

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. Bennitt, 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

September 24, 2018

1:00 p.m.

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

September 24, 2018

1:00 p.m.

This meeting will be held at the following locations

(Site A) VIDEOCONFERENCE/TELEPHONE CONFERENCE

Northern Sierra Air Quality Management District (Headquarters)

200 Litton Drive, Conference Room 316

Grass Valley, California

(Site B) VIDEOCONFERENCE/TELEPHONE CONFERENCE

Northern Sierra Air Quality Management District (Northern Office)

257 E. Sierra Street, Unit E

Portola, California

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

I. Standing Orders:

Call to Order.

Roll call and determination of quorum.

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

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

A. Approval of regular meeting minutes – August 27, 2018

B. Approval of Subvention Request to California Air Resources Board FY 18-19

IV. Administrative Report

A. Discussion and Adoption of the AB2766 DMV Surcharge Proposals for 2018/2019

B. Request for Extension for Plumas County Public Works AB2766 Project for Bus Shelters

V. Director's Report

A. Status on Portola PM2.5 Nonattainment Area

B. Woodsmoke Reduction Program - Status

C. Status of Carl Moyer Grant Applicants

VI. 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.

VII. Schedule next Meeting – October 22, 2018 – Videoconference/Telephone

VIII. 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: September 24, 2018

Agenda Item: III.A

Agenda Description: Approval of regular meeting minutes – August 27, 2018

Issues:

The Minutes are attached for Board review/comment/approval.

Requested Action:

1. Approve the Regular meeting minutes from August 27, 2018

Roll Call Vote Requested

Attachments:

1. Regular meeting minutes from August 27, 2018

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 REGULAR MEETING**

August 27, 2018

1:00 p.m.

(Site A) VIDEOCONFERENCE/TELEPHONE CONFERENCE

Northern Sierra Air Quality Management District (Headquarters)

200 Litton Drive, Conference Room 316

Grass Valley, California

(Site B) VIDEOCONFERENCE/TELEPHONE CONFERENCE

Northern Sierra Air Quality Management District (Northern Office)

257 E. Sierra Street, Unit E

Portola, California

(Site C) TELEPHONE CONFERENCE

10879A Donner Pass Road, CONFERENCE ROOM

Truckee, California

Members Present:

**Supervisor Adams (alternate)
Supervisor Huebner
Supervisor Sanchez
Supervisor Thrall
Supervisor Scofield
Supervisor Anderson**

Members Absent:

Supervisor Roen

I. Standing Orders:

Call to Order. Roll Call and Determination of Quorum.

Chair Sanchez called the meeting to order at 1:01 P.M. A quorum was confirmed. Gretchen Bennett, APCO; Julie Ruiz, APCSII, Tim Beals, Public Works Director of Sierra County were also in attendance.

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 Sanchez called for public comment. There was no public present.

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

A. Approval of regular meeting minutes – June 26, 2018

There was a motion to approve the consent calendar by Supervisor Anderson. Supervisor Thrall seconded the motion. The motion was approved unanimously with a roll call vote.

IV. Administrative Report

A. Proposed Adoption of the FY 2018-2019 Capital and Operating Budget

There was a motion to approve the budget by Supervisor Scofield. Supervisor Huebner seconded the motion. The motion was unanimously approved by a roll call vote.

B. Ratify two separate Amendments to the Agreement between the California Air Resources Board and the District for additional Wood Smoke Reduction Program (woodstove changeout) Funding (\$67,500) and (\$45,000).

There was a motion to approve and ratify the amendments by Supervisor Thrall. Supervisor Scofield seconded the motion. The motion was approved unanimously by a roll call vote.

C. Ratify Increased Nox Remediation Measure grant agreement between the California Air Resources Board and the District (from \$35,106 to \$70,706).

There was a motion to approve and ratify the agreement by Supervisor Scofield. Supervisor Huebner seconded the motion. The motion was approved unanimously by a roll call vote.

D. Ratify Carl Moyer Contract CMP 2018-02 between Pasquetti Livestock and Northern Sierra Air Quality Management District for \$46,016.43 to replace a tractor.

There was a motion to approve and ratify the agreement by Supervisor Huebner. Supervisor Adams seconded the motion. The motion was approved unanimously by a roll call vote.

E. Ratify Carl Moyer Contract CMP 2018-03 between Ace Welding and Northern Sierra Air Quality Management District for \$8,312.50 to replace a welder

There was a motion to approve and ratify the agreement by Supervisor Anderson. Supervisor Huebner seconded the motion. The motion was approved unanimously by a roll call vote.

F. Proposed Position Description for Accounting Technician/Administrative Assistant

There was a discussion about the cost analysis for the new position. Ms. Bennitt provided a spreadsheet to the Board which demonstrated the cost for the position and it also demonstrated that it was affordable under the budget.

There was a motion to approve and post the position of Accounting Technician/Administrative Assistant by Supervisor Scofield. Supervisor Huebner seconded the motion. The motion was approved unanimously by a roll call vote.

- G. FY 2017-2018 End of Year Report and Proposed Final Budget Amendments to FY 2017-2018**
Ms. Bennitt discussed the report and budget amendments. Supervisor Adams recommended that in the future, if needed, a budget amendment should be reviewed and approved by the Board if there are substantive changes to the Budget throughout the year and not just at the end of the year.

There was a motion to approve the end of year report and the final budget amendments by Supervisor Scofield. Supervisor Adams seconded the motion. The motion was approved unanimously by a roll call vote.

- H. Transportation Subsidy of Green Waste to American Renewal Products – Proposed Pilot Program**

Ms. Bennitt discussed that the Northern Sierra Air Quality Management District (District) has been granted a one-time grant of \$20,183 from the State of California Air Resources Board to provide an alternative to the open burning of green waste.

The District's program, as part of the Community Air Protection Program, is a Pilot Program to Provide Subsidies to haulers to transport green waste to the biomass facility in Loyalton, American Renewable Products.

The Board provided input to the staff and requested that this be brought back to the Board for further discussion. There was no Board Action.

V. Director's Report

A. Status on Portola PM2.5 Nonattainment Area

Julie Ruiz updated the Board on the woodstove changeout statistics.

Sam Longmire, Air Pollution Control Specialist III entered the meeting at the Grass Valley site at 2:15 p.m.

B. Woodsmoke Reduction Program

Sam Longmire reported the statistics of the wood smoke reduction program to the Board.

C. Status of Carl Moyer Grant Applicants

Ms. Bennitt reported and presented a table of the current Carl Moyer applicants.

VI. 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.

VII. Schedule next Meeting – September 24, 2018 – Videoconference/Telephone

VIII. Adjournment

The meeting was adjourned at 2:20 P.M.

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: September 24, 2018

Agenda Item: III.B

Agenda Description: Approval of Subvention Request to CARB for FY 2018/2019

Issues: The District has been informed by the California Air Resources Board that Subvention Funding similar to the FY 2017-2018 amounts are available. The District has applied for a total amount of \$140,543 Subvention.

Requested Action:

1. Approve the FY 2018-2019 Subvention Request

ROLL CALL VOTE REQUESTED

Attachments:

1. Fiscal Year 2018-2019 Application for Subvention Funds
2. Fiscal Year 2017-2018 Year-End Financial Report

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

September 11, 2018

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

Re: FY 2018-2019 Application for Subvention

To Whom it May Concern,

Enclosed please find the District's application for the FY 2018-2019 subvention funds and supplemental funds. Also, the District has included the Year End Financial Report for FY 2017-2018. The District has included its Final Adopted Budget for FY 2018-2019.

Please feel free to call me at (530) 274-9360 X 102 if you have any questions or comments.

Sincerely,



Gretchen Bennett,
Air Pollution Control Officer

Enclosures:

FY 2018-2019 Subvention Application
FY 2018-2019 Supplemental Application
FY 2017-2018 Year End Financial Report
FY 2018-2019 Capital and Operating Budget

Air Resources Board

Form

Subvention Program

SP-1

2018/2019 Subvention Application

APPLICANT DISTRICT:

District Name: Northern Sierra Air District
 Street Address: 200 Litton Dr, Suite 320
 City: Grass Valley
 Contact Person: Gretchen Bennitt

Zip: 95945
 Phone: 536 274 9360

Type of Subvention: Coordinated Special
 Rural Non-Rural

Expenditures

| | | |
|---|--|--------------|
| 1 | Salaries and Benefits | 583,847.00 |
| 2 | Operating Expenses | 1,541,691.00 |
| 3 | Fixed Assets | 23,053.00 |
| 4 | Total Expenditures (Total of Lines 1 thru 3) | 2,148,591.00 |

Revenue (Local Matching Funds)

| | | |
|----|--|--------------|
| 5 | County Contributions | 58,565.00 |
| 6 | Fees | 746,100.00 |
| 7 | Fines | 12,500.00 |
| 8 | Interest Earned | 5,000.00 |
| 9 | Other (Non-Grants): (Specify) - | 802,119.00 |
| 10 | Total Local Matching Funds (Total of lines 5 thru 9) | 1,624,284.00 |

State Subvention Funds

| | | |
|----|--|------------|
| 11 | State Subvention Funds (Refer to Subvention Funds Worksheet Form SP-2) | 103,200.00 |
| 12 | State Supplemental Funds (Refer to Supplemental Funds Request form SP-3) | 37,343.00 |
| 13 | Total State Subvention Funds (Total of lines 11 thru 12) | 140,543.00 |

Local Non-Matching Funds

| | | |
|----|---|--------------|
| 14 | ARB Contracts | 0.00 |
| 15 | Federal Grants/Contract | 113,565.00 |
| 16 | Other: (Specify) cm, perp, wrp, ab197, ab923 | 269,642.00 |
| 17 | Total Local Non-Matching Funds (add lines 14 thru 16) | 383,207.00 |
| 18 | Total Subvention Program Revenue (Total of Lines 10 & 13) | 1,764,827.00 |

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

Yes No

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

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

DISTRICT AUTHORIZATION

Print (Name) Gretchen Bennitt

Signature: *Gretchen Bennitt*

Title: APCO

Date: 09/10/2018

Air Resources Board

Form

Subvention Program

SP-2

2018/2019 Subvention Funds Worksheet

APPLICANT DISTRICT:

District Name: Northern Sierra Air District
 Street Address: 200 Litton Dr, Suite 320
 City: Grass Valley Zip: 95945
 Contact Person: Gretchen Bennitt Phone: 536 274 9360

COORDINATED BASE SUBVENTION

Non-Rural

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

Rural

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

A. Coordinated Base Subvention:

| | | |
|-------------------------------|-----------------------|------------------|
| (Enter) District Population - | <u>121,186</u> X 0.23 | <u>27,872.78</u> |
|-------------------------------|-----------------------|------------------|

OR


| | |
|--|-------------------|
| B. Enter - \$34,400 (rural districts) | <u>103,200.00</u> |
|--|-------------------|

| | |
|--|-------------------|
| C. Enter the greater amount (Between A & B) | <u>103,200.00</u> |
|--|-------------------|

3. SUPPLEMENTAL SUBVENTION

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

DISTRICT AUTHORIZATION

Print (Name) Gretchen Bennitt
 Signature: 
 Title: APCO
 Date: 09/10/2018

**Air Resources Board
Subvention Program**

Form

SP-2 Special Districts

2018 / 2019 Subvention Program: Subvention Funds Worksheet

SPECIAL SUBVENTION - Only

Lake / El Dorado / Placer

APPLICANT DISTRICT:

| | | | |
|-----------------|-------------------------------------|--------|---------------------|
| District Name: | <u>Northern Sierra Air District</u> | | |
| Street Address: | <u>200 Litton Dr, Suite 320</u> | | |
| City: | <u>Grass Valley</u> | Zip: | <u>95945</u> |
| Contact Person: | <u>Gretchen Bennitt</u> | Phone: | <u>536 274 9360</u> |

Pursuant to Health and Safety Code Section 39804, a special subvention may be granted to a district participating in a coordinated basinwide program and lying in an air basin whose population is less than 98,000.0 For multi-district basins, the basin special subvention and match requirements are pro-rated to the individuals districts based on their share of the basin population.

State Special Subvention for Air Basin (\$45,000):

Note: If multi-district basin, amount is pro-rated by district share of basinwide population

Local Match for Air Basin:

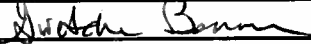
| | | |
|---|--------|-------|
| (1) (Enter) District Population - _____ | X 0.23 | _____ |
| | OR | 0.00 |
| (2) Enter - \$34,400 (rural districts), if amount greater than (1) | | _____ |
| (3) Enter the greater amount (Between 1 & 2) | | _____ |
| (4) State Special Subvention for Air Basin (\$45,000): | | _____ |
| Note: If multi-district, amount is pro-rated by district share of basinwide population | | |
| (5) Add Lines 3 and 4 - Total (auto) | | _____ |
| | | 0.00 |

3. SUPPLEMENTAL SUBVENTION

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

DISTRICT AUTHORIZATION

Print (Name) Gretchen Bennitt

Signature: 

Title: APCO

Date: 09/11/2018

Air Resources Board

Form

Subvention Program

SP-3

2018 / 2019 Supplemental Funds Request

APPLICANT DISTRICT:

District Name: Northern Sierra Air District
 Street Address: 200 Litton Dr, Suite 320
 City: Grass Valley
 Contact Person: Gretchen Bennitt

Zip: 95945
 Phone: 536 274 9360

Proposed use of Supplemental Funds for Subvention Year: 2018/2019

| Item / Activity | Time Frame for Purchasing or Completing Activity | Amount |
|---|--|-----------|
| Program Planning: 1. CEQA for 3 counties 2. federal nonattainment plans for 2 nonattainment areas 3. California Clean Air Act requirements | | 37,343.00 |
| 4. response to smoke complaints 5. smoke management 6. public education | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Total Supplemental Funds Requested 37,343.00

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

District Authorization



 Signature

7-11-18

 Date

Type Title and Name Gretchen Bennitt, APCO

Air Resources Board

Form

2018 / 2019 Subvention Program: Year-End Financial Report

SP-4

APPLICANT DISTRICT:

Northern Sierra Air District

Street Address: 200 Litton Dr, Suite 320

City: Grass Valley

Zip: 95945

Contact Person: Gretchen Bennitt

Phone: 536 274 9360

REPORT OF ACTUAL EXPENDITURES & REVENUE FOR SUBVENTION YEAR 2017-2018

Actual Expenditures

| | | |
|---|--|---------------------|
| 1 | Salaries and Benefits | 532,813.00 |
| 2 | Operating Expenses | 978,732.00 |
| 3 | Fixed Assets | 12,650.00 |
| 4 | Total Expenditures (Lines 1 thru 3) | 1,524,195.00 |

Actual Revenue

Local Matching Funds

| | | |
|---|----------------------|-----------|
| 5 | County Contributions | 60,335.00 |
|---|----------------------|-----------|

Fees

| | | |
|----|---|-------------------|
| a | Operating Permits | 59,200.00 |
| b | Variance / Hearing Board | 650.00 |
| c | Engineering (Permits A to C) | 55,158.00 |
| d | Motor Vehicle Registration Surcharge | 530,641.00 |
| e | Toxic Hot Spots | 0.00 |
| f | Source Test | 1,857.00 |
| g | Vapor Recovery | 20,603.00 |
| h | Clear Air Act | 0.00 |
| i | Asbestos | 0.00 |
| j | Clean Fuels | 0.00 |
| k | Ag Burning | 18,759.00 |
| l | Trip Reduction | 0.00 |
| m | <i>Others Fee (Please enter info on form 4a)</i> | 76,398.00 |
| n | Carryover Fees from Prior Fiscal Years | 0.00 |
| 6 | Total Fees | 763,266.00 |
| 7 | Fines | 64,775.00 |
| 8 | Interest Earned | 24,323.00 |
| 9 | Other (Non-Grants): (Describe) refunds, PERS, Sales, Rules | 4,521.00 |
| 10 | Total Local matching Funds (add lines 5,6,7,8 & 9) | 917,220.00 |

Total Subvention revenue received from ARB

| | | |
|----|---|-------------------|
| 11 | State Subvention Fund Coordinated Base and Special Subvention Award (Refer to Award Letter) | 141,117.00 |
| 12 | Total State Subvention Funds | 141,117.00 |

Local Non-Matching Funds

| | | |
|----|---|---------------------|
| 13 | ARB Contracts | 0.00 |
| 14 | Carl Moyer Program | 57,228.00 |
| 15 | Perp Inspections | |
| 16 | Federal Grants / Contract | 79,500.00 |
| 17 | Other (FEDERAL) (Specify) | |
| 18 | Total Local Non-Matching Funds (lines 13 thru 17) | 136,728.00 |
| 19 | Total Subvention Program Revenue (lines 10 and 12) | 1,058,337.00 |
| 20 | Total Unspent or Unencumbered State Subvention Funds** | 0.00 |

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

Air Resources Board
2018 / 2019 Subvention Program: Year-End Financial Report

Form
SP-4

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

District Authorization


Signature

9-11-18
Date

Typed Name, Title

Gretchen Bennitt, APCO

**Air Resources Board
Subvention Program
2018/2019 Year-End Financial Report**

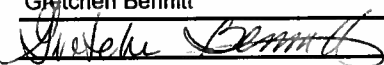
Form
SP-4a

APPLICANT DISTRICT: Northern Sierra Air District
Street Address: 200 Litton Dr, Suite 320
City: Grass Valley **Zip:** 95945
Contact Person: Gretchen Bennitt **Phone:** 536 274 9360

Line M - Other Fees

| Number | Please specify | Amount |
|--------------|------------------|---------------------|
| 1 | stove inspection | 865.00 |
| 2 | fire dept | 200.00 |
| 3 | cm admin fee | 25,000.00 |
| 4 | AB923 admin | 2,761.00 |
| 5 | EPA target admin | 47,572.00 |
| 6 | | |
| 7 | | |
| 8 | | |
| 9 | | |
| 10 | | |
| 11 | | |
| 12 | | |
| 13 | | |
| 14 | | |
| 15 | | |
| 16 | | |
| 17 | | |
| 18 | | |
| 19 | | |
| 20 | | |
| 21 | | |
| 22 | | |
| 23 | | |
| 24 | | |
| 25 | | |
| Total | | \$ 76,398.00 |

DISTRICT AUTHORIZATION

Print (Name): Gretchen Bennitt
Signature: 
Title: APCO
Date: 09/11/2018

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

Operating Budget vs Actuals
Period End June 30, 2018

| Resource Report | Period End 06/30/18 |
|--|------------------------|
| Operating (6774) End Balance, June 30, 2018 | \$ 802,055 |
| Operating (Payroll) End Balance, June 30, 2018 | \$ 106,071 |
| Operating (GovPay) End Balance, June 30, 2018 | \$ 34,734 |
| Operating End Balance, June 30, 2018 | \$ 942,859 |

| Revenue | | | | | |
|------------|---|--------------------------|---------------------|-----------------|------------------------|
| Account # | Description | Budgeted FY 2017-2018 | Budget Amendment | Final Budget | Actuals to 06/30/18 |
| 401-100-02 | Fees, Permit to Operate | 34,000 | | 34,000 | 59,200 |
| 401-100-04 | Fees, Vapor Recovery | 19,000 | | 19,000 | 20,603 |
| 401-100-05 | Fees, Variance Application | 500 | | 500 | 650 |
| 401-100-06 | Fees, Source Test | 2,000 | | 2,000 | 1,857 |
| 401-100-07 | Fees, Prescribed Burning | 18,000 | | 18,000 | 18,759 |
| 401-100-10 | Fees, Title V, Fed Op Permit | 65,000 | | 65,000 | 55,158 |
| 401-100-13 | Fees, Fire Dept Response | 1,500 | | 1,500 | 200 |
| 401-100-08 | Fees, Woodstove Inspections Quincy | 1,500 | | 1,500 | 865 |
| 405-100-01 | Penalties, Permitted Source | 10,000 | | 10,000 | 63,475 |
| 405-100-02 | Penalties, Open Burning | 2,500 | | 2,500 | 1,300 |
| 420-100-01 | Gov't Funding, State Subvention | 137,600 | | 137,600 | 137,600 |
| 420-100-02 | Gov't Funding, Subvention Supplemental | 3,500 | | 3,500 | 3,517 |
| 420-100-03 | Gov't Funding, County Contrib | 60,335 | | 60,335 | 60,335 |
| 420-100-07 | Gov't Funding, PERP Pass-Thru | 18,000 | | 18,000 | 21,790 |
| 420-100-04 | Gov't Funding, EPA Monitoring (PM2.5) | 59,500 | | 59,500 | 59,500 |
| 420-100-06 | Gov't Funding, EPA Special 103 grant | 28,430 | | 28,430 | - |
| 420-100-88 | Gov't Funding, AB 923 Operating AB 923, Admin Fee | 3,125 | | 3,125 | 2,761 |
| 420-100-99 | Govt. Funding, AB 2766 DMV Fees | 320,000 | | 320,000 | 328,599 |
| 420-100-10 | Gov't Funding, EPA Monitoring Supplemental | - | | - | 20,000 |
| 420-100-11 | Govt. Funding, EPA Target. Admin Fee | 55,000 | | 55,000 | 47,572 |
| 420-100-05 | Carl Moyer, Admin Fee | 25,000 | | 25,000 | 25,000 |
| 421-100-16 | Other Income, Sale of Asset | - | | - | - |
| 421-100-17 | Other Income, Rules, Copies, Subscr. | 100 | | 100 | 19 |
| 421-100-18 | Miscellaneous refunds, miscellaneous | - | | - | 717 |
| 421-100-21 | PERS Employee Paid Contribution | 1,500 | | 1,500 | 3,785 |
| 421-100-50 | Other Income, Interest | 5,000 | | 5,000 | 24,323 |
| | | \$ 871,090 | \$ - | \$ 871,090 | \$ 957,585 |

| Expenditures | | | | | |
|--------------------------------------|--|--------------------------|---------------------|-----------------|------------------------|
| Salaries and Benefits (Object Level) | | | | | |
| Account # | Description | Budgeted FY 2017-2018 | Budget Amendment | Final Budget | Actuals to 06/30/18 |
| 501-100-00 | Permanent Salaries | 387,798 | (36,500) | 351,298 | 348,849 |
| 502-100-00 | Overtime | 1,000 | | 1,000 | 1 |
| 504-100-01 | Part-Time Employees - Adecco Services | 25,000 | | 25,000 | 10,271 |
| 510-100-02 | Medicare | 5,500 | | 5,500 | 4,890 |
| 510-100-11 | Ca State Unemployment | 2,000 | | 2,000 | 448 |
| 510-100-04 | Workers' Comp Insurance | 6,000 | | 6,000 | 5,235 |
| 510-100-05 | PERS Retirement | 57,319 | | 57,319 | 60,173 |
| 510-100-12 | PERS Unfunded Accrued Liability | 51,812 | | 51,812 | 58,322 |
| 510-100-10 | PERS Employee Paid Contribution | (3,300) | | (3,300) | (859) |
| 510-100-13 | PERS Health Insurance, Retired Employees | 28,800 | | 28,800 | 21,508 |
| 510-100-06 | PERS Health Insurance | 36,000 | | 36,000 | 23,052 |
| 510-100-08 | PERS Health Employee Portion | (8,000) | | (8,000) | (3,842) |
| 510-100-07 | Dental/Vision Care | 6,250 | | 6,250 | 4,765 |
| | | \$ 596,179 | \$ (36,500) | \$ 559,679 | \$ 532,813 |

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NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

Operating Budget vs Actuals
Period End June 30, 2018

| Expenditures | | Services and Supplies (Object Level) | | | |
|--------------|--|--------------------------------------|------------------|--------------|---------------------|
| Account # | Description | Budgeted FY 2017-2018 | Budget Amendment | Final Budget | Actuals to 06/30/18 |
| 520-100-01 | Communications | 15,000 | 2,500 | 17,500 | 17,291 |
| 520-100-03 | Information Technology (IT) | 10,000 | | 10,000 | 6,526 |
| 520-100-04 | PM Monitoring Expenses (Supplies and Lab Rent) | 15,000 | | 15,000 | 10,354 |
| 521-100-01 | Maintenance: Office Equipment | 500 | | 500 | 387 |
| 521-100-02 | Maintenance: Vehicles | 3,000 | | 3,000 | 1,536 |
| 522-100-01 | Rent, Structures | 32,040 | 8,000 | 40,040 | 38,662 |
| 522-100-02 | Utilities, District Offices | 3,500 | | 3,500 | 4,084 |
| 523-100-01 | Office Supplies | 6,000 | | 6,000 | 6,649 |
| 523-100-02 | References, Subscriptions | 450 | | 450 | 163 |
| 523-100-03 | Postage, Shipping | 1,200 | | 1,200 | 1,174 |
| 524-100-00 | Memberships | 3,000 | | 3,000 | 3,258 |
| 525-100-01 | Prof Services: Legal | 6,000 | | 6,000 | 1,363 |
| 525-100-03 | Prof Services: Accounting Services (ADP/Payroll, Accountants, Financial A) | 18,000 | 22,500 | 40,500 | 39,887 |
| 525-100-04 | Prof. Services: County Auditor/GASB 45/CalPers GASB 6 | 4,000 | | 4,000 | 2,742 |
| 525-100-05 | Prof Services: Board | 5,000 | | 5,000 | 4,100 |
| 528-100-00 | Liability Insurance | 8,000 | | 8,000 | 95 |
| 529-100-00 | Legal Notices, Public | 500 | | 500 | 1,414 |
| 535-100-01 | Training, Tuition | 1,500 | | 1,500 | 772 |
| 535-100-02 | Travel | 3,000 | 3,000 | 6,000 | 5,970 |
| 535-100-03 | Gasoline | 5,000 | | 5,000 | 4,113 |
| 555-100-97 | Miscellaneous | 1,000 | | 1,000 | |
| 535-100-04 | Private car mileage | 500 | | 500 | 1,359 |
| | | \$ 142,190 | \$ 36,000 | \$ 178,190 | \$ 151,898 |

| Expenditures | | Pass-thru Funds / Internal Programs / Contributions to Other Agencies (Object Level) | | | |
|--------------|----------------------------------|--|------------------|--------------|---------------------|
| Account # | Description | Budgeted FY 2017-2018 | Budget Amendment | Final Budget | Actuals to 06/30/18 |
| 540-100-01 | Air Monitoring Program | | 500 | 500 | 226 |
| 540-100-02 | Alternate Commute Program | 750 | | 750 | |
| 540-100-05 | Public Education Program | 5,000 | | 5,000 | 100 |
| 545-100-01 | ARB: AB 2588 Fees | 770 | | 770 | 140 |
| 545-100-06 | Fire Dept Response Reimbursement | 1,500 | | 1,500 | |
| | | \$ 8,020 | \$ 500 | \$ 8,520 | \$ 466 |

| Expenditures | | Fixed Asset Purchases (Object Level) | | | |
|--------------|--|--------------------------------------|------------------|--------------|---------------------|
| Account # | Description | Budgeted FY 2017-2018 | Budget Amendment | Final Budget | Actuals to 06/30/18 |
| 560-100-01 | Office Equipment (2 computers@3,000 and server@6,500) | 6,000 | | 6,000 | |
| 560-100-05 | EPA Special 103 Grant | 28,430 | (28,430) | - | |
| 560-100-06 | EPA Supplemental -- website upgrade, video cam, BAM ta | - | 20,000 | 20,000 | 12,650 |
| 560-100-04 | Vehicle | - | - | - | |
| 560-100-02 | Field Equipment (fixed assets - over \$1,000) | 1,000 | - | 1,000 | |
| | | \$ 35,430 | \$ (8,430) | \$ 27,000 | \$ 12,650 |

| Expenditures | Budgeted FY | Budget Amendment | Final Budget | Actuals to 06/30/18 |
|--|-------------|------------------|--------------|---------------------|
| Salaries & Benefits Object Level | 596,179 | (36,500) | 559,679 | 532,813 |
| Services & Supplies Object Level | 142,190 | 36,000 | 178,190 | 151,898 |
| Contributions to Other Agencies Object Level | 8,020 | 500 | 8,520 | 466 |
| Fixed Asset Purchases Object Level | 35,430 | (8,430) | 27,000 | 12,650 |
| | \$ 781,819 | \$ (8,430) | \$ 773,389 | \$ 697,827 |

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NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

Restricted Budget vs Actuals
Period End June 30, 2018

| | |
|--|--|
| Restricted Budget | |
| Restricted Cash Balance as of June 30, 2018 \$ 1,074,318 | |

| Restricted Budget, Revenue | | | |
|--|--|------------------------|---------------------|
| Account # | Description | Budget FY 2017-2018 | Actuals 06/30/18 |
| 420-200-01 | Govt. Funding, AB 2766 DMV Fees (60% for District Admin) | 208,000 | 202,042 |
| 420-200-05 | Govt Funding, AB923 (6.25% for district admin) | 46,875 | 56,728 |
| 420-200-18 | Govt. Funding, Carl Moyer HD Diesel (12.5% for district admin) | 175,000 | 175,000 |
| 420-200-91 | Govt. Funding, EPA Target Grant for Portola | 398,400 | 214,437 |
| 20-4535 | Woodsmoke reduction Program | | 225,000 |
| 421-200-50 | Other Income, Interest, Restricted Carl Moyer | 4,299 | 500 |
| Restricted Budget, Revenue Total: | | \$832,574 | \$873,706 |

| Restricted Budget, Expenditures | | | |
|--|---|------------------------|---------------------|
| Account # | Description | Budget FY 2017-2018 | Actuals 06/30/18 |
| 580-200-65 | NSAQMD (2015-01, 7,000) | 470 | 461 |
| 580-200-52 | Nevada County Library, (AB2016-02, \$20,600) | 20,600 | 9,775 |
| 580-200-54 | Hansen Bros. Enterprises (AB20) 6-03, \$35,700) | 35,700 | 35,700 |
| 580-200-55 | Tahoe-Truckee Unified School District (AB2016-04, \$38,844) | 38,844 | - |
| 580-200-51 | Superior Court of California (AB2016-05, \$40,000) | 40,000 | 40,000 |
| 580-200-63 | Town of Truckee (AB2016-06, \$60,787) | 60,787 | 60,787 |
| 580-200-76 | Incorporated Senior Citizens of Sierra County (2016-01, \$5,670) | 5,670 | 2,057 |
| 580-200-10 | NevCo Library, Chicago Park Kiosk (AB2014-09, \$33,455) | 21,207 | 17,847 |
| 580-200-69 | NevCo CDA & IGS (AB2015-02, 45,000) | 2,250 | - |
| 580-200-67 | Nevada County Public Works (AB2015-04, 30,000) | 30,000 | 1,500 |
| 580-200-07 | Nevada County Library (AB2015-05, 25,000) | 25,000 | 25,000 |
| 580-200-71 | Nevada County Library (Ab2015-06, 15,500) | 1,566 | 11,453 |
| 580-200-93 | Portola PM Mitigation(AB2015-08, 33,211 plus 5499 transferred from 588-200-93 | 27,723 | 2,739 |
| 580-200-66 | Incorporated Senior Citizens of Sierra County (AB-2015-07,\$5,240; 309,999) | 182 | - |
| 580-200-73 | Portola MOU (AB-2016-08) | 29,034 | 2,102 |
| 580-200-00 | AB2766 Planned Expenditure of all counties (FY1718) | 225,895 | 109,928 |
| | Tahoe Truckee Unified (AB2017-03, NC, \$66,320) | | |
| | Ace Welding Inc. (AB2017-04, NC, 30,000) | | |
| | Inc. Senior Citizen (AB2017-01, Sierra County, \$5,853) | | |
| 580-200-32 | Carl Moyer | 179,584 | 179,761 |
| 580-200-30 | TIMBER | 24,531 | 24,720 |
| 580-200-56 | AB 923 | 168,580 | |
| 580-200-91 | EPA Target Grant for Portola | 398,400 | 214,437 |
| 581-200-01 | H&S Mitigation | - | 84,600 |
| 588-200-39 | Portola Woodstove Mitigation | - | 3,500 |
| Total Expenditures | | 1,336,023 | \$ 826,368 |

DISTRICT HEADQUARTERS

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**FISCAL YEAR 2018/2019
CAPITAL BUDGET
Final**

August 27, 2018

EXECUTIVE SUMMARY

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

RESTRICTED GRANTS BUDGET

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

AB2766 Grant Programs

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

Project proponents go through a sometimes competitive process to request full or partial sponsorship for projects which reduce vehicle emissions. \$219,134 of AB2766 funding is slated for approval to be used during Fiscal Year 2018/2019 for projects throughout all three counties. Final grant approvals will be made in September or October 2018. After the Board allocates funds for individual AB projects, any funds which are not allocated to a project go into each county's AB 2766 total allocation account as carryover. These amounts will be added back in to each county's AB allocation in time for the following year's Board approval of projects.

In addition to the FY 2018/2019 AB projects, there is \$208,399 expected to be expended for various encumbered projects. These funds are earmarked in the Restricted Grants Fund Balance.

In 2016, the Board allocated 33,211 of AB2766 funds to Account # 580-200-93 (Portola PM Mitigation). Additionally, during FY 2017-2018, the Board approved a transfer of the remaining \$5,499 from Account # 588-200-39 (Portola Woodstove Mitigation) to Account # 580-200-93 to be utilized in a woodstove changeout program in the Portola area.

AB923 DMV Surcharge Fees and Programs

AB923 is only implemented in Plumas County. This funding comes from a DMV surcharge fee of \$2 per each vehicle registered in the county. The District receives 6.25% as an administrative fee. This year, the District expects to receive approximately \$50,000, \$3,125 is utilized for administrative funding. This funding is to be utilized for replacing old diesel school buses per the state's Lower Emission School Bus program or for reducing heavy duty diesel emissions, similar to the Carl Moyer program. Recently the state has approved that this funding can also be utilized for infrastructure for alternatively fueled, low emission school busses. The current fund balance of AB923 funding is \$170,800 providing an expected total of \$220,800 available for expenditure during FY 2018/2019.

Carl Moyer Heavy Duty Diesel Emission Reduction Program

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

For fiscal year 2018/2019, the District expects to receive revenue of Carl Moyer funding of \$200,000. The District receives 12.5% administrative fee, leaving \$175,000 for the grant program and \$25,000 administrative fee which is revenue for the internal operating budget. The current fund balance amount of Carl Moyer funding is \$223. An estimate of \$1,000 is expected to be earned on the interest, which goes back into the program. This provides a total \$176,223 available for expenditure during FY 2018/2019.

EPA's Targeted Air Shed Grant

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

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

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

This will be a five year program (2016-2021) based upon a reimbursement basis from EPA. Estimates were based upon how much would be spent and reimbursed for each of the five years. The amount of \$1,992,000 for woodstove replacements in the nonattainment area is not to be exceeded over five years. The district estimates that approximately \$398,400 per year will be expended to replace stoves in the nonattainment area. Additionally, the District has been awarded up to \$259,136 for administrative use over the five year period. The District estimates approximately \$55,000 per year will be reimbursed for administrative uses annually.

H&S Woodstove Mitigation Fund

EPA had a settlement with H&S which required H&S to pay a local air district \$400,000 to be used for a woodstove changeout program in a federal nonattainment area. EPA referred H&S to Northern Sierra Air District. An agreement was approved and ratified by the Air District Board during a March 2016 Board meeting. The District had a one-time revenue of \$360,000 deposited into the District's restricted account. Additionally, the District received a one-time revenue of \$40,000 to be deposited into the District's operating budget during FY 2015/2016. Although the district received the funds during FY 15/16, the expenditure of the \$360,000 of funds will occur during FY 17/18. Currently there is 180,773 remaining in this account, or enough to supplement the change out of approximately 200 stoves.

Woodsmoke Reduction Program

The Woodsmoke Reduction Program (Program) is part of California Climate Investments, a statewide program that puts cap-and-trade dollars to work reducing greenhouse gas emissions, strengthening the economy, and improving public health and the environment- particularly in disadvantaged communities. Assembly Bill 1613 committed \$5,000,000 in funding for replacing uncertified, inefficient wood burning devices with cleaner burning and more efficient devices. Statute establishes investment minimums for disadvantaged and low-income communities and low-income households. The Program is designed to help households replace an uncertified wood stove or insert used as the primary source of heat with a cleaner burning and more efficient device. The California Air Resources Board (CARB) developed Program Guidelines for the implementation of the Program. The Program, implemented by CARB, will be administered by the California Air Pollution Control Officers Association (CAPCOA) in coordination with local air quality management districts. The Northern Sierra Air Quality Management District (District) will administer Program projects located in Plumas, Sierra and Nevada County. The District has \$292,500 to administer this program and approximately \$1,000 is expected in interest. The interest is to be added to the program expenditures. The District is allowed up to 10% in admin costs, or approximately \$29,250.

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

**Restricted Budget
Fiscal Year 2018 - 2019**

| Restricted Budget, Fund Balance | | | |
|---|---|------------------|------------------|
| Account # | Description | FY 2017-2018 | FY 2018-2019 |
| 20-3901 | Restricted Funds, AB2766 Encumbered | 309,999 | 208,399 |
| 20-3902 | Planned Expenditures, AB2766 Total Allocation - Nevada County | 183,705 | 178,195 |
| 20-3903 | Planned Expenditures, AB2766 Total Allocation - Plumas County | 36,337 | 35,267 |
| 20-3904 | Planned Expenditures, AB2766 Total Allocation - Sierra County | 5,853 | 5,672 |
| 20-3906 | Planned Expenditures, Carl Moyer | 4,584 | 223 |
| 20-3908 | Planned Expenditures, AB923 | 121,705 | 170,800 |
| 20-3910 | Planned Expenditures, H&S Mitigation | - | 180,733 |
| Restricted Budget, Fund Balance Accounts Totals: | | \$662,183 | \$779,289 |

| Restricted Budget, Revenue | | | |
|--|--|------------------|--------------------|
| Account # | Description | FY 2017-2018 | FY 2018-2019 |
| 20-4500 | Govt. Funding, AB 2766 DMV Fees (60% for District Admin) | 208,000 | 240,000 |
| 20-4505 | Govt. Funding, AB923 (6.25% for district admin) | 46,875 | 50,000 |
| 20-4518 | Govt. Funding, Carl Moyer HD Diesel (12.5% for district admin) | 175,000 | 175,000 |
| 20-4535 | Govt. Funding, WRP (~10% for district admin) | | 292,500 |
| 20-4536 | WRP interest | | 1,000 |
| 20-4541 | Nox Reduction Measure (NRM) | 0 | 70,212 |
| 20-4538 | AB 617 | | 20,183 |
| 20-4539 | AB 617 interest | | 100 |
| 20-4529 | Govt. Funding, EPA Target Grant for Portola | 398,400 | 398,400 |
| 20-4600 | Other Income, Interest, Restricted (Carl Moyer) | 4,299 | 1,000 |
| Restricted Budget, Revenue Total: | | \$832,574 | \$1,248,395 |

| Restricted Budget, Expenditures | | | |
|--|--|------------------|---------------------|
| Account # | Description | FY 2017-2018 | FY 2018-2019 |
| 20-5420 | Nevada County Library, (AB2016-02, \$20,600) | 20,600 | 20,600 |
| 20 | Incorporated Senior Citizens of Sierra County (AB2017-01) | | 5,853 |
| 20-5427 | NevCo Library, Chicago Park Kiosk (AB2014-09, \$33,455) | 21,207 | 21,207 |
| 20- | Nevada County Superior Court (AB2017-05) | - | 47,835 |
| 20- | Town of Truckee (AB 2017-06) | | 40,000 |
| 20-5425 | Nevada County Library (AB2015-05, 25,000) | 25,000 | 25,000 |
| 20-5426 | Nevada County Library (AB2015-06, 15,500) | 11,566 | 11,566 |
| 20- | Plumas County Public Works (AB2017-02) | | 36,338 |
| 20-5440 | Portola PM Mitigation(AB2015-08, 33,211 plus 5499 transferred from 588-200-39) | 27,723 | 28,054 |
| 20-5442 | Portola MOU (AB2016-08) | 29,034 | 26,932 |
| 20-5401 | AB2766 Planned Expenditure of all counties (FY 18/19) | 225,895 | 219,134 |
| 20-5406 | Carl Moyer | 179,584 | 176,223 |
| 20-5409 | AB 923 | 168,580 | 220,800 |
| 20-5410 | EPA Target Grant for Portola | 398,400 | 398,400 |
| 20-5414 | WRP | | 292,500 |
| 20-5417 | Nox Reduction Measure (NRM) | | 70,212 |
| 20-5415 | AB617 | | 20,183 |
| 20-5413 | H&S Mitigation Fund | 135,000 | 180,000 |
| Restricted Budget, Expenditures Totals: | | 1,242,589 | \$ 1,840,837 |

OPERATING BUDGET

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

Operating Revenue

Overall, Revenues exceed Expenditures by \$172,367. There is an increase of \$38,587 of predicted revenue from last year's budget. The most significant increase in predicted revenue is predicted by an increase in vehicle registration fees, resulting in a \$40,000 increase in DMV fees. Additionally, a new, one-time funding source from AB197 (\$18,267) was committed to the District from the California Air Resources Board. Last, the Air District is implementing a Woodsmoke Reduction Program as part of California Climate Investments, a statewide program that puts cap and trade dollars to work reducing greenhouse gas emissions. The District is allowed up to 10% in administrative fees, or approximately \$29,250.

AB 2766 revenue is 39% of total operating revenue. This revenue is used internally for activities that are related to clean air planning and technical studies necessary to implement the California Clean Air Act, and these technical activities should be funded by AB 2766 funds proportionate to the relative contribution of mobile source emissions.

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

Operating Expenditures

There is an estimated increase of total expenditures from the previous fiscal year of \$28,571. The increase is primarily due to an increase of \$9,368 in the Salaries and Benefits object level. The District has also added the expense of paying for an accounting professional, estimated at \$15,000.

Fund Balance

The District has committed to adding \$50,000 annually to the District's Other Post-Employment Benefits (OPEB) account. This account will increase by \$50,000 annually as required by GASB45. GASB 45 determines the annual OPEB financial obligations based upon the current number of eligible employees and retirees. The net OPEB obligation at the end of the year 2017 was determined to be \$416,993. The District's financial auditor recommended, and the Board of Directors agreed, that the District expend at least \$50,000/annually and add it to the Fund Balance specific to account

until the obligation is fulfilled. The District plans to expend another \$50,000 during FY18/19, bringing the total OPEB amount to \$200,000. This expense of \$50,000 will be repeated annually until the District's annually determined OPEB obligation is met.

The District provides certain post-retirement healthcare benefits, as established by Board Policy, to eligible employees through a single-employer plan governed by the Public Employees' Medical & Hospital Care Act (PEMHCA) and administered by the District. Employees who retire from the District shall be eligible to be enrolled in a PERS-provided health insurance plan. If the retiree is enrolled in a PERS-provided health insurance plan, the District shall pay 100% of the first \$9,600 of the retiree's annual premium. Employees hired after July 1, 2014 shall still be eligible to be enrolled in a PERS-provided health insurance plan upon retirement, but the District shall pay 0% of the retiree's annual premium, upon retirement.

The District has two separate accounts to express health insurance expenditures. Account #10-5017 is for retired employees, and Account #10-5016 is for current employees. However, two current employees have elected not to utilize the PERS-provided health benefits plan. According to District Policy, in recognition of the subsequent cost savings to the District, the District will pay the employees 40% of the premium costs saved by the District, or \$3,840, whichever is less. Since there are two employees electing not to utilize the PERS provided plan, this total amount is \$7,680. This \$7,680 expenditure is not included in the Health Insurance expenditure, instead it is included in Account #10-5002 Permanent Salaries.

1. Equipment Replacements

\$4,000 will be expended to purchase office equipment such as two new computers. The District keeps a list of equipment and their respective depreciation rates.

2. Air Monitoring Program

The Air District receives \$59,500 from the Environmental Protection Agency for the continued operation of the District's Federal Reference Method (FRM) Network for particulate matter. The District will also continue to pay rent for its monitoring laboratory and purchase miscellaneous equipment to continue to run its existing air quality monitoring network. The District has \$18,053 from the EPA to spend on web cameras and monitoring upgrades at all the air monitoring sites.

3. Public Education

The District will utilize \$5,000 to fund its public education program for FY 2018-2019. This includes purchasing ads for emission reductions, incentive and grant programs.

Summary

Expected operating revenue exceeds expected operating expenditures by \$172,367. This includes the \$50,000 annual expenditure to the OPEB fund balance account. The funds received in previous years are encumbered in the District's fund balance accounts and will be utilized to demonstrate a balanced budget in the final summary, if needed. Although the preliminary budget demonstrates an overall increase to the District's Fund Balance by revenues exceeding operating expenditures by \$172,367, this is crucial to the continuance of the Air District's services. The Air District has experienced a steady decline in its fund balance in previous years to the point where it was almost imperative to employ drastic reductions in expenditures. This predicted increase in the fund balance will assist the District to continue its services in case of any unexpected decreases in revenue in the future.

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT
Final Operating Budget
Fiscal Year 2018 - 2019

| Resource Report | | |
|--|-------------|---------|
| | 06/30/18 \$ | 802,055 |
| <i>Difference between Cash Available and Fund Balance Accounts Total</i> | | 55 |

| Fund Balance Accounts | | | |
|--|---------------------------------------|----------------|----------------|
| <i>(Used to track earmarked or encumbered funds)</i> | | | |
| Account # | Description | FY | FY |
| | | 2017-2018 | 2018-2019 |
| 10-3901 | General Fund, Undesignated | - | |
| 10-3903 | Other Post-Employment Benefits | 150,000 | 200,000 |
| 10-3904 | Equipment Replacements / Depreciation | 102,000 | 154,000 |
| 10-3905 | Leave Liability | 52,000 | 55,000 |
| 10-3906 | Air Monitoring Program | 60,000 | 100,000 |
| 10-3907 | Public Education Program | 5,000 | 5,000 |
| 10-3908 | Contingency, Leashold Improvements | 59,000 | 75,000 |
| 10-3909 | Contingency, Emergency Funds | 118,000 | 113,000 |
| 10-3910 | Contingency, Litigation | 87,000 | 100,000 |
| Fund Balance Accounts Totals | | 633,000 | 802,000 |

| Revenue | | | |
|--------------------------|--|----------------|----------------|
| Account # | Description | FY | FY |
| | | 2017-2018 | 2018-2019 |
| 10-4002 | Fees, Permit to Operate | 34,000 | 30,000 |
| 10-4004 | Fees, Vapor Recovery | 19,000 | 20,000 |
| 10-4005 | Fees, Variance Application | 500 | 500 |
| 10-4006 | Fees, Source Test | 2,000 | 2,000 |
| 10-4007 | Fees, Prescribed Burning | 18,000 | 25,000 |
| 10-4008 | Fees, Woodstove Inspections | 1,500 | 2,000 |
| 10-4010 | Fees, Title V, Fed Op Permit | 65,000 | 65,000 |
| 10-4013 | Fees, Fire Dept Response | 1,500 | 1,500 |
| 10-4100 | Penalties, Permitted Source | 35,000 | 10,000 |
| 10-4101 | Penalties, Open Burning | 2,500 | 2,500 |
| 10-4201 | Gov't Funding, State Subvention | 137,600 | 137,600 |
| 10-4202 | Gov't Funding, Subvention Supplemental | 3,500 | 3,500 |
| 10-4203 | Gov't Funding, County Contribution | 58,565 | 58,565 |
| 10-4204 | Gov't Funding, EPA Monitoring | 59,500 | 59,500 |
| 10-4205 | Gov't Funding, EPA Monitoring Supplemental | 28,430 | - |
| 10-4206 | Gov't Funding, AB 2766 DMV Fees | 320,000 | 360,000 |
| 10-4207 | Gov't Funding, PERP Pass thru | 18,000 | 18,000 |
| 10-4208 | Gov't Funding, AB 923 Operating | 3,125 | 3,125 |
| 10-4209 | Gov't Funding, EPA Target, Admin Fee | 55,000 | 55,000 |
| 10-4211 | Gov't Funding, AB 197 | | 18,267 |
| 10-4215 | Carl Moyer, Admin Fee | 25,000 | 25,000 |
| 10-4220 | WRP, Admin Fee | - | 29,250 |
| 10-4303 | Other Income, Rules, Copies, Subscr. | 100 | 100 |
| 10-4310 | Other Income, Interest Earned | 5,000 | 5,000 |
| Revenue Total: \$ | | 892,820 | 931,407 |

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT
Final Operating Budget
Fiscal Year 2018 - 2019

| Expenditures | | Salaries and Benefits (Object Level) | |
|--|---|---|-------------------------|
| Account # | Description | FY 2017-2018 | FY 2018-2019 |
| 10-5002 | Permanent Salaries | 387,798 | 391,347 |
| 10-5003 | Overtime | 1,000 | 1,000 |
| 10-5011 | Medicare/FICA | 5,500 | 5,000 |
| 10-5013 | CA State Unemployment | 2,000 | 550 |
| 10-5015 | Workers' Comp Insurance | 6,000 | 7,100 |
| 10-5016 | PERS Health Insurance Active Employees | 28,000 | 28,800 |
| 10-5017 | PERS Health Insurance Retired Employees | 28,800 | 28,800 |
| 10-5019 | Dental/Vision Care | 6,250 | 6,250 |
| 10-5020/5023 | PERS Retirement (ER & EE Paid) | 57,319 | 62,000 |
| 10-5022/5024 | PERS Unfunded Accrued Liability | 51,812 | 53,000 |
| Salaries and Benefits Total: \$ | | 574,479 | 583,847 |

| Expenditures | | Services and Supplies (Object Level) | |
|--|---|---|-------------------------|
| Account # | Description | FY 2017-2018 | FY 2018-2019 |
| 10-5201 | PM Monitoring Expenses (Supplies and Lab Rent) | 15,000 | 15,000 |
| 10-5202 | Office Supplies | 6,000 | 4,000 |
| 10-5203 | References, Subscriptions | 450 | 450 |
| 10-5204 | Postage, Shipping | 1,200 | 1,000 |
| 10-5205 | Memberships | 3,000 | 3,000 |
| 10-5251 | Communications | 15,000 | 15,000 |
| 10-5253 | Rent, Structures - Grass Valley | 32,040 | 32,040 |
| 10-5254 | Rent, Structures - Portola | | 6,000 |
| 10-5255 | Utilities, Grass Valley | 3,500 | 3,000 |
| 10-5256 | Utilities, Portola | | 1,000 |
| 10-5258 | Liability Insurance | 8,000 | 8,000 |
| 10-5259 | Legal Notices, Public | 500 | 500 |
| 10-5301 | Information Technology | 10,000 | 5,000 |
| 10-5303 | Maintenance: Office Equipment | 500 | 500 |
| 10-5305 | Maintenance: Vehicles | 3,000 | 3,000 |
| 10-5311 | Profession Services: Legal | 6,000 | 6,000 |
| 10-5312 | Profession Services: Office Assistance | - | 6,000 |
| 10-5313 | Profession Services: Accounting <small>(Nevada County, Accountant, and ADP)</small> | 18,000 | 6,000 |
| 10-5314 | Profession Services: Financial Auditor | | 12,000 |
| 10-5315 | Profession Services: Board | 5,000 | 5,000 |
| 10-5351 | Training, Tuition | 1,500 | 1,500 |
| 10-5352 | Travel | 3,000 | 3,000 |
| 10-5353 | Gasoline | 5,000 | 5,000 |
| 10-5354 | Private Car Mileage | 500 | 500 |
| 10-5390 | Miscellaneous | 1,000 | 1,000 |
| Services and Supplies Total: \$ | | 112,540 | \$ 143,490.00 |

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT
Final Operating Budget
Fiscal Year 2018 - 2019

| Expenditure Pass-thru Funds / Internal Programs / Contributions to Other Agencies (Object Level) | | | |
|---|----------------------------------|-------------------------|-------------------------|
| Account # | Description | FY 2017-2018 | FY 2018-2019 |
| 10-5401 | Air Monitoring Program | | |
| 10-5402 | Alternate Commute Program | 750 | 750 |
| 10-5404 | ARB: AB 2588 Fees | 770 | 1,400 |
| 10-5405 | Public Education Program | 5,000 | 5,000 |
| 10-5406 | Fire Dept Response Reimbursement | 1,500 | 1,500 |
| Contribution to Other Agencies / Internal Grants Total: | | \$ 8,020 | \$ 8,650.00 |

| Expenditures Fixed Asset Purchases (Object Level) | | | |
|--|---|-------------------------|-------------------------|
| Account # | Description | FY 2017-2018 | FY 2018-2019 |
| 10-5601 | Office Equipmen (2 computers @\$2,000 each) | 6,000 | 4,000 |
| 10-5602 | Field Equipment (fixed assets - over \$1,000) | 1,000 | 1,000 |
| 10-5605 | EPA Supplemental Monitoring | 28,430 | 18,053 |
| Fixed Asset Purchases Total: | | \$ 35,430 | 23,053 |

| Budget Summary | | Available Funding & Expenditures | |
|--|--|---|-------------------------|
| | | FY 2017-2018 | FY 2018-2019 |
| Available Funding | | | |
| Fund Balance Total (<i>encumbered & earmarked reserves</i>) | | 633,000 | 802,000 |
| Petty Cash | | 75 | 75 |
| Revenue | | 892,820 | 931,407 |
| Available Funding Total: | | 1,525,895 | 1,733,482 |
| Salaries and Benefits (Object Level) | | 574,479 | 583,847 |
| Services and Supplies (Object Level) | | 112,540 | 143,490 |
| Pass-thru Funds / Internal Programs / Contributions to Other Agencies (Object Level) | | 8,020 | 8,650 |
| Fixed Asset Purchases (Object Level) | | 35,430 | 23,053 |
| Expenditure Total: | | \$ 730,469 | 759,040 |