



**MINUTES**  
**PCAPCD Board of Directors Meeting**  
**Thursday, August 13, 2020, at 2:30 PM**  
**Via Zoom Meeting ID 955-8176-9890**

---

The Board of Directors of the Placer County Air Pollution Control District (Board) met for a regular meeting at 2:30 PM, Thursday, August 13, 2020, via Zoom Webinar ID 955-8176-9890.

**Public participation procedures due to COVID-19 concerns:** In order to protect public health and safety due to concerns regarding COVID-19, this meeting was held remotely via the Zoom meeting listed above, in accordance with Governor Newsom's Executive Order N-29-20.

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

Representing the District were: Erik White, Air Pollution Control Officer; Adam Baughman, Deputy Air pollution Control Officer; A.J. Nunez, Senior Administrative Services Officer; Bruce Springsteen, Manager of Compliance and Enforcement, and Permitting and Engineering; Mr. Yushuo Chang, Planning and Monitoring Section Manager; Emmanuel Orozco, Christiana Darlington, District Counsel, Air Quality Engineer; Russell Moore, I.T. Technician; and Shannon Harroun, Clerk of the Board.

**Call to Order: 2:30 pm**

**Flag Salute: Led by Erik White**

**Roll Call / Determination of a Quorum**

**Approval of Minutes:** June 11, 2020 Regular Meeting.

**Motion:** Holmes/Alvord

**Action:** Approved 6/11/20 Minutes / Unanimous Vote 8:0

**Ayes:** Uhler/Berlant/Holmes/Silhi/Alvord/Duncan/Weygandt/Burruss

**Statement of Meeting's Public Participation Procedures**

**Public Comment:** No public comment.

**Public Hearing / Action: Items 1 and 2**

- 1. Proposed Amendment of the District Fee Schedules relating to Rule 601, Permit Fees.**  
*Conducted a Public Hearing for the proposed amendment of the District Fee Schedules relating to Rule 601, Permit Fees; and 2) Adopted Resolution #20-05, thereby approving the Proposed District Fee Schedules relating to Rule 601, Permit Fees, from Fiscal Year (FY) 2020-2021 through FY 2022-2023, as shown in Exhibit I to the Resolution.*

Mr. Emmanuel Orozco presented the proposed amendment to the District's Fee Schedules relating to District Rule 601. He first explained that the fees established in Rule 601 are assessed to recover costs associated with the stationary source permitting program, and that in an effort to ensure continued cost recovery within the stationary source permitting program, District staff approached the Board in 2018 with proposed changes to the regulatory text of Rule 601, as well as the fees in the associated fee schedules. After demonstrating the need for these changes in order to keep up with current and future District operating costs, the Board adopted Resolution #18-04, which in part approved a four-year stepped increase of 10, 9, 8, and 7 percent to most of the fees regulated by Rule 601. As of the end of fiscal year 19-20, two of the planned increases have gone into effect, while the last two increases are scheduled for this the current fiscal year and fiscal year 21-22. Mr. Orozco stated that due to the uncertainty brought about by the current economic climate, District staff proposed to delay the remaining approved increases by one year to reflect a net zero increase in Rule 601 fees from fiscal year 19-20 to fiscal year 20-21 and deferring the remaining 8% and 7% step increases into fiscal years 21-22 and 22-23, respectively. He emphasized that this deferral is seen as an important relief measure which can be immediately implemented to assist District permit holders. No public comment was received during this public hearing.

**Motion:** Holmes/Duncan

**Action:** Approved Item 1 / Unanimous Vote 9:0

**Ayes:** Uhler/Berlant/Holmes/Silhi/Alvord/Duncan/Weygandt/Janda/Burruss

- 2. Proposed Fiscal Year 2020-21 Final Budget.** *Conducted a Public Hearing, in accordance with California Health and Safety Code Section 40131, for the purpose of reviewing the District's Fiscal Year (FY) 2020-21 Proposed Final Budget; and adopted Resolution #20-06, thereby approving the District's Final Budget for FY 2020-21.*

Ms. A.J. Nunez provided an overview of the District's proposed FY 20-21 final budget, stating that, similar to previously approved budgets, the District conservatively estimates for anticipated revenues and expenditures. She noted that the budget reflects a delay of at least one year all discretionary fee increases, takes into consideration current proposals in the State budget that have the potential to impact District revenues, and includes consideration of potential future year impacts on revenues depending on state and local economic impacts.

Ms. Nunez described the District's Consolidated Budget and explained that it is collectively made up of monies contained in 5 funds: Operations, DMV, Mitigation, Black Carbon Research, and Wildfire Mitigation. The proposed Final Budget for FY 20-21 of \$10.1 million dollars includes the Total Projected Revenue of \$5.9 million, combined with the projected Fund Carry-Over of \$4.2 Million Dollars, providing the 10.1 Million in Total Funds Available. The total proposed expenditures is \$7.9 Million. She noted that the District budget does not include FARMER funds which are administered on behalf of CARB, PARS investments, or the Litigation and Settlement funds which serves as a primary component of District reserves.

Ms. Nunez indicated that the proposed Budget continues to conservatively estimate anticipated future revenues, however potential impacts include reductions in State/Federal funding for operations and incentives and reductions in local derived funds such as permit revenues. She

stated that staff continue to include considerations to potentially reduce expenditures in future fiscal years to align with revenues, and have identified a number of potential expenditure reduction strategies, including personnel salary savings, reducing operational expenses, delaying planned investments (such as PARS contributions), and utilizing reserve funds.

No public comment was received during this public hearing.

**Motion:** Berlant/Silhi

**Action:** Approved Item 2 / Unanimous Vote 9:0

**Ayes:** Uhler/Berlant/Holmes/Silhi/Alvord/Duncan/Weygandt/Janda/Burruss

### **Information: Item 3**

- 3. Forest Biomass Program Update.** *No action required. This was an informational item to provide an overview of, and recommended path forward, for the District's Forest Biomass Program.*

Ms. Christiana Darlington provided an overview of the District's activities and accomplishments in its Forest Biomass program. She highlighted some of the District's accomplishments in this program, in the areas of biomass energy demonstration projects, GHG offset protocols, distributed bioenergy, prescribed burning smoke management, biomass collection, woody biomass gasification research and development, fuel treatment thinning, and policy efforts. She then discussed the District's future direction, including focus on the following areas: leading local action that makes a difference; participation in cutting edge critical applied research; and influencing state and federal policy. Ms. Darlington then detailed the specific strategies the District plans to implement to reach these objectives.

### **Closed Sessions: Items 4 and 5**

- 4. Closed session conference with legal counsel—existing litigation.** *Pursuant to California Government Code, paragraph (1) of subdivision (d) of Section 54956.9, conducted a closed session regarding one case: Placer County Superior Court Case No. SCV0043170, The People of the State of California ex rel. Placer County Air Pollution Control District and Feather River Air Quality Management District vs. James Day, individually; Barbara Day, individually; Mid Valley Consulting & General Engineering, a California Corporation; and Does 1-10, inclusive.*
- 5. Air Pollution Control Officer's Performance Evaluation.** *Pursuant to California Government Code, paragraph (1) of subdivision (b) of Section 54957, the Placer County Air Pollution Control District Board of Directors conducted a closed session to discuss the annual performance evaluation of the Air Pollution Control Officer (APCO), Erik White, for the period June 14, 2019 through the present.*

### **Air Pollution Control Officer Report**

**A. Tom Christofk – In Memoriam**

Mr. White conveyed the recent passing of former District Air Pollution Control Officer, Thomas Christofk, and recounted some of his many profound accomplishments at the District.

B. General APCO Updates

Mr. White informed the Board that Air Quality Specialist, Heather Kuklo, had resigned, and explained the District's resulting staffing plans.

C. COVID-19 Update

Mr. White reported that the District office remained closed due to COVID-19 concerns, and discussed the District's continued teleworking schedule. He also provided some general observations and analyses based on staff's continued tracking of air quality monitoring sites in Placer County, with regard to potential impacts due to COVID-19 related changes in commute/vehicle activity.

D. Incentive Program Update

Mr. White provided updates on the Moyer, Community Air Protection, and FARMER programs.

**Meeting Adjournment**

**Minutes prepared by:**

*Shannon Harroun*

Shannon Harroun, Clerk of the Board

**Minutes approved by Board of Directors:**

Attest: *Shannon Harroun*  
Clerk of the Board

10/8/2020  
Date