



# SHASTA COUNTY

## AIR POLLUTION CONTROL BOARD

Administration  
1450 Court Street, Suite 308B  
Redding, California 96001  
(530) 225-5557

David Kehoe, Member  
Leonard Moty, Member  
Les Baugh, Member  
Francie Sullivan, Member  
Adam McElvain, Member

## AGENDA

### SHASTA COUNTY AIR POLLUTION CONTROL BOARD

Board of Supervisors Chambers  
1450 Court Street, Suite 263, Redding, California

**Tuesday, June 26, 2018, 8:30 AM**

**TO ADDRESS THE BOARD:** Members of the public may directly address the Air Pollution Control Board on any agenda item on the regular calendar before or during the Board's consideration of the item. In addition, the Air Pollution Control Board provides the members of the public with a Public Comment-Open Time period, where the public may address the Board on any agenda item on the consent calendar before the Board's consideration of the items on the consent calendar and may address the Board on any matter not listed on the agenda that is within the subject matter jurisdiction of the Air Pollution Control Board. Pursuant to the Brown Act (Govt. Code section 54950, et seq.), **Board action or discussion cannot be taken** on non-agenda matters, but the Board may briefly respond to statements or questions and, if deemed necessary, refer the subject matter to the appropriate department for follow-up and/or to schedule the matter on a subsequent Board Agenda.

Persons wishing to address the Board are requested to fill out a Speaker Request Form and provide it to the Clerk before the meeting begins. Speaker request forms are available (1) online at [http://www.co.shasta.ca.us/BOS/docs/Request\\_to\\_talk.pdf](http://www.co.shasta.ca.us/BOS/docs/Request_to_talk.pdf), (2) from the Clerk of the Board on the third floor of 1450 Court Street, Suite 308B, Redding, and (3) in the back of the Board of Supervisors Chambers. If you have documents to present for the members of the Air Pollution Control Board to review, please provide a minimum of ten copies. When addressing the Board, please approach the rostrum, and after receiving recognition from the Chairman, give your name and comments. Each speaker is allocated three minutes to speak. **Comments should be limited to matters within the subject matter jurisdiction of the Board.**

**The members do not receive any compensation or stipend as a result of convening as the Shasta County Air Pollution Control Board.**

### **PUBLIC COMMENT PERIOD - OPEN TIME**

Persons wishing to address the Board are requested to fill out a Speaker Request Form prior to the beginning of the meeting (forms are available from the Clerk of the Board, 1450 Court Street, Suite 308B, Redding, or in the back of the room in the Board of Supervisors Chambers). If you have documents to present for the members of the Air Pollution Control Board to review, please provide a minimum of ten (10) copies.

## **CONSENT CALENDAR**

The following Consent Calendar items are expected to be routine and non-controversial. They may be acted upon by the Board at one time without discussion. Any Board member or staff member may request that an item be removed from the Consent Calendar for discussion and consideration. Members of the public may comment on any item on the Consent Calendar during the Public Comment Period - Open Time, which shall precede the Consent Calendar.

### **GENERAL GOVERNMENT**

#### **C 1 Clerk of the Board**

Approve the minutes of the meetings held on May 1, 2018, and June 5, 2018, as submitted.

**No General Fund Impact**

**Simple Majority Vote Required**

#### **C 2 Air Quality Management District**

Adopt a resolution which: (1) Authorizes the Director of Resource Management, on behalf of the Shasta County Air Quality Management District (District), to enter into a grant agreement with the California Air Resources Board (CARB) and accept funds in the amount of \$29,876 to implement the Assembly Bill 617, Community Air Protection Program (CAPP) in accordance with guidelines established by CARB, with funds to be encumbered by June 30, 2019 and the District submitting a final report to CARB no later than April 1, 2021; (2) appoints the Director of Resource Management as the agent for the District to conduct all negotiations and execute and submit all documents necessary for the operation and completion of the program; (3) authorizes expenditures which include salaries, benefits, equipment, public outreach, education and administrative expenses, associated with and in furtherance of the program; and (4) approves the District's continued participation in CAPP and acceptance of funds to be utilized in accordance with the terms and conditions of the applicable grant agreement and guidelines through April 1, 2021 and as they may be amended from time to time.

**No General Fund Impact**

**Simple Majority Vote Required**

#### **C 3 Air Quality Management District**

Adopt a resolution which: (1) Authorizes the Shasta County Air Quality Management District (District) to retroactively amend an existing Memorandum of Understanding with the California Air Pollution Control Officers Association to participate in the Woodsmoke Reduction Program (Program) and accept additional funding in the amount of \$75,000 for the period from start of Program through June 30, 2020; (2) authorizes the District to accept any such additional funding that may become available in the future for administration of the Program under the terms of the Memorandum of Understanding, as amended; (3) appoints the Director of Resource Management as signature authority for the District to conduct all

negotiations and execute and submit all necessary Program documents; and (4) authorizes expenditures which include salaries, benefits, public outreach, education and administrative expenses, associated with and in furtherance of the Program.

**No General Fund Impact**

**Simple Majority Vote Required**

**SCHEDULED HEARINGS**

**RESOURCE MANAGEMENT**

**R 1 Air Quality Management District**

Take the following actions: (1) Conduct a public hearing to consider adopting the Fiscal Year (FY) 2018/19 Air Quality Management District (District) budget as it was reviewed at the June 5, 2018 public hearing and; (2) consider adopting the FY 2018/19 District budget.

**No General Fund Impact**

**Simple Majority Vote Required**

**ADJOURN**

**The County of Shasta does not discriminate on the basis of disability in admission to, access to, or operation of its buildings, facilities, programs, services, or activities. The County does not discriminate on the basis of disability in its hiring or employment practices. Questions, complaints, or requests for additional information regarding the Americans with Disabilities Act (ADA) may be forwarded to the County's ADA Coordinator: Director of Support Services Angela Davis, County of Shasta, 1450 Court Street, Room 348, Redding, CA 96001-1676, Phone: (530) 225-5515, California Relay Service: (800) 735-2922, Fax: (530) 225-5345, E-mail: [adacoordinator@co.shasta.ca.us](mailto:adacoordinator@co.shasta.ca.us). Individuals with disabilities who need auxiliary aids and/or services for effective communication in the County's programs and services are invited to make their needs and preferences known to the affected department or the ADA Coordinator. For aids or services needed for effective communication during Board of Supervisors meetings, please call Clerk of the Board (530) 225-5550 two business days before the meeting. This notice is available in accessible alternate formats from the affected department or the ADA Coordinator. Accommodations may include, but are not limited to, interpreters, assistive listening devices, accessible seating, or documentation in an alternate format.**

Public records which relate to any of the matters on this agenda (except Closed Session items), and which have been distributed to the members of the Board, are available for public inspection at the office of the Clerk of the Board of Supervisors, 1450 Court Street, Suite 308B, Redding, CA 96001-1673.

This document and other Air Pollution Control Board documents are available online at [www.co.shasta.ca.us](http://www.co.shasta.ca.us). In addition, The Air Pollution Control Board meeting videos are viewable on Shasta County's website at [www.co.shasta.ca.us](http://www.co.shasta.ca.us).

REPORT TO SHASTA COUNTY AIR POLLUTION CONTROL BOARD

**BOARD MEETING DATE:** June 26, 2018

**CATEGORY:** CONSENT - GENERAL GOVERNMENT-1.

**SUBJECT:**

5/1/18 and 6/5/18 Draft Minutes

**DEPARTMENT:** Clerk of the Board

**Supervisory District No. :**

**DEPARTMENT CONTACT:** Kristin Gulling-Smith, Deputy Clerk of the Board, 530-225-5550

**STAFF REPORT APPROVED BY:** Mary Williams, Chief Deputy Clerk of the Board

Vote Required?	General Fund Impact?
Simple Majority Vote Required	No General Fund Impact

**RECOMMENDATION**

Approve the minutes of the meetings held on May 1, 2018, and June 5, 2018, as submitted.

**SUMMARY**

**DISCUSSION**

**ALTERNATIVES**

**OTHER AGENCY INVOLVEMENT**

**FINANCING**

**ATTACHMENTS:**

Description	Upload Date	Description
5/1/18 Draft APCB Minutes	6/4/2018	5/1/18 Draft APCB Minutes
6/5/18 Draft APCB Minutes	6/8/2018	6/5/18 Draft APCB Minutes

**AIR POLLUTION CONTROL BOARD**

Tuesday, May 1, 2018

**REGULAR MEETING**

**MINUTES**

8:30 a.m.: Chairman Baugh called the meeting of the Air Pollution Control Board to order on the above date with the following present:

Present: Board Members Kehoe, Moty, Baugh, and Sullivan

Absent: Board Member McElvain

Staff: County Executive Officer Larry Lees, County Counsel Rubin E. Cruse, Jr., Administrative Board Clerk Kristin Gulling-Smith, and Administrative Board Clerk Trisha Boss.

**PUBLIC COMMENT PERIOD - OPEN TIME**

There were no comments from members of the public.

**CONSENT CALENDAR**

By motion made, seconded (Kehoe/Moty), and unanimously carried, the Air Pollution Control Board took the following actions, which were listed on the Consent Calendar:

Approved the minutes of the meeting held on April 10, 2018, as submitted. (Clerk of the Board)

Adopted Resolution No. 2018-02 which: Authorizes the Shasta County Air Quality Management District (District) to enter into a Memorandum of Understanding (MOU) with the California Air Pollution Control Officers Association to Participate in the Wood Smoke Reduction Program (Program) and accept funds in the amount of \$125,000 for the period from start of Program through June 30, 2020; appoints the Director of Resource Management as signatory authority for the District to conduct all negotiations and execute and submit all necessary Program documents, including the MOU; authorizes expenditures to include salaries, benefits, public outreach, education and administrative expenses, associated with the Program; and authorizes a

Tuesday, May 1, 2018

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budget amendment for Fiscal Year 2017-2018 increasing revenue and expenditures for the Program in the amount of \$10,000. (Air Quality Management District)  
(See Air Pollution Control Board Resolution Book)

8:31 a.m.: The Air Pollution Control Board adjourned.

\_\_\_\_\_  
Chairman

ATTEST:

LAWRENCE G. LEES  
Clerk of the Air Pollution Control Board

By \_\_\_\_\_  
Deputy

**AIR POLLUTION CONTROL BOARD**

Tuesday, June 5, 2018

**REGULAR MEETING**

**MINUTES**

8:30 a.m.: Chairman Baugh called the meeting of the Air Pollution Control Board to order on the above date with the following present:

Present: Board Members Kehoe, Moty, Baugh, McElvain, and Sullivan

Staff: County Executive Officer Larry Lees, County Counsel Rubin E. Cruse, Jr., Chief Deputy Clerk of the Board Mary Williams, and Administrative Board Clerk Trisha Boss.

**PUBLIC COMMENT PERIOD - OPEN TIME**

There were no comments from members of the public.

**CONSENT CALENDAR**

By motion made, seconded (Kehoe/Moty), and unanimously carried, the Air Pollution Control Board took the following actions, which were listed on the Consent Calendar:

Approved and authorized the Chairman to sign an agreement with CliftonLarsonAllen, LLP, in an amount not to exceed \$24,750 to provide annual auditing services for fiscal years ending 2018, 2019, and 2020, for the period date of signing through June 30, 2021.  
(Resource Management)

**REGULAR CALENDAR**

**SCHEDULED HEARINGS**

Tuesday, June 5, 2018

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**AIR QUALITY MANAGEMENT DISTRICT**

**FISCAL YEAR 2018-19 BUDGET REVIEW**

Department of Resource Management Community Education Manager Ronni Harman provided the proposed Air Quality Management District Fiscal Year (FY) 2018-19 Budget for the review of members of the Air Pollution Control Board and requested a special meeting be set on June 26, 2018, to consider the adoption of the FY 2018-19 Budget.

The Public Hearing was opened, at which time no one spoke for or against the proposed budget, and the public hearing was closed.

8:34 a.m.: The Air Pollution Control Board adjourned.

\_\_\_\_\_  
Chairman

ATTEST:

LAWRENCE G. LEES  
Clerk of the Air Pollution Control Board

By \_\_\_\_\_  
Deputy



REPORT TO SHASTA COUNTY AIR POLLUTION CONTROL BOARD

**BOARD MEETING DATE:** June 26, 2018

**CATEGORY:** CONSENT - GENERAL GOVERNMENT-2.

**SUBJECT:**

Resolution authorizing the Air Quality Management District to accept State grant funds under the State Community Air Protection Program

**DEPARTMENT:** Air Quality Management District

**Supervisory District No. :** All

**DEPARTMENT CONTACT:** Richard W. Simon, Director of Resource Management, 225-5789

**STAFF REPORT APPROVED BY:** Richard W. Simon, director of Resource Management, APCO

Vote Required?	General Fund Impact?
Simple Majority Vote Required	No General Fund Impact

**RECOMMENDATION**

Adopt a resolution which: (1) Authorizes the Director of Resource Management, on behalf of the Shasta County Air Quality Management District (District), to enter into a grant agreement with the California Air Resources Board (CARB) and accept funds in the amount of \$29,876 to implement the Assembly Bill 617, Community Air Protection Program (CAPP) in accordance with guidelines established by CARB, with funds to be encumbered by June 30, 2019 and the District submitting a final report to CARB no later than April 1, 2021; (2) appoints the Director of Resource Management as the agent for the District to conduct all negotiations and execute and submit all documents necessary for the operation and completion of the program; (3) authorizes expenditures which include salaries, benefits, equipment, public outreach, education and administrative expenses, associated with and in furtherance of the program; and (4) approves the District's continued participation in CAPP and acceptance of funds to be utilized in accordance with the terms and conditions of the applicable grant agreement and guidelines through April 1, 2021 and as they may be amended from time to time.

**SUMMARY**

N/A

**DISCUSSION**

AB 617, the Community Air Protection Program (CAPP), was signed into law by Governor Brown on July 26, 2017, and provides a new community-focused action framework to improve air quality in communities

most impacted by air pollution. CARB is coordinating with local air districts who will be providing additional engagement and outreach efforts at the local level.

This initial grant award may be used for any or all of the following:

- Community-level air quality monitoring
- Covering enhanced costs of district emissions data reporting
- Conducting community workshops
- Identifying communities that bear greater air pollution burdens

Air Districts choosing not to accept the AB 617 grants and develop programs within its purview, risk forfeiting local program oversight as the State Air Resources Board would oversee implementation of the program. The deadline for adopting a board resolution to accept the grant is June 30, 2018.

**ALTERNATIVES**

The Board may choose to: (1) not accept the grant and not provide local control of the program; (2) ask for more information; however, the Board must adopt a resolution accepting the grant by June 30, 2018.

**OTHER AGENCY INVOLVEMENT**

County Counsel has reviewed the Grant Agreement and approved the Resolution as to form. The County Administrative Office has reviewed this recommendation.

**FINANCING**

The Shasta County Program will be funded by a grant of \$29,876 from the California Air Resources Board. If approved, an amendment to the Fiscal Year 2018/19 budget adjusting revenues and expenditures will be brought to the Board for approval.

**ATTACHMENTS:**

Description	Upload Date	Description
Resolution	6/13/2018	Resolution
AB 617 CAPP Attachment	6/13/2018	AB 617 CAPP Attachment

**APCB - RESOLUTION NO. 2018-0X**

**A RESOLUTION OF THE AIR POLLUTION CONTROL BOARD OF THE SHASTA  
COUNTY AIR QUALITY MANAGEMENT DISTRICT  
AUTHORIZING A GRANT AGREEMENT AND ACCEPTING FUNDS FOR IMPLEMENTATION  
OF ASSEMBLY BILL 617, STATE COMMUNITY AIR PROTECTION PROGRAM**

**WHEREAS**, California Assembly Bill 617, the Community Air Protection Program (CAPP) was signed into law on July 26, 2017;

**WHEREAS**, the California Air Resources Board (CARB) has approved and is offering a grant to the Shasta County Air Quality Management District (District) in the amount of \$29,876.00 to implement the CAPP;

**WHEREAS**, the District desires to enter into a grant agreement to implement the CAPP in accordance with guidelines established by CARB;

**WHEREAS**, the District shall receive funding from CARB to implement the CAPP;

**WHEREAS**, CAPP funds shall be encumbered no later than June 30, 2019.

**NOW, THEREFORE, BE IT RESOLVED** that the Shasta County Air Pollution Control Board hereby:

- 1) Authorizes the Director of Resource of Management, on behalf of the Shasta County Air Quality Management District, to enter into a grant agreement with the California Air Resources Board and accept funds in the amount of \$29,876.00 to implement the CAPP in accordance with guidelines established by CARB. Funds shall be encumbered by June 30, 2019 with the District submitting a final report to CARB no later than April 1, 2021;
- 2) Appoints the Director of Resource Management as agent for the Shasta County Air Quality Management District to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the operation and completion of this program;
- 3) Authorizes expenditures which include salaries, benefits, equipment, public outreach, education and administrative expenses, associated with and in furtherance of the program; and

**BE IT FURTHER RESOLVED**, that the Shasta County Air Pollution Control Board does hereby approve the District's continued participation in this program and acceptance of funds to be utilized in accordance with the terms and conditions of the applicable grant agreement and guidelines through April 1, 2021 and as they may be amended from time to time.

APCB Resolution No. 2018 – 0

June 26, 2018

Page 2 of 2

**DULY PASSED AND ADOPTED** this 26th day of June 2018, by the Air Pollution Control Board of the Shasta County Air Quality Management District by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

RECUSE:

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LES BAUGH, CHAIRMAN  
Air Pollution Control Board  
Shasta County Air Quality Management  
District  
State of California

ATTEST:

LAWRENCE G. LEES  
Clerk of the Air Pollution Control Board

By \_\_\_\_\_  
Deputy



Mary D. Nichols, Chair  
Matthew Rodriguez, CalEPA Secretary  
Edmund G. Brown Jr., Governor

RECEIVED

MAR 05 2018

Shasta County AQMD

March 1, 2018

Mr. Richard W. Simon  
Air Pollution Control Officer  
Shasta County Air Quality Management District  
1855 Placer Street, Suite 101  
Redding, California 96001

Dear Mr. Simon:

I am pleased to inform you that Shasta County Air Quality Management District has been approved for a grant under the Community Air Protection Program for Fiscal Year 2017-2018 from funding provided by Assembly Bill 109 (Ting, Chapter 249, Budget Act of 2017). This grant award is for related expenses necessary for implementation of Assembly Bill 617 (C. Garcia, Chapter 136, Statutes of 2017). The grant award amount is consistent with the allocation approved by the California Air Pollution Control Officers Association (CAPCOA) Board on October 26, 2017. Enclosed for your consideration is the Grant Agreement, including:

- ◆ Three copies of the Grant Agreement cover sheet, which indicates your grant amount and any applicable Special Terms and Conditions;
- ◆ One copy of Exhibit A, Grant Provisions for Fiscal Year 2017-2018 Community Air Protection Program grants;
- ◆ One copy of Exhibit B, General Terms and Conditions for Fiscal Year 2017-2018 Community Air Protection Program grants;
- ◆ One copy of the Grant Disbursement Request Form; and
- ◆ One copy of the Advance Payment Request Form.

***To accept your grant award, please add authorized signature, and the date to all copies of the cover sheet.*** Please retain the Grant Provisions (Exhibit A) and General Terms and Conditions (Exhibit B) for District's reference. Please ***return all cover sheets, along with a Board Resolution or minute order accepting the funds as soon as possible but not later than June 30, 2018, to:***

Ms. Bronwyn Mednick  
California Air Resources Board  
Office of Community Air Protection  
P.O. Box 2815  
Sacramento, California 95812

Mr. Richard W. Simon  
March 1, 2018  
Page 2

If the cover sheets and Board Resolution (or minute order) are not received by June 30, 2018, the California Air Resources Board will work with CAPCOA to reallocate these funds prior to June 30, 2019.

Please note that the Federal Employer Identification Number (FEIN) has been included in the cover sheet based on information in our records. Please confirm it is correct, and notify Ms. Laura Zaremba-Schmidt if a change is needed.

After final signature by the California Air Resources Board, one copy of the cover sheet will be returned to you. Upon receiving the final signed cover sheet, you may request funds by using the Grant Disbursement Request Form. If initially requesting an advanced payment, please use the Advance Payment Request Form.

Thank you for participating in the Community Air Protection Program and for your commitment to clean air. If you have any questions, or need additional copies of the forms, please contact Ms. Laura Zaremba-Schmidt at (626) 459-4394 or via email at [laura.zschmidt@arb.ca.gov](mailto:laura.zschmidt@arb.ca.gov).

Sincerely,



Heather Arias  
Branch Chief  
Community Planning Branch  
Office of Community Air Protection

Enclosures

cc: Laura Zaremba-Schmidt  
Air Resources Engineer  
Office of Community Air Protection



STATE OF CALIFORNIA  
California Environmental Protection Agency  
AIR RESOURCES BOARD  
ASD/BCGB-337 (NEW 09/2015)

**GRANT AGREEMENT COVER SHEET**

NAME OF GRANT PROGRAM <b>Community Air Protection Program</b>		GRANT NUMBER <b>G17-CAPP-29</b>
GRANTEE NAME <b>Shasta County Air Quality Management District</b>		
TAXPAYER'S FEDERAL EMPLOYER IDENTIFICATION NUMBER <b>94-6000535</b>	TOTAL GRANT AMOUNT NOT TO EXCEED <b>\$29,876.00</b>	
FISCAL GRANT TERM <b>FROM: March 1, 2018</b>	<b>TO: April 1, 2021</b>	
PROJECT PERFORMANCE PERIOD OF GRANT AGREEMENT <b>FROM: March 1, 2018</b>	<b>TO: September 28, 2021</b>	

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

Total Community Air Protection Program Implementation Funds:

Special Terms and Conditions (if Applicable): Grant is contingent on CARB receipt by June 30, 2018 of Board Resolution or minute order authorizing the district to accept the funding and signed cover sheet.

**Exhibit A – Grant Provisions**

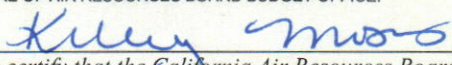
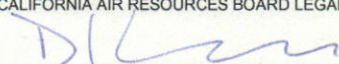
Exhibit A, Attachment 1 – Air District Advance Payment Request Form

Exhibit A, Attachment 2 – Community Air Protection Program Grant Disbursement Request Form

Exhibit B – General Terms and Conditions

This Agreement is of no force or effect until signed by both parties. Grantee shall not commence performance until it receives written approval from CARB.

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

California Air Resources Board		GRANTEE'S NAME (PRINT OR TYPE) <b>Shasta County Air Quality Management District</b>	
SIGNATURE OF CARB'S AUTHORIZED SIGNATORY:		SIGNATURE OF GRANTEE (AS AUTHORIZED IN RESOLUTION, LETTER OF COMMITMENT, OR LETTER OF DESIGNATION)	
TITLE <b>Administrative Services Division Chief, CARB</b>	DATE	TITLE <b>Air Pollution Control Officer</b>	DATE
		GRANTEE'S ADDRESS (INCLUDE STREET, CITY, STATE AND ZIP CODE) <b>1855 Placer Street, Suite 101, Redding, California 96001</b>	
<b>CERTIFICATION OF FUNDING</b>			
AMOUNT ENCUMBERED BY THIS AGREEMENT <b>\$29,876.00</b>	FISCAL YEAR/PROGRAM <b>2017-18 / 3530</b>		FUND TITLE <b>Air Pollution Control Fund</b>
PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT <b>\$0</b>	(OPTIONAL USE)		
TOTAL AMOUNT ENCUMBERED TO DATE <b>\$0</b>	ITEM <b>3900-101-0115</b>	CHAPTER <b>249</b>	STATUTE <b>2017</b>
	FISCAL YEAR <b>17/18</b>		
	OBJECT OF EXPENDITURE <b>1500-702-59501</b>		
<i>I hereby certify that the California Air Resources Board Budget Office acknowledges that budgeted funds are available for the period and purpose of the expenditure stated above.</i>			
SIGNATURE OF AIR RESOURCES BOARD BUDGET OFFICE:		DATE	
		<b>3/1/18</b>	
<i>I hereby certify that the California Air Resources Board Legal Office has reviewed this Grant Agreement.</i>			
SIGNATURE OF CALIFORNIA AIR RESOURCES BOARD LEGAL OFFICE:		DATE	
		<b>3/1/18</b>	

**California Air Resources Board (CARB)  
Community Air Protection Program  
GRANT AGREEMENT  
Fiscal Year 2017-2018**

**Grant Provisions:**

1. **Community Air Protection Program:** This Grant Award provides funding to implement the Community Air Protection Program consistent with the goals of Assembly Bill 617 (Chapter 136, Statutes of 2017). Funds for implementation pursuant to Assembly Bill 617 may support selecting locations and deploying community air monitoring systems, deploying fence-line monitoring, developing an expedited schedule for requiring best available retrofit control technology, and developing Community Emissions Reduction Programs which includes efforts to improve community capacity to participate in the process, determining the proportional contribution of sources to air pollution exposure, developing rules, staff support, collecting data and reporting and other related tasks.
2. **Reporting:**
  - A. **Annual Reports:** Grantee must submit annual reports to CARB beginning one year after full grant execution and continue annually through the end of the grant term, or until all funds have been liquidated. Reports may be submitted electronically to CARB Community Air Protection Program Liaison, Ms. Andrea Juarez, at [andrea.juarez@arb.ca.gov](mailto:andrea.juarez@arb.ca.gov) or Program designee, and at a minimum, must include:
    - i. Report number, title, name of Grantee, date of submission, and grant number;
    - ii. Report costs associated with specific tasks (for example, identifying location for monitoring, deploying monitoring systems-community, fence-line, reporting emissions, developing a community emissions reduction program, establishing best available retrofit control technology requirement, adopting an expedited schedule for the implementation of best available retrofit control technology, community meeting or other Community Air Protection implementation effort).
    - iii. Report how grant is being utilized to meet the goals of Assembly Bill 617. If applicable, include emission reductions being achieved.
    - iv. Summary of work completed and in progress since the last progress report;
    - v. Grant funds remaining and expended; and
    - vi. Expenditure summary showing all Community Air Protection Program Implementation Funds for which reimbursement is being requested.
  - B. **Final Report:** Grantee must submit a Final Report to CARB by April 1, 2021 or upon request for disbursement of all remaining funds, whichever is earlier. At a minimum, the Final Report must include all required information contained in the annual report, as well as an accounting summary of funds expended and a summary of how the goals of the program have been achieved.



**3. Program Funding:**

**A. Advance Payment:**

- i. Consistent with the Legislature's direction to expeditiously disburse grants, CARB is providing advance payments of grant awards in a timely manner to support project initiation and implementation with a focus on mitigating the constraints of modest reserves and potential cash flow problems. Recognizing that appropriate safeguards are needed to ensure grant monies are used responsibly, CARB has developed the grant conditions described below to establish control procedures for advance payments.
- ii. Should advance payment be needed for Community Air Protection Program grants, the following grant protections shall apply:

The grantee must complete and submit to CARB for review and approval, an Air District Advance Pay Form, along with each grant disbursement that is requesting advance payment. The Air District Advance Pay Form is attached as Exhibit A, Attachment 1.

1. The advance payment is appropriate for the effective implementation of grants to local air districts. CARB may provide an advance of the direct project costs of the grant, if the program has moderate reserves and potential cash flow issues. Advance payments will not exceed the grantees interim cash needs.
2. The grantee assumes legal and financial risk of the advance payment.
3. Grantee shall place funds advanced under this section in an interest-bearing account. Grantee shall track interest accrued on the advance payment. Interest earned on the advance payment shall only be used for eligible grant-related expenses as outlined in the Grant Provisions, Exhibit A or will be returned to CARB.
4. Grantee shall report to CARB the value of any unused balance of the advance payment and interest earned and submit quarterly fiscal accounting reports consistent with Section 2 Reporting of this Grant Agreement.
5. This Grant Agreement contains the terms and conditions under which advance payment may be received.

→ Grantee shall remit to CARB any unused portion of the advance payment and interest earned within 90 days following the end date of this Grant Agreement, June 30, 2021 or the reversion date of the appropriation, whichever comes first.

**B. Grant Disbursements:**

- i. CARB will release any disbursements from the total Grant award after the Grantee submits the following to CARB:
  1. A fully executed Grant Agreement; and
  2. Grant Disbursement Request Form attached as Exhibit A, Attachment 2 (Form OCAP/CPB 11/17). The Grantee must

Exhibit A

include an attachment to this form that documents expenditures for the implementation of the Community Air Protection Program. At a minimum, the attachment must provide information on expenditures, such costs include, selecting locations and deploying community air monitoring systems, deploying fence-line monitoring, developing an expedited schedule for best available control technology and best available retrofit control technology considering the highest priority locations, and developing Community Emissions Reduction Programs which includes but is not limited to developing rules, hiring staff, collecting data and reporting.

3. The Grantee must mail completed Grant Disbursement Requests to the CARB Community Air Protection Program Liaison, Ms. Andrea Juarez, or Program designee. Correspondence regarding this grant agreement shall be directed to:

Ms. Andrea Juarez  
California Air Resources Board  
Office of Community Air Protection  
9480 Telstar Avenue, Number 4  
El Monte, California 91731

Grant payments are subject to CARB's approval of Annual Reports.

- ii. No reimbursement will be made for expenses that, in the judgment of the Chief of the Office of Community Air Protection or designee, are not reasonable or do not comply with the Grant Agreement.
  - iii. Any disbursement will take into consideration whether an advance payment had been received.
- C. **Earned Interest, Returned and Recaptured funds:** "Earned interest" means any interest generated from Program funds provided to the Grantee and held in an interest-bearing account. The Grantee shall reinvest all earned interest on Community Air Protection Program Implementation Funds into the program. "Returned funds" or "Recaptured funds" are funds provided under this Grant Award that are expended by the Grantee but subsequently returned to the Grantee either voluntarily or through enforcement action. All such funds must be reinvested in the implementation of the Community Air Protection Program.
- i. Such funds must be reported to CARB.
  - ii. The Grantee must maintain accounting records (e.g. general ledger) that tracks interest earned and expended on program, as follows:
    1. The calculation of interest must be based on an average daily balance or some other reasonable and demonstrable method;
    2. The methodology for tracking earned interest must ensure that it is separately identifiable from interest earned program funds;

Exhibit A

3. The methodology for calculating earned interest must be consistent with how it is calculated for the Grantee's other fiscal programs; and
- iii. Such funds must be fully liquidated or returned to CARB by completion of the program or by June 30, 2021, whichever comes first. Grantee shall report all such funds to CARB annually until complete liquidation or return of funds or June 30, 2021, whichever comes first.
- iv. Documentation of expenditure made on those funds or returned to CARB must be:
  1. Retained for a minimum of three years after it is generated; and
  2. Provided to CARB in Annual Reports and Final Report.
4. **Grant Amendment:** Grantee recognizes that CARB continues to implement AB 617, including through the development of a Statewide Strategy and Monitoring Plan. Grantee agrees that grant funds may not be used for purposes or activities contrary to the Statewide Strategy or Monitoring Plan. Grantee agrees that this grant agreement may be amended, upon mutual agreement of the parties, to reflect any additional terms needed to ensure consistency with the Statewide Strategy or Monitoring Plan.



Mary D. Nichols, Chair  
Matthew Rodríguez, CalEPA Secretary  
Edmund G. Brown Jr., Governor

### Air District Advance Payment Request Form

Air District:		Date:
Contact Name:		Phone:
Email Address:		Program:

Advance Amount Requested	\$
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- ☐ Please check box if small District.

**All Districts Certify:**

- ☐ The District shall have no outstanding material financial audit findings related to any of the Funds eligible for Advance Payment.
- ☐ The District shall not provide advance payment to any other entity.
- ☐ All unused funds shall revert back to the state if not liquidated within the timeline specified in the grant agreement.

**Large Districts must complete the additional information below and provide accompanying documents:**

- ☐ A Spending Plan shall be submitted to CARB for review of Advance Payment moneys requested. The Spending Plan includes:
- o The District fund balance for all state grant programs
  - o The District approved list of projects and entities
  - o Project schedules, milestones and timelines
  - o Any and all other information requested by CARB
- ☐ The District shall report to CARB material changes to the Spending Plan within 30 days

I hereby certify that I am the duly appointed, qualified, and acting officer of the herein named California Air District and that the information provided is in all respects true and correct.

Air District/Grantee Requester (Signature):	Date:
Printed Name:	Title:

CARB Approver (Signature):	Date:
Printed Name:	Title:

Exhibit A, Attachment 2

STATE OF CALIFORNIA  
California Environmental Protection Agency  
CALIFORNIA AIR RESOURCES BOARD  
OCAP/CBP (11/17)

Office of Community Air Protection  
COMMUNITY AIR PROTECTION PROGRAM  
GRANT DISBURSEMENT REQUEST FORM

<b>General Information</b>			
Grantee Name		Grant Number	
Contact Person		Amendment #	
Mailing Address		Fiscal Year	
Phone Number		Disbursement #	
		FAX Number	
<b>Disbursement Request</b>			
Grant Amount		Total Previous Disbursement	
Program Funds		This Request	
Total		Remaining Balance	

☐ Documentation attached for disbursement justification: Attachments: \_\_\_\_\_

*I certify under penalty of perjury that the information contained in this Grant Disbursement Request Form and all attachments is correct and complete and is in accordance with the Grant Agreement. In addition, I hereby authorize the California Air Resources Board to make any inquiries to confirm this information.*

Authorized Official

Print Name	Title
Signature	Date

<b>FOR STATE USE ONLY</b>	Date Request Received by CARB:	Date to Accounting:	Date to SCO:
<b>CARB Project Liaison Approval</b>			

<b>Grant Manager Approval</b>	Print Name	Signature	Date

<b>Financial Operations Branch Approval</b>	Print Name	Signature	Date

<b>Total Disbursement:</b>	Fund:	PCA:

**General Terms and Conditions:**

1. **Amendment:** No amendment or variation of the terms of this Grant Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or agreement not incorporated in the Grant Agreement is binding on any of the parties.
2. **Assignment:** This Grant Agreement is not assignable by the Grantee, either in whole or in part, without the consent of CARB.
3. **Audit:** Grantee agrees that CARB, the Department of General Services, Department of Finance, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Grant and all State funds received. Grantee agrees to maintain such records for possible audit for a minimum of three (3) years after the term of this Grant is completed, unless a longer period of records retention is stipulated. Grantee agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Grantee agrees to include similar right of the State to audit records and interview staff in any Grant related to performance of this Agreement.
4. **Availability of funds:** CARB's obligations under this Grant Agreement are contingent upon the availability of funds. In the event funds are not available, the State shall have no liability to pay any funds whatsoever to the Grantee or to furnish any other considerations under this Grant Agreement.
5. **Compliance with law, regulations, etc.:** The Grantee agrees that it will, at all times, comply with and require its contractors and subcontractors to comply with all applicable federal and State laws, rules, guidelines, regulations, and requirements.
6. **Computer software:** The Grantee certifies that it has appropriate systems and controls in place to ensure that State funds will not be used in the performance of this Grant Agreement for the acquisition, operation or maintenance of computer software in violation of copyright laws.
7. **Confidentiality:** No record which has been designated as confidential by CARB shall be disclosed by the Grantee. If CARB opts to maintain the confidentiality of a document, and the entity requesting the records seeks a judicial ruling challenging that determination, CARB will defend the action at its own expense, including any requirement to pay attorney fees and court costs.
8. **Conflict of interest:** The Grantee certifies that it is in compliance with applicable State and/or federal conflict of interest laws.
9. **Disputes:** The Grantee shall continue with the responsibilities under this Grant Agreement during any dispute. Grantee staff or management may work in good faith with CARB staff or management to resolve any disagreements or conflicts arising from implementation of this Grant Agreement. However, any disagreements that cannot be resolved at the management level within 30 days of when the issue is first raised with CARB staff shall be subject to resolution by the CARB Executive Officer, or his designated representative. Nothing contained in this paragraph is intended to limit any of the rights or remedies that the parties may have under law.
10. **Environmental justice:** In the performance of this Grant Agreement, the Grantee shall conduct its programs, policies, and activities that substantially affect human health or the environment in a manner that ensures the fair treatment of people of all races, cultures, and income levels, including minority populations and low-income populations of the

State.

11. **Fiscal management systems and accounting standards:** The Grantee agrees that, at a minimum, its fiscal control and accounting procedures will be sufficient to permit tracing of grant funds to a level of expenditure adequate to establish that such funds have not been used in violation of State law or this Grant Agreement.
12. **Force majeure:** Neither CARB nor the Grantee shall be liable for or deemed to be in default for any delay or failure in performance under this Grant Agreement or interruption of services resulting, directly or indirectly, from acts of God, enemy or hostile governmental action, civil commotion, strikes, lockouts, labor disputes, fire or other casualty, etc.
13. **Governing law and venue:** This grant is governed by and shall be interpreted in accordance with the laws of the State of California. CARB and the Grantee hereby agree that any action arising out of this Grant Agreement shall be filed and maintained in the Superior Court in and for the County of Sacramento, California, or in the United States District Court in and for the Eastern District of California. The Grantee hereby waives any existing sovereign immunity for the purposes of this Grant Agreement.
14. **Grantee's responsibility for work:** The Grantee shall be responsible for work and for persons or entities engaged in work, including, but not limited to, contractors, subcontractors, suppliers, and providers of services. The Grantee shall be responsible for any and all disputes arising out of its contracts for work funded by this Grant Agreement, including but not limited to payment disputes with contractors, subcontractors, and providers of services. The State will not mediate disputes between the Grantee and any other entity concerning responsibility for performance of work.
15. **Indemnification:** The Grantee agrees to indemnify, defend and hold harmless the State and the Board and its officers, employees, agents, representatives, and successors-in-interest against any and all liability, loss, and expense, including reasonable attorneys' fees, from any and all claims for injury or damages arising out of the performance by the Grantee, and out of the operation of equipment that is purchased with funds from this Grant Award.
16. **Independent contractor:** The Grantee, and its agents and employees, if any, in the performance of this Grant Agreement, shall act in an independent capacity and not as officers, employees or agents of CARB.
17. **Nondiscrimination:** During the performance of this Grant Agreement, the Grantee and its contractors shall not unlawfully discriminate against, harass, or allow harassment against any employee or applicant for employment because of sex, race, religious creed, color, national origin, ancestry, physical disability (including HIV and AIDS), mental disability, sexual orientation, medical condition, marital status, age (over 40) or allow denial of family-care leave, medical-care leave, or pregnancy-disability leave. The Grantee and its contractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free of such discrimination and harassment. The Grantee and its contractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code section 12990 (a)-(f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, title 2, section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code section 12990 (a)-(f), set forth in Chapter 5 of Division 4 of title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. The Grantee and its contractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.



18. **No third party rights:** The parties to this Grant Agreement do not create rights in, or grant remedies to, any third party as a beneficiary of this Grant Agreement, or of any duty, covenant, obligation or undertaking established herein.
19. **Personally Identifiable Information:** Information or data, including, but not limited to, records that personally identify an individual or individuals are confidential in accordance with California Civil Code sections 1798, et seq. and other relevant State or Federal statutes and regulations. The Grantee must safeguard all such information or data which comes into their possession under this agreement in perpetuity, and must not release or publish any such information, data, or financing assistance records.
20. **Prevailing wages and labor compliance:** If applicable, the Grantee agrees to be bound by all the provisions of State Labor Code Section 1771 regarding prevailing wages. If applicable, the Grantee shall monitor all agreements subject to reimbursement from this Grant Agreement to ensure that the prevailing wage provisions of State Labor Code Section 1771 are being met.
21. **Professionals:** For programs involving installation or construction services, the Grantee agrees that only licensed professionals will be used to perform services under this Grant Agreement where such services are called for and licensed professionals are required for those services under State law.
22. **Severability:** If a court of competent jurisdiction holds any provision of this Grant Agreement to be illegal, unenforceable or invalid in whole or in part for any reason, the validity and enforceability of the remaining provisions, or portions of those provisions, will not be affected.
23. **Term:** This Grant Award shall be effective upon full execution of this Grant Agreement and shall continue in full force and effect until all conditions of the Grant Agreement have been met. This award is conditional based on CARB receipt and approval of a fully executed Grant Agreement accepting Community Air Protection Funds for Fiscal Year 2017-2018 by June 30, 2018.
24. **Termination:** CARB may terminate this Grant Agreement by written notice at any time prior to completion this Grant Award, upon violation by the Grantee of any material provision after such violation has been called to the attention of the Grantee and after failure of the Grantee to bring itself into compliance with the provisions of this Grant Agreement.
25. **Timeliness:** Time is of the essence in this Grant Agreement. The Grantee shall proceed with and complete expenditure of funds to implement the Community Air Protection Program in an expeditious manner.
26. **Waiver of Rights:** Any waiver of rights with respect to a default or other matter arising under the Grant Agreement at any time by either party shall not be considered a waiver of rights with respect to any other default or matter. Any rights and remedies of the State provided for in this Grant Agreement are in addition to any other rights and remedies provided by law.
- 27. **Disbursement Deadline:** The Fiscal Year 2017-2018 Community Air Protection Program Funds specified in this Grant Agreement must be encumbered or expended by June 30, 2019. Grant disbursement requests must be submitted by the Grantee to CARB no later than April 1, 2021 to ensure adequate time for processing prior to the end of the fiscal year. The Community Air Protection Program Fund Grant Disbursement Request Form and Advanced Payment form are incorporated as part of this grant agreement.



28. **Liquidation and Return of Funds:** Funds not liquidated by June 30, 2021 must be returned by September 28, 2021. Expenditure of project funds granted may not be reduced due to any loss incurred in an uninsured bank or investment account.

STATE OF CALIFORNIA  
California Environmental Protection Agency  
CALIFORNIA AIR RESOURCES BOARD  
OCAP/CPB (11/17)

Office of Community Air Protection  
COMMUNITY AIR PROTECTION PROGRAM  
GRANT DISBURSEMENT REQUEST FORM

General Information				
Grantee Name		Grant Number		
Contact Person		Amendment #		
Mailing Address		Fiscal Year		
Phone Number		Disbursement #		
		FAX Number		
Disbursement Request				
	Grant Amount	Total Previous Disbursement	This Request	Remaining Balance
Program Funds				
Total				

☐ Documentation attached for disbursement justification:

Attachments:

*I certify under penalty of perjury that the information contained in this Grant Disbursement Request Form and all attachments is correct and complete and is in accordance with the Grant Agreement. In addition, I hereby authorize the California Air Resources Board to make any inquiries to confirm this information.*

Authorized Official

Print Name

Title

Signature

Date

**FOR STATE USE ONLY**

Date Request Received by CARB:

Date to Accounting:

Date to SCO:

**CARB Project Liaison Approval**

Print Name

Signature

Date

**Grant Manager Approval**

Print Name

Signature

Date

**Financial Operations Branch Approval**

Print Name

Signature

Date

Total Disbursement:

Fund:

PCA:



Mary D. Nichols, Chair  
 Matthew Rodriguez, CalEPA Secretary  
 Edmund G. Brown Jr., Governor

## Air District Advance Payment Request Form

<b>Air District:</b>		<b>Date:</b>
<b>Contact Name:</b>		<b>Phone:</b>
<b>Email Address:</b>		<b>Program:</b>

<b>Advance Amount Requested</b>	<b>\$</b>
---------------------------------	-----------

- ☐ Please check box if small District.

**All Districts Certify:**

- ☐ The District shall have no outstanding material financial audit findings related to any of the Funds eligible for Advance Payment.
- ☐ The District shall not provide advance payment to any other entity.
- ☐ All unused funds shall revert back to the state if not liquidated within the timeline specified in the grant agreement.

**Large Districts must complete the additional information below and provide accompanying documents:**

- ☐ A Spending Plan shall be submitted to CARB for review of Advance Payment moneys requested. The Spending Plan includes:
  - The District fund balance for all state grant programs
  - The District approved list of projects and entities
  - Project schedules, milestones and timelines
  - Any and all other information requested by CARB
- ☐ The District shall report to CARB material changes to the Spending Plan within 30 days

I hereby certify that I am the duly appointed, qualified, and acting officer of the herein named California Air District and that the information provided is in all respects true and correct.

<b>Air District/Grantee Requester (Signature):</b>	<b>Date:</b>
<b>Printed Name:</b>	<b>Title:</b>
<b>CARB Approver (Signature):</b>	<b>Date:</b>
<b>Printed Name:</b>	<b>Title:</b>

REPORT TO SHASTA COUNTY AIR POLLUTION CONTROL BOARD

**BOARD MEETING DATE:** June 26, 2018

**CATEGORY:** CONSENT - GENERAL GOVERNMENT-3.

**SUBJECT:**

A resolution authorizing the District to accept additional funding for continuing the State Woodsmoke Reduction Program

**DEPARTMENT:** Air Quality Management District

**Supervisory District No. :** All

**DEPARTMENT CONTACT:** Richard W. Simon, Director of Resource Management, 225-5789

**STAFF REPORT APPROVED BY:** Richard W. Simon, Director of Resource Management

Vote Required?	General Fund Impact?
Simple Majority Vote Required	No General Fund Impact

**RECOMMENDATION**

Adopt a resolution which: (1) Authorizes the Shasta County Air Quality Management District (District) to retroactively amend an existing Memorandum of Understanding with the California Air Pollution Control Officers Association to participate in the Woodsmoke Reduction Program (Program) and accept additional funding in the amount of \$75,000 for the period from start of Program through June 30, 2020; (2) authorizes the District to accept any such additional funding that may become available in the future for administration of the Program under the terms of the Memorandum of Understanding, as amended; (3) appoints the Director of Resource Management as signature authority for the District to conduct all negotiations and execute and submit all necessary Program documents; and (4) authorizes expenditures which include salaries, benefits, public outreach, education and administrative expenses, associated with and in furtherance of the Program.

**SUMMARY**

The State has allocated \$5,000,000 in Greenhouse Gas Reduction Funds for the Woodsmoke Reduction Program to be implemented by the California Air Pollution Control Officers Association (CAPCOA) in cooperation with local Districts. On May 23, 2018 the Shasta County Air Quality Management District entered into a Memorandum of Understanding with CAPCOA to replace uncertified and inefficient woodstoves with cleaner burning devices and was allocated \$125,000 to implement the Program through June 2020. Due to the early success of the program, the District has issued enough woodstove replacement vouchers to exhaust the initial allocation and is requesting additional funding in the amount of \$75,000. Additional funding will allow the District to continue the program for the benefit of Shasta County



residents.

## **DISCUSSION**

The Woodsmoke Reduction Program (Program) is a statewide program that uses Greenhouse Gas Reduction Funds to reduce greenhouse gas (GHG) emissions from older solid fuel (wood) burning heating stoves. The current Program has been funded through the California Climate Investments program with a statewide appropriation of \$5,000,000 (AB 1613). The California Air Resources Board (CARB) has developed Program Guidelines for the implementation of the Program which will be administered by the California Air Pollution Control Officers Association (CAPCOA) in coordination with local air districts. The Shasta County Air Quality Management District was allocated \$125,000 for the initial round of funding from the start of Program through June 30, 2020. Due to the early success of the Program, the District has issued enough woodstove replacement vouchers to exhaust the initial allotment of \$125,000. As a result, and in accordance with Section 4 of the MOU between the District and CAPCOA, the District is requesting an additional \$75,000 in funding to continue the Program. Final requests for payment must be submitted by December 31, 2019 to allow reimbursement to Grantees by June 30, 2020.

The Program is designed to help households replace an older, uncertified wood stove or insert used as the primary source of heat, with a cleaner burning and more efficient device by partially off-setting the costs of a new certified device. Increased incentives amounts are available for disadvantaged communities, low-income communities, and low-income households. In addition to reducing GHG emissions, Program benefits include reduction in black carbon and fine particulate (PM2.5) emissions. With authorization to participate, District staff will develop necessary documents and operate the Program based on the finalized state Program Guidelines. Here are key points to the State Program Guidelines:

1. Households are eligible to replace an existing non-certified woodstove or insert that is used as a primary source of heat. Open hearth fireplaces are eligible; however, the applicant must provide proof that it is used as a primary source of heat (via receipts from purchasing wood or energy bill).
2. The replacement device may be an EPA certified woodstove or insert, a natural gas burning stove or insert, or an electric home heating device.
3. The District will issue vouchers to cover the cost of purchasing, permitting, and installing the new device, up to \$3,500, for households that qualify for the Low Income Qualified Voucher. Applicants are eligible for the Low Income Qualified Voucher if the home is located in a state-defined low income community, if they participate in one of several low-income assistance programs (WIC, CARE, etc.), or if they meet the state definition of a low-income household.
4. Vouchers in the amount of \$1,000 will be issued to all other households replacing an eligible wood-burning device.
5. The District's process for issuing and tracking Vouchers will be similar to the District's existing Woodstove Change-out Program:
  - a. The applicant completes a voucher application. Voucher applications will be available through the

District office and website and at participating retailers.

- b. Staff will review the application for completeness, and if applicants request a low income qualified voucher, staff will confirm eligibility.
- c. Vouchers will be issued in the order received, with an expiration date of 4 weeks from issuance.
- d. Vouchers will be accepted by participating retailers at time of sale, and applied as a discount. Retailers will notify the District of a sale once the customer has signed a contract or entered into a binding purchase agreement. For low income qualified vouchers, retailers will provide the District a cost estimate for District approval prior to installation.
- e. Installations must be completed by a licensed contractor.
- f. Retailers will provide training to the applicant to ensure the new device is properly operated and maintained to maximize energy efficiency and achieve the lowest possible emission rates.
- g. Retailers will be reimbursed by the District once the installation is complete, the replaced device is properly dismantled and recycled, and required documents are submitted to the District.
- h. The District will submit the required documentation to CAPCOA to receive reimbursement for eligible administration costs.
- i. The District will track vouchers issued, devices replaced and purchased, and emissions reductions according to the actual sales activity.

Other project activities include outreach, education, and quarterly progress reporting to CAPCOA/CARB.

**ALTERNATIVES**

The Board may choose to: (1) not accept the additional funding; or (2) ask for more information.

**OTHER AGENCY INVOLVEMENT**

Risk Management and County Counsel have reviewed and approved the resolution and amendment as to form. The County Administrative Office has reviewed this recommendation.

**FINANCING**

The Shasta County Program will be funded by a grant of an additional \$75,000 from the Air Resources Board California Climate Investments program. Shasta County will make a request for administrative costs which will not exceed ten (10) percent of the corresponding grant amount.

**ATTACHMENTS:**

Description	Upload Date	Description
-------------	-------------	-------------

Resolution	6/18/2018	Resolution
Signed Resolution	6/18/2018	Signed Resolution
CAPCOA MOU	6/18/2018	CAPCOA MOU
MOU - Amendment	6/18/2018	MOU - Amendment

**APCB - RESOLUTION NO. 2018-**

**A RESOLUTION OF THE SHASTA COUNTY AIR POLLUTION CONTROL BOARD  
AUTHORIZING THE DISTRICT TO ACCEPT ADDITIONAL FUNDING FOR PARTICIPATION  
IN THE STATE WOOD SMOKE REDUCTION PROGRAM**

**WHEREAS**, California Assembly Bill 1613 committed \$5,000,000 in funding from California Climate Investments for the Wood Smoke Reduction Program, replacing uncertified, inefficient wood burning devices with cleaner burning, higher efficiency devices (Program); and

**WHEREAS**, the California Air Resources Board (CARB) has entered into a grant agreement with the California Air Pollution Control Officers Association (CAPCOA) for the administration of the Program; and

**WHEREAS**, the CARB/CAPCOA grant agreement requires CAPCOA to administer the Program through local air districts, in this case, the Shasta County Air Quality Management District (District); and

**WHEREAS**, by Resolution Number 2018-02, the Shasta County Air Pollution Control Board authorized the District to enter into a Memorandum of Understanding with the California Air Pollution Control Officers Association (CAPCOA) to participate in the Program and accept funds in the amount of \$125,000 for the period from start of Program through June 30, 2020; and

**WHEREAS**, additional funding from CAPCOA in the amount of \$75,000 has been made available to District to implement the Program which shall be completed by June 30, 2020; and

**WHEREAS**, the District desires to enter into an amended Memorandum of Understanding with CAPCOA to accept the additional funding and administer the Program in accordance with guidelines established by CARB.

**NOW, THEREFORE, BE IT RESOLVED** that the Shasta County Air Pollution Control Board hereby:

- 1) Authorizes the Shasta County Air Quality Management District (District) to amend an existing Memorandum of Understanding with the California Air Pollution Control Officers Association to participate in the Wood Smoke Reduction Program (Program) and accept additional funding in the amount of \$75,000 for the period from start of Program through June 30, 2020.
- 2.) Authorizes the District to accept any such additional funding that may become available in the future for administration of the Program under the terms of the Memorandum of Understanding, as amended.
- 3) Appoints the Director of Resource Management as signature authority for the District to conduct all negotiations and execute and submit all necessary Program documents;
- 4) Authorizes expenditures which include salaries, benefits, public outreach, education and administrative expenses, associated with and in furtherance of the Program.



APCB Resolution No. 2018 –

June 26, 2018

Page 2 of 2

**DULY PASSED AND ADOPTED** this 26th day of June, 2018, by the Shasta County Air Pollution Control Board by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

RECUSE:

---

LES BAUGH, CHAIRMAN  
Air Pollution Control Board  
Shasta County Air Quality Management  
District  
State of California

ATTEST:

LAWRENCE G. LEES

Clerk of the Air Pollution Control Board

By \_\_\_\_\_  
Deputy

**APCB - RESOLUTION NO. 2018-02**

**A RESOLUTION OF THE SHASTA COUNTY  
AIR POLLUTION CONTROL BOARD  
AUTHORIZING THE DISTRICT TO PARTICIPATE IN THE STATE WOOD  
SMOKE REDUCTION PROGRAM**

**WHEREAS**, California Assembly Bill 1613 committed \$5,000,000 in funding from California Climate Investments for the Wood Smoke Reduction Program(Program), replacing uncertified, inefficient wood burning devices with cleaner burning, higher efficiency devices; and

**WHEREAS**, the California Air Resources Board (CARB) has entered into a grant agreement with the California Air Pollution Control Officers Association (CAPCOA) for the administration of the Program; and

**WHEREAS**, the CARB/CAPCOA grant agreement requires CAPCOA to administer the Program through local air districts, in this case, the Shasta County Air Quality Management District (District); and

**WHEREAS**, The District desires to enter into a Memorandum of Understanding with CAPCOA to administer the Program in accordance with guidelines established by CARB; and

**WHEREAS**, the District shall receive funding from CAPCOA in the amount of \$125,000 to implement the Program which shall be completed by June 30, 2020.

**NOW, THEREFORE, BE IT RESOLVED** that the Shasta County Air Pollution Control Board hereby:

- 1) Authorizes the Shasta County Air Quality Management District to enter into a Memorandum of Understanding with the California Air Pollution Control Officers Association to participate in the Wood Smoke Reduction Program and accept funds in the amount of \$125,000 for the period from start of Program through June 30, 2020.
- 2) Appoints the Director of Resource Management as signature authority for the District to conduct all negotiations and execute and submit all necessary Program documents;
- 3) Authorizes expenditures which include salaries, benefits, public outreach, education and administrative expenses, associated with and in furtherance of the Program.

APCB Resolution No. 2018-02

May 1, 2018

Page 2 of 2

- 4) Authorizes a budget amendment for Fiscal Year 2017-2018 increasing revenues and expenditures for the Program in the amount of \$10,000.

**DULY PASSED AND ADOPTED** this 1st day of May, 2018, by the Shasta County Air Pollution Control Board by the following vote:

AYES: Members Kehoe, Moty, Baugh, and Sullivan

NOES: None

ABSENT: None

ABSTAIN: None

RECUSE: None

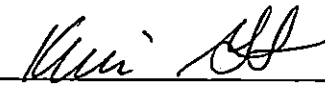


LES BAUGH, CHAIRMAN  
Air Pollution Control Board  
Shasta County Air Quality  
Management District  
State of California

ATTEST:

LAWRENCE G. LEES

Clerk of the Air Pollution Control Board

By   
Deputy

THIS INSTRUMENT IS  
A CORRECT COPY OF THE ORIGINAL  
ON FILE IN THIS OFFICE

ATTEST MAY 08 2018

CLERK OF THE BOARD  
Supervisor of the County of Butte, State of California  
By: 

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE  
CALIFORNIA AIR POLLUTION CONTROL OFFICERS ASSOCIATION  
AND THE SHASTA COUNTY AIR QUALITY MANAGEMENT DISTRICT  
WOODSMOKE REDUCTION PILOT PROGRAM  
FISCAL YEAR 2016-2017 APPROPRIATION**

The California Air Pollution Control Officers Association ("CAPCOA") and the Shasta County Air Quality Management District (District) hereby enter into this Memorandum of Understanding ("MOU"), which shall be effective after execution by both parties.

**RECITALS**

WHEREAS, CAPCOA has entered into a grant agreement, which is attached hereto as Appendix A (Appendix A), with the California Air Resources Board (CARB) to administer \$5 million in fiscal year 2016-2017 funds appropriated from the Greenhouse Gas Reduction Fund for a state-wide program replacing uncertified, inefficient wood burning devices with cleaner-burning and more efficient devices, getting reductions in greenhouse gases and related co-benefits of particulate and toxic pollutants reductions; and

WHEREAS, the CARB/CAPCOA grant agreement requires CAPCOA to administer the program through the local air pollution and air quality management districts;

WHEREAS, the District has affirmed its interest in participating in the Woodsmoke Reduction Program;

NOW, THEREFORE, in consideration of the terms, conditions and covenants set forth herein, and for other good and valuable consideration, receipt of which is hereby acknowledged, the Parties agree as follows:

**AGREEMENT**

1. The District agrees to abide by any applicable terms and commitments of the Woodsmoke Reduction Pilot Program Guidelines (Exhibit D of Appendix A) dated September 26, 2017 as part of the Climate Investments' Cap-and-Trade Auction Proceeds' Funding Guidelines for Agencies that Administer California Climate Investments (Funding Guidelines), found on the Cap-and-Trade Auction Proceeds Funding Guidelines for Administering Agencies website [https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/draftrevisedfundingguidelines.pdf?\\_ga=2.18846717.535470488.1524262976-1262467119.1463676161](https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/draftrevisedfundingguidelines.pdf?_ga=2.18846717.535470488.1524262976-1262467119.1463676161)
2. The District agrees to submit a workplan to CAPCOA for review and approval prior to being allocated funds under the program. The workplan shall provide a description of policies and procedures meeting the requirements of Appendix A. CAPCOA agrees to provide the funds to the District within 30 days of approving the District workplan.
3. District shall place funds advanced in an interest-bearing account and District shall track and report interest accrued on these funds. Interest earned on the funds shall only be used for eligible grant-related expenses.
4. The District understands that additional funding may be available from unallocated funds and funds that may be returned or declined by other participating districts. The District will notify CAPCOA in writing in the event it has allocated all funds to eligible projects and requests additional available funds. If additional funds are

available CAPCOA will allocate the funding to Districts based on location, date of request, and demonstrated need. CAPCOA shall amend the District's Grant Award Cover Sheet.

5. The District will provide quarterly progress reports detailing project information and payments in a format approved and provided by CAPCOA, which at a minimum shall include the information necessary to satisfy the reporting and recordkeeping provisions of sections 8 and 10 of Appendix A. The District agrees to advise CAPCOA if its program is underperforming, and to undergo efforts to improve the performance of the program in order to expend the funding in a timely manner or return to CAPCOA unused funds. The District will return the funds within 45 days of a request from CAPCOA.
6. The District acknowledges that information reported under this Agreement may be made publicly available subject to Section 10.4 in Appendix A.
7. If the District does not comply with the requirements as specified in this MOU and the CAPCOA-approved work plan, the District will return any unallocated funds to CAPCOA, if requested by CAPCOA or CARB. The District agrees that funds to be returned may include any spent on non-compliant projects as well as balances of the unallocated District funds, as determined by CAPCOA, within 45 days of a request from CAPCOA.
8. The District agrees to indemnify, defend and hold harmless CAPCOA and its employees, agents, representatives against any and all liability, loss, and expense, including reasonable attorneys' fees, from any and all claims for injury or damages arising out of the District's distribution of funds allocated to District hereunder.
9. The District and CAPCOA acknowledge the Project Milestones outlined in Appendix B;
10. Information or data that personally identifies an individual or individuals is confidential in accordance with California Civil Code sections 1798, et seq. and other relevant State or Federal statutes and regulations. The District shall safeguard all such information or data which comes into its possession under this agreement in accordance with law, and shall not release or publish any such information or data, except as otherwise authorized by law.
11. This MOU may be terminated by either party by giving a 30 day written notice to the other, in which case any unallocated funds received by the District must be returned to CAPCOA, within 45 days of a request from CAPCOA.

#### 12.1 INSURANCE REQUIREMENTS

District shall require that its contracts with persons or entities who will be participating in the Woodsmoke Reduction Program (the "Installer/Contractors") contain the insurance requirements in Paragraphs 12.1, 12.2, 12.3, and 12.4.

a. Coverage Term: Installer/contractor insurance coverage shall be procured by each Installer/Contractor and shall be in force for the complete term of the project agreement. If insurance expires during the term of the project agreement, a new certificate must be received by the District and provided to CAPCOA at least ten (10) days prior to the expiration of this insurance. Any new insurance must still comply with the original terms of the project agreement

b. Policy Cancellation or Termination and Notice of Non-Renewal: Installer/contractor is responsible to notify the District within five (5) business days before the effective date of any cancellation, non-renewal, or material change that affects required insurance coverage. In the event Installer/contractor fails to keep in

effect at all times the specified insurance coverage, the District may, in addition to any other remedies it may have, terminate the project agreement upon the occurrence of such event, subject to the provisions of this Grant Agreement.

c. Deductible: Installer/contractor is responsible for any deductible or self-insured retention contained within their insurance program.

d. Primary Clause: Any required insurance contained in the project agreement shall be primary, and not excess or contributory to any other insurance carried by the District or CAPCOA.

e. Insurance Carrier Required Rating: All insurance companies must carry a rating acceptable to the Office of Risk and Insurance Management. If the Installer/contractor is self-insured for a portion or all of its insurance, review of financial information including a letter of credit may be required.

f. Endorsements: Any required endorsement must be physically attached to all requested certificates of insurance and not substituted by referring to such coverage on the certificate of insurance.

g. Inadequate Insurance: Inadequate or lack of insurance does not negate the Installer/contractor's obligations under the Agreement.

h. Satisfying an SIR: All insurance required by this Grant Agreement or the project agreements must allow the State to pay and/or act as the Installer/contractor's agent in satisfying any self-insured retention (SIR). The choice to pay and/or act as the Installer/contractor's agent in satisfying any SIR is at the District's discretion.

i. Available Coverages/Limits: All coverage and limits available to the Installer/contractor shall also be available and applicable to the District.

j. Subcontractors/Manufacturers: In the case of Installer/contractor's utilization of subcontractors/manufacturers to complete the contracted scope of work, Installer/contractor shall include all subcontractors/manufacturers as insured under Installer/contractor's insurance or supply evidence of insurance to the District equal to policies, coverages, and limits required of Installer/contractor.

## 12.2 Commercial General Liability

Installer/contractor shall maintain general liability on an occurrence form with limits not less than \$1,000,000 per and \$2,000,000 aggregate for bodily injury and property damage liability. The policy shall include coverage for liabilities arising out of premises, operations, independent contractors, products, completed operations, personal and advertising injury, and liability assumed under an insured project agreement. This insurance shall apply separately to each insured against which claim is made, or suit is brought subject to the Installer/contractor's limit of liability. The policy must name the District, its officers, agents, and employees as additional insured, but only with respect to work performed under the contract.

## 12.3 Automobile Liability

Installer/contractor shall maintain motor vehicle liability with limits not less than \$1,000,000 combined single limit per accident. Such insurance shall cover liability arising out of a motor vehicle including owned, hired and non-owned motor vehicles. The policy must name the District, its officers, agents, and employees as additional insured, but only with respect to work performed under the contract.

In the event that the Installer/contractor does not have any commercially owned motor vehicles, a no-owned autos waiver must be completed and retained in District files. A sample waiver form is included in Exhibit C. of Appendix A.

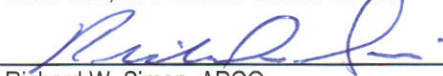
12.4 Workers' Compensation and Employers' Liability

Installer/contractor must furnish to the District a certificate of insurance to remain in effect at all times during the term of this Agreement. Installer/contractor shall maintain statutory workers' compensation and employers' liability for all its employees who will be engaged in the performance of the Agreement. Employers' liability limits of \$1,000,000 are required. A sample form is included in Exhibit C. of Appendix A.

13. District agrees that CAPCOA, CARB, the Department of General Services, Department of Finance, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Grant and all State funds received in accordance with Appendix A. The District agrees to maintain such records for possible audit for a minimum of three (3) years after the term of this Grant is completed, unless a longer period of records retention is stipulated.
14. The District agrees to acknowledge the California Climate Investments (CCI) logo and name as a funding source from the California Air Resources Board's (CARB) Woodsmoke Reduction program whenever projects funded in whole or in part by this Agreement are publicized in any new media, websites, brochures, publications, audiovisuals, or other types of promotional material. The acknowledgement must read as follows: "This publication (or project) was supported by the "California Climate Investments" (CCI) program." Guidelines for the usage of the CCI logo can be found at [www.arb.ca.gov/ccifundingguidelines](http://www.arb.ca.gov/ccifundingguidelines).
15. This agreement supersedes all previous agreements relating to the subject of this agreement and constitutes the entire understanding of the Parties hereto. No changes, amendments, or alterations to this agreement shall be effective unless in writing and signed by both Parties.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

SHASTA COUNTY AIR QUALITY MANAGEMENT  
DISTRICT, Air Pollution Control Officer

  
\_\_\_\_\_  
Richard W. Simon, APCO

5/3/2018  
\_\_\_\_\_  
Date

CALIFORNIA AIR POLLUTION CONTROL  
OFFICERS ASSOCIATION

  
\_\_\_\_\_  
Mike Villegas, President

May 23, 2018  
\_\_\_\_\_  
Date

Appendix A: Grant Agreement between the California Air Pollution Control Officers Association and the California Air Resources Board dated February 1, 2018.

Appendix B: Project Milestones/Schedule of Payments

Task	Milestone Description	Scheduled Payment of Grant Funding	
		Project Funds	Administrative Funds
1	Execute Grant Agreement (no later than June 1, 2018)		
2	Submit project plan for approval		
	Project plan approval	\$112,500	
3	Begin installations		
4	Submit quarterly reports		Receive total administrative funding less 10% withholding (\$10,687.50)
5	Complete installations		
6	Final payment requests submitted to CAPCOA (no later than December 31, 2019)		
7	Submit "Closeout" report (no later than January 31, 2020)		Remaining 10% administrative withholding (\$1,187.50)



**AMENDMENT 1 TO MEMORANDUM OF UNDERSTANDING  
BETWEEN THE CALIFORNIA AIR POLLUTION CONTROL OFFICERS ASSOCIATION  
AND THE SHASTA COUNTY AIR QUALITY MANAGEMENT DISTRICT  
WOODSMOKE REDUCTION PILOT PROGRAM  
FISCAL YEAR 2016-2017 APPROPRIATION**

This First Amendment to the Memorandum of Understanding between the California Air Pollution Control Officers Association and the Shasta County Air Quality Management District for the Woodsmoke Reduction Pilot Program is entered into on the date below stated.

WHEREAS, on May 23, 2018 the parties entered into a Memorandum of Understanding for the purpose of replacing uncertified, inefficient wood burning devices with cleaner-burning and more efficient devices, getting reductions in greenhouse gases and related co-benefits of particulate and toxic pollutants reductions; and

WHEREAS, Shasta County Air Quality Management District has requested additional funding in accordance with Section 4 of the Memorandum of Understanding;

NOW, THEREFORE, CAPCOA and the Shasta County Air Quality Management District agree to amend said Memorandum of Understanding as follows:

1. Appendix B is amended in its entirety as follows:

Appendix B: Project Milestones/Schedule of Payments

Task	Milestone Description	Scheduled Payment of Grant Funding	
		Project Funds	Administrative Funds
1	Execute Grant Agreement <b>(no later than June 1, 2018)</b>		
2	Submit project plan for approval		
	Project plan approval	\$112,500	
3	Begin installations		
4	Additional Funding provided (Amendment 1)	\$67,500	
5	Submit quarterly reports		Receive total administrative funding less 10% withholding (\$17,100.00)*
6	Complete installations		
7	Final payment requests submitted to CAPCOA <b>(no later than December 31, 2019)</b>		
8	Submit "Closeout" report <b>(no later than January 31, 2020)</b>		Remaining 10% administrative withholding (\$1,900.00) *

\*Reflects CAPCOA's 5% portion of administrative funds.

2. All remaining terms, provisions, covenants, conditions, and promises contained in said Memorandum of Understanding shall remain in full force and effect.
3. This amendment, when fully executed, is effective as of June 8, 2018.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

SHASTA COUNTY AIR QUALITY MANAGEMENT  
DISTRICT

CALIFORNIA AIR POLLUTION CONTROL  
OFFICERS ASSOCIATION

\_\_\_\_\_  
Richard W. Simon, APCO

\_\_\_\_\_  
Mike Villegas, President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

REPORT TO SHASTA COUNTY AIR POLLUTION CONTROL BOARD

**BOARD MEETING DATE:** June 26, 2018

**CATEGORY:** SCHEDULED HEARING - RESOURCE MANAGEMENT-1.

**SUBJECT:**

Adoption of the fiscal year 2018/19 recommended budget for the Shasta County Air Quality Management District.

**DEPARTMENT:** Air Quality Management District

**Supervisory District No. :** ALL

**DEPARTMENT CONTACT:** Richard W. Simon, APCO, Director of Resource Management (530) 225-5789

**STAFF REPORT APPROVED BY:** RICHARD W. SIMON, APCO, Director of Resource Management

Vote Required?	General Fund Impact?
Simple Majority Vote Required	No General Fund Impact

**RECOMMENDATION**

Take the following actions: (1) Conduct a public hearing to consider adopting the Fiscal Year (FY) 2018/19 Air Quality Management District (District) budget as it was reviewed at the June 5, 2018 public hearing and; (2) consider adopting the FY 2018/19 District budget.

**SUMMARY**

N/A

**DISCUSSION**

In conformance with California Health & Safety Code Sections 40130 and 40131, the Shasta County Air Quality Management District (District) held a separate public hearing on June 5, 2018 for the purpose of reviewing the proposed fiscal year 2018/19 budget and to provide the public an opportunity to review and comment on the proposed budget. The District made all required information (summary of the budget with all supporting documents, and a schedule of fees to be imposed by the District to fund its program) available to the public 30 days prior to that hearing, published and posted notice of the hearing and directly notified all permittees subject to fees imposed by the District in the preceding year of the availability of the hearing and the above-referenced information. No public comments were received and no changes were made to the proposed budget at the June 5, 2018 public hearing.

The FY 2018/19 recommended budget includes revenue in the amount of \$1.8 million and expenditures in

the amount of \$2.1 million. Expenditures exceed revenues by \$275,708 and will be funded with the use of fund balance.

**ALTERNATIVES**

No alternative to this public hearing is available since the hearing is required by statute. The Air Pollution Control Board may modify the proposed budget prior to adoption.

**OTHER AGENCY INVOLVEMENT**

The District budget is part of the budget proposed for the Shasta County Department of Resource Management.

**FINANCING**

The District budget proposed for FY 2018/19 reflects no General Fund support from Shasta County or the Cities. It is important to note that approximately 95 percent of AB 2766 monies (DMV fees) are being used to insure compliance with the California Clean Air Act. While the amount of DMV fees utilized by various Air Districts to ensure compliance with the California Clean Air Act varies, this Air District relies heavily on this funding source for basic operations.

**ATTACHMENTS:**

Description	Upload Date	Description
RECOMMENDED FY 2018/19	6/13/2018	RECOMMENDED FY 2018/19

# Air Pollution Control Board Regular Meeting - June 26, 2018

## STATE OF CALIFORNIA DISTRICT BUDGET DETAIL BUDGET FOR FISCAL YEAR 2018-2019

STATE CONTROLLER COUNTY BUDGET ACT (1985) =====	ACTUAL REV/EXP 2016-17 =====	ADJUSTED BUDGET 2017-18 =====	ESTIMATED REV/EXP 2017-18 =====	BUDGET REQUESTS 2018-19 =====	BUDGET RECOMMENDED 2018-19 =====	DIFFERENCE RCMMND 18-1 REQST 18-19 =====
00373 AIR QUALITY MGMT DIST ADMIN						
LICENSES, PERMITS & FRANCHISES						
00373 215500 AIR POLLUTION FEES	\$3,605	\$2,500	\$2,500	\$2,500	\$2,500	\$0
00373 215520 BURNING PERMIT FEES	6,374	4,608	4,608	4,608	4,608	0
00373 215521 BURN PERMIT FEE BASIN CONTROL	965	800	800	800	800	0
00373 215550 DEVICE PERMIT FEES	210,492	232,250	232,250	230,000	230,000	0
00373 215600 HEARING BOARD FEES	0	450	450	400	400	0
TOTAL LICENSES, PERMITS & FRANCHISES	\$221,436	\$240,608	\$240,608	\$238,308	\$238,308	\$0
FINES, FORFEITURES & PENALTIES						
00373 318770 COURT FINES & PENALTIES	\$5,975	\$0	\$6,375	\$0	\$0	\$0
TOTAL FINES, FORFEITURES & PENALTIES	\$5,975	\$0	\$6,375	\$0	\$0	\$0
REVENUE FROM MONEY & PROPERTY						
00373 420000 INTEREST	\$25,388	\$15,000	\$21,870	\$18,000	\$18,000	\$0
TOTAL REVENUE FROM MONEY & PROPERTY	\$25,388	\$15,000	\$21,870	\$18,000	\$18,000	\$0
INTERGOVERNMENTAL REVENUES						
00373 526011 STATE MOTOR VEHICLE AB2766	\$517,587	\$430,000	\$430,000	\$500,000	\$500,000	\$0
00373 545500 STATE AIR POLLUTION GRANT	51,192	50,000	51,129	60,000	60,000	0
00373 549189 STATE AIR RESOURCES BOARD	30,627	25,000	28,185	30,000	30,000	0
00373 549190 STATE AIR RSRCS BRD MOYER GRT	1,186,466	1,000,000	1,000,000	1,000,000	1,000,000	0
00373 560200 FEDERAL EPA PM25	7,100	10,000	10,000	7,100	7,100	0
TOTAL INTERGOVERNMENTAL REVENUES	\$1,792,973	\$1,515,000	\$1,519,314	\$1,597,100	\$1,597,100	\$0
CHARGES FOR SERVICES						
00373 692000 CHGS FOR PROFESSIONAL SVS	\$59,252	\$23,000	\$23,000	\$15,000	\$15,000	\$0
00373 692100 PHOTOCOPIES	0	50	212	200	200	0
00373 692360 REIMB AIR TOXIC ACT	2,643	1,000	1,000	1,000	1,000	0
TOTAL CHARGES FOR SERVICES	\$61,895	\$24,050	\$24,212	\$16,200	\$16,200	\$0
MISCELLANEOUS REVENUES						
00373 799300 MISCELLANEOUS REVENUE	\$144	\$0	\$46	\$0	\$0	\$0
00373 799390 PRIOR PERIOD EXP ADJUSTMENT	74,582	0	0	0	0	0
00373 799600 INSURANCE LOSS & REFUNDS	347	0	0	0	0	0
TOTAL MISCELLANEOUS REVENUES	\$75,073	\$0	\$46	\$0	\$0	\$0

# Air Pollution Control Board Regular Meeting - June 26, 2018

## STATE OF CALIFORNIA DISTRICT BUDGET DETAIL BUDGET FOR FISCAL YEAR 2018-2019

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL REV/EXP 2016-17	ADJUSTED BUDGET 2017-18	ESTIMATED REV/EXP 2017-18	BUDGET REQUESTS 2018-19	BUDGET RECOMMENDED 2018-19	DIFFERENCE RCMND 18-1 REQST 18-19
=====	=====	=====	=====	=====	=====	=====
TOTAL REVENUES*****	\$2,182,740	\$1,794,658	\$1,812,425	\$1,869,608	\$1,869,608	\$0
=====	=====	=====	=====	=====	=====	=====
SALARIES AND BENEFITS						
00373 011000 REGULAR SALARIES	\$396,624	\$462,340	\$427,242	\$456,892	\$456,892	\$0
00373 011200 TERMINATION/SPECIAL PAY	45,797	0	0	0	0	0
00373 018100 EMPLOYER SHARE FICA	32,154	37,849	32,022	34,968	34,968	0
00373 018201 EMPLOYER SHARE RETIREMENT	66,659	91,340	76,472	91,105	91,105	0
00373 018205 EMPLOYER SHARE 401A	0	515	236	524	524	0
00373 018300 EMPLOYER SHARE HEALTH INSUR	85,440	95,425	98,284	106,819	106,819	0
00373 018307 EMPLOYR SHR OTHER POST EMP BEN	11,898	15,333	12,818	13,707	13,707	0
00373 018400 EMPLOYER SHR UNEMPLOYMENT INS	1,669	1,636	1,367	709	709	0
00373 018500 WORKERS COMP EXPOSURE	6,089	6,435	6,435	3,840	3,840	0
TOTAL SALARIES AND BENEFITS	\$646,331	\$710,873	\$654,876	\$708,564	\$708,564	\$0
SERVICES AND SUPPLIES						
00373 032300 CLOTHING/PERSONAL SUPPLIES XP	\$0	\$7,000	\$7,000	\$5,000	\$5,000	\$0
00373 032500 COMMUNICATIONS EXPENSE	6,745	7,000	7,000	7,500	7,500	0
00373 032590 CHGS FAC MGMT COMM	38	42	42	39	39	0
00373 032591 CHGS IT COMM	2,043	2,227	2,227	2,397	2,397	0
00373 032700 FOOD EXPENSE	0	40	40	40	40	0
00373 032900 HOUSEHOLD EXPENSE	70	500	500	500	500	0
00373 032992 CHGS FAC MGMT HSHLD XP	13,763	13,845	13,845	13,453	13,453	0
00373 033102 INSUR XP LIABILITY EXPOSURE	1,807	1,861	1,861	1,189	1,189	0
00373 033103 INSUR XP MISCELLANEOUS	955	830	830	634	634	0
00373 033105 INSUR XP LIABILITY EXPERIENCE	1,399	1,318	1,318	1,927	1,927	0
00373 033500 MAINTENANCE OF EQUIPMENT	0	3,500	3,500	3,500	3,500	0
00373 033528 MNT EQP SOFTWARE	0	17,350	17,350	20,000	20,000	0
00373 033592 CHGS IT MNT HARD/SOFTWARE	1,345	1,020	1,020	880	880	0
00373 033791 CHGS FAC MGMT MAINT STR	7,168	5,020	5,020	8,233	8,233	0
00373 034100 MEMBERSHIPS	5,735	7,000	7,000	7,000	7,000	0
00373 034102 MEMBER PROF ORGANIZATIONS	0	5,000	5,000	0	0	0
00373 034500 OFFICE EXPENSE	5,385	7,000	7,000	8,000	8,000	0
00373 034536 OFFICE XP OFFICE FURNITURE	387	2,000	2,000	2,000	2,000	0
00373 034590 CHGS OC PHOTOCOPY SVS	18	36	36	13	13	0
00373 034591 CHGS OC POSTAGE SVS	1,299	711	711	1,228	1,228	0
00373 034592 CHGS OC OTHER MAIL SVS	1,421	1,443	1,443	1,543	1,543	0
00373 034800 PROF & SPECIAL SERVICES	0	9,000	9,000	5,000	5,000	0
00373 034802 PROF ADMIN SVS	108,616	119,017	119,017	127,483	127,483	0
00373 034803 PROF ADVERTISING & MKTG SVS	0	3,000	3,000	3,000	3,000	0
00373 034806 PROF AUDIT SVS	8,075	12,000	12,000	14,000	14,000	0
00373 034807 PROF BANK SVS	0	500	500	1,000	1,000	0
00373 034837 PROF PREEMPLOYMENT SVS	45	0	602	0	0	0
00373 034863 PROF GRANT SVS	1,246,760	1,000,000	1,000,000	1,000,000	1,000,000	0
00373 034890 CHGS FAC MGMT PROF SVS	712	687	687	1,512	1,512	0
00373 034892 CHGS IT PROFESSIONAL SVS	23,052	24,877	24,877	35,763	35,763	0
00373 034900 PUBLICATIONS & LEGAL NOTICES	284	1,800	1,800	1,500	1,500	0

# Air Pollution Control Board Regular Meeting - June 26, 2018

## STATE OF CALIFORNIA DISTRICT BUDGET DETAIL BUDGET FOR FISCAL YEAR 2018-2019

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL REV/EXP 2016-17	ADJUSTED BUDGET 2017-18	ESTIMATED REV/EXP 2017-18	BUDGET REQUESTS 2018-19	BUDGET RECOMMENDED 2018-19	DIFFERENCE RCMND 18-1 REQST 18-19
=====	=====	=====	=====	=====	=====	=====
00373 035100 RENTS & LEASES OF EQUIPMENT	1,647	2,000	2,000	2,000	2,000	0
00373 035300 RENTS & LEASES OF STRUCTURES	1,008	3,000	3,000	3,000	3,000	0
00373 035500 MINOR EQUIPMENT	6,562	6,000	6,000	6,000	6,000	0
00373 035590 CHGS IT SOFTWARE EQP	0	10,000	10,000	8,000	8,000	0
00373 035591 CHGS IT HARDWARE EQP	425	11,300	11,300	9,000	9,000	0
00373 035592 CHGS IT TELECOMM EQP	141	5,000	4,398	4,300	4,300	0
00373 035700 SPECIAL DEPARTMENTAL EXPENSE	0	2,800	2,800	2,800	2,800	0
00373 035755 SP DEPT XP AIR QLTY INCENTIVES	12,000	0	0	0	0	0
00373 035900 TRANSPORTATION & TRAVEL	1,797	3,000	3,000	4,000	4,000	0
00373 035940 TRANS/TRVL FUEL	1,832	4,000	4,000	4,000	4,000	0
00373 035947 TRANS/TRVL VOLUNTEER	0	200	200	200	200	0
00373 035990 CHGS FLEET TRANS/TRVL	14,548	13,135	13,135	13,372	13,372	0
00373 035999 TRN/TRV PY EE 1 DAY MEAL REIMB	316	150	150	200	200	0
00373 036100 UTILITIES	10,059	10,305	10,305	11,447	11,447	0
TOTAL SERVICES AND SUPPLIES	\$1,487,457	\$1,326,514	\$1,326,514	\$1,342,653	\$1,342,653	\$0
OTHER CHARGES						
00373 050001 CENTRAL SERVICE COST PLAN CHGS	\$29,047	\$17,225	\$17,225	\$35,656	\$35,656	\$0
00373 050003 BUILDING & EQUIP COST PLAN CHG	14,205	11,118	11,118	10,005	10,005	0
00373 050800 TAXES & ASSESSMENTS	0	33	33	38	38	0
00373 051390 CONTR TO AIR RES BOARD	769	1,000	769	800	800	0
TOTAL OTHER CHARGES	\$44,020	\$29,376	\$29,145	\$46,499	\$46,499	\$0
CAPITAL ASSETS						
00373 065122 2 VEHICLES W/ ACCESSORIES	\$0	\$45,000	\$45,000	\$40,000	\$40,000	\$0
00373 065317 SOFTWARE	105,931	22,250	22,250	7,600	7,600	0
00373 065335 2 AIR ANALYZERS	27,788	0	0	0	0	0
TOTAL CAPITAL ASSETS	\$133,719	\$67,250	\$67,250	\$47,600	\$47,600	\$0
OTHER FINANCING USES						
00373 095166 TRANS OUT CAPITAL PROJECTS	\$0	\$75,000	\$75,000	\$0	\$0	\$0
TOTAL OTHER FINANCING USES	\$0	\$75,000	\$75,000	\$0	\$0	\$0
TOTAL EXPENDITURES*****	\$2,311,528	\$2,209,013	\$2,152,785	\$2,145,316	\$2,145,316	\$0
=====	=====	=====	=====	=====	=====	=====