

**EL DORADO COUNTY AIR QUALITY MANAGEMENT DISTRICT  
PLACER COUNTY AIR POLLUTION CONTROL DISTRICT  
MEMORANDUM OF UNDERSTANDING**

**FIRST AMENDMENT TO MOU/AGREEMENT #5847**

THIS FIRST AMENDMENT to MOU/Agreement #5847 made and entered into by and between the County of El Dorado County Air Quality Management District (hereinafter referred to as "EDCAQMD"), and the Placer County Air Pollution Control District (hereinafter referred to as "PCAPCD");

**WITNESSETH:**

**WHEREAS**, PCAPCD and EDCAQMD entered into a Memorandum of Understanding ("MOU") defining both districts' responsibilities in administering a wood stove replacement incentive program for Placer County residents, processed as Agreement #5847 which was fully executed on March 30, 2022; and

**WHEREAS**, in order to process payments to PCAPCD, the parties hereto desire to amend the Agreement to define the starting date for reimbursement of Targeted Airshed Grant ("TAG") eligible costs, amending Exhibit A;

Based on their mutual promises, covenants, and conditions, the parties hereby agree as follows:

**NOW, THEREFORE**, in consideration of the foregoing and the mutual promises and covenants hereinafter contained, EDCAQMD and PCAPCD mutually agree that Agreement #5847 shall be amended a first time, as follows:

I. **Exhibit A**, of the Agreement is amended in its entirety to read as follows:

EXHIBIT A

EDCAQMD shall:

- Develop and enter into agreements with woodstove installers licensed to perform work in Placer County to ensure old woodstoves are rendered inoperable and instruct residents on proper operation of new woodstove.
- Process all paperwork for the Program, including applications, payment claims, and any tracking documents required by the Program.
- Submit payment claims to the El Dorado County Auditor/Controller, approving grant reimbursements to the recipients of grant funding through the Program.
- Provide PCAPCD with electronic copies of all reports submitted to Sac Metro AQMD, and EPA.
- Invoice PCAPCD within thirty (30) days of execution of this MOU for fifty (50) percent of the administration, incentive and building permit costs associated

with implementing the Program in the MCAB portion of Placer County and building permit costs in the SVAB portion of Placer County and at least one hundred eighty (180) days of execution of this MOU for the remaining fifty (50) percent (PCAPCD Funds).

- Invoice PCAPCD within thirty (30) days of execution of this MOU for administration, incentive and building permit costs associated with implementing the Program in the LTAB (TRPA Funds).
- Account for, and provide quarterly reports of, costs incurred and EDCAQMD staff time spent performing work under this MOU and reimburse itself from the funds covered by this MOU, not to exceed the amounts specified in Exhibit B.
- Provide PCAPCD with quarterly reports, in an agreed upon format, of all Placer County applications received, applications pre-approved, changeouts completed, total changeout costs, incentive funding amount per project, location by Placer County air basin (SVAB, MCAB or LTAB) and other program metrics as agreed upon by EDCAQMD and PCAPCD staff.
- Invoice Sac Metro AQMD on a quarterly basis for TAG grant eligible project costs in El Dorado and Placer Counties, eligible EDCAQMD staff costs for administering TAG funded projects in El Dorado and Placer Counties, and advertising and direct mail costs to promote the Program in El Dorado and Placer Counties for costs starting on April 15, 2021, the start of the project period per the TAG grant agreement between the EPA and Sac Metro AQMD. Invoice and backup documentation supporting the invoiced amount shall be submitted to Sac Metro AQMD by the 15th day of the calendar month following fiscal quarter-end (i.e., October 15th for the fiscal quarter ended September 30th).
- Prepare and submit quarterly reports, which are due to Sac Metro AQMD on January 15, April 15, July 15 and October 15 of each year during the TAG grant term.
- Prepare and submit a final report to Sac Metro AQMD within ninety (90) days of the TAG grant's project period end date or termination date of the TAG grant's EPA assistance agreement.
- Reimburse PCAPCD for TAG grant eligible advertising and direct mail costs within Placer County for costs starting on April 15, 2021, not to exceed the amounts specified in Exhibit B. Payment will be made by EDCAQMD after approval of the quarterly TAG invoice by EPA, and within thirty (30) days of the receipt by EDCAQMD of the quarterly TAG reimbursement of costs from Sac Metro AQMD.
- Be responsible for administering the TAG grant portion of the Program on behalf of PCAPCD in conformance with the TAG subrecipient requirements. This will include an annual meeting with Sac Metro AQMD to perform monitoring requirements.

PCAPCD shall:

- Perform pre-inspections for applicants of the Program residing in Placer County, travelling to the applicants' residences to verify the non-EPA certified status of the existing woodstove as required by the Program. Upon verification

of non-EPA certified status of the existing woodstove, PCAPCD staff shall:

- Sign the application as being approved for the Program, and have the applicant sign the application.
- Photograph the stove as currently installed on the hearth, the inside of the stove, the back of the stove, as well as photograph the signed application form.
- Leave the signed application form with the applicant to submit with the required documents upon completion of installation of the new device, and thoroughly explain the Program's procedures to the applicant.
- Email the photos to [aqmd@edcgov.us](mailto:aqmd@edcgov.us) or other specified staff at EDC AQMD upon returning to the office.
- Perform outreach for the Program, utilizing newspapers, direct mailers, door hangers, social media, etc. in Placer County.
- Perform targeted outreach to community groups in designated low-income communities and other identified communities.
- Invoice EDCAQMD on a quarterly basis for TAG-grant eligible advertising and direct mail costs to promote the Program in Placer County, providing backup materials necessary to document reimbursement eligibility, not to exceed the amounts specified in Exhibit B. Invoice and backup documentation supporting the invoiced amount shall be submitted to EDCAQMD by the 10<sup>th</sup> day of the calendar month following fiscal quarter-end (i.e., October 10<sup>th</sup> for the fiscal quarter ended September 30<sup>th</sup>).

Except as herein amended, all other parts and sections of Agreement #5847 shall remain unchanged and in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have executed this First Amendment to Agreement #5847 on the dates indicated below.

**- COUNTY OF EL DORADO AIR QUALITY MANAGEMENT DISTRICT -**

By: \_\_\_\_\_ Dated: \_\_\_\_\_  
Dave Johnston  
Air Pollution Control Officer  
"EDCAQMD"

**- PLACER COUNTY AIR POLLUTION CONTROL DISTRICT -**

By: \_\_\_\_\_ Dated: \_\_\_\_\_  
Erik White  
Air Pollution Control Officer  
"PCAPCD"