

SACRAMENTO METROPOLITAN



June 30, 2023

Andrea Juarez  
California Air Resources Board  
Office of Community Air Protection  
9480 Telstar Avenue, Suite 4  
El Monte, CA 91731

Dear Andrea Juarez:

Sac Metro Air District is pleased to submit our final closing report (SMAQMD-AB617-7) for Grant G20-CAPP-24. The attached report includes all elements listed under Reporting of the grant agreements. This final closing report covers the period of July 1, 2021 through March 31, 2023. The funds from this Grant G20-CAPP-24 were expended in quarter 1 of 2023, and the remaining expenses incurred in quarter 1 will be carried over to the G21-CAPP-24 annual report.

We look forward to our continued work with CARB and our South Sacramento/Florin community selected for the program. If you have any questions, please feel free to contact Janice Lam Snyder at (916) 491-0929 or by email at [jlam@airquality.org](mailto:jlam@airquality.org) or myself at (916) 261-6414, [mloutzenhiser@airquality.org](mailto:mloutzenhiser@airquality.org).

Sincerely,

*Mark S. Loutzenhiser*

Mark S. Loutzenhiser  
Division Manager, Program Coordination Division

# Sac Metro Air District Closing Report for the AB 617 Grant

(Reporting Period from July 1, 2021 to March 31, 2023 for G20-CAPP-24)

The Sacramento Metropolitan Air Quality Management District (Sac Metro Air District or District) received \$1,250,000 from Grant number G20-CAPP-24. This grant is to support the District’s continued implementation of Assembly Bill (AB) 617. This closing report describes the District’s use of the grant fund G20-CAPP-24 to implement the District’s Community Air Protection Program (CAPP) efforts and covers the reporting period between July 1, 2021 to March 31, 2023. The District began expending the funds from grant G20-CAPP-24 in quarter 2 of 2021, and the funds were fully expended during quarter 1 of 2023. The remaining expenses from quarter 1 of 2023 will be carried over and included in the Sac Metro Air District Annual Report for the AB 617 Grant G21-CAPP-24.

Information in this report includes: I) the grant information, II) cost associated with specific tasks, III) list of the District’s accomplishments and how they are consistent with the goals of AB 617, IV) activities completed and in progress, V) remaining and expended grant funds, and VI) an expenditure summary.

## I) Grant Information

<b>Report Number</b>	SMAQMD-AB617-7
<b>Title</b>	Sac Metro Air District Closing Report for the AB 617 Grant
<b>Name of Grantee</b>	Sacramento Metropolitan Air Quality Management District
<b>Grant Number</b>	G20-CAPP-24-1
<b>Date of Submission</b>	June 30, 2023

## II) Cost Associated with Specific Tasks

AB 617 requires community-focused and driven actions to reduce air pollution and improve public health in communities that experience disproportionate burdens from exposure to air pollution. During this reporting period, the Sac Metro Air District focused its resources in the following areas: committee membership, collaborating with the outreach subcommittee on planning the Phase 3 portable lab debut event, reviewing data from the Phase 1 and 2 monitoring, reviewing and implementing the Criteria and Toxics Reporting regulation, and BARCT implementation. Specific AB 617 tasks are described in the following table with their associated costs.

<b>Specific Task and Work Completed</b>	<b>Grant Cost Recovery</b>
<b>Carryover expenses from quarter 2 of 2021</b>	\$6,515
<b>South Sacramento/Florin Steering Committee meetings</b> <ul style="list-style-type: none"> <li>Hosted 9 Committee meetings: July, August, and October 2021; January, April, July and October 2022; as well as January 2023. Meetings were held remotely via video conference to be consistent with local and state COVID-19 health orders</li> <li>Provided organizational assistance to Committee co-leads in preparation for 11 Community Engagement meetings they hosted in: December 2021; February, March, May, June, August, September, and December 2022; as well as February 2023.</li> </ul>	\$750,698

<ul style="list-style-type: none"> <li>• Organized, attended, and participated in Committee Visioning Meeting in March 2023</li> <li>• Planned agendas, posted public notices, prepared meeting materials, and created presentations</li> <li>• Hosted monthly meeting coordination calls with the Committee co-leads and/or facilitators on a biweekly basis through the end of 2022 and then monthly in 2023</li> <li>• Onboarded and held orientations for 6 new Steering Committee members</li> <li>• Agency coordination with CARB and District</li> </ul> <p><b><i>Outreach Subcommittee meetings</i></b></p> <ul style="list-style-type: none"> <li>• Allocated funding for the Subcommittee to utilize towards outreach and community engagement efforts</li> <li>• Supported subcommittee members as they worked with a contractor to develop and design the Steering Committee’s “SacCleanAir” website</li> <li>• Developed purchasing guidelines and reimbursement process with Committee to authorize outreach-related expenses</li> <li>• Reviewed and discussed the implication of hosting a community event to teach the public how to assemble a DIY box fan air filter</li> <li>• Collaborated with subcommittee members to develop the event outline, agenda, and proposed event budget for full Committee and District approval</li> <li>• Collaborated with subcommittee members to plan logistics, invite vendors, and advertise the Phase 3 Portable Lab Debut event to the community</li> </ul> <p><b><i>Community air monitoring data review</i></b></p> <ul style="list-style-type: none"> <li>• Reviewed Phase 1 and 2 monitoring data for seasonality trends, impacts of wildfire events, and potential hotspots within the community</li> <li>• Provided data results from Phase 1 monitoring and preliminary results of Phase 2 data to the Committee to inform the siting decision for Phase 3</li> <li>• Created flyers of Phase 1 PM2.5 results for sharing with community members at the Phase 3 Portable Lab Debut Event</li> <li>• Created Phase 1 data graphics to highlight the impact of wildfire smoke on PM2.5 concentrations and compare between different areas</li> </ul>	
<p><b>Implemented community air monitoring plan (CAMP)</b></p> <ul style="list-style-type: none"> <li>• Maintained monitoring equipment, including repair or replacement as needed</li> <li>• Continued conducting Phase 1 portable sensor monitoring for PM2.5 at 21 sites as well as Phase 2 monitoring for toxic metals, toxic gases (VOCs), and black carbon at 6 sites across the community</li> <li>• Ended the Phase 2 monitoring in December 2021</li> <li>• Determined the Phase 3 monitoring trailer would be in Priority Area 1 and decided on a location, based on Committee input and monitoring data</li> <li>• Finalized contract with school district to place the Phase 3 portable lab at Fern Bacon Middle School campus</li> <li>• Coordinated with the school district and school campus staff on logistics and amenities for the Sac Clean Air Event to debut the portable laboratory.</li> <li>• Placed and deployed Phase 3 portable laboratory with all installed equipment at the selected site prior to the portable lab debut event</li> </ul>	\$366,141

<ul style="list-style-type: none"> <li>Formatted the Phase 1 and Phase 2 data and transmitted to CARB to be posted on AQView</li> </ul>	
<p><b>Continued community meetings, outreach, and engagement for future AB617 sites</b></p> <ul style="list-style-type: none"> <li>Maintained and updated the Community Air Protection webpage with simplified language and included resources and links that are applicable to residents, such as program budget information and raw monitoring data</li> <li>Facilitated engagement and coordinated information presentations for the Steering Committee from potential partner agencies and organizations with informational presentations at monthly meetings</li> <li>Sacramento Neighborhoods Activating on Air Quality (SNAAQ): Continued collaboration and provided technical expertise to project partner organizations</li> <li>Continued community outreach and engagement, specifically targeting leaders of community-based organizations (CBOs) and residents in South Sac/Florin for attendance at the Phase 3 Portable Lab Debut event</li> <li>Gave informational presentations on CAP program to several principals within Sac City Unified School District to request cross-promotion for Phase 3 event</li> <li>Submitted request to CARB for additional program funding as well as Year 4 and Year 5 recommendations of North Sacramento, Oak Park/Fruitridge, and Meadowview communities</li> </ul>	\$73,393
<p><b>Tasks associated with BARCT Implementation</b></p> <ul style="list-style-type: none"> <li>Participated in CARB’s development of the BACT/BARCT Clearinghouse</li> <li>Developed emission reduction and cost analysis for control of NOx from a Steam Methane Reforming process</li> </ul>	\$8,332
<p><b>Tasks associated with Criteria Pollutant and Toxics Emissions Reporting (CTR) Regulation</b> (Cost Expenditures for the grant only reflect (July 1, 2021 – June 30, 2022, narrative reflects entire reporting period)</p> <ul style="list-style-type: none"> <li>Tracking regulatory changes to the CTR Regulation, including meetings (internally, with other partner agencies, CARB staff) reviewing and commenting on revisions, assessing impacts</li> <li>Development of program elements needed to implement CTR regulation (forms, database, permit condition updates)</li> <li>Hired and trained staff to implement the program</li> <li>Notified all permitted sources of annual reporting requirements and updated permit conditions. The first reporting deadline was January 31, 2022. The District focused on educating the affected sources</li> <li>Collected and reviewed the submitted reports</li> <li>Evaluated the procedures of collecting and evaluating emission information</li> <li>Worked with sources to submit CTR required information to the District</li> </ul>	\$64,638
<b>Total Expenditures:</b>	<b>\$1,269,717</b>
<b>Total Grant Award:</b>	<b>\$1,250,000</b>
<b>Remaining expenses to be covered by G21 funds:</b>	<b>\$19,717</b>

\* All funds from the grant were expended sometime in quarter 1 in 2023. The remaining expenses from quarter 1 will be carried over and covered by grant number G21-CAPP-24.

### III) Meeting the goals of Assembly Bill 617

AB 617 identified five main components that are used to meet the goals of reducing localized impacts on communities that are disproportionately impacted by air pollution. The five components are: 1) community-level air monitoring, 2) state strategy and community specific emission reduction program, 3) expedited implementation of BARCT, 4) enhanced emission reporting requirements, and 5) increased air quality violation penalty provisions. Section II describes specific tasks completed and used to meet the goals of the five components and Section IV below highlights the major accomplishments during this grant period.

### IV) District Major Accomplishments and Work in Progress

During this reporting period, major accomplishments include:

- **Community Engagement (Ongoing):**
  - South Sacramento-Florin Steering Committee Meetings (*Ongoing*)
    - Recruited and onboarded six (6) new Committee Members (*Completed*)
  - Provided request to CARB for additional program funding along with Year 4 and Year 5 community recommendations of North Sacramento, Oak Park/Fruitridge, and Meadowview. (*Completed*)
  - Collaborated with the Outreach Subcommittee to plan, develop, and co-host the Phase 3 Portable Lab Debut Event to showcase the final phase of monitoring (*Completed*)
    - Coordinated with the Committee on outreach to advertise the event in the community (*Completed*)
- **Implementation of CAMP (Ongoing)**
  - Continued Phase 1 monitoring with 21 portable sensors and Phase 2 monitoring at 6 locations (*Completed Phase 2 monitoring Dec 2021*)
  - Community air monitoring data review (*Ongoing*)
  - Presentation to Steering Committee of air monitoring data (*Ongoing*)
    - Phase 2 preliminary data presentation to Committee (July 2021)
    - Phase 1 and 2 data presentation to Committee (April 2022)
  - Focused on Priority Area 1 for siting the Phase 3 mobile monitoring lab, per the Committee's recommendation and monitoring results, and compiled potential locations (*Completed*)
  - Finalized contract with SCUSD and Fern Bacon Middle School to locate the Phase 3 portable lab on campus. (*Completed*)
  - Mobile laboratory equipment purchase, installation, and deployment at Fern Bacon Middle School (*Completed*)
- **Emission Reduction Strategies (Ongoing)**
  - Coalition building for both District and Steering Committee with potential partner agencies and organizations. (*Ongoing*)
- **Implementation of BARCT (Ongoing)**
  - Evaluation BARCT for steam methane reforming process (*Ongoing*)

- **Implementation of the Criteria and Toxic Reporting (CTR) Program (Ongoing)**
  - Notified all permitted sources of the program requirements, updated permit conditions, and provided assistance and education to sources (Ongoing)
  - Collected and reviewed emissions information (Ongoing)
  
- **Support for Community Air Grant – The Sacramento Neighborhood Activating on Air Quality (SNAAQ) project.**
  - Attend planning meetings and serve on the Project Advisory Committee (*Completed*)

**Remaining and Expended Grant Funds**

The District received a grant totaling \$1,250,000. Between July 1, 2021 and March 31, 2023, the District expended a total of \$1,269,717. The additional expenses of \$19,717 from quarter 1 of 2023 will be carried over to the next grant G21-CAPP-24.

**Expenditure Summary**

Description	Expenses
Salaries and wages, benefits, and overhead	\$735,637
Community meeting expenses	\$38,841
Steering Committee member stipends	\$10,000
Office supplies, printing, IS software, postage	\$38,152
Professional Services-Consulting	\$11,775
Lab analysis, equipment & supplies, tools & small equipment, maintenance and repairs, rent and lease real equipment	\$44,126
Rent/Lease real property	\$2,548
Fixed Assets	\$21,147
Allocated direct and indirect	\$360,976
Carryover expenses from G19	\$6,515
<b>Total Expenditures</b>	<b>\$1,269,717</b>
<b>Carryover Expenses to be covered by G21 Grant</b>	<b>\$19,717</b>