

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

Headquarters
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Grass Valley, CA 95945
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NORTHERN SIERRA
AIR QUALITY MANAGEMENT DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD MEETING

MONDAY

May 22, 2017

1:00 p.m.

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

BOARD OF DIRECTORS REGULAR MEETING

May 22, 2017

1:00 p.m.

This meeting will be held by videoconference/teleconference 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

(Site C) TELEPHONE CONFERENCE

10879A Donner Pass Road, CONFERENCE ROOM

Truckee, California

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

I. Standing Orders:

Call to Order.

Roll call and determination of quorum.

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

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

A. Approval of regular meeting minutes – April 24, 2017

IV. Administrative Report

A. Public Hearing for District's FY 2017-2018 Capital and Operating Budget

V. Director's Report

A. Status on Portola PM2.5 Nonattainment Area

B. Letters of Support for Plumas County Road Projects

VI. Concerns of Board - The Board may at this time bring up matters it wishes to discuss at the next Board Meeting, as long as no discussions are conducted and no actions are taken, in compliance with the Brown Act.

VII. Schedule next Meeting – June 26, 2017 ----- IN PERSON!

VIII. Adjournment

PERSONS DESIRING TO ADDRESS THE BOARD

Meetings of the Board of Directors shall be conducted by the Chairperson in a manner consistent with the policies of the District. The latest edition of Robert's Rules of Order, Revised shall also be used as a general guideline for meeting protocol. District policies shall prevail whenever they are in conflict with Robert's Rules of Order, Revised. All Board meetings shall commence at the time stated on the agenda and shall be guided by same.

PUBLIC COMMENT:

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

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

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

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

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

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

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

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

POSTING AGENDA:

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

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennett, Air Pollution Control Officer

Date: May 22, 2017

Agenda Item: III.A

Agenda Description: Approval of regular meeting minutes – April 24, 2017

Issues:

The meeting minutes from the last Board of Director's meetings will be distributed to Board members prior to the meeting.

Requested Action:

1. Approval of Regular meeting minutes from April 24, 2017

ROLL CALL VOTE REQUESTED

Attachments:

1. Draft meeting minutes from April 24, 2017

DISTRICT HEADQUARTERS

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MINUTES

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

April 24, 2017

1:00 p.m.

This meeting was held by in person/teleconference 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

AND

(Site B) VIDEOCONFERENCE/TELEPHONE CONFERENCE

Northern Sierra Air Quality Management District (Northern Office)

257 E. Sierra Street, Unit E

Portola, California

AND

(Site C) TELEPHONE CONFERENCE

10879A DONNER PASS ROAD, CONFERENCE ROOM

TRUCKEE, CALIFORNIA

Members Present:

Supervisor Thrall

Supervisor Huebner

Supervisor Scofield

Supervisor Anderson

Supervisor Roen

Supervisor Sanchez

Members Absent:

None

I. Standing Orders:

Call to Order. Roll Call and Determination of Quorum.

Chairman Roen called the meeting to order at 1:00 P.M. A quorum was confirmed. Julie Ruiz, Air Pollution Control Specialist II and Gretchen Bennett, APCO were also in attendance.

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

Chairman Roen called for public comment at all sites. There was no public comment at any sites.

III. Administration

A. Approval of regular meeting minutes – March 27, 2017

Supervisor Thrall made a motion to approve the Regular Meeting Minutes – March 27, 2017. Supervisor Sanchez seconded the motion. The motion was unanimously approved upon a roll call vote.

B. Approval of Northern Sierra Air Quality Management District's AB 2766 DMV Surcharge Fund Program RFP for 2017-2018 Grant Cycle

Ms. Bennitt discussed the timelines and allocated amounts for each county's AB2766 grants. She also discussed that there were no changes from last year's Request for Proposal. Ms Bennitt informed the Board that following the adoption of the RFP, the District will notify recipients on its mailing list of the RFP and place the notification of the acceptance of screening proposals on the District's webpage.

Supervisor Scofield made a motion to approve Northern Sierra Air District's AB 2766 DMV Surcharge Fund Program Request for Proposals for the 2017-2018 Grant Cycle with adopted funding option. Supervisor Huebner seconded the motion. The motion was unanimously approved upon a roll call vote.

C. March 2017 (3rd Quarter) Monthly Budget Report – for FY 2016/2017

Ms Bennitt presented and discussed the monthly budget reports. Supervisor Sanchez made a motion to approve the March 2017 Monthly Budget reports. Supervisor Huebner seconded the motion. The motion was unanimously approved upon a roll call vote.

IV. Director's Report

A. Update on Portola PM2.5 Emission Reduction

Julie Ruiz discussed the District's Wood Stove Fair, which occurred in Portola on April 21, 2017. During the Board meeting, Board members randomly picked winners who entered a raffle at the stove fair. A \$50 Leonards gift card was randomly chosen by Supervisor Thrall and awarded to Dan Laird. Another \$50 Leonard's gift cad was drawn by Supervisor Roen and awarded to Grady Madden. The winner of the Wood Shed was Loretta Crumley and was picked by Supervisor Sanchez.

VI. Concerns of Board - The Board may at this time bring up matters it wishes to discuss at the next Board Meeting, as long as no discussions are conducted and no actions are taken, in compliance with the Brown Act.

Chairman Roen called for any concerns of the Board at all sites. There was only one additional concern discussed – Chair Roen gave an update on the Loyalton Biomass Plant. There were no other concerns at any site.

VII. Schedule next Meeting – May 22, 2017 via video and/or teleconference

VIII. Adjournment.

The meeting was adjourned at 2:05 p.m.

To: Northern Sierra Air Quality Management District Board of Directors
From: Gretchen Bennett, Air Pollution Control Officer
Date: May 22, 2017

Agenda Item: IV.A.

Agenda Description: Public Hearing for District's FY 2017-2018 Preliminary Capital and Operating Budget

Issues:

Operating Budget

Overall, revenues are expected to exceed expenditures by \$89,271. Although there is an estimated increase of total expenditures from the previous fiscal year of \$34,921, there is an estimated increase of \$14,826 of revenue from last year's budget.

The increase in expenditure is primarily due to an increase of \$39,171 in the Salaries and Benefits object level. Broken down, the increases in predicted expenditure come from an approved 2% COLA (increase of \$7,604), and an expected increase of \$17,500 to pay for the services of a part-time accounting professional.

COLA

In January 2016, the Board approved Resolution 2016-01 and 02, which approved a Cost of Living Allowance (COLA) of 2.0% for the Air Pollution Control Officer and Staff, to be effective annually on July 1 for the fiscal years of 2015-2016, 2016-2017 and 2017-2018. Each of the three fiscal year allowances were subject to rescission and/or modification if the Board of Directors determines, before the effective date of the allowance (July 1), that there are insufficient funds to cover those increases. The preliminary budget for 2017-2018 does show sufficient funds to cover those increases.

Restricted Budget

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

Requested Action:

1. Open a public hearing to receive comments on the District's Preliminary FY 2017-2018 Budget
2. Provide direction to staff on Preliminary FY 2017-2018 Budget

Attachments:

1. District's Preliminary FY 2017-2018 Budget

DISTRICT HEADQUARTERS

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**FISCAL YEAR 2017/2018
CAPITAL BUDGET
Preliminary**

May 22, 2017

EXECUTIVE SUMMARY

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

RESTRICTED GRANTS BUDGET

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

AB2766 Grant Programs

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

Project proponents go through a sometimes competitive process to request full or partial sponsorship for projects which reduce vehicle emissions. \$225,895 of AB2766 funding is slated for approval to be used during Fiscal Year 2017/2018 for projects throughout all three counties. Final grant approvals will be made in September or October 2017. After the Board allocates funds for individual AB projects, any funds which are not allocated to a project go into each county's AB 2766 total allocation account as carryover. These amounts will be added back in to each county's AB allocation in time for the following year's Board approval of projects.

In addition to the FY 2017/2018 AB projects, there is \$309,999 expected to be expended for various encumbered projects. These funds are earmarked in the Restricted Grants Fund Balance.

There was \$5,499 remaining in account # 588-200-39 (Portola Woodstove Mitigation). The Board allocated this fund to a woodstove changeout program in the Portola area. In 2016, the Board allocated 33,211 of AB2766 funds to Account # 580-200-93 (Portola PM Mitigation). This budget reflects a transfer of the remaining \$5,499 from Account # 588-200-39 (Portola Woodstove Mitigation) to Account # 580-200-93 to be utilized in a

woodstove changeout program in the Portola area.

AB923 DMV Surcharge Fees and Programs

AB923 is only implemented in Plumas County. This funding comes from a DMV surcharge fee of \$2 per each vehicle registered in the county. The District receives 6.25% as an administrative fee. This year, the District expects to receive approximately \$50,000, \$3,125 is utilized for administrative funding. This funding is to be utilized for replacing old diesel school buses per the state's Lower Emission School Bus program or for reducing heavy duty diesel emissions, similar to the Carl Moyer program. Recently the state has approved that this funding can also be utilized for infrastructure for alternatively fueled, low emission school busses. The current fund balance of AB923 funding is \$121,705, providing a total of \$165,580 available for expenditure during FY 2017/2018.

Carl Moyer Heavy Duty Diesel Emission Reduction Program

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

For fiscal year 2017/2018, the District expects to receive revenue of Carl Moyer funding of \$200,000. The District receives 12.5% administrative fee, leaving \$175,000 for the grant program and \$25,000 administrative fee which is revenue for the internal operating budget. The current fund balance amount of Carl Moyer funding is \$4,853, providing a total of \$179,584 available for expenditure during FY 2017/2018.

EPA's Targeted Air Shed Grant

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

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

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

This will be a five year program (2016-2021) based upon a strict reimbursement basis. Estimates were based upon how much would be spent and reimbursed for each of the five years. The amount of \$1,992,000 for woodstove replacements in the nonattainment area is not to be exceeded over five years. The district estimates that approximately \$398,400 per year will be expended to replace stoves in the nonattainment area. Additionally, the District has been awarded up to \$259,136 for administrative use over the five year period. The District estimates approximately \$59,500 per year will be reimbursed for administrative uses annually.

H&S Woodstove Mitigation Fund

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

TIMBER (Truck Improvement Modernization Emission Reduction Program)

The Carl Moyer Truck Improvement/Modernization Benefitting Emission Reductions (TIMBER) Program provides a streamlined approach for replacing older, high-polluting heavy-duty log trucks earlier than required. Although the District has participated in this program during the years of 2013 – 2016, the District will not be participating in FY 2017-2018. There is approximately \$24,531 remaining in the TIMBER restricted fund to be administered. Once that is administered, the TIMBER program will cease.

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

Preliminary Restricted Budget:
FY 2017 - 2018

Restricted Budget, Fund Balance Accounts		FY 2016-2017	FY 2017-2018
Account #	Description		
301-200-02	Encumbered AB 2766 Funds	214,112	309,999
304-200-01	Planned Expenditures, AB2766 Total Allocation, Nevada Co.	195,932	183,705
304-200-03	Planned Expenditures, AB 2766 Total Allocation, Plumas Co.	35,378	36,337
304-200-04	Planned Expenditures, AB 2766 Total Allocation, Sierra Co.	5,670	5,853
304-200-06	Planned Expenditures, Carl Moyer	75,281	4,584
304-200-10	Planned Expenditures, TIMBER	19,989	24,531
304-200-11	Planned Expenditures, AB923	69,087	121,705
304-200-12	Portola Woodstove Changeout Fund	5,500	0
Restricted Budget, Fund Balance Accounts Total:		\$657,471	\$686,714

Restricted Budget, Revenue		FY 2016-2017		FY 2017-2018	
Account #	Description	Grant Funds	Restricted Funds	Grant Funds	Restricted Funds
420-200-01	Govt. Funding, AB 2766 DMV Fees (60% for District Admin)	520,000	208,000	520,000	208,000
420-200-05	Govt Funding, AB923 (6.25% for district admin)	50,000	46,875	50,000	46,875
420-200-18	Govt. Funding, Carl Moyer HD Diesel (12.5% for district admin)	200,000	175,000	200,000	175,000
420-200-91	Govt. Funding, EPA Target Grant for Portola	398,400	398,400	398,400	398,400
421-200-50	Other Income, Interest, Restricted Carl Moyer	0	4,299	0	4,299
Restricted Budget, Revenue Total:		\$1,168,400	\$832,574	\$1,168,400	\$832,574

Restricted Budget, Expenditures		FY 2016-2017	FY 2017-2018
Account #	Description		
580-200-65	NSAQMD (2015-01, 7,000)	2,993	\$ 470
580-200-52	Nevada County Library, (AB2016-02, \$20,600)		\$ 20,600
580-200-54	Hansen Bros. Enterprises (AB2016-03, \$35,700)		\$ 35,700
580-200-55	Tahoe-Truckee Unified School District (AB2016-04, \$38,844)		\$ 38,844
580-200-51	Superior Court of California (AB2016-05, \$40,000)		\$ 40,000
580-200-63	Town of Truckee (AB2016-06, \$60,787)		\$ 60,787
580-200-76	Incorporated Senior Citizens of Sierra County (2016-01, \$5,670)		\$ 5,670
580-200-10	NevCo Library, Chicago Park Kiosk (AB2014-09, \$33,455)	21,207	\$ 21,207
580-200-69	NevCo CDA & IGS (AB2015-02, 45,000)	45,000	\$ 2,250
580-200-67	Nevada County Public Works (AB2015-04, 30,000)	30,000	\$ 30,000
580-200-07	Nevada County Library (AB2015-05, 25,000)	25,000	\$ 25,000
580-200-71	Nevada County Library (Ab2015-06, 15,500)	15,500	\$ 1,566
580-200-93	Portola PM Mitigation(AB2015-08, 33,211 plus 5499 transferred from 588-200-39)	30,192	\$ 27,723
580-200-66	Incorporated Senior Citizens of Sierra County (AB-2015-07,\$5,240)	5,240	\$ 182
580-200-73	Portola MOU (AB-2016-08)	35,378	\$ 29,034
580-200-000	Planned Expenditure of all counties	201,602	225,895
580-200-32	Carl Moyer	250,281	179,584
580-200-30	TIMBER	19,989	24,531
580-200-56	AB 923	115,962	168,580
580-200-91	EPA Target Grant for Portola	398,400	398,400
588-200-39	Portola Woodstove Mitigation \$5,499 transferred to account 580-200-93)	5,500	0
Restricted Budget, Expenditures Total:		\$1,202,244	\$1,336,023

Notes:

1 Carl Moyer interest must be retained within the Restricted Fund and credited to the same account. All other interest can be transferred to the Operating budget per the resolution that established Restricted Fund #6771. Interest shall be apportioned based on the average monthly ratio between the Carl Moyer fund balance and the total restricted

OPERATING BUDGET

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

Operating Revenue

Overall, Revenues exceed Expenditures by \$89,271. There is an increase of \$14,826 of predicted revenue from last year's budget. The most significant increase in predicted revenue is likely from the increase in EPA monitoring funding (+ 28,900). A few revenues show a minor increase from the previous year; \$5,000 increase of prescribed burning permit fees, \$1,700 increase in county contribution.

AB 2766 revenue is 37% of total operating revenue. This revenue is used internally for activities that are related to clean air planning and technical studies necessary to implement the California Clean Air Act, and these technical activities should be funded by AB 2766 funds proportionate to the relative contribution of mobile source emissions.

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

Operating Expenditures

There is an estimated increase of total expenditures from the previous fiscal year of \$34,921. The increase is primarily due to an increase of \$39,171 in the Salaries and Benefits object level. Broken down, the increases in predicted expenditure come from an approved 2% COLA (increase of \$7,604), and an expected increase of \$17,500 to pay for the services of a part-time accounting professional. The District has added a new account # 520-100-03 (IT) which is predicted to expend \$10,000. The District increased its public education amount from \$2,000 to \$5,000. Last, the District plans to spend \$21,430 more on monitoring equipment, primarily web cameras.

Fund Balance

The District has committed to adding \$50,000 annually to the District's Other Post-Employment Benefits (OPEB) account. This account will increase by \$50,000 annually as required by GASB45. The District provides certain postretirement healthcare benefits, as established by Board Policy, to eligible employees through a single-employer plan governed by the Public Employees' Medical & Hospital Care Act (PEMHCA) and administered by the District. Employees who retire from the District shall be eligible to be enrolled in a PERS-provided health insurance plan. If the retiree is enrolled in a PERS-provided health insurance plan, the District shall pay 100% of the

first \$9,600 of the retiree's annual premium. Employees hired after July 1, 2014 shall still be eligible to be enrolled in a PERS-provided health insurance plan upon retirement, but the District shall pay 0% of the retiree's annual premium, upon retirement.

GASB 45 determines the annual OPEB financial obligations based upon the current number of eligible employees and retirees. The net OPEB obligation at the end of the year 2016 was determined to be \$368,540. The District's financial auditor recommended and the Board of Directors agreed that the District expend at least \$50,000/annually and add it to the Fund Balance specific to account until the obligation is fulfilled. The District plans to expend another \$50,000 during FY17/18, bringing the total OPEB amount to \$150,000. This expense of \$50,000 will be repeated annually until the District's annually determined OPEB obligation is met.

The District has two separate accounts to express health insurance expenditures. Account # 510-100-13 is for retired employees, and Account # 510-100-06 is for current employees. However, two employees have elected not to utilize the PERS-provided health benefits plan. According to District Policy, in recognition of the subsequent cost savings to the District, the District will pay the employees 40% of the premium costs saved by the District, or \$3,840, whichever is less. Since there are two employees electing not to utilize the PERS provided plan, this total amount is \$7,680. This \$7,680 expenditure is not included in the Health Insurance expenditure, instead it is included in Account # 501-100-00 Permanent Salaries.

1. Equipment Replacements

\$3,000 will be expended to purchase office equipment such as two new computers. The District keeps a list of equipment and their respective depreciation rates.

2. Air Monitoring Program

The Air District receives \$59,500 from the Environmental Protection Agency for the continued operation of the District's Federal Reference Method (FRM) Network for particulate matter. The District will also continue to pay rent for its monitoring laboratory and purchase miscellaneous equipment to continue to run its existing air quality monitoring network. The District has \$28,430 from the EPA to spend on web cameras and monitoring upgrades at all the air monitoring sites.

3. Public Education

The District will utilize \$5,000 to fund its public education program for FY 2017-2018. This includes purchasing ads for emission reductions, incentive and grant programs.

Summary

Expected operating revenue exceeds expected operating expenditures by \$89,271. This includes the \$50,000 annual expenditure to the OPEB fund balance account. The funds received in previous years are encumbered in the District's fund balance accounts, and will be utilized to demonstrate a balanced budget in the final summary, if needed. Although the preliminary budget demonstrates an overall increase to the District's Fund Balance by revenues exceeding operating expenditures by \$89,271, this is crucial to the continuance of the Air District's services. The Air District has experienced a steady decline in its fund balance in previous years to the point where it was almost imperative to employ drastic reductions in expenditures. This predicted increase in the fund balance will assist the District to continue its services in case of any unexpected decreases in revenue in the future.

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

Preliminary Operating Budget: FY 2017 - 2018

Resource Report		
	3/31/2017	\$ 632,792
	<i>Difference between Cash Available and Fund Balance Accounts Total:</i>	\$ (208)

Fund Balance Accounts		<i>(Used to track earmarked or encumbered funds)</i>	
Account #	Description	FY 2016-2017	FY 2017-2018
301-100-01	General Fund, Undesignated	0	-
301-100-03	Other Post-Employment Benefits	100,000	150,000
302-100-01	Equipment Replacements / Depreciation	102,000	102,000
303-100-00	Leave Liability	56,000	52,000
304-100-02	Air Monitoring Program	80,000	60,000
304-100-03	Public Education Program <i>(See Acct# 540-100-05)</i>	5,000	5,000
305-100-01	Contingency, Leashold Improvements	75,000	59,000
305-100-02	Contingency, Emergency Funds	118,000	118,000
305-100-03	Contingency, Litigation	80,000	87,000
Fund Balance Accounts Total:		\$ 616,000	\$ 633,000

Revenue			
Account #	Description	FY 2016-2017	FY 2017-2018
401-100-02	Fees, Permit to Operate	34,000	34,000
401-100-04	Fees, Vapor Recovery	19,000	19,000
401-100-05	Fees, Variance Application	500	500
401-100-06	Fees, Source Test	2,000	2,000
401-100-07	Fees, Prescribed Burning	13,000	18,000
401-100-10	Fees, Title V, Fed Op Permit	65,000	65,000
401-100-13	Fees, Fire Dept Response	1,500	1,500
401-100-08	Fees, Woodstove Inspections Quincy	1,500	1,500
405-100-01	Penalties, Permitted Source	35,000	10,000
405-100-02	Penalties, Open Burning	2,500	2,500
420-100-01	Gov't Funding, State Subvention	137,600	137,600
420-100-02	Gov't Funding, Subvention Supplemental	3,500	3,500
420-100-03	Gov't Funding, County Contrib	58,565	60,335
420-100-07	Gov't Funding, PERP Pass-Thru	20,000	18,000
420-100-04	Gov't Funding, EPA <i>(PM2.5)</i>	52,000	59,500
420-100-06	Gov't Funding, EPA Special 103 grant	7,000	28,430
420-100-88	Gov't Funding, AB 923, Admin Fee	2,500	3,125
420-100-99	Govt. Funding, AB 2766 DMV Fees	320,000	320,000
420-100-11	Govt. Funding, EPA Target, Admin Fee	51,000	55,000
420-100-05	Carl Moyer, Admin Fee	25,000	25,000
421-100-16	Other Income, Sale of Asset	-	-
421-100-17	Other Income, Rules, Copies, Subscr.	100	100
421-100-18	Miscellaneous refunds, miscellaneous	-	-
421-100-21	PERS Employee Paid Contribution	1,500	1,500
421-100-50	Other Income, Interest	3,500	5,000
Revenue Total:		\$ 856,265	\$ 871,090

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

Preliminary Operating Budget: FY 2017 - 2018

Expenditures		Salaries and Benefits (Object Level)	
Account #	Description	FY	FY
		2016-2017	2017-2018
501-100-00	Permanent Salaries	380,194	387,798
502-100-00	Overtime	1,000	1,000
504-100-01	Part-Time Employees	7,500	25,000
510-100-02	Medicare	5,500	5,500
510-100-11	Ca State Unemployment	2,000	2,000
510-100-04	Workers' Comp Insurance	6,000	6,000
510-100-05	PERS Retirement	61,342	57,319
510-100-12	PERS Unfunded Accrued Liability	48,202	51,812
510-100-10	PERS Employee Paid Contribution	(3,300)	(3,300)
510-100-08	PERS Health Employee Portion	(10,000)	(8,000)
510-100-13	PERS Health Insurance, Retired Employees	21,000	28,800
510-100-06	PERS Health Insurance	39,000	36,000
510-100-07	Dental/Vision Care	6,250	6,250
Salaries and Benefits Total:		\$ 564,688	\$ 596,179

Expenditures		Services and Supplies (Object Level)	
Account #	Description	FY	FY
		2016-2017	2017-2018
520-100-01	Communications	18,000	15,000
520-100-03	IT	na	10,000
521-100-01	Maintenance: Office Equipment	500	500
521-100-02	Maintenance: Vehicles	3,000	3,000
522-100-01	Rent, Structures	32,040	32,040
522-100-02	Utilities, District Offices	3,500	3,500
523-100-01	Office Supplies	5,000	6,000
523-100-02	References, Subscriptions	450	450
523-100-03	Postage, Shipping	1,200	1,200
524-100-00	Memberships	3,000	3,000
525-100-01	Prof Services: Legal	6,000	6,000
525-100-03	Prof Services: Bookkeeping (ADP, internal audit)	18,000	18,000
525-100-04	Prof. Services: County Auditor/GASB 45/GASB 68	4,000	4,000
525-100-05	Prof Services: Board	5,000	5,000
528-100-00	Liability Insurance	8,000	8,000
529-100-00	Legal Notices, Public	500	500
535-100-01	Training, Tuition	1,500	1,500
535-100-02	Travel	3,000	3,000
535-100-03	Gasoline	5,000	5,000
555-100-97	Miscellaneous	-	1,000
535-100-04	Private car mileage	500	500
Services and Supplies Total:		\$ 118,190	\$ 127,190

Expenditures		Pass-thru Funds / Internal Programs / Contributions to Other Agencies (Object Level)	
Account #	Description	FY	FY
		2016-2017	2017-2018
540-100-02	Alternate Commute Program	750	750
540-100-05	Public Education Program	(see Acct# 304-100-03)	5,000
545-100-01	ARB: AB 2588 Fees	770	770
545-100-06	Fire Dept Response Reimbursement	(see Acct# 401-100-13)	1,500
Contribution to Other Agencies / Internal Grants Total:		\$ 5,020	\$ 8,020

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NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

Preliminary Operating Budget: FY 2017 - 2018

Expenditures		Fixed Asset Purchases (Object Level)	
		FY	FY
Account #	Description	2016-2017	2017-2018
560-100-01	Office Equipm(2 computers @\$3,000)	6,000	6,000
520-100-04	PM Monitoring Expenses, including rent and utilities, see acct # 420-100-04	15,000	15,000
560-100-05	EPA Special 103 Grant - website upgrade.video cam, BAM tape.conference	7,000	28,430
560-100-01	Vehicle	30,000	0
560-100-02	Field Equipment (fixed assets - over \$1,000)	1,000	1,000
		Fixed Asset Purchases Total: \$	\$ 59,000 \$ 50,430

Budget Summary		Available Funding & Expenditures	
		FY	FY
		2016-2017	2017-2018
Available Funding			
Fund Balance Total (<i>encumbered & earmarked reserves</i>)		616,000	633,000
Petty Cash		75	75
Revenue Total		856,265	871,090
		Available Funding Total: \$	\$ 1,472,340 \$ 1,504,165
Expenditures			
Salaries & Benefits Object Level		564,688	596,179
Services & Supplies Object Level		118,190	127,190
Contributions to Other Agencies Object Level		5,020	8,020
Fixed Asset Purchases Object Level		59,000	50,430
		Expenditures Total: \$	\$ 746,898 \$ 781,819
Fund Balance Accounts for Operating Expenses:			
304-100-03	Public Education Program	2,000	5,000
		Fund Balance Accounts for Operating Expenses Total: \$	\$ 2,000 \$ 5,000
		(Revenue - Expenditures) + Fund Balance Accounts for Operating Expenses + Petty Cash = \$	\$ 3,193 \$ 94,346
<i>(A negative number here is a revenue shortfall, a positive number means revenues exceed expenditures.)</i>			

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To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennett, Air Pollution Control Officer

Date: May 22, 2017

Agenda Item: V.A

Agenda Description: Status on Portola PM2.5 Nonattainment Area

Issues: This is a standing agenda item. Staff will update Board of any developments, issues or information.

Requested Action: None, informational only

Attachments:

1. Newspaper clipping from Portola Reporter concerning Air District's Wood Stove Fair.

Second annual wood stove fair held in Portola

Lauren Westmoreland
Staff Writer
lwestmoreland@plumasnews.com

The Northern Sierra Air Quality Management District held its second annual wood stove fair at the Veterans Hall parking lot in Portola on April 21.

The sun made a welcome appearance for the outdoor event, which was lightly attended. Julie Ruiz, air district air pollution control specialist, noted, "Because it was such a lovely day, we had a smaller turnout than hoped, but my personal thought is that the folks in Portola have had it with winter and were enjoying the outdoors."

The wood stove fair was intended to educate and promote the wood stove change-out program to qualified homeowners within the greater Portola area for replacement of non-EPA certified wood stoves with new, efficient, cleaner burning EPA certified devices. The Portola area is a PM2.5 non-attainment area, resulting in efforts to minimize the air quality effects of wood burning stoves.

The stove change-out program is funded by the EPA's 2015 Targeted Air Shed Grant Program, the air district's AB2766 program

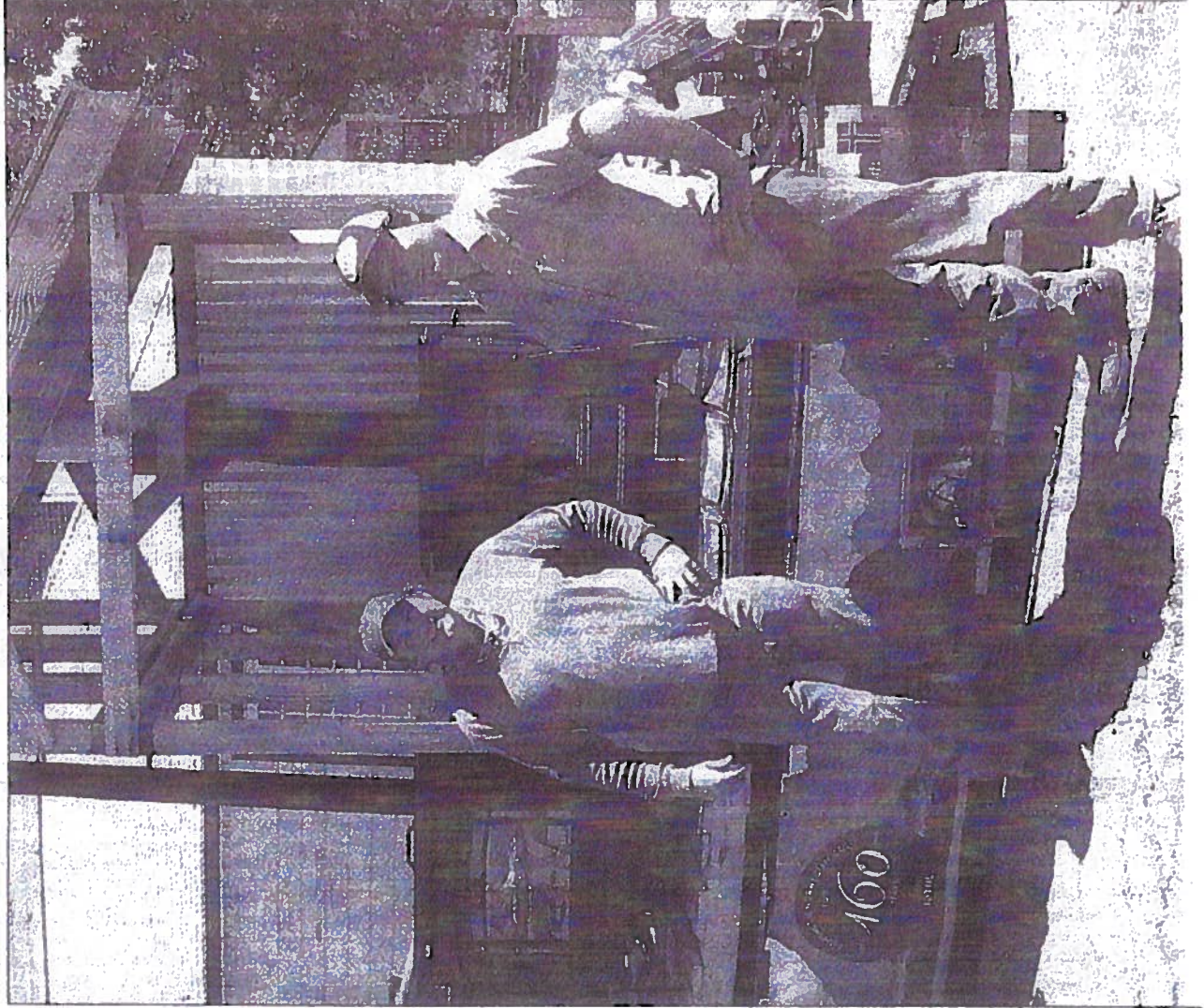
and other agencies. This five-year voluntary program is only available to residents within the non-attainment area.

The event was attended by representatives of the EPA, the state air resources board and Hearth Patio & BBQ Association who traveled from the San Francisco and Sacramento areas. Representatives answered questions regarding wood stoves, air quality and more.

Corby Erwin of Plumas-Sierra Rural Electric assisted with the event at the sign-in table, as well as Maricela Ramos, greeting all comers with a smile and opportunities to win prizes such as a wood shed and Leonard's gift cards. There were also "swag bags" handed out, filled with information on fire safety, some of which was contributed by Hannah Hepner of the Plumas County Fire Safe Council.

Two stove retailers from within Plumas County were also in attendance, displaying pellet stoves, propane stoves and efficiency-model wood stoves.

Wolf Creek Wood Stoves, with locations in Greenville and Portola, showed off efficient models to heat homes. The Quincy Hot Spot



Carroll Cla Hahn of Wolf Creek Wood Stoves shows equipment that they brought with them to the change-out program. "We get very happy to be outreach," Cla Hahn said. "We get very feedback from Westmoreland

See Wood Stove, page 9A

in Quincy also brought efficient stoves. Both retailers have been a part of the effort to change out wood stoves in the Portola area since the inception of the program.

Thirteen new applications for the wood stove change-out program were received at the fair, with three additional applications received after the fair took place.

"I would like to point out that this program is a long-term solution to cleaner burning," said NSAQMD Executive Director Gretchen Bennitt. "These stoves last for generations, and it makes sense to change to a cleaner-burning appliance, especially when it is so cost-effective."

The program specifies that those who live in Zone 1, or inside of the Portola sphere

propane stove. Those choosing to stick with traditional wood burning stoves may qualify for a \$1,500 rebate upon stove replacement, and those immediately outside of Portola may qualify for a \$3,000 rebate for installation of a pellet or propane stove.

At the air district board of directors meeting April 24, prize winners were chosen at random by Sierra County Supervisor Paul Roen and Plumas County Supervisors Sherrie Thrall and Michael Sanchez. Two \$50 gift cards to Leonards Market went to Dan Laird and local C. Roy Carmichael first-grader Grady Madden. The woodshed winner was a very excited Loretta Crumley.

For those interested in learning more about the program, visit myairdistrict.com or contact Ruiz at 832-0102.



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 CLU ChFC, Agent, Lic# #0868653
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Mark your Plumas District annual low cost screening

Low-cost tests to monitor

- Health Fair Package - \$75 (includes Complete Blood Count, C Metabolic Panel, Thyroid Stimulin & Lipid Panel. 12 hour fasting required)
- Bone density screening - \$5
- Prostate cancer screening (PS)

Do not eat for 12 hours prior to blood draw. Continue normal intake of water and medication.

Must be at least 18 years of age.

May 8-11

6:30 a.m. to 8:30 a.m.

North Fork Building
 Plumas District Hospital
 1065 Bucks Lake Road
 Quincy, California

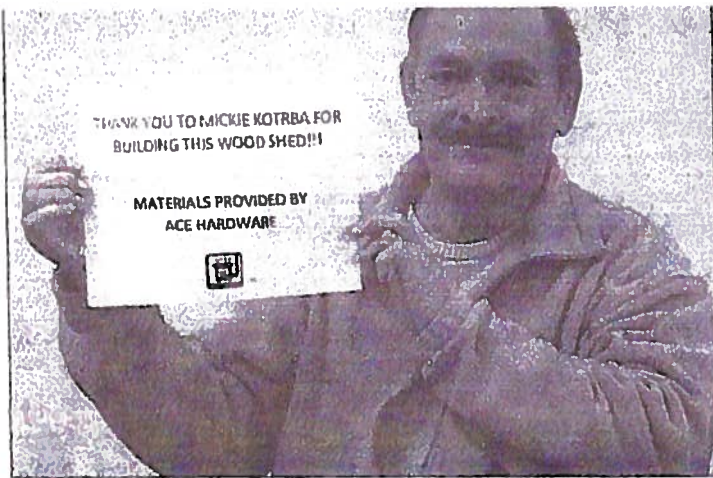


**Appointments for Bone Density and will be scheduled at No phone appointments

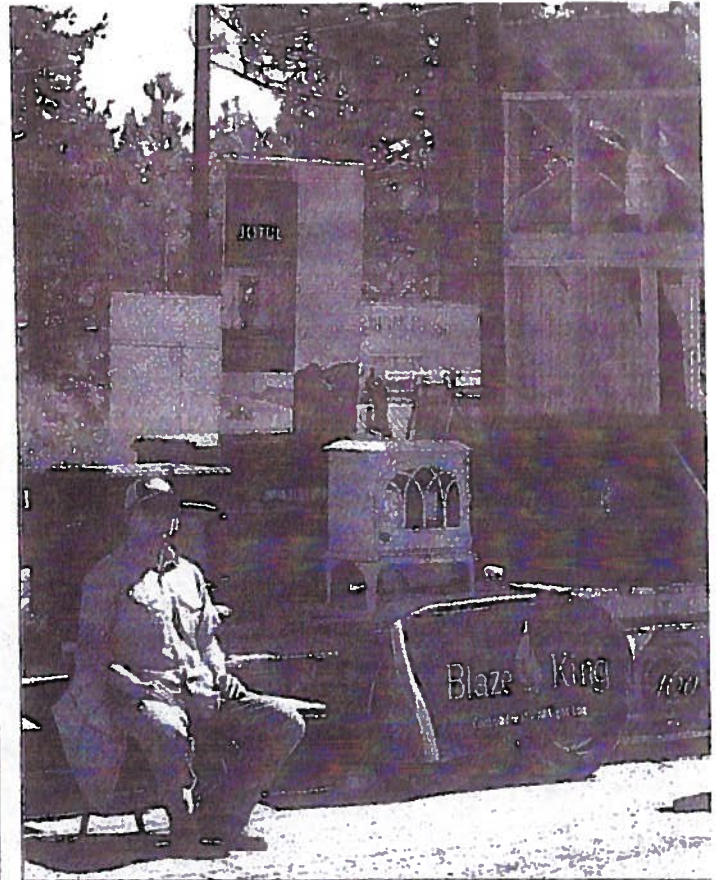
1065 Bucks Lake Road • Quincy, CA 95971 • Phone: (

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Assessment
 "District-wide Writing
 and Program in 2017"



County Supervisor Michael Sanchez offers thanks to Mickie Kotrba for going out of his way to build the woodshed offered as a prize at the 2017 Wood Stove Fair. Photo by Lauren Westmoreland



Carroll Clark, left, and Jeff Hahn of Wolf Creek Wood Stoves they have been involved with the wood stove change-out program. "We get very positive feedback on this outreach," said owner Hahn.

C. Roy Carmichael first-grader Grady Madden participated in the coloring activity sponsored by NSAQMD, winning a \$50 Leonards gift card for his effort. Photo submitted



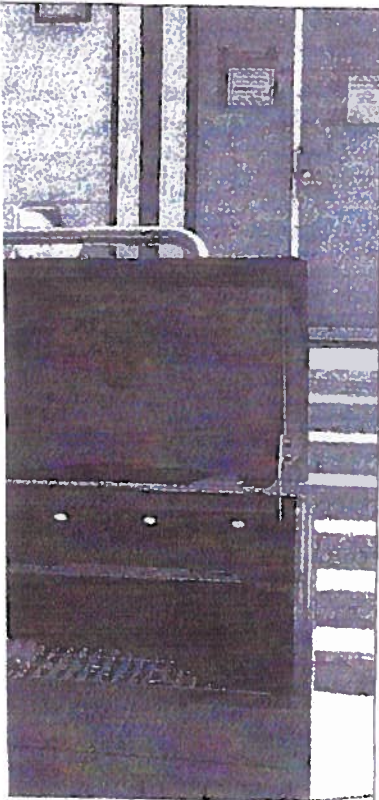
Brandon Clubb of Quincy Hotspot acts as "grill master in chief" at the wood stove fair April 21, utilizing a Louisiana Grills wood pellet barbecue to cook hot dogs over cascade alder pellets, which "really throw moisture into the food," according to Clubb. "Another thing that people don't realize is that barbecues like this make great convection ovens and can be used to bake anything from pizza to cookies." Photo by Lauren Westmoreland



DeeDee and Don Driscoll, owners of Martha, right, who recently...



Carroll Clark, left, and Jeff Hahn of Wolf Creek Wood Stoves show off top-of-the-line heating equipment, as they explain that they have been involved with the wood stove change-out program since its inception. "We are really happy to be involved with this outreach," said owner Hahn. "We get very positive feedback from individuals we have assisted." Photo by Lauren Westmoreland



at the wood stove fair April 21. fogs over cascade alder pellets, bb: "Another thing that people ovens and can be used to bake

DeeDee and Don Driscoll, owners of Quincy Hot Spot, strike a pose with a happy customer

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: May 22, 2017

Agenda Item: V.B

Agenda Description: Letters of Support for Plumas County Road Projects

Issues: Plumas County requested support letters from the Air District concerning two separate road projects. Ms. Bennitt obtained authorization to send the letters from Chair Roen prior to mailing them.

Requested Action: None, informational only

Attachments:

1. May 3, 2017 Letter from Gretchen Bennitt, NSAQMD to Robert Perrault, Jr of Plumas County Public Works concerning the Bucks Lake Road Reconstruction Project.
2. May 3, 2017 Letter from Gretchen Bennitt, NSAQMD to Robert Perrault, Jr of Plumas County Public Works concerning the Quincy Junction Road Safety Improvement Project.

Northern Sierra
Air Quality
Management District



Gretchen Bennitt, Executive Director

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257 E. Sierra, Unit E
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Portola, CA 96122
(530) 832-0102 / FAX: (530) 832-0101
julie@myairdistrict.com

May 3, 2017

Robert A. Perrault, Jr.
Director of Public Works
1834 E. Main Street
Quincy, CA 95971

Re: Letter of Support for Bucks Lake Road Reconstruction Project

The Northern Sierra Air Quality Management District (District) supports the Bucks Lake Road Reconstruction Project. This segment of Bucks Lake Road, 0.9 miles in length, located approximately 5.3 miles west of Quincy, has been identified as a safety hazard due to poor horizontal sight distance and lack of shoulders.

Bucks Lake Road through the project area has poor sight distance and no shoulders creating potential safety issues for both motorized and non-motorized users. The lack of shoulder width through this area requires cyclists and pedestrians users to share the travel lane with motorized vehicles. This section of roadway is at the base of a north-facing slope which contributes to icy conditions during winter. Guard rail is proposed at select locations on the reversing curves adjacent to Spanish Creek. Additional improvements include replacing the single lane Spanish Ranch Road Bridge with a new two lane bridge and improving the Pine Leaf intersection to improve safety conditions.

Bucks Lake Road is considered an "economic generator" as this roadway is the primary access to the Bucks Lake area, the Pacific Crest Trail, Bucks Lake Wilderness, numerous cross-country and snowmobile trails, and thousands of acres of USFS lands within the Plumas National Forest.

This reconstruction will improve the safety for non-motorized users, providing a safe alternative for motorized vehicles, thus reducing vehicle emissions, including diesel particulate matter.

Fine particulate matter (PM 2.5) is the main pollutant of concern in Plumas County, and two locations in the county (Portola and Quincy) have historically exceeded the national ambient air quality standard for PM2.5. PM2.5 is particulate matter with a diameter of 2.5 microns or less, and has been shown to contribute to asthma development, lung capacity reduction among children, breathing difficulty, eye irritation, exacerbation of cardiovascular problems, and even premature death. It is especially damaging for sensitive individuals such as children, elderly citizens, individuals with pre-existing health conditions and people who are exercising outdoors.

Part of Plumas County has been designated a federal nonattainment for PM2.5 and projects which promote pedestrian use will provide an overall benefit to the air quality in Plumas County.

Sincerely,

Gretchen Bennitt, Executive Director
Northern Sierra Air Quality Management District

May 3, 2017

Robert A. Perrault, Jr.
Director of Public Works
1834 E. Main Street
Quincy, CA 95971

Re: Letter of Support for Quincy Junction Road Safety Improvement Project

The Northern Sierra Air Quality Management District (District) supports the Quincy Junction Road Safety Improvement Project. This segment of Quincy Junction Road, 0.95 miles in length, located approximately 1.6 miles northeast of the intersection of State Route 70 (Main Street), has been identified as a safety hazard due to poor horizontal and vertical sight distance and lack of shoulders.

Access to federal lands will be improved by correcting identified safety concerns, specifically by adding 4 feet of paved shoulder and improving sight distance. This will improve safety conditions for pedestrians, bicyclists and equestrians who have identified these issues in letters to the Public Works Department and at workshops for development of the County's Non-Motorized Transportation Plan. Quincy Junction Road currently has 4 feet of paved shoulder from its intersection with State Route 70 to Bell Lane (the beginning of the proposed project). This project will provide continuous paved shoulder to the project terminus at Chandler Road.

Quincy Junction Road is considered an "economic generator" as this roadway is the primary access to numerous hiking trails, OHV trails and race track, and thousands of acres of USFS lands within the Plumas National Forest.

These improvements will improve the safety for non-motorized users, providing a safe alternative for motorized vehicles, thus reducing vehicle emissions, including diesel particulate matter.

Fine particulate matter (PM 2.5) is the main pollutant of concern in Plumas County, and two locations in the county (Portola and Quincy) have historically exceeded the national ambient air quality standard for PM2.5. PM2.5 is particulate matter with a diameter of 2.5 microns or less, and has been shown to contribute to asthma development, lung capacity reduction among children, breathing difficulty, eye irritation, exacerbation of cardiovascular problems, and even premature death. It is especially damaging for sensitive individuals such as children, elderly citizens, individuals with pre-existing health conditions and people who are exercising outdoors.

Part of Plumas County has been designated a federal nonattainment for PM2.5 and projects which promote pedestrian, bicycle and equestrian use will provide an overall benefit to the air quality in Plumas County.

Sincerely,



Gretchen Bennett, Executive Director
Northern Sierra Air Quality Management District