. Northern Sierra Air Quality Management District 2022 Strategic Plan
2. 2022 Overall Work Plan

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

2022 STRATEGIC PLAN

MISSION STATEMENT

Preserving air quality and protecting the public health and welfare in Nevada, Plumas, and Sierra Counties.

These goals are in addition to ongoing programs and projects the District performs to protect public health identified in Overall Work Plan. Goals are listed in the order of highest priority.

2022 GOALS AND OBJECTIVES

Goal #1: Implement the requirements of the Federal and California Clean Air Act for the Greater Portola Federal PM2.5 Nonattainment Area.

Objectives:

- 1A. Fulfill commitments as required by the State Implementation Plan (SIP) for the Portola Fine (PM2.5) Nonattainment Area
- 1B. Pursue additional strategies to further reduce fine particulate matter in the Greater Portola Federal PM2.5 Nonattainment Area.

Goal #2: Implement the requirements of the Federal and California Clean Air Act for the federal ozone nonattainment area of western Nevada County.

Objectives:

- 2A. Continue to Develop a State Implementation Plan (SIP) for the 2015 federal Ozone Standard in coordination with the California Air Resources Board (CARB) to address ozone precursor emissions that affect western Nevada County, meeting applicable Clean Air Act requirements.
- 2B. Develop, maintain and document programs to ensure local emissions are adequately quantified and SIP requirements are fulfilled.
- 2C. Continue work with EPA and CARB on implementing Transportation Conformity, which is a required SIP component under the Clean Air Act.
- 2D. Follow up on the SIP submitted to EPA in 2018 for the 2008 federal ozone standard and address any outstanding issues. Work with CARB to track and document Reasonable Further Progress and assure the timely implementation of Contingency Measures if needed in 2022.

Goal #3: Continue to Assist Owners of Heavy Duty Diesel Trucks with Funding from Carl Moyer, FARMER, AB 2766 and AB 923 programs

Objectives:

- 3A. Implement Carl Moyer, FARMER, AB2766 and AB 923 grant programs for owners of Heavy Duty Diesel Engines.
- 3B. Pursue Avenues to Increase Funding for Carl Moyer, FARMER, AB2766 and AB923

Goal #4: Continue to work with large land owners, USFS, and CalFIRE to assure that smoke impacts are minimal with predicted increased prescribed burning throughout the Air District

Objectives:

- 4A. Work with CARB and CAPCOA to implement and maintain the Prescribed Burn Reporting and Monitoring Support Grant
- 4B. Attend meetings with CalFIRE, USFS, Large Land Owners and prescribed burning associations.
- 4C. Continue to deploy portable particulate matter air quality monitors to quantify smoke impacts from prescribed burns

Goal #5: Develop and implement air quality strategies to assure continued and enhanced services to county residents.

Objectives:

- 5A. Maintain and improve (as needed) air quality monitoring in all three counties to assure protection of public health.
- 5B. Continue to support efforts to utilize biomass as a fuel to reduce smoke impacts from prescribed/residential open burning
- 5C. Continue to advertise and provide public health advisories during poor air quality episodes, including the health effects of air pollutants of concern, how the public can minimize their exposure, and how the public can voluntarily help curtail an episode.
- 5D. Pursue and provide alternatives to the open burning of residential yard waste to residents.
- 5E. Pursue funding for providing clean air shelters for communities impacted from wildfire smoke.

**Northern Sierra Air Quality Management District
Plan of Action for Achieving Objectives**

Goal #1: Implement the requirements of the Federal and California Clean Air Act for the Greater Portola Federal PM2.5 Nonattainment Area.

Objectives:

- 1A. Fulfill commitments as required by the State Implementation Plan (SIP) for the Portola Fine (PM2.5) Nonattainment Area

- 1B. Pursue additional strategies to further reduce fine particulate matter in the Greater Portola Federal PM2.5 Nonattainment Area.

Northern Sierra Air Quality Management District Plan of Action for Achieving Objectives

GOAL#1: Implement the requirements of the Federal and California Clean Air Act for the Greater Portola Federal PM_{2.5} Nonattainment Area.

Objective 1A: Fulfill commitments as required by the State Implementation Plan (SIP) for the Portola Fine (PM_{2.5}) Nonattainment Area

Background:

The EPA officially designated the Greater Portola area in Plumas County as a federal PM_{2.5} nonattainment area on April 15, 2015. The District submitted a required SIP to the California Air Resources Board (CARB) which contained rules and regulations which will demonstrate attainment of the air quality standard by December 31, 2021. The CARB Board approved the District's SIP and submitted it to the Environmental Protection Agency on February 16, 2017. The EPA proposed approval of the Portola Plan on December 18, 2018.

Action Plan/Steps for Implementation:

1. Implement at least 130 residential wood stove replacement projects in 2022.
As of December 31, 2021, 472 wood stove replacement have been completed since the replacement program began in 2016.
2. During the first quarter of 2022, evaluate the progress towards meeting attainment with air quality data by December 31, 2021. If attainment is not met, then implement contingency measures as required by the State Implementation plan committed to by the Board and begin working with California Air Resources Board.
3. In an annual report for each year from 2017-2022 submit to EPA by March 31 of each following year:
 - i. Identify each project implemented during the previous calendar year by program tracking number, description of both baseline and new equipment, and quantified emission reductions;
 - ii. Provide an internet link to the EPA Burnwise Emission Calculator used to calculate emission reductions;
 - iii. Describe the actions taken and documentation collected by ARB to confirm each project's compliance with program requirements;
 - iv. Determine whether the identified projects are projected to achieve the full amount of PM_{2.5} emission reductions required by the SIP; and
 - v. Describe any changes to relevant forms and related impacts on program integrity.
4. Mandatory Wood Burning Curtailment Program in Portola
 - i. Continue the mandatory curtailment program for residential wood burning devices that are not EPA-certified.
 - ii. Explore better communication tools to notify residents when wintertime health advisories (curtailments) are issued.
 - iii. Continue mandatory enforcement program. Distribute handouts and implement process for observing smoke from residential wood heating with input from the City of Portola.
 - iv. Maintain 'Registration Database' to track Portola addresses with compliant heating devices for enforcement.

5. Educational Campaign –
 - i. Utilize BurnWise Coordinator to increase the pace of follow-up visits and surveys with Greater Portola Woodstove Change-out participants.
 - ii. Ensure wood sheds are provided to program participants to improve fuel quality.
 - iii. Schedule outreach events at least once a year. During the COVID pandemic, remote events will be scheduled including EDDM mailings and air quality educational projects with schools.
 - iv. Explore additional outreach options and programs to encourage greater community involvement and awareness of air quality programs and challenges.
6. Assist the City of Portola with enforcement of the City's residential open burning ban.
7. Continue implementation of the 2015, 2018 and 2020 EPA Targeted AirShed Grants:
 - i. Change out another 430 wood stoves by the end of 2026.
 - ii. Assist with funding residential yard waste collection.
 - iii. Provide chimney sweep vouchers to program participants.
 - iv. Assist with weatherization funding projects within the non-attainment area.
 - v. Provide wood sheds to approximately 100 program participants by end of 2026.
 - vi. Provide funding for enforcing mandatory wood burning curtailment.
 - vii. Explore options for providing/ensuring dry and seasoned wood to the non-attainment area.
8. Hire a new employee to work on the Target Grants

**Northern Sierra Air Quality Management District
Plan of Action for Achieving Objectives**

GOAL#1: Implement the requirements of the Federal and California Clean Air Act for the Greater Portola Federal PM2.5 Nonattainment Area.

Objective 1B: Pursue additional strategies to further reduce fine particulate matter in the Greater Portola Federal PM2.5 Nonattainment Area.

Background: In addition to the wood stove change-out program and the requirements of the City of Portola's Wood Stove and Fireplace Ordinance, the District included the following strategies as part of the SIP.

Action Plan/Steps for Implementation:

- | | |
|----------------------------------------------------------------------------------------------------------------------|-----------------|
| 1. Implement and maintain a public education campaign | Ongoing |
| • Partner with other events | Throughout 2022 |
| • Work with local retailers to publish and distribute proper woodstove use educational materials | |
| • Continue to work with local media to promote clean wood burning practices | |
| 2. Manage MOU with City of Portola for Services | Ongoing |
| 3. Implement Mandatory Woodstove Curtailment Program | Ongoing |
| 4. Distribute stove thermometers to residents | Ongoing |
| 5. Research and implement a seasoned wood program | Ongoing |
| 6. Pursue funding for green waste program | Ongoing |
| a. Work with the local solid waste provider to explore green waste options for residents in the non-attainment area. | |
| b. Look for additional options to assist in transportation of green waste out of the non-attainment area. | |
| c. Look for opportunities to fund grinder/chipper equipment for the local solid waste provider. | |

Northern Sierra Air Quality Management District Plan of Action for Achieving Objectives

Goal #2: Implement the requirements of the Federal and California Clean Air Acts for the ozone nonattainment area of western Nevada County.

Objective 2A:

Continue to develop a State Implementation Plan (SIP) for the 2008 federal Ozone Standards in coordination with the California Air Resources Board (CARB) to address ozone precursor emissions that affect western Nevada County, meeting applicable Clean Air Act requirements.

Background:

Western Nevada County is currently Serious Nonattainment for the federal 2008 Ozone Standard (75 ppb) with an attainment year of 2021, based on 2018-2020 data.

In October 2015 EPA lowered the federal ozone National Ambient Air Quality Standard (NAAQS) to 70 ppb. Western Nevada County was classified as a Moderate nonattainment area for this standard in June 2018. In November 2018 EPA signed a final Implementation Rule for the 2015 ozone NAAQS outlining requirements for nonattainment areas, to take effect in early 2019. The requirements are similar in most respects to those for the 2008 ozone NAAQS, although there are some new requirements for evaluating Reasonably Available Control Measures (especially intrastate transport analysis provisions), Reasonably Available Control Technology implementation, Reasonable Further Progress (milestone compliance demonstrations), interprecursor trading for ozone offsets pursuant to New Source Review activities, and emissions inventories/Emissions Statements.

Action Plan/Steps for Implementation:

1. Participate in SIP coordination meetings with air districts, EPA and the State during the continued development of the SIP. Make every attempt to stick with the schedule noted above and prod CARB as needed to provide their work products on time.
2. The primary goal of this district will be to assure that ozone transport continues to be a high priority and is addressed in all technical aspects during the development of the SIP. Continue to take a proactive role in lobbying for greater ozone controls on upwind sources to decrease ozone transport to western Nevada County. Possibly attend Board meetings of the upwind air districts of the Bay Area and Sacramento if crucial control measures to reduce ozone precursors are being considered.
3. As necessary, hold community meetings to discuss the SIP process, the role the upwind contributing counties play, and Nevada County's strategy to reduce emissions.
4. Participate in CAPCOA Planning Managers to help keep up with all relevant developments.
5. Evaluate adequacy of existing SIP elements under the new Implementation Rule, including the NSAQMD's New Source Review rule, Reasonably Available Control Technologies, Emissions Statements, Transportation Conformity procedures and Vehicle Inspection & Maintenance and initiate corrections/updates as needed.

6. Begin developing key elements of the 2015 ozone NAAQS SIP, including Reasonable Further Progress, Contingency Measures, Reasonably Available Control Measures, emissions inventory and other modeling inputs, ozone transport documentation, and the Attainment Demonstration.

Northern Sierra Air Quality Management District Plan of Action for Achieving Objectives

Goal #2: Implement the requirements of the Federal and California Clean Air Act for the ozone nonattainment area of western Nevada County

Objective 2B:

Develop, maintain and document programs to ensure local emissions are adequately quantified and SIP requirements are fulfilled.

Background:

The California Air Resources Board realizes that attainment in Nevada County is dependent primarily upon the upwind areas' (Sacramento and Bay Area) emission reductions. Grant programs such as Carl Moyer and AB2766 are very cost-effective strategies for reducing emissions of ozone precursor pollutants. These programs also have the co-benefit of reducing diesel particulate matter, which the California Air Resources Board has formally found to be a toxic air contaminant.

Since all of the AB2766 and other mobile source incentive projects are evaluated for tailpipe emission reductions, all of the projects have a great potential to be utilized as SIP credit in western Nevada County.

Emissions quantification is a key component of the Attainment Demonstration

Action Plan/Steps for Implementation:

1. Implement the Carl Moyer Heavy Duty Diesel Engine Incentive Program, and the AB2766 DMV Surcharge emissions reductions programs providing pass-through grants that reduce ozone precursors and diesel particulate matter. For Carl Moyer, staff will participate in monthly meetings with California Air Resources Board (CARB) and other air districts. ARB requires several reports per year on implementation progress. Staff will continue to apply for funding and advertise to gain greater participation. Staff will regularly report Carl Moyer progress to the Board through quarterly reports and the approval of individual contracts.
2. Annually, staff will present a Request for Proposal for AB2766 to the Board for approval. Staff will distribute the approved RFP, screen applicants, prepare final report for the Board's approval of individual projects.
3. Emissions quantification inputs will continue to be obtained through stationary source reporting requirements, processed in accordance with established methodologies and reported to CARB via CARB's emissions reporting platform.
4. Continue to coordinate with the Nevada County Transportation Commission to maintain up-to-date on-road mobile source emissions estimates.

**Northern Sierra Air Quality Management District
Plan of Action for Achieving Objectives**

Goal #2: Implement the requirements of the Federal and California Clean Air Act for the ozone nonattainment area of western Nevada County

Objective 2C:

Continue work with EPA and CARB on implementing Transportation Conformity, which is a required SIP component under the Clean Air Act.

Background:

CARB and EPA are working together with districts, FHWA, Caltrans and other agencies to satisfy transportation conformity implementation requirements under the federal Clean Air Act.

Action Plan/Steps for Implementation:

1. Continue communications with CARB and other agencies regarding transportation conformity procedures and rule changes.
2. Work on developing a Transportation Conformity rule if EPA determines that one is necessary (currently an established process is adequate, but this is under review and CARB has begun considering a statewide transportation conformity rule/approach).
3. Participate in CAPCOA Planning Managers and the statewide Transportation Conformity Working Group to keep up with all relevant developments.

Northern Sierra Air Quality Management District Plan of Action for Achieving Objectives

Goal #2: Implement the requirements of the Federal and California Clean Air Act for the ozone nonattainment area of western Nevada County

Objective 2D:

Follow up on the SIP submitted to EPA in 2018 for the 2008 federal ozone standard and address any outstanding issues. Work with CARB to track and document Reasonable Further Progress and assure the timely implementation of Contingency Measures if needed in 2020 or 2021.

Background: Western Nevada County submitted a SIP to EPA (via CARB) in late 2018 for the 2008 ozone NAAQS which addresses previous determinations of inadequacy as well as numerous complicated SIP requirements. The District worked closely with CARB and EPA to develop this SIP and EPA is expected to approve the SIP, although there could be some revisions required, particularly regarding Contingency Measures. The recent Bahr court decision essentially found that CARB's historic approach to Contingency Measures was not in line with the intent of the federal Clean Air Act, so CARB has developed a suite of statewide Contingency Measures that hinge largely on increased enforcement of California's mobile source rules in areas that fail to meet the Reasonable Further Progress/Milestone requirements set forth in their SIPs.

Action Plan/Steps for Implementation:

1. Respond to EPA concerns in coordination with CARB and other air districts as appropriate (actions to be determined as events unfold and determinations are handed down).

Participate in CAPCOA Planning Managers to help keep up with all relevant developments.

**Northern Sierra Air Quality Management District
Plan of Action for Achieving Objectives**

Goal #3: Continue to Assist Owners of Heavy Duty Diesel Trucks and Agricultural Equipment with Funding from Carl Moyer, AB 2766, AB 923, AB617 and FARMER programs

Objectives:

- 3A. Implement Carl Moyer, AB2766, AB 923, AB617 and FARMER grant programs for owners of Heavy Duty Diesel Engines.
- 3B. Pursue Avenues to Increase Funding for Carl Moyer, FARMER and AB617.

Northern Sierra Air Quality Management District Plan of Action for Achieving Objectives

GOAL#3: Continue to Assist Owners of Heavy Duty Diesel Trucks with Funding from Carl Moyer, FARMER, AB 2766 and AB 923 and AB617 programs

Objective 3A: Implement Carl Moyer, FARMER, AB2766 and AB 923 and AB617 Grant programs for owners of Heavy Duty Diesel Engines.

Background: The District has been working with local truck owners/operators to disburse grant funds for the Carl Moyer Heavy Duty Diesel Program. The program offers funding for repowers and retrofits only. It has become increasingly difficult for on-road vehicles to qualify for the funding since Carl Moyer funding can not be applied to a vehicle that will have to comply with a state diesel regulation within three years. However, the District modified the program to allow funding for off-road vehicles and the applicants have dramatically increased. The District modified its Carl Moyer Policies to include utilizing AB617 funding for Carl Moyer-type projects located in AB1550 areas. AB2766 Funding does not carry such constraints as the Carl Moyer program, however, this is a competitive grant in all three counties. The District administers approximately \$175,000 annually district-wide through the Carl Moyer Program. The District also can administer more funding through the following occasionally funded programs; FARMER and AB617.

AB923 funding is available only to heavy duty vehicles in Plumas County for Carl Moyer-like programs or for the infrastructure or alternatively fueled stations for alternatively fueled school buses.

Action Plan/Steps for Implementation:

1. Turn in applications for funding for Carl Moyer, FARMER, AB617.
2. Request Board Approval through the Authorization of Resolutions to implement Carl Moyer programs for FY 2021/2022.
2. Maintain the CARL Database for Carl Moyer programs.
3. Turn in required reports for FARMER and AB617 funding.

GOAL#3: Continue to Assist Owners of Heavy Duty Diesel Trucks with Funding from Carl Moyer, AB 2766 and AB 923 programs

Objective 3B: Pursue Avenues to Increase Funding for Carl Moyer, FARMER, AB2766 and AB923

Background:

Carl Moyer –

Legislation (AB8) limits rural air districts to \$200,000 annually without a match.

This can be increased to \$290,000 with a required match of \$43,541.

Match can come from either AB2766 funds or AB923.

FARMER – This program was first implemented in 2019. Pursue additional funding by requesting funds through the Governor’s annual budget or through legislation.

AB617 Funding – Funding for CAP incentives is appropriated from the Greenhouse Gas Reduction Fund (GGRF), so these funds must be spent in accordance with the requirements of California Climate Investments. The CCI Funding Guidelines, approved by CARB in July 2018, establish requirements and recommendations for agencies administering California Climate Investments. Funding for each air district is determined annually by the California Air Resources Board. These investments must be targeted to AB1550 populations and must maximize benefits to disadvantaged communities and low income communities and households.

AB2766 –

District administers approximately \$220,000 annually

Each county is limited to \$4/vehicle of DMV registration fees.

Plumas – \$4/vehicle

Sierra – \$2/vehicle

Nevada – \$4/vehicle

AB923 –

Each county is limited to \$2/vehicle but the County must have the max \$4 before it can qualify to receive the AB923.

Plumas county is the only county that receives AB923, the District receives about \$35,000 annually.

Action Plan/Steps for Implementation:

1. Review and comment on draft Governor's budget.
2. Follow legislation that impacts either Carl Moyer, FARMER or AB617 funding.
3. Actively support legislation that provides funding for either Carl Moyer, FARMER or AB617.

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Goal #4: Continue to work with large land owners, USFS, and CalFIRE to assure that smoke impacts are minimal with predicted increased prescribed burning throughout the Air District.

Objectives:

- 4A. Work with CARB and CAPCOA to implement and maintain the Prescribed Burn Reporting and Monitoring Support Program
- 4B. Attend meetings with CalFIRE, USFS, Large Land Owners, local Fire Safe Councils and prescribed burning associations.
- 4C. Continue to deploy portable particulate matter air quality monitors to quantify smoke impacts from prescribed burns

Northern Sierra Air Quality Management District Plan of Action for Achieving Objectives

Goal #4: Continue to work with large land owners, USFS, and CalFIRE to assure that smoke impacts are minimal with predicted increased prescribed burning throughout the Air District.

Objective 4A: Work with CARB and CAPCOA to implement and maintain Prescribed Burn Reporting and Monitoring Support Program on an annual basis.

Background: The Prescribed Burn Reporting and Monitoring Support Program is part of California Climate Investments. Funding for this Program comes from the Greenhouse Gas Reduction Fund (GGRF). This is a grant that is administered by the California Air Resources Board. The Grant is intended to provide resources to air pollution control districts for an enhanced smoke management program. This includes enhanced reporting of prescribed fire activity, air monitoring of prescribed fires, and resources for air district staff to attend regional training sessions on different elements of the State's Smoke Management Program.

Action/Plan Steps for Implementation:

1. Air District will take a Resolution to the Board for approval and submittal to CARB on an annual basis.
2. The District will submit a disbursement request to CARB on an annual basis.
3. The District will participate in an annual kick-off meeting.
4. Quarterly progress reports will be submitted in a timely manner to CAPCOA. These reports will include the spending of state funds.
5. The District will work with CAPCOA to submit a final report to CARB by January 31, 2023.
6. The District will receive training and report acreage, location, types of fuel, burned in the CARB-maintained database of PFIRS.
7. The District will coordinate with CARB and CAPCOA on public messaging and outreach regarding the public benefits of prescribed burning versus extreme fire events.
8. The District will coordinate with CAPCOA to ensure that all prescribed burns larger than 10 acres or estimated to produce more than one ton of particulate matter shall have a smoke management plan.

Goal #4: Continue to work with large land owners, USFS, and CalFIRE to assure that smoke impacts are minimal with predicted increased prescribed burning throughout the Air District.

Objective 4B: Attend meetings with CalFIRE, USFS, Large Land Owners, local Fire Safe Councils and prescribed burning associations.

Background: Due to predicted increased prescribed burning, the District is proactively meeting with the agencies and groups which are actively burning. The District is providing information so that these agencies and groups can more easily accomplish greater acreage.

Action/Plan Steps for Implementation:

1. Distribute the developed flow chart for open burning process for residents and large land owners. This will allow them to better understand the requirements for the process.
2. Assist agencies and groups to burn with a minimum of smoke impacts.

Goal #4: Continue to work with large land owners, USFS, and CalFIRE to assure that smoke impacts are minimal with predicted increased prescribed burning throughout the Air District.

Objective 4C: Continue to deploy portable particulate matter air quality monitors to quantify smoke impacts from prescribed burns

Background: An integral part of the Prescribed Burn Reporting and Monitoring Support Program is a monitoring of the smoke impacts of prescribed burning on communities.

Action/Plan Steps for Implementation:

1. The Air District will coordinate with CAPCOA on an appropriate number of prescribed burns to monitor.
2. Air District staff will attend training that CAPCOA will be coordinating on the use and deployment of portable air quality monitors.
3. Air District staff will work with CAPCOA to be reimbursed for costs associated with monitoring prescribed burns.
4. Air District staff will coordinate with CARB on compiling and releasing air quality data.

Goal #5: Develop and implement air quality strategies to assure continued and enhanced services to county residents.

Objectives:

- 5A. Maintain and improve (as needed) air quality monitoring in all three counties to assure protection of public health.
- 5B. Continue to support efforts to utilize biomass as a fuel to reduce smoke impacts from prescribed/residential open burning
- 5C. Continue to advertise and provide public health advisories during poor air quality episodes, including the health effects of air pollutants of concern, how the public can minimize their exposure, and how the public can voluntarily help curtail an episode.
- 5D. Pursue and provide alternatives to the open burning of residential yard waste to residents.

**Northern Sierra Air Quality Management District
Plan of Action for Achieving Objectives**

Goal #5: Develop and implement air quality strategies to assure continued and enhanced services to county residents.

Objective 5A: Maintain and improve (as needed) air quality monitoring in all three counties to assure protection of public health.

Background:

The District's air monitoring program assists the county residents by informing sensitive individuals of air pollution levels; both long term trends and current, up-to-date impacts. Although western Nevada County exceeds the federal ozone standard primarily due to transport from the upwind areas, real time air monitoring allows the District to issue Health Advisories to schools, coaches, hospitals, nursing homes and other sensitive individuals. Additionally, smoke impacts can sometimes be severe during forest fires and large prescribed burns in all areas of the District. Again, the District plans to be prepared to continue monitoring smoke levels on a real-time basis with monitors placed in strategic (densely populated) areas. The District plans to enhance its monitoring program by utilizing specific fund balance accounts to purchase back-up monitors and spare parts, additional training to troubleshoot breakdown of equipment, and repair its equipment in its air monitoring laboratory. Additionally, the District is positioning itself to expand its monitoring network in Sierra, Plumas and Nevada County as continuing growth and need expressed by residents occurs. District staff will present these expenditures for enhanced monitoring to the District Board for approval through the budget process.

Action Plan/Steps for Implementation:

1. Present budget expenditures for air monitoring to Board May/June 2022
2. Update Monitoring Network to improve usefulness to public during wildfire smoke impacts. By upgrading existing real-time monitors (BAMs), installing additional BAMs, installing videocams to monitor smoke incursions.
3. Research monitoring sites and rentals of space for particulate matter and ozone monitors in Sierra, Plumas and Nevada Counties.
4. Continue to increase public awareness of monitored air quality values and trends through website improvements.
5. Continue to advertise and provide public health advisories during poor air quality episodes, including the health effects of air pollutants of concern, how the public can minimize their exposure, and how the public can voluntarily help curtail an episode.

Northern Sierra Air Quality Management District Plan of Action for Achieving Objectives

Goal #5: Develop and implement air quality strategies to assure continued and enhanced services to county residents.

Objective 5B: Continue to support efforts to utilize biomass as a fuel to reduce smoke impacts from prescribed/residential open burning

Background:

Historically, the District and the public have benefited from working with local biomass plants (SPI-Quincy, the temporarily shut down Loyalton biomass facility and Collins Pine-Chester) to utilize greater amounts of both residential yard waste and forest waste as fuel. The District and the biomass plants have accomplished this by promoting alternatives and pre-treatments to fire used for land management and land development clearing. This dramatically decreased smoke impacts in Plumas and Sierra counties and provided a much-needed fuel source to the energy-generating facilities.

Historically, yard waste generated in Eastern Plumas County and Sierra County has been in demand as a fuel source to the temporarily shut down Loyalton Biomass Facility, rather than being burned in uncontrolled open burn piles. The District is committed to supporting the transportation of residential and other green waste to the facility for clean processing once the facility is reopened and processing again.

Action/Plan Steps for Implementation:

1. The District will continue to work cooperatively with the biomass plants located in Chester – Collins Pine, Quincy – SPI and Loyalton to assure they are in compliance and their permits are in order.
2. The District will pursue funds and mechanism for supplementing transportation of materials to Loyalton Biomass Facility once it is opened again.
3. The District will continue to support the biomass industry's attempts at legislation and/or state-wide policy to secure incentives to utilize biomass that would otherwise be disposed of through open burning.
4. District will continue to support new industries that utilize biomass (e.g. ethanol, mechanized burners, commercial composting, etc.) in lieu of open burning.

Northern Sierra Air Quality Management District Plan of Action for Achieving Objectives

Goal #5: Develop and implement air quality strategies to assure continued and enhanced services to county residents.

Objective 5C:

Continue to advertise and provide public health advisories during poor air quality episodes, including the health effects of air pollutants of concern, how the public can minimize their exposure, and how the public can voluntarily help curtail an episode.

Background:

Since 1999, the District has notified the public when they are at risk due to unhealthy air quality. Additionally, the District provides education on what types of health risks they are exposed to, how to minimize their exposure, and how to modify their behavior to reduce the local contribution to the air quality problem.

Monitored Particulate Matter levels that are attributable to uncontrolled natural events such as wildfires may be excluded from decisions regarding an area's nonattainment status — if it can be shown that there is a clear causal relationship between measured exceedances and the wildfire. The supporting documentation required to make that case is significant. In order to qualify as a natural event, the U.S. EPA requires the Air District include the following elements: 1) public notification and education, 2) efforts to minimize public exposure to high concentrations of Particulate Matter due to future natural events, and 3) efforts to abate or minimize emissions from contributing sources of Particulate Matter.

Action/Plan Steps for Implementation:

1. Continue to refine the District's Public Health Advisory procedures.
2. Expand system to include greater numbers of notifications when a health advisory is being issued. Aggressively pursue educating the public and health officials about being included in the notification list.
3. Present a yearly update to the BOD on health advisories issued.

Northern Sierra Air Quality Management District Plan of Action for Achieving Objectives

Goal #5: Develop and implement air quality strategies to assure continued and enhanced services to county residents.

Objective 5D: Pursue and provide alternatives to the open burning of residential yard waste to residents.

Background: The District has been an active partner with county agencies, fire safe councils, waste management companies, biomass facilities, cities and communities to provide alternatives for residents to remove yard waste from their homes and properties. Alternatives include green waste pick-up, green waste drop-offs, chipping programs.

While these programs provide a valuable assistance to residents, there are still large amounts of green waste that needs to be removed from around resident properties to decrease fire fuels. The District is actively working with other Air Districts, Fire Safe Councils and State Legislation to increase the reduction of these fuels around homes.

Action/Plan Steps for Implementation:

1. Continue to work with Nevada County OES to permit an Air Curtain Incinerator for improved burning of residential yard waste.
2. Continue to work with Plumas and Sierra County to provide permit for burning the community residential yard waste burn pile at designated Executive Order sites in Chester, Calpine, Sierra City, Alleghany and Loyaltan.
3. Continue to work with local waste management company to remove collected residential yard waste from the Portola federal nonattainment area.
4. Continue to be active members on local fire safe council in Plumas and Nevada Counties.
5. Assist or develop legislation to provide funding for residential waste removal.
6. Continue to provide informational flyer for residential waste removal in Plumas and Sierra Counties.
7. Continue to work with local biomass facilities to burn green waste for fuel.
8. Continue to work with open burning at community locations in Graeagle and Whitehawk.
9. Continue to meet with state legislators to inform them of the importance of removing green waste from residences for fire reduction.

2022
OVERALL WORK PLAN

WORK ELEMENT 1 - ADMINISTRATION

Project 1.1 - General Services

Purpose: Provide administrative support for the operation of the Northern Sierra Air Quality Management District, the Board of Directors, and the Hearing Board.

Normal, Ongoing Work:

- Prepare Board meeting agendas, minutes, hearing notices, resolutions, and correspondence.
- Develop and oversee Overall Work Plan and annual budgets.
- Develop and implement financial controls and program cost tracking systems.
- Annual review of program effectiveness.
- Plan and coordinate staff activities.
- Contract with CPA for annual audit and assist with audit.
- Prepare annual report and subvention request for ARB.
- Track legislation pertinent to managing air quality.
- Procure and maintain equipment.
- Divest surplus property.
- Track and control District assets and movable property.
- Develop and approve (Board) codified Policies and Procedures.
- Supervise and evaluate personnel.
- Conduct salary surveys as needed.
- Coordinate personnel benefits and control costs.
- Provide continuing education and training as needed.
- Coordinate databases and spreadsheets used in multi-functional areas.
- Improve personnel safety in all activities.
- Draft contracts/agreements with other agencies as needed.
- Request annual county contributions and review appropriateness of contributions.
- Conduct fee studies to assure costs are recovered.
- Maintain computer network and software upgrades, including virus protection.
- Work with Counsel on any litigation efforts.

Products:

- Annual Overall Work Plan and Strategic Plan
- Annual Budget
- Documentation of Board meetings
- Quarterly Budget Reports
- District Rules and Regulations
- Benefits Package

Codified Policies and Procedures
Assets and Movable Property Inventory
Annual ARB Report and Subvention Application
Payroll Codes, Chart of Accounts, Tracking Tools
Payroll
Time sheets
Annual Renewal Questionnaire for Special District Risk Management Authority

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WORK ELEMENT 1 - ADMINISTRATION

Project 1.2 - Mountain Counties Air Basin

Purpose:

Provide support for the Basin Control Council, in partnership with basin air districts.
Encourage uniform planning, rule development, and permitting activities.
Share information
Share resources, where appropriate.

Normal, Ongoing Work:

Assist in preparation of annual plan of activities.
Assist in preparation of annual budget and district appropriations.
Assist in preparation of agendas, minutes, notices, and correspondence.
Participate in monthly meetings of the Mountain Counties Air Basin Technical Advisory Committee and subcommittees.
Participate in semi-annual meetings of the Mountain Counties Air Basin Control Council.
Analyze rules and regulations, and recommend changes to achieve better consistency.
Develop consistent land use development review/CEQA policies.
Prepare comment letters on federal and state legislation, regulations, and policies
Procure basin equipment.
Assist with maintenance of basin assets inventory.

Products:

Annual Budget and Overall Work Plan
Documentation of Basin Control Council meetings
Budget reports
Documentation of Technical Advisory Committee meetings
Basin assets inventory
Public education pamphlets

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WORK ELEMENT 2 - STATIONARY SOURCE PROGRAM, NON-MAJOR SOURCES

Project 2.1 - Permitting Activities

Purpose:

Provide and maintain a permitting system that meets the requirements of the HSC §42300 et seq, and ARB Criteria.

Ensure that any emissions equipment or process does not interfere with the attainment or maintenance of any air quality standard, as well as any state or federal regulation.

Evaluate and process permit renewals to ensure that permit conditions accurately represent all current regulations. Meet any new requirements and address requested changes by the facility owner/operator.

Normal, Ongoing Work:

Evaluate emissions, air toxic exposure, and controls for new sources of air pollution.

Issue Authorities to Construct and renew Permits to Operate.

Issue and enforce portable equipment permits.

Respond to stationary source-related inquiries.

Develop and maintain an emissions inventory for criteria pollutants.

Review and comment on proposed state and federal regulations.

Develop rules and regulations.

Conduct and promote workshops to help individuals and businesses understand new district rules, and state and federal air pollution regulations.

Review new state and federal regulations to determine applicability to local facilities.

Participate in CAPCOA Committee meetings related to implementing state and federal rules and regulations affecting stationary sources.

Attend CARB training sessions on permitting of stationary sources.

Prepare monthly, quarterly, and annual reports to CARB.

Collect fees.

Products:

Engineering Evaluations for all new sources.

Authorities to Construct.

Permits to Operate.

Annual emissions inventory update to CARB.

Monthly, quarterly, and annual reports to CARB.

Staff reports on new and amended rules.

Correspondence

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WORK ELEMENT 2 - STATIONARY SOURCE PROGRAM, NON-MAJOR SOURCES

Project 2.2 - Compliance/Enforcement

Purpose: Provide a system to assure compliance with the District's rules and regulations, permit conditions, and applicable state and federal regulations.

Normal, Ongoing Work:

- Maintain Visual Emissions Evaluation (VEE) inspection certifications for inspectors.
- Conduct inspections of permitted sources to confirm the equipment/process is operating within their permitted conditions.
- Conduct inspections of sources of pollutants that might cause reasonably foreseeable risk to K-12 schools from air toxics under AB 3205.
- Enforce rules and regulations that reduce air pollution and protect public health.
- Draft and issue Notices to Comply and Notices of Violation.
- Prepare staff reports for variance/Hearing Board activity.
- Prepare variance orders issued by the Hearing Board.
- Monitor progress toward meeting variance order requirements.
- Prepare monthly variance report to CARB.
- Review source testing protocols, witness source tests, and review source test reports.
- Respond to and investigate complaints related to stationary sources.
- Attend CARB training sessions on compliance inspections of stationary sources.
- Compile monthly, quarterly, and annual reports to CARB.
- Apply the mutual settlement policy for administrative settlements of violation citations.
- Draft and issue settlement letters.
- Participate with the District Attorney's office on stipulated judgements when mutual settlements are not possible.
- Provide compliance assistance.
- Collect penalties.

Products:

- Inspection records showing compliance with permit conditions.
- Notices to Comply and Notices of Violation.
- Mutual settlements and settlement letters.
- Variance Orders.
- Monthly Variance Report to CARB
- Monthly Significant Violators/High Priority Violators Report to CARB.
- Quarterly Excess Emissions Report to CARB
- Complaint Reports
- Mutual Settlement Policies and Procedures
- Stipulated Judgements

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WORK ELEMENT 3 - ENFORCEMENT/COMPLIANCE PROGRAM (non-Stationary Source, non-Smoke Management)

Project 3.1 - Miscellaneous Enforcement

Purpose: Provide a system of enforcing District rules, and state and federal regulations that do not fall under the Stationary Source Program and Smoke Management Program (e.g. odors, illegal asbestos activities, woodstoves, accidental/emergency releases, and dust emissions from mobile sources, etc.)

Normal, Ongoing Work:

Respond to and investigate miscellaneous complaints.
Prepare staff reports for variance/Hearing Board activity.
Monitor progress toward meeting variance order requirements.
Attend training sessions on compliance inspections of miscellaneous emissions sources.
Coordinate emergency response activities with County OES, County Dept. of Environmental Health.
Develop mutual settlements on violations where possible.
Participate with the District Attorney's office on stipulated judgements when mutual settlements are not possible.
Draft and issue settlement letters.
Coordinate multi-jurisdictional and cross-jurisdictional enforcement activities.
Provide compliance assistance.
Collect penalties.

Products:

Complaint Reports
Variances
Notices to Comply and Notices of Violation
Mutual Settlement Policies and Procedures
Settlement letters
Stipulated Judgements
Annual AB 3205 Notifications to School Districts with Charter Schools

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WORK ELEMENT 4 - VAPOR RECOVERY PROGRAM

Project 4.1 - Vapor Recovery Permits and Inspections

Purpose: Provide a system for permitting and inspection of vapor recovery systems at gasoline marketing operations in Compliance with related rules in District Regulation 2 and Title 17, Subchapter 8, Article 1, Section 94000 et seq.

Normal, Ongoing Work:

- Evaluate emissions and controls for new gasoline service stations and bulk plants.
- Issue Authorities to Construct and renew Permits to Operate.
- Attend CARB training sessions on permitting and inspection of gasoline service stations and bulk plants.
- Follow ARB/CAPCOA Vapor Recovery Committee activity/information
- Inspect gasoline dispensing facilities in Nevada, Plumas and Sierra Counties
- Respond to and investigate complaints.
- Draft Notices to Comply.
- Draft Notices of Violation.
- Develop mutual settlements on violations where possible.
- Participate with the District Attorney's office on stipulated judgements when mutual settlements are not possible.
- Draft and issue settlement letters.
- Annual billing and fee collection.
- Develop and maintain database.
- Provide compliance assistance.
- Collect penalties.
- Implement requirements of Enhanced Vapor Recovery

Products:

- Authorities to Construct and Permits to Operate.
- Inspection Reports.
- Complaint Reports.
- Notices to Comply and Notices of Violation
- Settlement letters

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WORK ELEMENT 5 - SMOKE MANAGEMENT PROGRAM

Project 5.1 - Burn Permits

Purpose: Provide a system to regulate and lessen smoke impacts from open burning and prescribed burning conducted in accordance with the District's rules and regulations and CCR Title 17, 80100, et seq.

Normal, Ongoing Work:

Review smoke management plans to assure compliance with all rules and regulations.
Issue burn permits and daily burn authorizations.
Inspect burn projects to assure that burn plan and permit conditions are being met.
Compile annual report on all permitted burn activity per Title 17, §80130 et seq.
Prepare staff reports for rule development.
Amend and adopt open burning rules, as needed.
Conduct workshops and public hearings on new and amended open burning rules.
Attend meetings of councils and committees established to balance the need for healthy air with the need to reduce fire risk and provide a healthy ecosystem (e.g. Interagency Air and Smoke Council, Fire Safe Council of Nevada County, Mountain Counties Air Basin Smoke Management Alliance, Northeast Air Alliance).
Review and comment on state and federal regulations, policies, and guidance as they are developed to assure the rural and urban-rural perspective is represented.
Notify adjacent air districts/states of prescribed burn projects to prevent combined impacts and coordinate where necessary.
Review, comment, inspect, and canvass fire agency training burns.
Review applications for variance from burn-day and issue *No-Burn Authorizations*.
Maintain data base to track burn permits and complaints.
Document and track actual burn acres for state and federal land managers for annual billing.
Educate building and planning departments and contractors associations on burn rules and regulations.
Review/Respond to CEQA/NEPA environmental documents with regards to prescribed burning.
Collect fees.

Products:

Burn permits
Burn plan comments
Annual Agricultural Burning Summary to CARB
Policies and Procedures for reviewing burn plans and issuing permits
Comments on regulations, policies, guidance
Smoke Management Program
Smoke Management Plan forms
Staff Reports, Rules and Regulations
No Burn Authorizations
EIR/EIS responses
Annual Report to CARB

WORK ELEMENT 5 - SMOKE MANAGEMENT PROGRAM

Project 5.2 - Open Burning Enforcement/Compliance

Purpose: Provide a system to assure compliance with the District's rules and regulations, and permit conditions related to open burning.

Normal, Ongoing Work:

Draft and issue Notices to Comply and Notices of Violation.

Draft and issue settlement letters.

Maintain burn day messages on burn recorders 365 days per year.

Maintain and repair burn day messages as needed.

Use aerial surveillance to locate the source of smoke intrusions if needed.

Review air quality monitoring data and correlate with prescribed burns and wildfires.

Develop and maintain complaint database.

Collect penalties.

Track and log-in all complaints in database.

Products:

Notices to Comply and Notices of Violation

Settlement Letters

Support new local ordinances for open burning.

Annual report to the Board on complaints

WORK ELEMENT 5 - SMOKE MANAGEMENT PROGRAM

Project 5.3 - Public Education

Purpose:

- Reduce the smoke impacts from open burning and woodstoves.
- Improve public awareness of the health impacts related to fine particles (smoke).
- Improve the public's awareness of alternatives to open burning.
- Notify the public when poor air quality exists.

Normal, Ongoing Work:

- Develop media for public awareness.
- Educate Chambers of Commerce, and community groups.
- Conduct workshops and utilize other public education techniques to train the public on composting, mulching, firewise landscaping, reducing the burden on landfills, and soil erosion prevention.
- Provide public education on the health effects of fine particulate (PM2.5).
- Request voluntary curtailment steps from the public when air quality is poor.
- Provide education to the public and public officials on regulatory impacts of federal nonattainment of particulate matter ambient air quality standards.
- Proactively work with Fire Safe Council, local governments, waste management, neighborhood associations to find alternatives to open burning of vegetative material and reduce residential open burning emissions.
- Promote green waste pickup.
- Work with fire agencies.

Products:

- Pamphlets on woodstoves, residential open burning, composting
- Reduced open burning smoke impacts
- Changes in open burning habits/behaviors/practices
- Changes in woodstove burning habits/behaviors/practices

WORK ELEMENT 5 - SMOKE MANAGEMENT PROGRAM

Project 5.4 - PM 2.5 Attainment Plan

Purpose:

Protect the public health by preventing exceedances of the PM2.5 National Ambient Air Quality Standards.

Provide a regulatory framework to maintain attainment, if necessary.

Normal, Ongoing Work:

Educate elected officials on the health effects of fine particulate and the ramifications of federal nonattainment.

Conduct workshops on control strategies, local ordinances, air quality management plans.

Develop local ordinances where needed.

Conduct or participate in public hearings for adoption of air quality management plans, local ordinances, and rules and regulations.

Promote woodstove change-out incentive programs.

Provide support for the Grass Valley, Portola, Quincy, and Truckee woodstove ordinances.

Products:

Clean Air Plan or Air Quality Management Plan for Nonattainment areas.

Local ordinances

Rules and regulations

Great Stove Change-Out promotions

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WORK ELEMENT 6 - PLANNING PROGRAM

Project 6.1 - Land Use Plan Review

Purpose:

Assure that additional air pollution emissions associated with land use projects do not interfere with the attainment or maintenance of any air quality standard.
Prevent public health impacts due to short-term and long-term air quality degradation
Prevent onerous and burdensome state and federal requirements that damage, or eliminate healthy economic growth.

Normal, Ongoing Work:

Review land use plans for public and private development projects and provide *Commenting Agency* comments.
Review emissions increases associated with projects and determine if the emissions increases associated with the project exceed the District's levels of significance for each pollutant.
Provide justification and rationale for the necessary mitigations to reduce emissions to below the levels of significance.
Pursue on-site and off-site mitigations where necessary to prevent significant impacts.
Coordinate with planning agencies to streamline and simplify the review process and assure consistency.
Review developments and changes related to state and federal ambient air quality standards as they apply to the planning function.
Implement ARB's Air Toxic Control Measure (ATCM) for asbestos in serpentine rock, as it pertains to construction. Develop land use comments to address dust control when serpentine rock is found at construction sites.
Evaluate cumulative exposure. Work with other air district's to develop guidelines on cumulative exposure.

Products:

Commenting Agency comments (including Regional Transportation Plan).
Emissions calculations on proposed projects and recommended mitigations.

WORK ELEMENT 6 - PLANNING PROGRAM

Project 6.2 - General Plan Review

Purpose: Assure City and County General Plans adequately address air quality, including goals, policies, and programs that when adopted will control the growth of vehicle trips and miles traveled and prevent deterioration of air quality.

Normal, Ongoing Work:

Assist cities and counties with general plan air quality elements, providing appropriate recommendations and technical support.

Provide local planning agencies with a comprehensive set of goals, and policies that will improve or maintain (as needed) air quality if adopted in a general plan.

Provide justification and rationale for the goals and policies that will help decision makers, developers, and the public understand that they are appropriate and necessary to prevent public health impacts and onerous, burdensome state and federal requirements that damage, or eliminate healthy growth.

Products:

Commenting Agency comments.

WORK ELEMENT 6 - PLANNING PROGRAM

Project 6.5 - Attainment Plan (SIP) for Ozone National Ambient Air Quality Standard (Western Nevada County Only)

Purpose: Re-attain the NAAQS for 8-hour ozone.

Normal, Ongoing Work:

Review and comment on enhanced emissions inventories for the Statewide and local State Implementation Plan (SIP)

Stationary Source

Area Source

Review mobile source inputs

Maintain pressure on upwind areas for additional controls designed to bring attainment to downwind areas.

Attend workshops and meetings to learn about development of Transportation Conformity consultation procedures with NCTC and CalTrans District 3 to:

Circulate documents.

Define agency roles and responsibilities.

Establish framework for planning and technical meetings.

Develop list of transportation control measures.

Choose models and assumptions for regional transportation modeling.

Choose triggers for conformity review.

Define regionally significant projects.

Assist NCTC with transportation conformity determinations

Land use planning

Review and comment on all updates to general plans for incorporated areas in western Nevada County to make air quality elements more effective .

Products:

Emissions inventory

Urban air shed model for ozone for Central California, that includes western Nevada County.

Ozone Attainment Plan (SIP).

Transportation Conformity Consultation Agreement

WORK ELEMENT 7 - FEDERAL OPERATING PERMIT PROGRAM

Project 7.1 - Title V

(Plumas and Sierra Counties Only)

Purpose:

Implement the requirements of Title V of the *Clean Air Act of 1990* (CAA) and related District Rule 522 for permits to operate required for major sources of regulated air pollutants and other applicable sources.

Normal, Ongoing Work:

Maintain Visual Emissions Evaluation (VEE) inspection certifications for inspectors.
Review applications for completeness as they become due.
Issue required permits.
Conduct inspections of permitted sources to confirm the equipment/process is operating within their permitted conditions.
Draft Notices to Comply and Notices of Violation.
Draft and issue settlement letters.
Prepare staff reports for Hearing Board variances/compliance plans.
Track progress of meeting the requirements contained in a compliance plan.
Participate in CAPCOA Committee meetings and CARB workshops related to the Title V Program.
Review Title V implementation guidance received from ARB and EPA and notify major sources of White Papers and assist in their understanding.
Conduct workshops to help Title V sources understand and comply with federal requirements.
Review source testing protocols, witness source tests, and review source test reports.
Respond to and investigate complaints related to Title V sources.
Compile monthly, quarterly, and annual reports to CARB/EPA.
Collect fees and penalties

Products:

Title V Permits
Inspection Reports
Notices to Comply
Notices of Violation
Settlement Letters
Complaint Reports
Hearing Board Compliance Plans
Monthly Significant Violator Report to CARB
Quarterly Excess Emissions Reports to CARB

WORK ELEMENT 8 - AIR TOXICS PROGRAM

Project 8.1 - Air Toxic "Hot Spots" Act Implementation and Fee Regulation

Purpose:

- Determine emissions of air toxics and hazardous air pollutants from applicable sources and whether such emissions present a significant health risk to neighboring public and sensitive receptors.
- Develop an air toxics emission inventory.
- Reduce the health risk to below the level of significance for high risk facilities.

Normal, Ongoing Work:

- Implement Air Toxics Control Measures promulgated by the State.
- Implement NESHAPS promulgated by EPA (Federal law requires states to implement, State law requires districts to implement).
- Provide information and assistance to affected facilities on the requirements.
- Review and approve facility emission inventory plans submitted by the facilities that comply with the requirements. Provide further assistance where necessary.
- Review and approve the one-time surveys submitted by facilities that comply with the requirements. Provide further assistance where necessary.
- Notify new facilities of deadlines for compliance.
- Calculate air toxics emissions for "Industry-wide" facilities.
- Develop and maintain air toxics emissions inventory and report to ARB.
- Respond to ARB surveys for facility counts, emissions, fees, documentation, etc.
- Place sources on quadrennial update status and fee applicability when prioritization score is between 1 and 10.
- Collect District and ARB fees.

Products:

- Facility Prioritization Guidelines
- Approved Air Toxics Emissions Inventory Plans
- Approved Air Toxics Emissions Inventory Reports
- Prioritization scores for applicable facilities
- Risk assessments for applicable facilities
- District Air Toxics Emissions Inventory
- Fee Regulation with related documentation
- Annual Report to Public/Board

WORK ELEMENT 8 - AIR TOXICS PROGRAM

Project 8.2 - Air Toxics Control Measures

Purpose:

Reduce air toxics exposure and risk to the public and nearby businesses.
Reduce the health risk to below the level of significance for high risk facilities.

Normal, Ongoing Work:

Attend workshops and meetings, and review and comment on draft regulations - state Air Toxics Control Measures (ATCMs) and related National Emissions Standards for Hazardous Air Pollutants (NESHAPS).

Provide public notices, staff reports, public hearings and rule adoptions to adopt state and federal regulations by reference.

Implement state ATCMs and related NESHAPS as required by state law.

Monitor the NESHAPS being developed and approved for applicable facilities in the District.

Products:

Rules that refer to the State and federal regulations.

Permits with special conditions designed to comply with state and federal regulations and protect the public health.

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WORK ELEMENT 9 - AB 2766 GRANTS PROGRAM

Project 9.1 - External Project Selection, Monitoring, and Reporting

Purpose: Reduce air pollution from motor vehicles and conduct related planning, monitoring, enforcement, and technical studies necessary for the implementation of the California Clean Air Act of 1988.

Normal, Ongoing Work:

- Develop plan and projected budget for DMV registration funds on external projects.
- Develop and distribute a screening RFP for external grant projects and programs.
- Review screening proposals, select best ones for detailed proposal, provide comments that will improve the quality of these proposals.
- Conduct RFP workshops to train applicants on proposal requirements.
- Arrange meetings of Board's ad hoc grant committees to review, evaluate, and rank proposals.
- Prepare grant award recommendations for Board consideration.
- Negotiate alternative funding and scope of work with applicants where needed.
- Draft contractual agreements for each grant.
- Develop and distribute Grant Guidance.
- Review and approve monthly requests for reimbursement and request clarifications, as needed.
- Track funds dispersed for each grant.
- Review monthly progress reports and request clarifications, as needed.
- Notify grantees that mid-cycle monitoring reports are due.
- Review mid-cycle monitoring reports and request clarifications, as needed.
- Request each grantee notify the District of funds needed for disbursement after the end of the fiscal year.
- Encumber grant funds that have not be used by the end of the fiscal year, but which will be needed to complete Board-approved work during the next fiscal year, but during grant cycle.
- Notify grantees that work should be complete and final reports are due.
- Review Final Reports for each grant project and request clarifications, as needed.
- Prepare Annual CARB Report on all internal and external projects and programs, in addition to overall District program. Check the cost-effectiveness of each project.
- Audit selected grants, if needed.

Products:

- Plan for Use of AB 2766 DMV Surcharge Funds
- Screening RFP for grant projects
- Detailed RFP for grant projects
- Budget for External AB 2766 DMV Projects and Programs
- Project proposal ranking and recommendations
- Grant contract agreements
- Grant Guidance

WORK ELEMENT 10 - AB 2766 INTERNAL PROGRAMS

Project 10.1 - Public Education

Purpose:

Reduce air pollution from motor vehicles and conduct related planning, monitoring, enforcement, and technical studies necessary for the implementation of the California Clean Air Act of 1988. Notify the public when air quality is poor, educate the public on public health impacts, and how they can voluntarily improve air quality (episode curtailment).

Normal, Ongoing Work:

Issue predictions of the Air Quality Index (AQI) and recommended steps the public can take to protect themselves and help prevent the air from getting worse.

Issue public health advisories to local newspapers, radio stations, schools, recreation districts, hospitals, senior centers, convalescent hospitals, etc. when air pollution episodes occur. Advise on public health impacts of the pollutant of concern, how to avoid exposure, and what the public can do to help curtail an episode.

Speak to local businesses and service organizations on air quality issues and what they can do personally to reduce emissions of nonattainment pollutants.

Participate in radio, newspaper, and cable television interviews on air quality impacts on public health, and what the public can do voluntarily to reduce emissions of air pollution.

Promote public reporting of smoking vehicles to CARB, who will send violators a letter asking them to repair or scrap their vehicles.

Attend meetings of committees, coalitions, and forums related to clean fuels, clean air, and ozone transport to learn about what other areas are doing and to lobby upwind areas to do more to clean up their air (thus reducing the air pollution being transported to downwind areas, which impacts air quality and pollutant attainment status).

Develop pamphlets, flyers and inserts that can be used to convey the message of what the public can do to change their behavior in a way that reduces emissions of nonattainment pollutants.

Work with dealers of electric vehicles and super low emissions vehicles to promote their products in western Nevada County.

Products:

Daily AQI notifications.

CARB Smoking Vehicle Reports.

Notifications to affected parties of upcoming rules and regulations.

Pamphlets, fliers, inserts, and videos related to SPARE THE AIR AND AQI.

Report to ARB.

WORK ELEMENT 10 – Carl Moyer INTERNAL PROGRAMS

Project 10.2 - Carl Moyer Air Quality Standards Attainment Program; Incentives for Lower Emission Heavy Duty Diesel Engines.

Purpose: Reduce emissions from heavy duty diesel engines.

Normal, Ongoing Work:

Apply annually to ARB for grant funding.

Implement District Carl Moyer Program.

Promote the program locally.

Conduct workshops.

Review applications, on first come first served basis. Calculate cost-effectiveness for each project.

Select most cost-effective projects.

Draft and approve contractual agreements for each project.

Inspect pre- and post-installations of engines.

Review reimbursement requests and issue reimbursement checks.

Track funds for each project.

Monitor maintenance records, fuel consumption, miles traveled (or hours operated) within and outside of District.

Report to ARB.

Follow changing program requirements as they develop.

Products:

District Carl Moyer Program

Grant agreements.

Reduced diesel engine emissions.

Reports to ARB.

WORK ELEMENT 11 - AIR MONITORING PROGRAM

Project 11.1 - Air Monitoring

Purpose:

Required to determine attainment status for state and federal ambient air quality standards. Attainment status establishes the regulatory basis for and the scope of control strategies for industrial, area, and motor vehicle air pollution sources.

Normal, Ongoing Work:

Install and maintain air monitoring equipment.
Conduct calibration, maintenance, equipment upgrades, and quality assurance checks on the instruments and data acquisition equipment.
Collect data and reduce to data reporting formats.
Investigate new technologies to reduce maintenance costs.
Identify exceedances of the California Ambient Air Quality Standard (CAAQS) and National Ambient Air Quality Standard (NAAQS), and analyze and document the District's opinion on whether they are due to transport or natural events beyond the control of man.
Flag data and prepare reports to justify the exclusion of data related to transport, prescribed burns, and/or natural events.
Analyze monitoring data to determine air quality trends.
Make recommendations on what monitoring is needed.
Attend CAPCOA/CARB meetings and training related to air monitoring.
Report to EPA through AIRS.
Prepare NSAQMD Annual Air Monitoring Report for Board, public, and interested parties review.
Bill CAPCOA/ARB/EPA for funding of the PM2.5 monitoring network.
Maintain the PM2.5 monitoring network in accordance with the agreement with CAPCOA/ARB/EPA.

Products:

Data used to make the AQI predictions.
Daily, monthly, quarterly, and annual reports to CARB.
NSAQMD Annual Air Monitoring Report.
Annual Agreement with ARB to conduct air monitoring in Quincy.
Agreement with CAPCOA/ARB/EPA

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: February 28, 2022

Agenda Item: VII.B

Agenda Description: Northern Sierra Air Quality Management District's Accomplishments - 2021

Issues: Attached are the District's accomplishments for 2021

Requested Action: Review

Attachments:

1. Northern Sierra Air Quality Management District's Accomplishments - 2021

NORTHERN SIERRA AIR QUALITY MANAGEMENT AIR DISTRICT
ACCOMPLISHMENTS 2021

MISSION STATEMENT

Preserving air quality and protecting the public health and public welfare in Nevada, Plumas, and Sierra Counties.

Very productive year for the District. District staff completed the following accomplishments above and beyond the normal, routine, ongoing activities.

1. 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. Staff made modifications to the policy to include agricultural tractors to the program. This made the program very popular and competitive. Additionally, the list for Carl Moyer utilized **\$418,000** to replace a high emitting feller/buncher to a newer, lower emitting feller/buncher. **\$108,108** to Sierra County Public Works to replace a high emitting Wheel Loader for lower emitting equipment. **\$116,865** to replace a high emitting tractor for lower emitting for equipment.

Staff involved: Joe Fish and Gretchen Bennitt

2. The District also administers the State's FARMER program, which provides grants to replace high emitting agricultural equipment with lower emitting equipment. During 2021, the District granted **\$716,480** to SPI in Quincy to replace a forklift and loader.

Staff Involved: Joe Fish and Gretchen Bennitt

3. The District administers the State's Voluntary Nox Reduction program. In 2021, staff granted **\$53,535** to Hansen Bros to replace an excavator.

Staff Involved: Joe Fish and Gretchen Bennitt

4. Staff continued to implement a **\$2.48 million** federal grant (TAG GRANT 2015) from the EPA for a wood stove change-out program in the Plumas County PM2.5 Nonattainment Area.

The EPA had a goal of changing out 600 non-certified stoves by the end of 2020. The District changed out 440 stoves by December 31, 2021. This program is running slower than planned primarily due to Covid issues and shortages of woodstoves.

Staff involved: Melissa Klundby, Dawn Lunsford, and Gretchen Bennitt

5. Staff worked extensively with EPA and CARB to modify the TAG GRANT 2015 to increase amounts for woodstove compensation.

Staff involved: Melissa Klundby and Gretchen Bennitt

6. Staff worked extensively with EPA and CARB to implement the second TAG GRANT 2018 for the amount of **\$3.1 million**. In 2020, this grant was finalized and awarded to the District.

Staff involved: Gretchen Bennitt, Melissa Klundby

7. During 2021, staff disbursed **\$40,000** in funding to residents wishing to change out non-certified woodstoves for cleaner burning appliances from the woodsmoke reduction program, a program funded by the Cap and Trade statewide funding program. The program was a woodstove changeout program throughout all three counties of the Air District. This funding was actually received by the District during 2018, and funds were finally fully disbursed during the first part of 2019 and concluded in 2021.

Staff involved: Sam Longmire

8. 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. **\$182,153 was disbursed during 2021.**

Staff involved: Melissa Klundby and Joe Fish

9. Staff worked with CARB and CAPCOA to receive **\$70,000** in grant funding to implement the Prescribed Burn Reporting and Monitoring Support Program which is funded by the Climate Incentive Program and Greenhouse Gas Reduction Funds.

Staff involved: Gretchen Bennitt

10. Staff prepared for wildfire smoke season and responded to various smoke impacts throughout the District. Including releasing health advisories, setting up additional air quality monitors and responding to calls from the public.

11. Staff continued to implement a voluntary curtailment program for non EPA-certified wood stoves in Portola.

Staff Involved: Melissa Klundby

12. Staff continued to meet regularly with EPA and CARB to implement the State Implementation Plan for the Portola Nonattainment Area. EPA has approved the Portola SIP.

Staff involved: Gretchen Bennett, Melissa Klundby, Julie Hunter.

13. Staff submitted quarterly reports on the woodstove changeout program to the EPA, as required by the grant.

Staff involved: Julie Ruiz, Dawn Lunsford and Gretchen Bennett

14. Staff continued to work with the City of Portola to destroy old wood stoves. The District and the City have a signed memorandum of agreement which reimburses the City for destroying the stoves.

Staff involved: Melissa Klundby

15. Staff continued and increased public education and conducted follow up interviews with residents who received EPA Target Grant funding for the Portola Woodstove Change out Program.

Staff involved: Melissa Klundby

16. Staff worked extensively with CARB and EPA to complete and submit documents to EPA in order to avoid sanctions in western Nevada County.

Staff involved: Sam Longmire

17. Staff implemented the Prescribed Burn Reporting and Monitoring Support Program.

Staff involved: Julie Hunter

18. Staff was active in Forest Health Issues throughout the year. Staff met with CalFIRE and other agencies concerning prescribed burning.

Staff involved: Gretchen Bennett, Joe Fish, Melissa Klundby, Julie Hunter

19. Staff received training on and implemented enhanced monitoring to track smoke impacts from prescribed burning.

Staff involved: Julie Hunter

20. Staff followed, commented on, and informed Board of various pertinent legislation related to air quality.

Staff involved: Gretchen Bennitt

21. Staff worked with many different agencies and industry to provide alternatives to burning green waste. Staff updates and keeps a list of what residents can do to remove green waste in Plumas and Sierra Counties.

Staff involved: Melissa Klundby, Gretchen Bennitt

22. Staff worked with the Variance Hearing Board to issue variances.

Staff involved: Sam Longmire and Melissa Klundby

23. The Executive Director and the Board have continued to support local efforts to utilize biomass as a fuel to reduce smoke impacts from prescribed/residential open burning.

24. Julie Hunter and Melissa Klundby are active members of the Plumas County Fire Safe Council.

25. Sam Longmire tackled some challenging planning issues in Nevada County, including commenting on the proposed Rise Gold Mine EIR.

26. Joe Fish participated in CAPCOA Air Monitoring meetings.

27. Sam Longmire and Melissa Klundby participated in CAPCOA Planning Managers Meetings

28. Gretchen Bennitt was re-elected as a member of the CAPCOA Board of Directors for 2021. Additionally, she served as President of CAPCOA.

29. Melissa Klundby worked with Plumas County to ensure proper maintenance and running of boiler at Plumas County Department of Health Building.

30. Joe Fish met with employees of SPI- Quincy and Collins Pine in Chester for quarterly meetings and discussions.

31. Melissa Klundby regularly attended Portola City Hall Meetings

32. Worked with Nevada County OES to determine whether an ACI could be used to burn green waste in Nevada County.

Staff: Gretchen Bennitt and Sam Longmire

33. Air District worked with PG&E on various permitting issues.

Staff: Gretchen Bennitt and Joe Fish

34. Gretchen Bennitt implemented weekly calls with neighboring air districts in Foothills to discuss covid and smoke concerns.

35. Staff worked on the proposed aggregate mine in Portola

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: February 28, 2022

Agenda Item: VII.C

Agenda Description: Conflict of Interest Forms (FPPC) DUE MARCH 15th -

Issues: Forms are Due March 15. A request from Dawn that it is best to fill these out electronically. However, if you fill it out on paper, you need to provide 2 copies with a wet signature to your County, so that they send the District a form with a wet signature.

Requested Action: Forms are due March 15. If not filled out electronically, please provide 2 copies with wet signatures.

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: February 28, 2022

Agenda Item: VII.D

Agenda Description: Wildfire Smoke Clean Air Centers for Vulnerable Populations

Issues:

AB836 allocated \$5 million in funding to create a statewide network of clean air shelters to provide relief for communities being impacted by wildfire smoke. Air Districts are currently commenting on the Draft Guidelines that the California Air Resources Board has released. The Bay Area, South Coast and San Joaquin Valley have elected to administer their own funding allocations. The remaining \$1 million will be administered through the California Air Pollution Control Officers Association. Funds will be tentatively available March 2, 2022. The District plans to pursue an allocation for the District. Focus will be on supplying portable in-home air filtration devices for low income areas.

Requested Action: None, informational only