

**AMENDMENT NUMBER ONE  
TO  
MEMORANDUM OF UNDERSTANDING  
BETWEEN THE CITY OF PORTOLA  
AND  
THE NORTHERN SIERRA AIR QUALITY MANGEMENT DISTRICT**

This Amendment Number One (“Amendment Number One”) to the MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF PORTOLA and the NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT is made and entered into on this \_\_\_\_\_ day of September 2025 (“Amendment Effective Date”), by and between the City of Portola (“City”) and the Northern Sierra Air Quality Management District (“NSAQMD”). The City and NSAQMD may be referred to herein individually as “Party” or collectively as “Parties”.

**RECITALS**

**WHEREAS**, on January 27, 2022, the City and the NSAQMD made and entered into that certain MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF PORTOLA and the NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT (“MOU”); and

**WHEREAS**, the Parties desire to modify the payment provisions of the MOU.

**AGREEMENT**

NOW, THEREFORE, in consideration of the mutual promises made herein, which the Parties agree are valuable consideration, the Parties agree to amend the MOU as follows:

1. **Definitions**. Capitalized terms used and not defined in this Amendment Number One have the respective meanings assigned to them in the MOU.

2. **Amendments to the MOU**. The MOU is hereby amended or revised to add a new Section 3.1.1 which states:

3.1.1 As of the Amendment Effective Date, the payment for reimbursement to the City for services covered by the MOU at the City’s hourly reimbursement rate are as follows:

- 3.1.1.1 Maintenance Worker \$37/hour
- 3.1.1.2 Office Clerk (\$24.13/hour)
- 3.1.1.3 Building Inspector \$24/hour (this is for any services provided above and beyond the permit fee paid by the heating device retailer/installer)
- 3.1.1.4 The wages are subject to an annual COLA increase of the same percentage as provided to applicable positions if approved by the City Council
- 3.1.1.5 The maximum sum payable under this MOU for the two years of the grant (May 1, 2025, to April 30, 2027) is \$12,230.91.

3. Miscellaneous. Except as specifically amended by this Amendment Number One, all terms and conditions of the MOU shall remain unchanged and in full force and effect.

WHEREFORE, the Parties by their signatures below enter into Amendment Number One on the date first set forth above.

**NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT**

By: \_\_\_\_\_  
Air District Board, Chair

\_\_\_\_\_ Date

By: \_\_\_\_\_  
Air Pollution Control Officer

\_\_\_\_\_ Date

**CITY OF PORTOLA**

By: Ryan N. Bonk  
Ryan Bonk, City Manager

09/11/225  
Date