

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

September 26, 2022

1:00 p.m.

**Northern Sierra Air Quality Management District
Governing Board of Directors**

**Hardy Bullock, Chair
Nevada County Supervisor**

**Ed Scofield , Vice-Chair
Nevada County Supervisor**

**Peter Huebner
Sierra County Supervisor**

**Paul Roen
Sierra County Supervisor**

**Sharon Thrall
Plumas County Supervisor**

**Dwight Ceresola
Plumas County Supervisor**

Alternates:

Susan Hoek, Nevada County Supervisor

Lee Adams, Sierra County Supervisor

Jeff Engel, Plumas County Supervisor

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT
BOARD OF DIRECTORS REGULAR MEETING

September 26, 2022

1:00 P.M.

This meeting will be held by videoconference/telephone 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

This meeting will also be available through ZOOM. If you would like to join by ZOOM, please email the Air District at Office@myairdistrict.com or call the office at (530) 274-9360 by Friday, September 23 to request the zoom link.

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. **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 27, 2022

B. Payment Details by Vendor Board Report – July, August 2022

C. Approve Resolution # 2022-11 which authorizes remote teleconference meetings of the Northern Sierra Air Quality Management District Board pursuant to the Ralph M. Brown Act.

- D. Approve Resolution # 2022-12 to continue FARMER Shared Allocation Pool with Placer County Air Pollution Control District
 - E. Approve Resolution #2022-13 for Moyer State Reserve Year 24 (Small Off-Road Engines (SORE))
 - F. Request for Proposal for Financial Audit for Year Ending June 30, 2023
- V. Administrative Report**
- A. Discussion and Adoption of the AB2766 DMV Surcharge Proposals for 2023
- VI. Director's Report**
- A. Wildfire Smoke Clean Air Centers for Vulnerable Populations Incentive Pilot Program (AB 836)
 - B. Mosquito Fire Smoke Impacts
 - C. Status on Portola PM2.5 Nonattainment Area
- VII. Closed Session**
- A. Closed Session Pursuant to Government Code section 54957.6, a closed session of the Board of Directors will be held for the purpose of reviewing its position regarding the salary, fringe benefits, and other employment-related matters regarding the following position: Executive Director, Gretchen Bennitt.
- VIII. 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.
- IX. Schedule next Meeting** – Video/Phone Conference October 24, 2022 @ 1:00 PM
- X. 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 26, 2022

Agenda Item: III.A

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: September 26, 2022

Agenda Item: IV.A

Agenda Description: Approval of regular meeting minutes – June 27, 2022

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

ROLL CALL VOTE REQUESTED

Attachments:

1. Draft June 27, 2022 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

MINUTES

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

BOARD OF DIRECTORS SPECIAL MEETING

June 27, 2022

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

Members Present:

**Supervisor Bullock, Chair
Supervisor Scofield, Vice-Chair
Supervisor Huebner
Supervisor Ceresola
Supervisor Thrall**

Members Absent:

Supervisor Roen

I. Standing Orders:

Call to Order. Roll Call and Determination of Quorum.

Chair Bullock called the meeting to order at 1:00 P.M. A quorum was confirmed. Also present; Gretchen Bennitt, Executive Director; Melissa Klundby, APCSII, Dawn Lunsford, Clerk of the Board, Mikki Brown, Air Pollution Control Specialist I.

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.

Vice-Chair Scofield called for public comment for items not appearing on the agenda. There was no public comment.

III. Approval and/or Modifications to the Agenda

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

IV. Consent Calendar

Supervisor Scofield made a motion to remove Item F – Adoption of FY 2022-2023 Budget from the consent calendar. Supervisor Scofield made a motion to approve the consent calendar without Item F. Supervisor Huebner seconded the motion. The motion was approved unanimously.

IV.F Proposed Adoption of FY 2022-2023 Operating and Restricted Budget

Ms. Bennitt discussed that a public hearing was held on the preliminary budget and the final is presented today for the Board's approval. Supervisor Scofield made a motion to approve the Budget and authorized Resolution 2022-10. Supervisor Huebner seconded the motion. The motion was approved with a roll call vote.

V. Director's Report

A. Status on Portola PM2.5 Nonattainment Area

Ms. Bennitt introduced the District's newly hired employee, Mikki Brown. Mikki will be working exclusively on the Portola Targeted Airshed Grant Programs. Ms. Brown gave an update to the Board on the woodstove changeout program. She reported that 616 woodstoves have been changed out to date. She is working on updating contacts, doing a follow-up on previously changed out woodstoves and is organizing a woodstove changeout event for the Fall.

V. Concerns of the Board – No concerns were raised.

VI. Schedule next Meeting – Next meeting was scheduled for August 27, 2022 at 1:00 PM.

VII. Adjournment

The meeting was adjourned at 1:10 P.M.

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennett, Air Pollution Control Officer

Date: September 26, 2022

Agenda Item: IV.B

Agenda Description: Payment Details by Vendor Board Report – July and August 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 – July and August 2022

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

Type	Date	Num	Memo	Account	Amount
Adecco					
Bill Pmt -Check	07/14/2022	248598	6/29 Mejia	10-1000 · Cash, Operating Ge...	-556.70
Bill Pmt -Check	07/14/2022	248800	test	10-1000 · Cash, Operating Ge...	-586.00
Bill Pmt -Check	07/25/2022	249149	test	10-1000 · Cash, Operating Ge...	-439.50
Bill Pmt -Check	07/28/2022	249283	test	10-1000 · Cash, Operating Ge...	-512.75
Total Adecco					-2,094.95
ADP Fees					
Bill Pmt -Check	07/01/2022	0296159	Processing charges TS	10-1003 · Cash, Bank Payroll ...	-37.44
Bill Pmt -Check	07/08/2022	3750104	ADP Enhanced payroll proces...	10-1003 · Cash, Bank Payroll ...	-52.06
Bill Pmt -Check	07/22/2022	5698638	ADP Enhanced payroll proces...	10-1003 · Cash, Bank Payroll ...	-52.06
Bill Pmt -Check	07/29/2022	4674526	payroll processing	10-1003 · Cash, Bank Payroll ...	-38.72
Total ADP Fees					-180.28
All Star Chimney, Eli Marchus					
Bill Pmt -Check	07/25/2022	V960270	EPA TAG#2016-150 Wilson	20-1000 · Cash, Restricted Fu...	-140.00
Total All Star Chimney, Eli Marchus					-140.00
Asquith Business Service					
Bill Pmt -Check	07/14/2022	V959914	PPE 7/8/2022	10-1000 · Cash, Operating Ge...	-302.50
Bill Pmt -Check	07/28/2022	V960385	paydates 7/9 - 7/22/2022	10-1000 · Cash, Operating Ge...	-1,127.50
Total Asquith Business Service					-1,430.00
AT&T CALNET 3					
Bill Pmt -Check	07/14/2022	248638		10-1000 · Cash, Operating Ge...	-22.43
Bill Pmt -Check	07/14/2022	248878		10-1000 · Cash, Operating Ge...	-57.15
Bill Pmt -Check	07/25/2022	249215		10-1000 · Cash, Operating Ge...	-43.19
Bill Pmt -Check	07/25/2022	249216		10-1000 · Cash, Operating Ge...	-40.70
Bill Pmt -Check	07/25/2022	249219		10-1000 · Cash, Operating Ge...	-22.43
Total AT&T CALNET 3					-185.90
B of A					
Bill Pmt -Check	07/14/2022	V959835	Paydate 7/14/2022	10-1000 · Cash, Operating Ge...	-17,759.06
Bill Pmt -Check	07/28/2022	V960322	paydates 7/9 - 7/22/2022	10-1000 · Cash, Operating Ge...	-15,558.12
Total B of A					-33,317.18
Big Valley Ford					
Bill Pmt -Check	07/28/2022	249249	1FTER1FH2MLD23811 Ford ...	20-1000 · Cash, Restricted Fu...	-44,610.80
Total Big Valley Ford					-44,610.80
CALPERS (Health)					
Bill Pmt -Check	07/28/2022	911534	Aug 2022 and July's Premium ...	10-1000 · Cash, Operating Ge...	-7,758.47
Total CALPERS (Health)					-7,758.47

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

Type	Date	Num	Memo	Account	Amount
CALPERS (Retirement)					
Bill Pmt -Check	07/14/2022	911477	Monthly ER Classic UAL contri...	10-1000 · Cash, Operating Ge...	-10,187.92
Bill Pmt -Check	07/14/2022	911478	PPE 7/8/2022	10-1000 · Cash, Operating Ge...	-1,660.54
Bill Pmt -Check	07/14/2022	911479	PPE 7/8/2022	10-1000 · Cash, Operating Ge...	-1,621.91
Bill Pmt -Check	07/14/2022	911481	Monthly ER PEPPRA ual contri...	10-1000 · Cash, Operating Ge...	-133.75
Bill Pmt -Check	07/28/2022	911535	PPE 7/22/2022	10-1000 · Cash, Operating Ge...	-1,659.48
Bill Pmt -Check	07/28/2022	911536	PPE 7/22/2022	10-1000 · Cash, Operating Ge...	-1,257.34
Total CALPERS (Retirement)					
-16,520.94					
CALPERS 457 PLAN					
Bill Pmt -Check	07/14/2022	911480	PPE 7/8/2022	10-1000 · Cash, Operating Ge...	-1,042.18
Bill Pmt -Check	07/28/2022	911537	PPE 7/22/2022	10-1000 · Cash, Operating Ge...	-942.18
Total CALPERS 457 PLAN					
-1,984.36					
City of Portola Vendor					
Bill Pmt -Check	07/25/2022	249225	Destruction of 38 stoves June ...	20-1000 · Cash, Restricted Fu...	-1,672.00
Total City of Portola Vendor					
-1,672.00					
Dawn Lundford					
Bill Pmt -Check	07/14/2022	V959746	Vision	10-1000 · Cash, Operating Ge...	-661.50
Total Dawn Lundford					
-661.50					
English Mountain Ranch					
Bill Pmt -Check	07/14/2022	V959853		10-1000 · Cash, Operating Ge...	-4,479.64
Total English Mountain Ranch					
-4,479.64					
Hahn, J. aka Wolf Creek Wood Stoves					
Bill Pmt -Check	07/28/2022	V960375	TAG2015 2021-572 Frank	20-1000 · Cash, Restricted Fu...	-5,000.00
Total Hahn, J. aka Wolf Creek Wood Stoves					
-5,000.00					
Heat Transfer Systems					
Bill Pmt -Check	07/25/2022	V960277	EPA TAG#2021-561 Persons	20-1000 · Cash, Restricted Fu...	-9,943.00
Total Heat Transfer Systems					
-9,943.00					
Hunter, Julie					
Bill Pmt -Check	07/14/2022	V959964	Airport Parking May 2022	10-1000 · Cash, Operating Ge...	-60.00
Total Hunter, Julie					
-60.00					
Inc. Senior Citizens of Sierra County					
Bill Pmt -Check	07/14/2022	248620	Jan - March 2022 fuel	20-1000 · Cash, Restricted Fu...	-1,438.00
Total Inc. Senior Citizens of Sierra County					
-1,438.00					

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

Type	Date	Num	Memo	Account	Amount
Inland Business Systems					
Bill Pmt -Check	07/14/2022	248905	Savin copier	10-1000 · Cash, Operating Ge...	-212.69
Total Inland Business Systems					-212.69
Intermountain Disposal, Inc. Vendor					
Bill Pmt -Check	07/14/2022	248633	TAG 2018 Green Waste 7/1 - ...	20-1000 · Cash, Restricted Fu...	-79.29
Bill Pmt -Check	07/14/2022	248634	TAG 2015 Metal Hauling on 6/...	20-1000 · Cash, Restricted Fu...	-125.00
Bill Pmt -Check	07/14/2022	248620	Service on 6/25/2022	10-1000 · Cash, Operating Ge...	-17.40
Total Intermountain Disposal, Inc. Vendor					-221.69
James Merzon					
Bill Pmt -Check	07/14/2022	V959966	Aug 2022 Rent	10-1000 · Cash, Operating Ge...	-555.00
Total James Merzon					-555.00
Met One Instruments, Inc.					
Bill Pmt -Check	07/14/2022	248602	3 Sensor, Wind Speed E Barn ...	10-1000 · Cash, Operating Ge...	-3,893.69
Total Met One Instruments, Inc.					-3,893.69
Nevada County Auditor Controller					
General Journal	07/01/2022	FY22Close1R	Reverse of GJE FY22Close1 -...	10-1000 · Cash, Operating Ge...	-2,937.68
Total Nevada County Auditor Controller					-2,937.68
R&B Com, Inc.					
Bill Pmt -Check	07/25/2022	249205	Social platforms	20-1000 · Cash, Restricted Fu...	-1,518.00
Bill Pmt -Check	07/25/2022	249204	New Server upgrade and tech ...	10-1000 · Cash, Operating Ge...	-4,304.14
Total R&B Com, Inc.					-5,822.14
Strawser, Duane					
Bill Pmt -Check	07/14/2022	V959753	vision DOS: 5/20/22	10-1000 · Cash, Operating Ge...	-235.00
Total Strawser, Duane					-235.00
Supervisor Bullock					
Bill Pmt -Check	07/14/2022	V959745	Board Meeting 6/27/2022	10-1000 · Cash, Operating Ge...	-100.00
Total Supervisor Bullock					-100.00
Supervisor Ceresola					
Bill Pmt -Check	07/14/2022	V959751	Board Meeting 6/27/22	10-1000 · Cash, Operating Ge...	-100.00
Total Supervisor Ceresola					-100.00

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

Type	Date	Num	Memo	Account	Amount
Supervisor Huebner					
Bill Pmt -Check	07/14/2022	248616	Board Meeting 6/27/22	10-1000 · Cash, Operating Ge...	-140.37
Total Supervisor Huebner					-140.37
Supervisor Scofield					
Bill Pmt -Check	07/14/2022	248641	Board Mtg 6/27/2022	10-1000 · Cash, Operating Ge...	-100.00
Total Supervisor Scofield					-100.00
Supervisor Thrall					
Bill Pmt -Check	07/14/2022	248615	Board Mtg 6/27/22	10-1000 · Cash, Operating Ge...	-100.00
Total Supervisor Thrall					-100.00
Tyrus Chimney Sweep					
Bill Pmt -Check	07/14/2022	248893		20-1000 · Cash, Restricted Fu...	-745.00
Total Tyrus Chimney Sweep					-745.00
US Bank					
Bill Pmt -Check	07/07/2022	248586		20-1000 · Cash, Restricted Fu...	-665.64
Bill Pmt -Check	07/07/2022	248586		10-1000 · Cash, Operating Ge...	-6,148.60
Total US Bank					-6,814.24
Wizix Technology Group					
Bill Pmt -Check	07/14/2022	248895	Contract#4328-01 Serial #310...	10-1000 · Cash, Operating Ge...	-143.92
Bill Pmt -Check	07/28/2022	249353	Savin C4540	10-1000 · Cash, Operating Ge...	-34.75
Total Wizix Technology Group					-178.67
TOTAL					<u>-153,633.19</u>

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

Type	Date	Num	Memo	Account	Amount
Adecco					
Bill Pmt -Check	08/11/2022	249644	Mejia Portola office TAG	10-1000 · Cash, Operating Ge...	-981.55
Bill Pmt -Check	08/18/2022	249842	test	10-1000 · Cash, Operating Ge...	-586.00
Bill Pmt -Check	08/22/2022	250055	Mejia EPA 2015	10-1000 · Cash, Operating Ge...	-468.80
Total Adecco					
ADP Fees					
Bill Pmt -Check	08/05/2022	7185903	Payroll Processing charges	10-1003 · Cash, Bank Payroll ...	-53.68
Bill Pmt -Check	08/19/2022	3991069	payroll processing	10-1003 · Cash, Bank Payroll ...	-55.18
Bill Pmt -Check	08/26/2022	3027894		10-1003 · Cash, Bank Payroll ...	-38.72
Total ADP Fees					
All Phase Landscape					
Bill Pmt -Check	08/22/2022	250149	BOMAG BW120 SL-5, #86188...	20-1000 · Cash, Restricted Fu...	-16,835.00
Total All Phase Landscape					
All Star Chimney, Eli Marchus					
Bill Pmt -Check	08/18/2022	V961349	TAG 2015 2017-178 Rabico	20-1000 · Cash, Restricted Fu...	-140.00
Total All Star Chimney, Eli Marchus					
Asquith Business Service					
Bill Pmt -Check	08/11/2022	V961161		10-1000 · Cash, Operating Ge...	-247.50
Bill Pmt -Check	08/22/2022	V961524	PPE 8/19/22	10-1000 · Cash, Operating Ge...	-2,117.50
Total Asquith Business Service					
AT&T CALNET 3					
Bill Pmt -Check	08/11/2022	249694		10-1000 · Cash, Operating Ge...	-60.81
Bill Pmt -Check	08/11/2022	249693		10-1000 · Cash, Operating Ge...	-24.24
Bill Pmt -Check	08/18/2022	249911		10-1000 · Cash, Operating Ge...	-46.81
Bill Pmt -Check	08/18/2022	249912		10-1000 · Cash, Operating Ge...	-43.10
Bill Pmt -Check	08/22/2022	250107		10-1000 · Cash, Operating Ge...	-24.93
Total AT&T CALNET 3					
B of A					
Bill Pmt -Check	08/11/2022	V961105	Paydate 8/11/22	10-1000 · Cash, Operating Ge...	-17,900.08
Bill Pmt -Check	08/22/2022	V961466	Paydate 8/22/2022	10-1000 · Cash, Operating Ge...	-18,744.50
Total B of A					
Bennitt, Gretchen					
Bill Pmt -Check	08/22/2022	V961448	CAPCOA TRAVEL	10-1000 · Cash, Operating Ge...	-49.46
Total Bennitt, Gretchen					

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

Type	Date	Num	Memo	Account	Amount
CALPERS (Health)					
Bill Pmt -Check	08/25/2022	911621	Sept 2022	10-1000 · Cash, Operating Ge...	-8,338.15
Total CALPERS (Health)					-8,338.15
CALPERS (Retirement)					
Bill Pmt -Check	08/11/2022	911569	Monthly ER Classic UAL contri...	10-1000 · Cash, Operating Ge...	-10,187.92
Bill Pmt -Check	08/11/2022	911570	PPE 7/22/2022	10-1000 · Cash, Operating Ge...	-1,659.48
Bill Pmt -Check	08/11/2022	911574	Monthly ER PEPPRA ual contri...	10-1000 · Cash, Operating Ge...	-133.75
Bill Pmt -Check	08/11/2022	911571	PPE 8/05/22	10-1000 · Cash, Operating Ge...	-1,654.54
Bill Pmt -Check	08/25/2022	911623	PPE 8/19/2022	10-1000 · Cash, Operating Ge...	-1,659.48
Bill Pmt -Check	08/25/2022	911622	PPE 8/19/2022	10-1000 · Cash, Operating Ge...	-1,792.62
Total CALPERS (Retirement)					-17,087.79
CALPERS 457 PLAN					
Bill Pmt -Check	08/11/2022	911572	PPE 8/05/22	10-1000 · Cash, Operating Ge...	-1,068.46
Bill Pmt -Check	08/25/2022	911624	PPE 8/19/2022	10-1000 · Cash, Operating Ge...	-1,068.46
Total CALPERS 457 PLAN					-2,136.92
CALPERS GASB 68					
Bill Pmt -Check	08/11/2022	911573	GASB 68 Reports & Schedule...	10-1000 · Cash, Operating Ge...	-700.00
Total CALPERS GASB 68					-700.00
Comcast					
Bill Pmt -Check	08/11/2022	249664	Bus Internet, July 26-Aug 25, ...	10-1000 · Cash, Operating Ge...	-311.54
Total Comcast					-311.54
Dawn Lundford					
Bill Pmt -Check	08/11/2022	V961171	Vision	10-1000 · Cash, Operating Ge...	-163.84
Total Dawn Lundford					-163.84
English Mountain Ranch					
Bill Pmt -Check	08/11/2022	V961118		10-1000 · Cash, Operating Ge...	-4,571.67
Total English Mountain Ranch					-4,571.67
House of Print and Copy					
Bill Pmt -Check	08/11/2022	249665	laminated sign	10-1000 · Cash, Operating Ge...	-26.63
Bill Pmt -Check	08/11/2022	249665	Bus Cards, Mikki Brown	20-1000 · Cash, Restricted Fu...	-58.05
Total House of Print and Copy					-84.68
Inc. Senior Citizens of Sierra County					
Bill Pmt -Check	08/18/2022	249883	Apr-June 2022	20-1000 · Cash, Restricted Fu...	-1,438.00
Total Inc. Senior Citizens of Sierra County					-1,438.00

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

Type	Date	Num	Memo	Account	Amount
Inland Business Systems					
Bill Pmt -Check	08/11/2022	249720	Savin copier	10-1000 · Cash, Operating Ge...	-61.75
Total Inland Business Systems					-61.75
Intermountain Disposal, Inc. Vendor					
Bill Pmt -Check	08/11/2022	107537		10-1000 · Cash, Operating Ge...	-17.40
Bill Pmt -Check	08/11/2022	107537		20-1000 · Cash, Restricted Fu...	-7,296.12
Bill Pmt -Check	08/18/2022	249906	wastecart greenwaste	20-1000 · Cash, Restricted Fu...	-68.36
Total Intermountain Disposal, Inc. Vendor					-7,381.88
James Merzon					
Bill Pmt -Check	08/11/2022	V961198	Sept 2022 Rent	10-1000 · Cash, Operating Ge...	-555.00
Total James Merzon					-555.00
Mikki Brown					
Bill Pmt -Check	08/18/2022	249938	Travel	20-1000 · Cash, Restricted Fu...	-36.88
Bill Pmt -Check	08/22/2022	250148	EPA 2015 TAG TRAVEL MILE...	20-1000 · Cash, Restricted Fu...	-80.00
Total Mikki Brown					-116.88
Plumas County					
Bill Pmt -Check	08/18/2022	249941		20-1000 · Cash, Restricted Fu...	-300.00
Total Plumas County					-300.00
Quincy Hot Spot					
Bill Pmt -Check	08/22/2022	250082	TAG 2015, 2021-560; 2021-57...	20-1000 · Cash, Restricted Fu...	-21,000.00
Total Quincy Hot Spot					-21,000.00
Tyrus Chimney Sweep					
Bill Pmt -Check	08/22/2022	250130	EPA 2015 TAG, 2016-042, 20...	20-1000 · Cash, Restricted Fu...	-495.00
Total Tyrus Chimney Sweep					-495.00
US Bank					
Bill Pmt -Check	08/09/2022	249725		10-1000 · Cash, Operating Ge...	-7,795.91
Bill Pmt -Check	08/09/2022	249725		20-1000 · Cash, Restricted Fu...	-995.82
Total US Bank					-8,791.73
Wizix Technology Group					
Bill Pmt -Check	08/11/2022	249710	copier	10-1000 · Cash, Operating Ge...	-100.66
Bill Pmt -Check	08/18/2022	249927	Savin C4540	10-1000 · Cash, Operating Ge...	-34.75
Total Wizix Technology Group					-135.41
TOTAL					<u>-132,088.10</u>

IT

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennett, Air Pollution Control Officer

Date: September 26, 2022

Agenda Item: IV.C

Agenda Description: Approve Resolution # 2022-11 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 # 2022-11.

Requested Action: Consider approval of Resolution # 2022-11

ROLL CALL VOTE REQUESTED

Attachments:

1. Resolution # 2022-11

Northern Sierra Air Quality Management District Resolution 2022-11

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 September 26, 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 Bennett, Air Pollution Control Officer
Date: September 26, 2022

Agenda Item: IV.D

Agenda Description: Approve Resolution # 2022-12 to continue FARMER Shared Allocation Pool with Placer County Air Pollution Control District

Issues:

CARB staff developed the Funding Agricultural Reduction Measure for Emission Reductions (FARMER) Program to meet Legislature objectives and help meet the State's criteria, toxic and greenhouse gas emission reduction goals.

The Shared Allocation Pool is specifically designated for 18 Air Districts with less than one percent of the statewide agricultural equipment emissions inventory, to ensure farmers in those Districts have the opportunity to access FARMER funding and to streamline the implementation of the FARMER program. The pooled funding consists of \$4.8 million for equipment and project related costs and \$752,000 for project implementation costs.

The Pool will continue to be managed by the Placer County Air Pollution Control District (Placer APCD). Placer APCD has entered into independent contracts with participating Districts, and will receive applications from the participating Districts that meet the minimum requirements. Placer APCD will review the list of recommended projects for accuracy and cost-effectiveness and will contact participating Districts regarding project awards.

Once the selection process has been completed and the participating District chooses to accept the project, the full responsibility for the project contract, project completion and related responsibilities as contained in the relevant guidelines rests solely with the participating air district. This includes notification to the applicant of the award and providing the applicant with a timeline for project execution and completion. Project funding is provided directly to the participating District by Placer APCD.

Requested Action:

1. Authorize the Executive Director to enter into a memorandum of agreement with Placer County Air Pollution Control District, by approving Resolution # 2022-12.

ROLL CALL VOTE REQUESTED

Attachments:

1. Resolution 2022-12.

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

RESOLUTION #2022-12

In the Matter of Granting Authority to the Northern Sierra Air District to Accept Funds for Implementing FARMER FY 21-22 Shared Pool from Placer Air Pollution Control District

WHEREAS, in 2021, the California legislature appropriated \$212.6 million in FY 21-22 funds to the California Air Resources Board (CARB) to reduce emissions from the agricultural sector, to support the replacement of agricultural harvesting equipment, heavy-duty trucks, agricultural pump engines, tractors, and other equipment used in agricultural operations; and

WHEREAS, CARB developed the FARMER Program to meet the Legislature's objectives and help meet the State's criteria, toxic and greenhouse gas emission reduction goals; and

WHEREAS, the Northern Sierra Air Quality Management District (District) did not receive a direct allocation of FARMER funds and is instead part of the FARMER Program's Shared Allocation Pool (SAP); and

WHEREAS, all SAP districts are required to execute a Master Agreement with Placer County Air Pollution Control District (PCAPCD), the FARMER Program's SAP Administrator, which outlines the programmatic requirements, policies, and procedures of the SAP FARMER Program, in order to participate in the Program; and

WHEREAS, all SAP districts are required to execute an Allocation Agreement specific to each funding allocation they would like to participate in, which outlines allocation-specific deadlines and other information; and

WHEREAS, the District will review project eligibility, submit projects to PCAPCD for review and award, and submit required reporting associated with the FARMER Program; and

NOW, THEREFORE, BE IT RESOLVED, that the Northern Sierra Air Quality Management Air District Board of Directors hereby authorizes the District to execute the FARMER SAP Master Agreement; and

BE IT FURTHER RESOLVED, that the Northern Sierra Air Quality Management District Board hereby authorizes the District to execute the FARMER SAP Allocation Agreement for the CARB FY 21-22 FARMER SAP funding allocation, and for any subsequent funding allocations, and to accept any associated FARMER SAP funds allocated to District in future years; and

BE IT FURTHER RESOLVED, that the Northern Sierra Air Quality Management District Board hereby authorizes the Air Pollution Control Officer to negotiate, sign, and amend as needed, agreements and contracts related to administration and implementation of the FARMER SAP Master Agreement and any associated Allocation Agreements.

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 September 26, 2022, by the following roll call vote:

Ayes:

Noes:

Absent:

Abstaining:

Approve: _____

Chair of Board

Attest: _____

Clerk of the Board/APCO

To: Northern Sierra Air Quality Management District Board of Directors
From: Gretchen Bennett, Air Pollution Control Officer
Date: September 26, 2022

Agenda Item: IV.E

Agenda Description: Approve Resolution #2022-13 for Moyer State Reserve Year 24 (Small Off-Road Engines (SORE))

Issues: The State California Air Resources Board has the authority to allocate up to 10% of Moyer Program funding (State Reserve) for sources other than replacing heavy duty diesel engines. CARB has solicited districts to administer State Reserve funds to provide monetary grants to offset the cost of commercial grade zero-emission lawn and garden equipment. The District has been allocated \$175,000 to administer this program throughout the 3 counties.

Attached is Resolution # 2022-13 which authorizes the District to administer this program.

Requested Action: Approve Resolution # 2022-13

ROLL CALL VOTE REQUESTED

Attachments:

1. Resolution 2022-13

**NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT
RESOLUTION #2022-13**

In the Matter of Accepting CARL MOYER MEMORIAL AIR QUALITY STANDARDS ATTAINMENT PROGRAM – State Reserve (Year 24)

Whereas, California Health and Safety Code section 44286(d) gives the California Air Resources Board (ARB) the authority to reserve up to 10 percent of Moyer program funding to directly fund any project that is a covered source and is described in Section 44821. For fiscal year (FY) 2021-2022, the State Reserve funds have been allocated towards Moyer eligible lawn and garden equipment; and

Whereas, in support of the 2021 Small Off-Road Engine (SORE) regulation amendments, FY 2021-2022 State Reserve funds will be directed towards paying for the replacement of SORE-powered commercial lawn and garden equipment with zero emission equipment; and

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 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 – State Reserve, 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 State Reserve Program (Year 24) 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 September 26, 2022, by the following roll call vote:

Ayes:
Noes:
Absent:
Abstaining:

Approve: _____
Chair of Board

Attest: _____
Clerk of the Board



Gavin Newsom, Governor
Jared Blumenfeld, CalEPA Secretary
Liane M. Randolph, Chair

Fiscal Year 2021-2022 (Moyer Year 24)

State Reserve Project Solicitation

**Open to Air Quality Management Districts and Air Pollution
Control Districts**

The Carl Moyer Program

California Air Resources Board

March 18, 2022

BACKGROUND

The Carl Moyer Memorial Air Quality Standards Attainment Program (Moyer Program) provides monetary grants for the incremental cost of cleaner than required technology. While the California Air Resources Board (CARB) is responsible for developing the Moyer Program Guidelines, the participating California air pollution control districts and air quality management districts (air districts) are in charge of administering the program. Section 44286(d) of the Health and Safety Code (H&SC) gives CARB the authority to reserve up to 10 percent of Moyer Program funding to directly fund any project that is a covered source and is described in Section 44281. CARB reserves the sole authority to distribute this State Reserve funding. For Fiscal Year (FY) 2021-2022, the State Reserve funds have been allocated towards Moyer eligible lawn and garden equipment.

Under the 2017 Moyer Program Guidelines, CARB may provide funding toward the replacement of lawn and garden equipment for projects that support the deployment of alternative, advanced, and cleaner technologies. In support of the 2021 Small Off-Road Engine (SORE) Regulation amendments, FY 2021-2022 State Reserve funds will be directed toward paying for the replacement of SORE-powered lawn and garden equipment with zero-emission equipment. This would provide further support for the governor's goals to transition California to 100 percent zero-emission off-road vehicles and equipment by 2035 where feasible according to the Governor's Executive Order N-79-20.

This State Reserve Project Solicitation is directed at providing monetary grants to offset the cost of commercial grade zero-emission lawn and garden equipment within the air districts. Staff will work with air districts to modify Chapter 9 in order to expand equipment eligibility in the Moyer guidelines. Once the modified, expanded guidelines are finalized to include the eligibility of commercial grade zero emission lawn and garden equipment, districts can move forward with the projects contemplated under this solicitation.

ELIGIBLE APPLICANTS

Air districts that are willing and able to administer the Moyer Program and meet the requirements listed below are eligible to apply for this State Reserve Project Solicitation to support the jurisdictions in transitioning California to zero-emission equipment.

ELIGIBLE PROJECTS

This State Reserve Project Solicitation is directed at providing monetary grants to offset the cost of non-residential lawn and garden equipment within the air districts. Eligible projects are limited to commercial grade zero emission lawn and garden equipment utilized by landscaping operations that include, but are not limited to, landscapers, cities, non-profit organizations, schools, businesses, or sole proprietors. All projects must be eligible in accordance with the Moyer Program Guidelines, Chapter 9.

AVAILABLE FUNDING

In FY 2021-2022, CARB has approximately \$24.7 million for State Reserve projects. The funding has been allocated toward eligible lawn and garden equipment projects under the Moyer Program. If there are not sufficient applications to encumber funds, at CARB's discretion, the Executive Officer may reallocate the funds to other Moyer eligible projects.

AIR DISTRICT REQUIREMENTS TO PARTICIPATE

In order to participate, the air district must agree and obtain a signed board resolution or board minute order that states the air district is able to:

1. Receive and expend FY 2021-2022 funds toward commercial grade lawn and garden equipment projects eligible in the Moyer Program.
2. Comply with current Moyer Program Guidelines, mail-outs/advisories, and other written guidance by CARB.

If an air district is unable to obtain a signed board resolution or board minute order by the end of the application period, the air district must indicate on the application the scheduled board date.

The deadline for Resolutions and board minute orders to be received by CARB is June 30, 2022. Should an air district require additional time to obtain a resolution or board minute order, beyond the date specified, or require a model resolution, please contact your State Reserve administration lead for additional assistance.

ALLOCATION AND APPLICATION PROCESS

FY 2021-2022 funds toward the replacement of commercial grade lawn and garden equipment projects supports the deployment of alternative, advanced, and cleaner technologies. Allocations will be calculated based on the formula described in H&SC, section 44299.2 and the number of air districts that apply. Participating air districts will be awarded a minimum amount of \$200,000 and are not required to provide match funding. Applications must be complete and accurate and will be reviewed based on the requirements listed above. An air district that applies and agrees to the above requirements is eligible to receive funds. Administration fees will be included in the final grant award in accordance with H&SC, section 44299.1.

The State Reserve application must be completed, signed by the air district, and returned to CARB **no later than April 4, 2022**. Air districts must send completed applications by email to MSCDGrants@arb.ca.gov.

GRANT AWARD AND DISBURSEMENT OF FUNDS

Application review will be completed by **April 15, 2022**, and successful air districts will be notified shortly thereafter via email. A grant award will be made through a Grant Agreement

between CARB and the participating air districts. Once the Grant Agreement has been executed and all requirements have been met, payments will be made upon submission of a grant disbursement request by the participating air districts. Air districts may request their entire grant award in the initial disbursement. To fully execute the Grant Agreement and thus encumber funds, Grant Agreement coversheets will be sent to the air districts to be signed and returned by the due date assigned by CARB following the solicitation period. Otherwise, funds may, at CARB's discretion, be transferred to another participating air district or be spent on other Moyer Program eligible projects pending CARB allowance via a subsequent mail-out. All funds must be liquidated no later than **June 30, 2026**.

MONITORING AND REPORTING REQUIREMENTS

The reporting requirements are located in the Moyer Program Guidelines and are to be followed accordingly.

CONTACT PERSON

For questions about the application process, please contact your State Reserve administration lead, Ms. Telena Vo, via email.

Telena Vo
Air Resources Engineer
Mobile Source Control Division
California Air Resources Board
Email: Telena.Vo@arb.ca.gov

GRANT AGREEMENT COVER SHEET

GRANT NUMBER G21-MSR-11

NAME OF GRANT PROGRAM Carl Moyer Memorial Air Quality Standards Attainment Program – State Reserve (Year 24)	
GRANTEE NAME Northern Sierra Air Quality Management District	
TAXPAYER'S FEDERAL EMPLOYER IDENTIFICATION NUMBER 68-0124279	TOTAL GRANT AMOUNT NOT TO EXCEED \$ 200,000.00
START DATE: 6/15/2022	END DATE: 12/31/2026

This legally binding Grant Agreement, including this cover sheet and Exhibits attached hereto and incorporated by reference herein, is made and executed between the State of California, California Air Resources Board (CARB) and Northern Sierra Air Quality Management District (the "Grantee").

Project Funds: \$175,000.00
 Administrative Funds: \$25,000.00
 Total Grant Award: \$200,000.00

Exhibit A – General Terms and Conditions

Special Terms and Conditions: Grant is contingent on CARB receipt by June 30, 2022 of a Board Resolution or Minute Order consistent with the Moyer Guidelines.

This Agreement is of no force or effect until signed by both parties. Grantee shall not commence performance until a Board Resolution or Minute Order consistent with the Moyer Guidelines is received by CARB and Grantee receives written approval from CARB.

The undersigned certifies under penalty of perjury that they are duly authorized to bind the parties to this Grant Agreement.

STATE AGENCY NAME California Air Resources Board		GRANTEE'S NAME (PRINT OR TYPE) Northern Sierra Air Quality Management District	
SIGNATURE OF ARB'S AUTHORIZED SIGNATORY:		SIGNATURE OF GRANTEE (AS AUTHORIZED IN RESOLUTION, LETTER OF COMMITMENT, OR LETTER OF DESIGNATION) <i>Stacy Bennett</i>	
TITLE Branch Chief	DATE	TITLE Executive Director	DATE 6-2-22
STATE AGENCY ADDRESS 1001 I Street, Sacramento, CA 95814		GRANTEE'S ADDRESS (INCLUDE STREET, CITY, STATE AND ZIP CODE) 200 Litton Drive, Suite 320, Grass Valley, CA 95945	

CERTIFICATION OF FUNDING

AMOUNT ENCUMBERED BY THIS AGREEMENT \$200,000.00	PROGRAM 3500000L15	PROJECT	ACTIVITY
PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT \$ 0.00	FUND TITLE Air Pollution Control Fund		FUND NO. 0115
TOTAL AMOUNT ENCUMBERED TO DATE \$200,000.00	(OPTIONAL USE)	CHAPTER 21	STATUTE 2021 AB-128
APPR REF 101	ACCOUNT/ALT ACCOUNT 5432000	REPORTING STRUCTURE 39006100	SERVICE LOCATION 50015
			FISCAL YEAR (ENY) 2021

I hereby certify that the California Air Resources Board Legal Office has reviewed this Grant Agreement.

SIGNATURE OF CALIFORNIA AIR RESOURCES BOARD LEGAL OFFICE: <i>[Signature]</i>	DATE 5-31-22
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To: Northern Sierra Air Quality Management District Board of Directors
From: Gretchen Bennett, Air Pollution Control Officer
Date: September 26, 2022

Agenda Item: IV.F

Agenda Description: Request for Proposal for Financial Audit for Year Ending June 30, 2022

Issues: The District's contracted independent auditor – Singleton/Aumann has expired with this year's audit. The District will be releasing the attached Request for Proposal to potential auditors upon approval by the Board.

Requested Action:

1. Review attached Request for Proposal and approve for distribution

ROLL CALL VOTE REQUESTED

Attachment:

1. Northern Sierra Air Quality Management Request For Proposal Special District Audit for Fiscal Year ending June 30, 2023.

**NORTHERN SIERRA
AIR QUALITY MANAGEMENT DISTRICT**

REQUEST FOR PROPOSAL

SPECIAL DISTRICT AUDIT

FOR

FISCAL YEAR ENDING JUNE 30, 2023

September 26, 2022

REQUEST FOR PROPOSAL

SPECIAL DISTRICT AUDIT FOR FISCAL YEAR ENDING JUNE 30, 2023

I. INTRODUCTION

The Northern Sierra Air Quality Management District (District) is interested in receiving proposals from qualified firms to provide auditing services to the District, for the fiscal year ending June 30, 2023 in conformance to the *Minimum Audit Requirements and Reporting Guidelines for California Special Districts*, pursuant to Government Code Section 26909.

The closing date for submittal of a proposal is October 28, 2022 at 4:00 PM. All questions should be made to Gretchen Bennett, Air Pollution Control Officer.

II. SCOPE OF WORK

1. Prepare and submit a letter to the Controller of the State of California notifying of the District's exempt status from a single audit report (due to absence of federal funding).
2. Examine and audit all books, records, and accounts of the District in accordance with generally accepted auditing standards and in conformance to the *Minimum Audit Requirements and Reporting Guidelines for California Special Districts*, pursuant to Government Code Section 26909, including a review of internal controls and financial organizational structure and such listing of those controls, financial transactions and records of the District (and County of Nevada, as necessary) to express an opinion on their financial conditions. Such opinions on the financial statements shall be in conformance with generally accepted accounting principles.
3. Test the bank reconciliations including cash on deposit with the Nevada County Treasurer as of the balance sheet date and such other times as necessary.
4. The audit firm shall prepare the financial statements and audit reports required by, and in the format required by the *Minimum Audit Requirements and Reporting Guidelines for California Special Districts*, pursuant to Government Code Section 26909, including:
 - a. Prepare General Purpose Financial Statements, including combined balance sheet, revenues and expenditures, and equity.
 - b. Prepare and submit an annual financial audit report to the State

Controller's Division of Local Government Fiscal Affairs (LGFA). This report shall include a Statement of Assets, Liabilities, and Fund Balance.

- c. Prepare and submit to LGFA an *Annual Report of Financial Transactions of Special Districts*, as mandated by California Government Code Sections 53891, et seq.
 - d. Copies of all reports shall be sent to the Northern Sierra Air Quality Management District Board of Directors, P.O. Box 2509, Grass Valley, CA 95945.
 - e. Copies of all reports shall be sent to the Nevada County Auditor-Controller, Eric Rood Administrative Center, Nevada City, CA 95959-8617.
5. Review existing accounting practices to ensure compliance with Chapter 3.5 Sections 11340 et seq of Part 1 of Division 3 of Title 1, Generally Accepted Accounting Practices (GAAP), the California State Uniform System for Accounting Procedures, and to all applicable laws.
 6. Prepare a comprehensive annual management letter and report that speaks to the internal control strengths and weaknesses, including recommendations affecting financial statements, accounting, accounting systems, and any other relevant information or recommendations for more efficient operations. Submit the management letter to the District Board of Directors, Air Pollution Control Officer, the State Controller's Office, and the Nevada County Auditor-Controller.
 7. If necessary, prepare and submit a Report on Internal Control Structure per the requirements of SAS No. 60.
 8. Assure the District is in compliance with GASB 34, as it applies to a special district.
 9. Reports shall be submitted no later than February 28, 2024, and an earlier date is desirable. Two (2) copies of the *Audited Financial Statements and Management Report* shall be submitted to the District office.
 10. Attend a Board of Directors meeting, if requested, to answer questions regarding the audit reports and management letter.

III. PROPOSAL FORMAT

A. General Information

1. Briefly describe the proposer's understanding of the work to be performed and make a positive commitment to perform the work within the required time period. Provide the signature of the firm's responsible official, along with a date.
2. Provide the name and address of your firm, date established, and a brief description of the firm's history.
3. Identify the person(s) who will be assigned to this account, their title(s), their phone number(s), and describe briefly their experience and professional achievements.
4. Describe the current accounting software used by your firm.

B. Experience

1. Describe briefly your firm's Government Fund Accounting experience relating to other special districts similar to the District.
2. Describe any other governmental accounting experience, including fund accounting and government auditing.
3. Identify each public agency that can be contacted as references, including names and phone numbers of officials at each public agency.

C. Methodology for Completion of all Requested Work

Provide a detailed description of the financial audit methodology your firm will use to conduct the work described under this RFP's Scope of Work.

D. Other Information

Include any additional information about your firm that you feel would aid the District in evaluating your competence, capabilities, and resources. Please keep comments brief and to the point.

E. Compensation

1. State the maximum fee for which the work will be done. Staff travel time, clerical, and printing expenses must be included in the price requested above.
2. State the maximum percentage(s) by which the fees will increase over each of two (2) additional years of the contract should the contract be so extended.
3. State whether data processing will be used in the audit examination(s) and, if so, estimate the data processing resources the District will need to supply in terms of computer and operator time. Note that programmer time will not be available from the District.

III. EVALUATION OF PROPOSALS

- A. A screening committee will review each proposal to ascertain the top three (3) firms. These firms may be invited to an oral interview for the final selection. Final selection will be based on the firm's responses as outlined in the "Proposal Format" section of the RFP, the oral interviews, (if needed), and the total compensation for services rendered.
- B. The top three (3) firms will be identified to the Board of Directors for selection. The District reserves the right to award the contract to the firm which, in the opinion of the District, is best qualified to provide the required audit services.
- C. The District reserves the right to reject any or all proposals and to retain all proposals, whether solicited or rejected.
- D. The District reserves the right to negotiate minor deviations to the proposal with the successful firm.

IV. PROPOSAL DEADLINE

Submit 1 copy of proposal no later than 4:00 PM on October 28, 2022, to:

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

Late proposals will not be considered. **Post marks will not be accepted.**

V. SUBMITTING PROPOSALS

Proposals will be submitted in a sealed envelope, clearly marked ***Northern Sierra Air Quality Management District, SPECIAL DISTRICT AUDIT, Fiscal Year Ending June 30, 2023.*** Proposals will be accepted through the mail or at the main office at the above address between the hours of 8:00 AM and 5:00 PM, Monday through Friday (except legal holidays), until the date and time specified under "Deadline". All proposals must be signed and dated by the proposer.

VI. INQUIRIES

All questions regarding this proposal shall be to Gretchen Bennitt. Verbal questions may be accepted by calling (530) 274-9360. Written questions should be addressed to Northern Sierra Air Quality Management District, Attn: Gretchen Bennitt, 200 Litton Drive, Grass Valley, CA 95945.

VII. CONFLICT OF INTEREST

The bidder warrants and covenants that no official or employee of the District, nor any business entity in which an official of the District has an interest, has been employed or retained to solicit or aid in the procuring of the resulting contract, nor that any such person will be employed in the performance of such contract without immediate divulgence of such fact to the District.

To: Northern Sierra Air Quality Management District Board of Directors
From: Gretchen Bennett, Air Pollution Control Officer
Date: September 26, 2022

Agenda Item: V.A

Agenda Description: Discussion and Adoption of the AB2766 DMV Surcharge Proposals for 2023

Issues:

The District received the project proposals presented in the attachments. There is only one proposal from Plumas Sanitation (to replace a non-compliant diesel septic truck with a compliant 2023 truck) and one proposal from the Incorporated Citizens for Sierra County for a vanpool. There are no proposals from Nevada County since the funding for Nevada County was awarded earlier this year to Nevada County to remove residential yard waste from the "2021 Christmas Storm".

Requested Action:

1. Review the proposals and consider approval of proposals

ROLL CALL VOTE REQUESTED

Attachments:

1. Spreadsheet - AB2766 Available Funds 2023 Cycle
2. Individual Project Proposals

Available Funds for AB 2766 CY 2023

Applicant	Project	Grant Award	Co-Funding	Percent Co-Funding	Emissions Reductions (lbs/year)				CE (\$\$/lb)	Score	County
					NOx	ROG	PM10	Total			
Inc. Senior Citizens of Sierra County	Van pool services for senior citizens	\$ 5,752	\$ 87,450	93%	78.0	70.0	29.0	177.0	\$ 30.93	74	Sierra
County of Plumas Sanitation Dept.	Purchase of an EPA compliant sanitation truck	\$ 34,116	\$ 215,884	84%	3487.78	0.00	5.09	3492.9	\$ 2.15	70	Plumas

Grant Year 2023

County	Allocation
Nevada	\$ 150,000
Plumas	\$ 34,116
Sierra	\$ 5,752
Total:	\$ 189,868

Funds were allocated to Nevada County for greenwaste removal

EXHIBIT SUMMARY SHEET

Proposing Entity (include other participating entities): **Incorporated Senior Citizens of Sierra County**

Contact Person: Gloria Shelton

Address: P.O. Box 675, Loyalton, CA 96118

Phone #: (530)993-4770

FAX #:n/a

EMAIL: gloriaiscsc@gmail.com

Total Project Budget:

	AB 2766 Funds	Co-Funding	Total Project Costs
Capital Costs	\$ _____	\$ _____	\$ _____
Operating Costs	\$ <u>5828</u>	\$ <u>7900</u>	\$ <u>84828</u>
TOTAL	\$ <u>5828</u>	\$ <u>7900</u>	\$ <u>84828</u>

Type of Project: (check one)

Quantifiable Project

Reduced Emission Vehicles Project

Implementation Area for Project: Check if District-wide

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

Eastern Sierra County

Estimated Emission Reductions:

A. Emission Reductions (lbs/yr)

Reactive Organic Gases 78 Nitrogen Oxides 70 PM₁₀ 29

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

Single Occupancy Vehicle Trips Reduced 2,100

C. Number of people reached per day through public education 5

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

Brief Project Description:

Operational support for ISCSC's Transportation Program, serving the residents of Eastern Sierra County.

AB2766 Request for Proposal 2023

Incorporated Senior Citizens of Sierra County

Section D. Project Description

This request to the Northern Sierra Air Quality Management District under the AB2766 DMV Surcharge Fund will provide Incorporated Senior Citizens of Sierra County (ISCSC) with the funding needed to offer and sustain the two vehicles used to provide bus services or “vanpool services” in eastern Sierra County. The Transportation Program of ISCSC provides rides to all residents to doctor and physical therapy appointments; to pick up medications in Portola as there are no pharmacies in Sierra County; brings people to grocery shop; pick up mail; and offers monthly social outings to restaurants and venues that give people something to look forward to. ISCSC anticipates that approximately 2100 one-way trips will be provided during 2023. The program has provided as many as 4 trips in a day, serving up to 15 residents per day, both in and out of Sierra County to 200 unduplicated riders. Funding provided by this grant will be used for some of the cost of fuel, vehicle operations, and maintenance for two existing vehicles. Without this grant support, ISCSC will be forced to significantly reduce van pool service for the coming year. This reduction, combined with the continued challenges of Covid-19 restrictions, particularly in this frontier community, would further isolate rural seniors and disabled participants in seeking and securing transportation services needed to access health, wellness, food/medicine, and social service programs within the region. The program also provides “vanpool services” to community members at large as needed.

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

who would otherwise have driven their own cars, or had someone drive for them, had “vanpool services” been non-existent.

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

Section E. Project Organization/Background

Incorporated in 1976, ISCSC has provided a hub of services for local citizens. Beginning as a club, playing cards, providing civic leadership, the organization soon expanded to serve meals and then to provide eastern Sierra County with the only form of public transportation available in the area. Working with the Transportation Commission of Sierra County, ISCSC has provided rides to those without vehicles, senior citizens, youth, and the general population. “On-call” drivers, most are “seasoned citizens,” and are utilized to drive one of the two vehicles that the service operates: a 10-passenger bus, and a 5-passenger van; both have room for wheelchairs. While the attempt is made to carry more than one passenger at a time, that does happen. When possible, trips are listed in the transportation calendar which is published monthly in the agency newsletter. This further promotes the goal of reducing emissions. Participants are picked up at their homes, or a place of their choosing, and dropped off where they choose. Usually, the driver will wait for the passenger to complete their business, avoiding a second, round trip. Emission reductions for this project will result from the decrease in emissions associated with auto trips replaced by vanpool services after adjusting for the increased emissions associated with the shuttle vehicle itself. ISCSC Transportation Program provides vanpool services to residents for the following purposes: medical appointment, nutrition site services, socialization activities, shopping trips, pharmacy visits, personal errands, and recreation. Riders are picked up and delivered to their homes, providing further reduction to emissions as residents do not have to drive vehicles to a vanpool lot or shuttle parking site.

ISCSC utilizes Quick Books accounting program to track expenses by funding source and pays for an annual audit from outside the community to ensure accountability to funders. Staff compile and report on numbers of trips and ridership, the number of miles saved, and any data that is required to meet the criteria of AB2766 funds.

F. Emission Benefits/Cost Effectiveness

The total lifetime emission reductions are as follows:

Nitrogen Oxides (NOx) 78 pounds per year Emission Factor/units: .17 grams per mile

Reactive organic gases (ROG) 70 pounds per year Emission Factor/units: .15 grams per mile

Particulate Matter (PM10) 29 pounds per year Emission Factor/units: .23 grams per mile

Estimated reductions in vehicle miles traveled (VMT): 90,000

Estimated number of one-way vehicle trip reductions: 2,100

Cost effectiveness: \$30.93 cost/pound

G. Work Statement

The Scope of Work for this project is outlined as follows:

December 2022	Sign contract on grant award
January 2023	Commencement of funding
Jan – Dec, 2023	Provide “vanpool services” to existing riders
Jan – Dec, 2023	Provide monthly/quarterly financial reports and monitoring reports
Jan – Dec, 2023	Conduct outreach to increase ridership by 18% to underserved residents
Jan – Dec, 2023	Log fuel miles, perform required maintenance
Jan – Dec, 2023	Conduct data gathering, monitor progress
December, 2023	Submit final report

ISCSC offices produce a newsletter every month, which includes a transportation calendar listing different trips scheduled for the month. Others can sign up to go on those trips or call in to the volunteer receptionist to schedule a trip that meets their needs. If there isn’t a specific date that the trip needs to be made, staff will review scheduled trips to see if the individual could accompany a trip already scheduled.

All “run sheets” (trip activities) are turned in to the Program Coordinator at the completion of the trip. The Program Coordinator then records all miles, the number of riders, and the equivalent of the miles and trips saved. This data is then gathered into a report and provided to funding sources on a monthly or quarterly basis, which includes monitoring progress towards grant goals. If on track, an invoice is sent to the funder.

Periodically, ISCSC will promote the Transportation Program, monthly in the newsletter, during congregate lunches, and to the public in newspaper articles. This is with the intent of reaching more citizens to increase ridership and provide this service to the underserved.

The Program Coordinator is also responsible for tracking mileage to determine when periodic maintenance is required on the vehicles, to keep them in peak condition. The Sierra County Transportation Commission owns the vehicles, ISCSC must maintain them. Vehicles are replaced every 4 to 7 years.

H. Funding Request/Breakdown of Cost

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

Project Tasks	Cost	AB2766 Funding	Transportation Com (w/ Admin Costs)	Fares	ISCSC In-kind Match
Sustain existing service	64845	4563	56782 (2559)	3500	X
Data gathering	2964	500	1964 (200)	500	X
Increase ridership	3928	265	3663 (150)		X
Maintenance	10804	300	6004 (150)	4500	X
Reporting	9822	100	9722 (200)		X
Final reports	965	100	865 (100)		X
Total costs:	93328	5828	79000 (3359)	8500	

No equipment will be purchased with AB2766 DMV Surcharge funds. Operating costs, particularly fuel, will be the main expenditure of AB2766 funds. As necessary, salaries and maintenance are the secondary expenses, directly related to securing this grant.

While funding has been provided for more than the past two years, every year there are new passengers, and every year we lose passengers. However, costs have dramatically increased, especially for fuel. As this trend continues, it is not feasible to sunset this funding source when costs are skyrocketing.

I. Schedule of Deliverables/Monitoring Program

Inputs:	Outputs Activities:	Outputs Participation:	Outcomes Short Term:	Outcomes Medium Term:	Outcomes Long Term:
Staff time – in-kind match	Contract – supervise- monitor- report	Transportation Coordinator Executive Director	Sustain existing vanpool services	Expand outreach to unserved residents	Provide access to transportation services for seniors & disabled residents.
AB 2766 funding	Cash grant	Northern Sierra Air Quality Mgmt.	Delivery of vanpool services, sustainability of program	Reduced emissions 177 lbs. per year	Reduced emissions
			Access to Funding	Reduced health risks to children; improved air quality	Reduced health risks and cancer rates in children; improved air quality
				Improved air quality	Improved air quality
Cash Match	Cash grant	Sierra County Transportation Commission	Access to funding	Reduced health risks and cancer rates in children & improved air quality	Reduced health risks and cancer rates in children & improved air quality
				Improved air quality	Improved air quality

Information on trips is turned in daily; reports are compiled monthly, synthesized quarterly and annually to report to funders.

EXHIBIT SUMMARY SHEET

Proposing Entity (include other participating entities):

Plumas Sanitation

Contact Person: Lance Wehrman

Address: 73762 Industrial Drive, Portola CA 96122

Phone #: 530-832-0370

FAX #:

Total Project Budget:

	AB 2766 Funds	Co-Funding	Total Project Costs
Capital Costs	\$34,116	<u>\$215,884</u>	<u>\$250,000</u>
Operating Costs	\$ _____	\$ _____	\$ _____
TOTAL	\$34,116	<u>\$215,884</u>	<u>\$250,000</u>

Type of Project: (check one)

- Quantifiable Project
- Qualifiable Project
- Reduced Emission Vehicles Project

Implementation Area for Project: Check if District-wide

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

Estimated Emission Reductions:

- A. Emission Reductions (lbs/yr)
Reactive Organic Gases _____ Nitrogen Oxides _____ PM₁₀ _____
- B. Vehicle Miles Traveled (VMT) Reduced: NA
Single Occupancy Vehicle Trips Reduced :NA
- C. Number of people reached per day through public education : NA

Brief Project Description:

To: Northern Sierra Air Quality Management District Board of Directors
From: Gretchen Bennett, Air Pollution Control Officer
Date: September 26, 2022

Agenda Item: VI.A

Agenda Description: Wildfire Smoke Clean Air Centers for Vulnerable Populations Incentive Pilot Program (AB 836)

Issues:

The Wildfire Smoke Clean Air Centers for Vulnerable Populations Incentive Pilot Program was created pursuant to the adoption of AB 836 (Wicks) in 2019. The passage of AB836 allocated \$5 million statewide to create a statewide network of clean air centers where Californians who are being impacted by wildfire smoke may go to seek respite.

Guidelines from the California Air Resources Board require that any facility which receives funding from this program must be open to the public during wildfire smoke events. District staff, Julie Hunter and Duane Strawser contacted local Office of Emergency Services, City officials and school districts in each of the three counties of the Air District jurisdiction. Locations that serve as community evacuation shelters and/or heat/smoke shelters were identified. District staff then conducted interviews of the responsible facility managers to determine the need and use of portable air filtration devices. Some larger facilities, such as the Fairgrounds, Veteran Halls, etc have square footage that require more than one device.

The California Air Resources Board is providing oversight for this program, and the California Air Pollution Control Officers Association is administering the program for air districts. District staff applied to CAPCOA for \$48,200.68 to purchase filtration devices and extra filters. The District will not receive any administrative funds for this program. The District has recently been told that this funding will be granted, although the grant agreement has not yet been distributed. The District plans to distribute air filtration devices in communities throughout all three counties. Approved locations are attached.

Requested Action: None, informational only

Attachments:

- 1. Application for the Wildfire Smoke Clean Air Centers for Vulnerable Populations Incentive Pilot Program**



Application for the Wildfire Smoke Clean Air Centers for Vulnerable Populations Incentive Pilot Program

Project Type: Portable Air Cleaner Purchase

1. Applicant Information

Applicant (501(c)(3) organization, tribe, faith-based organization, air district, individual, or others) Name:

Northern Sierra Air Quality Management District

Applicant Physical Address (Street, City, State, Zip code):

200 Litton Drive, Ste 320
Grass Valley, CA 95945

Applicant Mailing Address (Street, City, State, Zip code):

200 Litton Drive, Ste 320
Grass Valley, CA 95945

Signature Authority (Person Authorized to Legally Enter Grant Agreement)

First name and Last name:
Gretchen Bennitt

Title of Signature Authority:
Air Pollution Control Officer

Signature Authority Contact Information

Phone: (530) 274-9360

Fax: (530) 274-7546

E-mail:
gretchen@myairdistrict.com

2. Project Budget (Please include an itemized budget as an attachment)

Total Project Budget:
\$48,200.68

See attached order forms

3. Portable Air Cleaner Information

Air cleaners must conform to CARB standards for ozone production. A list of CARB-certified air cleaners is available at <https://ww2.arb.ca.gov/list-carb-certified-air-cleaning-devices>.

Make: See attached ordering spreadsheets
Model Number: See attached ordering spreadsheets
Performance Specification (e.g., filter rating/type, clean air delivery rate): See attached ordering spreadsheets
Number of Devices To Be Purchased (please include a brief description of how you determined the number of units the project will require): See attached ordering spreadsheets The number of devices determined has been based on the information provided regarding the number of emergency shelter locations in Nevada, Sierra and Plumas county emergency management services.
Number of Replacement Filters/ Cartridges To Be Purchased (please include a brief description of how you determined that this number of filters will be necessary to run the center(s) for 5 years): See attached ordering spreadsheets

4. Documented Evidence of Wildfire Smoke Burden in Served Communities

The Number of Days of Air Quality Index (AQI) value of 151 or higher for PM2.5 in the past five years (historical PM2.5 AQI data for your area is available at <https://www.epa.gov/outdoor-air-quality-data/air-data-daily-air-quality-tracker>):

AQI > 151 for 2017-2021 = 143 days (24-hour averages)

Other Relevant Information (for example, whether your community has been listed in any wildfire smoke health advisory notices in the last five years):

District health advisory notices:

2017 - twelve

2018 - thirteen

2019 - three, these three covered 10 days

2020 - ongoing advisories from August 17 through September

2021 - ongoing advisories from July 8 through September

5. Community Demographic/Geographic Information

Provide a description of the geographic area and communities in which you intend to deploy the air cleaning devices purchased with this funding.

Geographical Information (where do you intend to deploy these devices?):

Air filters will be deployed in communities in three Counties.

Plumas County - Chester, Quincy and Portola

Sierra County - Loyalton, Sierraville

Nevada County - Grass Valley, Nevada City, Penn Valley/Lake Wildwood, Truckee and Tahoe

Donner, South County (Alta Sierra/Lake of the Pines)

Demographic Information (will the center serve any low income, tribal, or disadvantaged communities?):

All shelter locations are located in or near low income, tribal and/or disadvantaged communities. All shelter locations will be available and open to serve all members of the community

Plumas and Sierra Counties are identified as low-income communities. A portion of Nevada County is identified as low-income community.

Our counties work closely with our OES office/s, Social Services, Health Dept. and the Non-Profit support sector/s to steer our low-income and Senior Citizen populations to shelter locations during all health-threat events (Warming Shelters, Cooling Shelters, Natural Disasters (Wildfire/Flood/Winter-Snow/PSPS etc.) and related events.

6. Plan for Deploying Portable Air Cleaners to Clean Air Center Locations

Staff from both Grass Valley and Portola offices will deliver the portable air cleaners to locations. Locations that will receive the portable cleaners first, will be those that have been identified in the list attached for number 7 below, based on:

1. Facilities that have agreed to store the portable air cleaners.
2. Facilities on the list that are most vulnerable.
3. Facilities indicated on the list that are impacted first by wildfire smoke (based on the opening of emergency shelters per county)
4. Shelter locations who have agreed to allow full/open access to all citizens regardless of Demographic status, and that can arrange to allow 24/7 access as/if needed beyond their normal business hours will receive priority Filtration device deployment.

Because our District covers three counties, identifying which facilities will be operating emergency shelters will be highly based on what communities are experiencing smoke impacts. All portable air cleaners will be stored at the Grass Valley and Portola offices until deployed.

7. List facilities to which you intend to deploy the portable air cleaners purchased with this grant, should your application receive funding. Please note that not having facilities lined up yet does not disqualify your application; however, applications for facilities meeting the criteria listed in Chapter 2 C of the *Wildfire Smoke Clean Air Center Grant Guidelines* will be given priority.

See attached documentation

8. Plan for Operating the Clean Air Centers. The plan should include the criteria your organization intends to use to determine when to open the center (or centers), such as the PM2.5 AQI in the vicinity of the center.

The operation of the portable clean air filters will be dependent and based on:

1. Location of the fire and smoke impacts to communities in each county
2. When emergency shelters opens (this will be subject location of fire/smoke impacts in each county)
3. When the AQI in the community reaches > 101 (USG), shelters will be required to operate the portable air cleaners.

NSAQMD staff provides constant AQI information and messaging to communities during wildfire events and operators of emergency shelters are aware of how to obtain air quality information. NSAQMD staff will be working with each facility to ensure proper use of the portable air cleaners as well as the tracking of air quality via AirNow and/or the Fire and Smoke Map.

9. Describe your organization's (or partner organization's) experience running shelter locations (e.g., cooling centers, homeless shelters, etc.)

The NSAQMD role in shelters is a support role. The Districts provides information to shelters when they are opened to the communities in our jurisdiction. Our NSAQMD personnel have verified that the Municipalities/jurisdictions in our District requesting inclusion in this Grant opportunity have demonstrated pre-existing partnerships with County/City staff and/or trained Non-Prof/Volunteer staff that currently operate these shelter locations during natural disaster/emergency status events. Our Air District staff cooperates, monitors and supports their activities in a supervisory and coordinational role specific to assuring the provision of healthy air quality environments as needed.

10. Self-Certifications and Attestations

I certify that all information in this application is true, correct, and complete to the best of my knowledge and belief. I certify that I am signing on behalf of the applicant in the capacity as a signature authority indicated next to my name below and that I am authorized to execute this application on behalf of the applicant.	
Signature:	
First and last name of Signature Authority (print legibly):	Date:

11. Supporting Documentation

Please attach any supporting documents to your application. Supporting documentation should include pricing information for the portable units you intend to purchase.

Air Filtration Public Sites (West Cnty.)	Size (sq')	Advised Unit	Unit \$
1) Nevada County Fairgrounds (Bldg – A)	12,400'sq	#15 x1	\$3,350.
2) Nevada County Fairgrounds (N. Mines)	10,800'sq	#13 x 2	\$1,920.
3) Nevada County Fairgrounds (Meeting Rm.)	2,000'sq	#8 x 1	\$690.
4) Nevada Cnty Veteran's Hall (Nevada City)	1,600'sq	#5 x 1	\$1,740
5) Nevada City Seaman's Lodge	1,600'sq	#5 x 1	\$1,740.
6) Nevada County Veteran's Memorial Bldg.	12,300'sq	#15 x 1	\$3,350.
8) City of GV Fire Station #2 Main Rm.	6,000'sq	#14 x 1	\$1,700.
9) City of GV Fire Station #2 Meeting Room	1,200'sq	#4 x 1	\$654.
10) PV, CA Gateway Park Buttermaker Cottage	2,000'sq	#8 x 1	\$690.
11) Penn Valley Library / Conference Room	2,100'sq	#8 x 1	\$690.
12) PV, CA Ready Springs School Gymnasium	6,000'sq	#14 x 1	\$1,700.
13) NSJ, CA/North Columbia Schoolhouse	4,000'sq	#11 x 1	\$1,860.
15) LOP/Alta Sierra Comm. Center/Clubhouse	5,000'sq	#13 x 1	\$960.
16) Truckee Community/Arts Center	3,000'sq	#10 x 1	\$587.
17) Truckee Community/Recreation Center	3,000'sq	#10 x 1	\$587.
18) Truckee Airport (CRC/OES) building	6,000'sq	#14 x 1	\$1,700.
19) Tahoe/Donner Community Clubhouse	20,000'sq	#15 x 1	\$3,350.
20) Tahoe/Donner Senior Citizen Day Center	1,300'sq	#4 x 1	\$654.
21) Lake Wildwood Clubhouse (South Gate)	1,800'sq	#8 x 1	\$690.
22) Lake Wildwood Commt. Center (N. Gate)	3,000'sq	#10 x 1	\$587.
23) *Truckee Hospital (*Spcl Dist, Non-Prof)	20,000'sq	#10 x 5	\$2,935.
	(*W/O FILTERS)	TOTAL	\$29,954.

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Portable Air Filtration Sites - Plumas and Sierra Counties			
Plumas County			
Location	Size	Unit #	Price
Chester:			
United Methodist Church	Two area: 800 sf, 1200 sf	2 and 4	\$1,352.99
Almanor Recreation Center	3865 sf	11	\$1,860.00
Chester Memorial Hall	800 sf	2	\$139.30
Greenville:			
LDS Church- Greenville	No response		
Quincy:			
Plumas Sierra Fairgrounds	Three areas: 10,000 sf, 1500 sf and 5000 sf	13, 5 and 13	\$2,610.00
Feather River College	No response		
Quincy Vets Hall	4900 sf	13	\$960.00
St John's Catholic Church	No response		
United Methodist Church	Three areas: 1000 sf, 500 sf x 2	4 and 1 (x2)	\$502.55
LDS Church	No response		
Portola:			
Holy Family Catholic Church	No response		
Portola Memorial Hall	5000 sf	13	\$960.00
Portola Station Baptists Church	No response		
LDS- Portola	No response		
United Methodist Church:	Three areas: 1000 sf, 500 sf x 2	4 and 1 (x2)	\$502.55
Sierra County			
Community Church of Loyalton	No response		
Downieville Methodist Church	500 sf	1	\$196.45
Sierra City	No response		
United Methodist Church Taylorsville	700 sf	2	\$139.30
		17 units	\$9,223.14

To: Northern Sierra Air Quality Management District Board of Directors
From: Gretchen Bennett, Air Pollution Control Officer
Date: September 26, 2022

Agenda Item: VI.B

Agenda Description: Mosquito Fire Smoke Impacts

Issues: As of this writing, the Mosquito Fire in Placer and El Dorado Counties is at 64,000 acres and 20% contained. Smoke impacts have been mild to hazardous throughout all three counties of the Air District, depending upon the meteorological conditions.

Air District staff provided health advisories and worked with the media to get messages to the public on how best to protect themselves from wildfire smoke. Additionally, staff worked daily with the Tahoe-Truckee School District and Nevada County Public Health Agency to provide daily smoke forecasts to determine school attendance.

Requested Action: None, informational only

Attachments:

1. Health Advisories issued for Nevada, Plumas and Sierra Counties

AIR QUALITY HEALTH ADVISORY -- SMOKE

Monday, September 12, 2022 - Ongoing
Nevada County

The Northern Sierra Air Quality Management District and the Public Health Departments of Nevada County are issuing a Joint Air Quality Health Advisory due to smoke impacts from the **Mosquito Fire** in Placer and El Dorado Counties, CA. Smoke impacts could result in poor air quality conditions and could vary throughout the day. Air quality conditions change rapidly, and smoke may be intermittent and affect different areas dependent upon wind direction and time of day. For the most recent Smoke Forecast for your area please see:

<https://outlooks.airfire.org/outlook/76d08bea>

Poor air quality has the potential to cause negative health impacts, particularly for sensitive groups and when exposure is prolonged. Exposure to elevated PM2.5 (fine particulate matter in smoke) concentrations can result in eye and throat irritation, headaches, nausea, shortness of breath, congestion, coughing, impaired lung function and chest pain, especially among sensitive individuals such as the elderly, children, people with asthma, people with heart or lung conditions, pregnant women and anyone who is exercising or working hard outdoors.

If you **smell or see smoke** around you, the following actions are recommended:

- **Stay indoors.** Minimize outdoor activities even if you are considered healthy. Those with health-related illnesses, particularly breathing problems, should remain indoors. Follow the Environmental Protection Agency's recommendations for creating a clean air space in your home. <https://www.airnow.gov/sites/default/files/2022-02/how-to-create-a-clean-room-at-home.pdf>
- **Snug fitting N95 masks are effective in protecting the wearer from smoke particles.** Re-use of N95 masks may reduce effectiveness and make breathing more difficult. Surgical and cloth masks are not effective in protecting against smoke damage to the lungs due to the very small particle size.
- **Medical care.** If you experience chest pain, chest tightness or shortness of breath, seek medical care immediately.
- **Adjust AC to avoid drawing in smoky air.** If you have a central air conditioning system in your home, set it to "re-circulate" or close outdoor air intakes. Change your air filter on a regular basis.
- **Reduce other sources of indoor air pollution.** Smoking cigarettes, using gas, propane and wood-burning stoves and furnaces, spraying aerosol products, frying or broiling meat, burning candles and incense, and vacuuming can all increase particle levels in a home and should be avoided when wildfire smoke is present.
- **Reduce physical activity to reduce inhalation of smoky air.** During exercise, people can increase their air intake as much as 20 times from their resting level.
- **Avoid getting ash into the air as much as possible.** Avoiding sweeping ash up dry, use water and wet cloth/mop to clean items and surfaces. Wear a well-fitting respirator mask, gloves, long-sleeved shirts, and long pants when cleaning up ash. Avoid skin contact. If you do get ash on your skin, wash it off immediately. Some wet ash can cause chemical burns. HEPA filter vacuums could be used, if available.
- **Monitor children and young adults.** Do not allow children to play with ash or be in an area where ash-covered materials are being disturbed. Wash ash off toys before children play with them. Clean ash off pets.

Real-time air quality conditions for the Northern Sierra Air Quality Management District may be found at www.myairdistrict.com (click on your location of interest under "Local Air Quality").

Additional information about air quality can be found on the following website:
www.airnow.gov/

To sign up for the Air Quality Health Advisory email list, please visit
<https://myairdistrict.com/index.php/email-advisories-newsletter/>

AIR QUALITY HEALTH ADVISORY -- SMOKE

Monday, September 12, 2022 - Ongoing

Plumas and Sierra Counties

The Northern Sierra Air Quality Management District and the Public Health Departments of Plumas and Sierra Counties are issuing a Joint Air Quality Health Advisory due to smoke impacts from the **Mosquito Fire** in Placer and El Dorado Counties, CA. Smoke impacts could result in poor air quality conditions in both counties. Smoke could vary throughout the day. Air quality conditions change rapidly, and smoke may be intermittent and affect different areas dependent upon wind direction and time of day. For the most recent Smoke Forecast for your area please see: <https://outlooks.airfire.org/outlook/76d08bea>

Poor air quality has the potential to cause negative health impacts, particularly for sensitive groups and when exposure is prolonged. Exposure to elevated PM2.5 (fine particulate matter in smoke) concentrations can result in eye and throat irritation, headaches, nausea, shortness of breath, congestion, coughing, impaired lung function and chest pain, especially among sensitive individuals such as the elderly, children, people with asthma, people with heart or lung conditions, pregnant women and anyone who is exercising or working hard outdoors.

If you **smell or see smoke** around you, the following actions are recommended:

- Minimize outdoor activities even if you are considered healthy.
- Stay indoors with doors and windows closed as much as possible; run the air conditioner on the "recirculate" setting if that is an option. Follow the Environmental Protection Agency's recommendations for creating a clean air space in your home. <https://www.airnow.gov/sites/default/files/2022-02/how-to-create-a-clean-room-at-home.pdf>
- People with asthma should follow their personal asthma management plan.
- People with heart disease, respiratory conditions or chronic health issues should stay indoors.
- Contact your doctor if you have any symptoms of cough, shortness of breath, chest pain, or severe fatigue;
- N95 masks are not recommended unless you have to work outside for extended periods of time. Due to the high temperatures, it is encouraged that people not work outside unless absolutely necessary and wear a properly fitted N95 mask.

Real-time air quality conditions for the Northern Sierra Air Quality Management District may be found at www.myairdistrict.com (click on your location of interest under "Local Air Quality").

Additional information about air quality can be found on the following website:
www.airnow.gov/

To sign up for the Air Quality Health Advisory email list, please visit
<https://myairdistrict.com/index.php/email-advisories-newsletter/>

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennett, Air Pollution Control Officer

Date: September 26, 2022

Agenda Item: VI.C

Agenda Description: Status on Portola PM2.5 Nonattainment Area

Issues: Staff will report on the status of the State Implementation Plan and the Target Grants for the PM2.5 nonattainment area.

Requested Action: None, informational only

Attachment:
none