



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, October 2, 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, (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 July 17, 2018, as submitted.

No General Fund Impact

Simple Majority Vote Required

RESOURCE MANAGEMENT

C 2 Air Quality Management District

Approve a budget amendment increasing appropriations by \$16,000 in the Capital Asset Software account, offset by the use of fund balance, in the Air Quality Management District (AQMD) budget for the remaining TRAKiT software purchase.

No Additional General Fund Impact

4/5 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. 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. In addition, The Air Pollution Control Board meeting videos are viewable on Shasta County's website at www.co.shasta.ca.us.

REPORT TO SHASTA COUNTY AIR POLLUTION CONTROL BOARD

BOARD MEETING DATE: October 2, 2018

CATEGORY: CONSENT - GENERAL GOVERNMENT-1.

SUBJECT:

7/17/18 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 July 17, 2018, as submitted.

SUMMARY

DISCUSSION

ALTERNATIVES

OTHER AGENCY INVOLVEMENT

FINANCING

ATTACHMENTS:

Description	Upload Date	Description
Draft 7/17/18 Minutes	7/19/2018	Draft 7/17/18 Minutes

AIR POLLUTION CONTROL BOARD

Tuesday, July 17, 2018

REGULAR MEETING

MINUTES

8:31 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, Baugh, Sullivan, and Alternate Morgan

Absent: Board Members Moty and McElvain

Staff: County Executive Officer Larry Lees, County Counsel Rubin E. Cruse, Jr., Administrative Board Clerk Kristin Gulling-Smith, Administrative Board Clerk Darcey Prior, and Chief Deputy Clerk of the Board Mary Williams.

PUBLIC COMMENT PERIOD - OPEN TIME

There were no comments from members of the public.

CONSENT CALENDAR

By motion made, seconded (Sullivan/Kehoe), 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 June 26th, 2018, as submitted. (Clerk of the Board)

Took the following actions regarding the Air Quality Management District Hearing Board: Reappointed Allen Krohn, M.D., for a one-year term to expire July 2019; and reappointed Reggie Ceehorne and David Poore for two-year terms to expire July 2020. (Clerk of the Board)

Tuesday, July 17, 2018

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Adopted APCB Resolution No. 2018-05 which: Approved and authorized 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 \$26,267 to implement the Assembly Bill 197, State Emission Inventory District Grant Program ("Program") in accordance with guidelines established by the California Air Resources Board (CARB), with the grant term June 25, 2018, through June 30, 2019, and the District submitting a final report to CARB no later than June 1, 2019; appointed 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; approved a budget amendment increasing revenues by \$26,267 and appropriations by \$3,500 for the implementation and Program continuance for Fiscal Year 2018-19; authorized expenditures which include salaries, benefits, equipment, public outreach, education and administrative expenses, associated with and in furtherance of the Program; and approved 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 as they may be amended from time to time. (Air Quality Management District)

(See Air Pollution Control Board Resolution Book)

Approved a budget amendment increasing appropriations by \$180,000 and increasing revenue by \$200,000 in the Air Quality Management District budget for the purpose of recognizing increased funding received for the Woodstove Replacement Program. (Air Quality Management District)

Took the following actions: Authorized the Shasta County Air Pollution Control Officer (APCO) to sign the attached Sub-Recipient Agreement with the California Air Pollution Control Officers Association (CAPCOA) for receiving EPA PM2.5 Grant Funds through CAPCOA; and approved a budget amendment increasing state grant revenues by \$14,526 and increasing appropriations by \$14,526 for the purchase of a new MetOne BAM 1022 PM2.5 monitor. (Air Quality Management District)

REGULAR CALENDAR

8:33 a.m.: The Air Pollution Control Board adjourned.

Chairman

ATTEST:

LAWRENCE G. LEES
Clerk of the Air Pollution Control Board

Tuesday, July 17, 2018

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By _____
Deputy

DRAFT

REPORT TO SHASTA COUNTY AIR POLLUTION CONTROL BOARD

BOARD MEETING DATE: October 2, 2018

CATEGORY: CONSENT - RESOURCE MANAGEMENT-2.

SUBJECT:

Budget amendment to reallocate funds for permit software upgrade.

DEPARTMENT: Air Quality Management District

Supervisory District No. : ALL

DEPARTMENT CONTACT: PAUL A. HELLMAN, DIRECTOR OF RESOURCE MANAGEMENT 225-5789

STAFF REPORT APPROVED BY: PAUL A. HELLMAN, DIRECTOR OF RESOURCE MANAGEMENT

Vote Required?	General Fund Impact?
4/5 Vote Required	No Additional General Fund Impact

RECOMMENDATION

Approve a budget amendment increasing appropriations by \$16,000 in the Capital Asset Software account, offset by the use of fund balance, in the Air Quality Management District (AQMD) budget for the remaining TRAKiT software purchase.

SUMMARY

A budget amendment is proposed to complete the Resource Management software upgrade.

DISCUSSION

On June 28, 2016, the Board awarded the Resource Management software upgrade to SunGard Public Sector, which has since become Superion, as an add-on agreement to their original contract with the County with a not to exceed amount of \$500,000. The AQMD portion of this contract is \$125,000, which was originally budgeted in the FY 2016/17 normal budget process.

This add-on agreement is for a permit tracking and public access software known as TRAKiT and will be used in all divisions of Resource Management for permit tracking, project tracking, invoicing and payment system. This quote includes all software and services described in the Add-On Quote and Statement of Work. Travel expenses related to discovery, installation, testing and on-site training are also included.

As of June 30, 2018, the AQMD expenses associated with this contract agreement totaled \$109,691, with \$15,309 remaining in AQMD’s portion of the contract. The additional \$691 in this proposed budget amendment are for AQMD charges associated with IT professional service costs related to the software implementation.

ALTERNATIVES

The Board may decline to approve the budget amendment. Currently budgeted appropriations in the FY 2018/19 Capital Asset Software account (065317) will be insufficient to pay the contractor.

OTHER AGENCY INVOLVEMENT

The County Administrative Office has reviewed this recommendation.

FINANCING

Total estimated contract cost for the Resource Management software upgrade agreement remains unchanged at \$500,000. These funds were originally budgeted to be spent in FY 2016/17 and FY 2017/18. The unspent balance of these previously budgeted funds have fallen to the Fund Balance at the end of June 30, 2018.

ATTACHMENTS:

Description	Upload Date	Description
Budget Amendment Form	9/27/2018	Budget Amendment Form

Air Quality Management District
(00373)

Department Name & Fund No.

Appropriations

Increase <Decrease>

Cost Center Number	Account Number	Budget Reads	Budget Should Read	Amount of Transfer (+/-)
00373	065317	0	16,000	16,000
Total				16,000

Revenue

Increase <Decrease>

Cost Center Number	Account Number	Budget Reads	Budget Should Read	Amount of Transfer (+/-)
Total				