



MINUTES
PCAPCD Board of Directors Meeting
Thursday, June 10, 2021, at 2:30 PM
Via Zoom Meeting ID: 942-7669-0027

Zoom Meeting Information:

Meeting link: <https://placer-ca-gov.zoom.us/j/94276690027>

Meeting ID: 942-7669-0027

Via telephone: Toll Free 1-877-853-5247; Enter Meeting ID: 942-7669-0027

The Board of Directors of the Placer County Air Pollution Control District met for a regular meeting at 2:30 PM, Thursday, June 10, 2021, at the Placer County Board of Supervisors' Chambers, 175 Fulweiler Avenue, Auburn, California.

The meeting was called to order by Chairperson, Robert Weygandt. Roll call was taken by the Clerk of the Board, with the following members in attendance: Scott Alvord, Daniel Berlant, Trinity Burruss, Jeff Duncan, Jim Holmes, Suzanne Jones, Alyssa Silhi, and Robert Weygandt. A quorum was established.

Representing the District were: Erik White, Air Pollution Control Officer; Adam Baughman, Deputy Air pollution Control Officer; Maria Swan, Administrative & Fiscal Officer; Ann Hobbs, Associate Planner; Russell Moore, I.T. Technician; and Shannon Harroun, Clerk of the Board.

Flag Salute

Approval of Minutes: April 8, 2021 Regular Meeting

No action was taken regarding approval of minutes. The April 8, 2021 regular meeting minutes approval will be carried over to the next District Board meeting on August 12, 2021.

Statement of Meeting's Public Participation Procedures

Public Comment: No public comment

Consent: Items 1 - 5

Item 5 was removed from the consent agenda upon request of Director Berlant. Consent items 1, 2, 3 and 4 were approved with actions as indicated below.

- 1. Advance Budget Authorization for General Liability Insurance from SDRMA and Contracted Technical Support Services from TruePoint Solutions, LLC.** *Adopted Resolution #21-04, thereby authorizing the expenditure of up to a total of Thirty-Nine Thousand Eight-Hundred Ninety-Six Dollars (\$39,896) for contracted technical support services and the one-time payment of General Liability Insurance to the Special District Risk Management Authority (SDRMA); and authorizing continuation of payroll, operations and maintenance of District assets as outlined in the Preliminary Budget for Fiscal Year (FY) 2021-22. This authorization request is in advance of the adoption of the Final FY 2021-22 District Budget that is scheduled to be heard on August 12, 2021, in order to enable the services to continue uninterrupted after June 30, 2021.*

2. **Acknowledgment of Terms of Auditor's Engagement Letter.** *Authorized the District Board Chairperson to sign the audit engagement letter sent by CliftonLarsonAllen LLP, dated May 19, 2021, thereby acknowledging the terms and objectives of engagement of CliftonLarsonAllen LLP for audit services provided to the District for the two years ended June 30, 2021.*
3. **Hearing Board Member Term Expiration and Reappointment.** *Reappointed current Hearing Board member and Chairperson, Mr. Donald Gronstal, as the Public at Large representative and Chairperson of the District Hearing Board, extending his term of office for another three-year term, with a new term expiration date of June 14, 2024.*
4. **Removal of Two Ozone Analyzers as Capital Assets.** *Adopted Resolution #21-05, thereby authorizing two District owned ozone analyzers (Capital Asset No. BA0004773/Serial No. 324 and BA0004774/ Serial No. 325) to be disposed of as Capital Assets.*

Motion: Burruss/Alvord

Action: Approved Consent Items 1, 2, 3 and 4 / Unanimous Vote 8:0

Ayes: Alvord/Berlant/Burruss/Duncan/Holmes/Jones/Silhi/Weygandt

Item 5, Removed from Consent Agenda

5. **Memorandum of Understanding to Support the Increased Use of Managed Fire for Ecological and Other Fire Management Objectives.** *Adopted Resolution #21-06, thereby authorizing the District Board Chairperson to sign the Memorandum of Understanding (MOU), and authorizing the District to join the partnership with the United States Department of Agriculture (USDA), Forest Service (USFS) Pacific Southwest Region, the California Department of Forestry and Fire Protection (CALFIRE), State of California Air Resources Board (CARB), California Sierra Nevada Conservancy, Sierra Forest Legacy, and other partners, to document the cooperation between MOU partners to increase the use of prescribed fire to meet ecological and other management objectives, including the protection of public health and community safety.*

Director Berlant voiced his support of the MOU and appreciation to District staff for their support of prescribed fire programs.

Motion: Berlant/Holmes

Action: Approved Consent Item 5 / Unanimous Vote 8:0

Ayes: Alvord/Berlant/Burruss/Duncan/Holmes/Jones/Silhi/Weygandt

Public Hearing: Item 6

6. **Proposed Preliminary Budget FY 2021-22 Public Hearing.** *Conducted a Public Hearing for the District's Proposed Preliminary FY 2021-22 Budget in accordance with Health and Safety Code §40131(3)(A) that states: "The district shall notice and hold a public hearing for the exclusive purpose of reviewing its budget and of providing the public with the opportunity to comment upon the proposed district budget." District management also requested guidance*

from the District Board regarding any changes to this Proposed Preliminary Budget for FY 2021-22 for inclusion in the Final Proposed Budget, which will be presented to the District Board for adoption on August 12, 2021.

Chair Weygandt opened the public hearing for the District's Proposed Preliminary FY 21-22 Budget. Ms. Maria Swan then presented the Proposed Preliminary Budget for FY 21-22. She stated that the preliminary proposed FY 21-22 budget is \$13,028,135, which is a 9% increase from last year's FY 20-21 budget; that FY 21-22 budgeted revenues and expenses are comparable to the FY 20-21 budget; and the fund balance will increase about 20%. Ms. Swan provided details of estimated FY 21-22 revenues and expenses. She identified that the District has made an organizational decision to remove the Black Carbon and Wildfire Mitigation Funds, and maintain the Operations, Mitigation, and DMV Funds (or "Programs"), clarifying that we still expect to continue work in the areas of black carbon and wildfire mitigation. Ms. Swan explained fund balances, specified the types of unforeseen expenses that the District's fund balance may accommodate, and indicated the District's Assigned Funds (Reserves) balance amounts.

Director Alvord asked for additional detail on what comprises the fund carryover amount. Ms. Swan and Mr. White explained that a large portion of the fund carryover amount includes previously obligated funds, such as funds from services contracts and clean air grants, that we have not yet paid out.

No public comment was received during this public hearing.

Closed Session: Item 7

- 7. Air Pollution Control Officer's Performance Evaluation.** *Pursuant to Government Code §54957(b)(1), the District Board held a closed session to discuss the annual performance evaluation of the Air Pollution Control Officer (APCO), Erik White, for the period August 13, 2020 through the present.*

Information: Items 8 - 9

- 8. Overview of the Regional Spare The Air Program.** *No action requested. This was an informational item to provide an overview of the Regional Spare The Air Program for the 2021 ozone season.*

Ms. Ann Hobbs presented an overview of the regional Spare The Air Program, which is managed by the Sacramento Metropolitan Air Quality Management District for the air districts in the Sacramento federal ozone nonattainment area. The District provides a match to the funding for the program. The program is aimed at reducing summertime air pollution, providing information to the public about air quality forecasts and ozone pollution's health effects, and reducing driving on days when unhealthy air is predicted. Daily Spare The Air alerts are sent to subscribers via e-mail, and through the website. Alerts are also made as necessary through the mobile device application, electronic roadway boards, and television and radio commercials, based on budget and media availability. The website, at

www.sparetheair.com, provides resources for daily forecasts, current conditions, ozone maps, historical data, and wildfire smoke support. The mobile application provides Air Quality Index forecasts and Spare The Air Alerts. The program also provides outreach in the form of social media, and printed materials that are distributed by Spare The Air partners and at events at which Scooter, the Spare The Air mascot, participates.

9. Proposed Office Reopening and Telework Plan. *Board members provided input regarding District staff's proposed on-going telework plan and office reopening schedule.*

Mr. White provided a timeline of the District office's various states of opening and closing to the public, and staff teleworking, in 2020 and 2021, as a result of COVID-19. He expressed satisfaction with the positive results of utilizing teleworking for staff throughout this time. Mr. White detailed the District's proposal to provide teleworking opportunity to staff up to 2 days per week after the office fully reopens to the public. Several directors voiced their support of the teleworking proposal.

Air Pollution Control Officer Report

A. General APCO Update

- District advocacy

Mr. White provided an overview of the District's recent legislative, state agency, and federal agency advocacy.

- Coordination with Placer County Water Agency (PCWA)

Mr. White discussed the District's recent coordination efforts with PCWA regarding topics such as wildfire reduction/prescribed fire near French Meadows, Public Safety Power Shutoff support for critical water supply infrastructure, and a potential biomass project in Ophir.

B. Incentive Program Update

- 2021 Clean Air Grant program update

Mr. White discussed the District's Clean Air Grant Program's recent solicitation period which closed on June 1, 2021, with 21 applications received. He outlined the next steps, including reviewing and ranking applications, approving projects, notifying awardees, and issuing contracts.

- Woodstove replacement program update

Mr. White described the current status of the CARB woodstove replacement funding program, which is nearing completion, and potential future woodstove grant funding the District is pursuing, which will be brought as a future item for Board approval.

C. Fiscal update – financial report provided prior to meeting.

Ms. Maria Swan indicated that the District's revenues are at 112% of budget, and expenditures are at 70% of budget.

Meeting Adjournment

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Minutes prepared by:

Shannon Harroun

Shannon Harroun, Clerk of the Board

Minutes approved by Board of Directors:

Attest: Shannon Harroun
Clerk of the Board

8/12/2021

Date