



BILL CONNELLY
Supervisor, District #1

PETER DURFEE
Supervisor, District #2

TAMI RITTER
Supervisor, District #3

TOD KIMMELSHUE
Supervisor, District #4

DOUG TEETER
Supervisor, District #5

DOUGLAS ARNOLD
Vice Mayor, Biggs

BRYCE GOLDSTEIN
Councilmember, Chico

J. ANGEL CALDERON
Councilmember, Gridley

ERIC SMITH
Vice Mayor, Oroville

RON LASSONDE
Councilmember, Paradise

STEPHEN ERTL
Air Pollution Control Officer

PATRICK LUCEY
Assistant Air Pollution Control Officer

**REGULAR MEETING NOTICE OF THE
BUTTE COUNTY AIR QUALITY MANAGEMENT DISTRICT
GOVERNING BOARD
February 27, 2025 - 10:00 a.m.**

Meeting Locations:

**Butte County Association of Governments Board Room
326 Huss Drive, Suite 100, Chico, California**

Members of the public are encouraged to attend the meeting in real time using the Zoom link and call in information below. Note: To join the video conference, you will need a webcam and computer audio (speakers and microphone). If you do not have either, you may dial the call-in number listed to join by audio only

Join Zoom Meeting:

<https://us02web.zoom.us/j/87111751705?pwd=em1GWGk2cVJZTExqYmwraGw2T1pqdz09>

Meeting ID: 871 1175 1705

Passcode: 298155

Call-in: 1-669-900-9128

The Governing Board is committed to making its proceedings accessible to all citizens. Individuals with special needs should call the Clerk of the Board at (530) 332-9400, Monday through Friday, 7:30 a.m. to 4:30 p.m. to request disability-related modifications, accommodations or to request materials in alternate formats. All requests for special accommodations and/or alternative format documents must be made 48 hours prior to the meeting. Every reasonable attempt will be made to provide such accommodations.

- | | |
|--|----------------------|
| 1. Call to Order and Roll Call, Board selection of a Chair Pro Tem Ritter. | Chair Pro Tem |
| 2. Consider Election of Butte County Air Quality Management District Officers for 2025. | Chair |
| 3. Welcome to New Board Members. | Stephen Ertle |
| 4. Additions and Deletions to the Consent Agenda. | Chair |

CONSENT AGENDA

- | | |
|--|----------------------|
| 5.1 Minutes of the December 12, 2024, Meeting of the Board of Directors. | Chair |
| 5.2 Activity Report on Butte County Air Quality Management District Activities. | Kelly Towne |
| 5.3 Annual Financial Transactions Report to the State Controller. | Stephen Ertle |
| 5.4 Financial Status Report for Fiscal Year 2024-2025. (Oct. - Jan.). | Aleah Ing |
| | Aleah Ing |

5.5 FY 24-25 2nd Quarter Grant Revenue Report.

5.6 Status Report on Calendar of Events.

5.7 Status Report on Communications.

ACTION REQUESTED: Approve Consent Agenda.

Aleah Ing

Stephen Ertle

Kelly Towne

REGULAR AGENDA

ITEMS FOR ACTION

- | | |
|--|---------------------|
| 6. Items removed from the Consent Agenda for Board consideration and actions. | <i>Chair</i> |
| 7. Consider Appointing one (1) member to serve with the Chair and Vice Chair on the Executive Committee. | <i>Chair</i> |
| 8. Consider Appointing two (2) members to serve as the Budget and Finance Committee. | <i>Chair</i> |
| 9. Consider Appointing a Representative and Alternate Representative to the Sacramento Valley Basinwide Air Pollution Control Council (BCC). | <i>Chair</i> |
| 10. CAP Support Grants Approval (Motion for approval). | <i>Jason Mandly</i> |

ITEMS FOR INFORMATION

- | | |
|--|----------------------|
| 11. Update on District Environmental Review Activities. | <i>Jason Mandly</i> |
| 12. APCO Report. Report from the Air Pollution Control Officer on current areas of potential interest to your Board, including air quality-related activities at the local, State, and federal scenes. | <i>Stephen Ertle</i> |
| 13. Other Business. | <i>Chair</i> |
| 14. Public Comment Period. Any person may address the Board of Directors on any matter within the jurisdiction of the Board that is not on the agenda for this meeting. Any person may address the Board on an agenda item when that time is called. The chair requests that each person addressing the Board limits their presentation to five (5) minutes. | <i>Chair</i> |
| 15. Adjourn to Closed Session.
Conference with Labor Negotiators/Potential Litigation. | <i>Chair</i> |
| 16. Report from Closed Session. | <i>Chair</i> |
| 17. ADJOURNMENT: | |

The next Board of Directors Meeting is scheduled for March 27, 2025 at 10:00 a.m. at the Butte County Association of Governments Board Room, 326 Huss Drive, Suite 100, Chico, California.

Questions, comments, and correspondence may be directed to:

Kelly Towne, Clerk of the Board

629 Entler Avenue, Suite 15

Chico, CA 95928

ktowne@bcaqmd.org or 530-332-9400 ext. 109





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Councilmember, Paradise

STEPHEN ERTLE
Air Pollution Control Officer

PATRICK LUCEY
Assistant Air Pollution Control Officer

Date of Release: February 20, 2025
Board Consideration: February 27, 2025

To: Butte County Air Quality Management District Board of Directors
From: Stephen Ertle, Air Pollution Control Officer
Staff Contact: Stephen Ertle, Air Pollution Control Officer
Re: **Consider Election of Butte County Air Quality Management District Officers for 2025**

ISSUE:

Election of Butte County Air Quality Management District Board Officers:

- ✓ Chair
- ✓ Vice Chair

ACTION REQUESTED:

Existing Chair Ritter, named as Chair Pro Tem, to oversee the election of a Chair and Vice Chair for calendar year 2025.

DISCUSSION:

During the first meeting of each year, your Board appoints officers for the coming year. During calendar year 2024 Supervisor Ritter served as Chair and Councilmember Winslow served as Vice Chair.

In addition to chairing the meetings of your Board, the Chair has specified responsibilities on behalf of your Board pursuant to Administrative Code Part A, Section 3.1; e.g., signing all fiscal documents greater than \$25,000 with specified exceptions, appointing members to the Budget and Finance Committee, Executive Committee, and Representatives to the Sacramento Valley Basinwide Air Pollution Control Council.

Attachment:

AQMD Administrative Code, Part A, Section 3.1.

Agenda Item 2

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Assistant Air Pollution Control Officer

Date of Release: February 20, 2025
Board Consideration: February 27, 2025

To: Butte County Air Quality Management District Board of Directors
From: Stephen Ertle, Air Pollution Control Officer
Staff Contact: Stephen Ertle, Air Pollution Control Officer
Re: **Welcome to New Board Members**

New Board Members:

Councilmember Douglas Arnold – Vice Mayor, Biggs
Councilmember Bryce Goldstein – Councilmember, Chico
Councilmember Lassonde – Councilmember, Paradise

2025 Board Members:

Supervisor Bill Connelly	District #1
Supervisor Peter Durfee	District #2
Supervisor Tami Ritter	District #3
Supervisor Tod Kimmelshue	District #4
Supervisor Doug Teeter	District #5
Councilmember Douglas Arnold	Biggs
Councilmember Bryce Goldstein	Chico
Councilmember J. Angel Calderon	Gridley
Councilmember Ron Lassonde	Paradise
Councilmember Eric Smith	Oroville

Agenda Item 3

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Councilmember, Paradise

STEPHEN ERTL
Air Pollution Control Officer

PATRICK LUCEY
Assistant Air Pollution Control Officer

Draft Minutes of the Butte County Air Quality Management District Governing Board of Directors Meeting of December 12, 2024

Members Present:

Bill Connelly	Supervisor, District 1
Tami Ritter	Supervisor, District 3
Doug Teeter	Supervisor, District 5
Angel Calderon	Councilmember, Gridley (left at 10:21 am after voting on action items).
Addison Winslow	Councilmember, Chico
David Pittman	Mayor, City of Oroville (Alternate)

Members Absent:

Peter Durfee	Supervisor, District 2
Mike Buck	Councilmember, City of Biggs (Alternate)
Tod Kimmelshue	Supervisor, District 4
Eric Smith	Vice Mayor, City of Oroville

Staff Present:

Stephen Ertle	Air Pollution Control Officer (APCO)
Patrick Lucey	Assistant Air Pollution Control Officer
Kelly Towne	Clerk of the Board

Staff Remote:

Aleah Ing	Administrative Services Officer
Riley Peacock	Air Quality Engineer II
Jason Mandly	Senior Air Quality Planner

Others Remote:

Rose Tryon	Former Councilmember, Town of Paradise
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1. Call to Order and Roll Call.

Chair Ritter called the meeting to order at 10:02 a.m. at the BCAG Board Room, 326 Huss Drive, Suite 100, Chico, California.

2. Additions and Deletions to the Consent or Regular Agenda.

No additions or deletions.

3. Consent Agenda.

- 3.1 Minutes of the October 24, 2024 Meeting of the Board of Directors.
- 3.2 Activity Report on Butte County Air Quality Management District Activities.
- 3.3 Calendar of Events.
- 3.4 Status Report on Communications.
- 3.5 2025 Rule Adoption Schedule.
- 3.6 2025 Governing Board Meeting Schedule.
- 3.7 CalPERS Compensation Schedule.

ACTION REQUESTED: Approve Consent Agenda Items.

Board comments: None.

Public comments: None.

A motion was made by Councilmember Winslow and seconded by Supervisor Teeter to approve the Consent Agenda Items.

Motion carries by the following vote:

AYES: Supervisor Ritter, Councilmember Winslow (motion), Supervisor Connelly, Supervisor Teeter (second), Mayor Pittman(alternate) and Councilmember Calderon.

NOES: None.

ABSTAIN: None.

ABSENT: Supervisor Durfee, Vice Mayor Smith, Councilmember Buck (alternate) and Supervisor Kimmelshue.

ITEMS FOR ACTION

4. Items removed from the Consent Agenda for Board consideration and actions.

No items removed from the Consent Agenda.

5. Public Hearing - Rule 500 Permit to Operate Fees.

ACTION REQUESTED: Following a Public Hearing, accept comments, and approve Resolution 2024-09, adopting the proposed amended rule.

Hearing Opened: 10:04 a.m.

Board Discussion: Discussion ensued.

Public comments: None.

Hearing Closed: 10:13 a.m.

A motion was made by Supervisor Teeter and seconded by Councilmember Winslow to approve Resolution 2024-09 approving Resolution 2024-09 and adopting the amended rule.

Motion carries by the following vote:

AYES: Supervisor Ritter, Councilmember Winslow (second), Supervisor Connelly, Supervisor Teeter (motion), Mayor Pittman (alternate) and Councilmember Calderon.

NOES: None.

ABSTAIN: None.

ABSENT: Supervisor Durfee, Vice Mayor Smith, Councilmember Buck (alternate) and Supervisor Kimmelshue.

6. Recognize Leaving Board Member.

ACTION REQUESTED: Adopt Resolution 2024-14 recognizing Council Member Tryon's service to the Governing Board.

Resolution 2024-14 recognizing Council Member Tryon's service to the Governing Board was presented by Stephen Ertle, APCO.

Board discussion: Board Discussion ensued.

Public comments: None.

A motion was made by Supervisor Connelly and seconded by Supervisor Teeter to approve Resolution 2024-14.

Motion carries by the following vote:

AYES: Supervisor Ritter, Councilmember Winslow, Supervisor Connelly (motion), Supervisor Teeter (second), Mayor Pittman (alternate) and Councilmember Calderon.

NOES: None.

ABSTAIN: None.

ABSENT: Supervisor Durfee, Vice Mayor Smith, Councilmember Buck (alternate) and Supervisor Kimmelshue.

7. CAP Support Grant Approval.

ACTION REQUESTED: Approve the award for CAP Support Grant.

The CAP Support Grant report was presented by Jason Mandly, Senior Air Quality Planner.

Board discussion: Board Discussion ensued.

Public comments: None.

A motion was made by Supervisor Connelly and seconded by Councilmember Winslow to approve the CAP Support Grant for Butte County Fire Safe Council.

Motion carries by the following vote:

AYES: Supervisor Ritter, Councilmember Winslow (second), Supervisor Connelly (motion), Supervisor Teeter
Mayor Pittman (alternate) and Councilmember Calderon.

NOES: None.

ABSTAIN: None.

ABSENT: Supervisor Durfee, Vice Mayor Smith, Councilmember Buck (alternate) and Supervisor Kimmelshue.

ITEMS FOR INFORMATION

8. Status Report on the Voucher Programs.

ACTION REQUESTED: None. This item is provided for information and discussion.

The Status report on the Voucher Programs was presented by Jason Mandly, Senior Air Quality Planner.

Board discussion: None.

Public comments: None.

9. Biannual AQ Report April – September 2024.

ACTION REQUESTED: None. This item is provided for information and discussion.

The Biannual AQ Report April – September 2024 was presented by Jason Mandly, Senior Air Quality Planner.

Board discussion: None.

Public comments: None.

10. Emissions Inventory Update (status of CARB comments revision).

ACTION REQUESTED: None. This item is provided for information and discussion.

The Emissions Inventory Update on CARB comments revisions was presented by Riley Peacock, Air Quality Engineer II.

Board discussion: Board discussion ensued.

Public comments: None.

11. Other Business.

None.

Board discussion: None.

Public comments: None.

10. Public Comment Period. Any person may address the Board of Directors on any matter within the jurisdiction of the Board that is not on the agenda for this meeting. Any person may address the Board on an agenda item when that time is called. The Chair requests that each person addressing the Board limits their presentation to five (5) minutes.

11. Adjourn to Closed Session.

- No closed session was held.

12. Report From Closed Session.

- No closed session was held.

13. The meeting adjourned at 10:33 a.m. The next Board of Directors Meeting is scheduled for January 23, 2025 at 10:00 a.m. at the Butte County Association of Governments Board Room, 326 Huss Drive, Suite 100, Chico, California.

Stephen Ertle, Air Pollution Control Officer
Butte County Air Quality Management District

I hereby attest that this is a true and correct copy of the action taken by the Butte County Air Quality Management District Board of Directors on December 12, 2024.

ATTEST: _____
Kelly Towne, Clerk of the Governing Board

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Assistant Air Pollution Control Officer

Date of Release: February 20, 2025

Board Consideration: February 27, 2025

To: Butte County Air Quality Management District Board of Directors

From: Stephen Ertle, Air Pollution Control Officer

Staff Contact: Stephen Ertle, Air Pollution Control Officer

Re: **Activity Report**

ISSUE:

Summary of District activities for calendar years 2023, 2024 and 2025 as of January 31, 2025.

ACTION REQUESTED:

Accept and file report.

DISCUSSION:

None.

Attachment:

2025 Activity Report.

Agenda Item 5.2

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Activity (2025)	2023	2024	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD ¹
Permits to Operate Issued/Renewed	804	841	52												52
Authority to Construct Permits Issued	38	24	3												3
Portable Equipment Registrations	38	33	2												2
Engine Registrations Issued/Renewed	0	246	0												0
Inspections Performed by Facility	348	362	42												42
Inspections Performed by Permits	472	489	55												55
Status Change Reports Received	84	72	11												11
Agricultural Burn Days ^{2*}	353	329	29												29
Agricultural No-Burn Days ^{2*}	12	6	2												2
Burn Permits Issued	727	733	68												68
Burn Notifications	4,826	4,310	618												618
Rice Fields Reported Harvested	394	336	0												0
Complaints Received	87	97	6												6
Notices of Noncompliance Issued	79	60	3												3
Notices to Comply Issued	5	3	0												0
Public Outreach	651	1193	173												173
Environmental Documents Reviewed	1	0	0												0
Public Records Requests	31	49	3												3

¹ YTD = Year-to-date totals

² Burn Day Status reported below 3000' elevation

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Date of Release: February 20, 2025

Board Consideration: February 27, 2025

To: Butte County Air Quality Management District Board of Directors

From: Stephen Ertle, Air Pollution Control Officer

Staff Contact: Stephen Ertle, Air Pollution Control Officer

Re: **Annual Financial Transactions Report to the State Controller**

ISSUE:

Correspondence from Smith and Newell regarding submittal of the Annual State Controller Report.

ACTION REQUESTED:

For Board Information Only.

DISCUSSION:

The District is required to submit Financial Transaction Reports to the State Controller as of June 30, 2024. The information has been prepared and submitted. Please see the attached letter from the District's auditors, Smith and Newell.

Attachment:

SCR Final Letter – Compilation Report.

Agenda Item 5.3

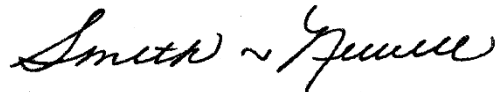
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ACCOUNTANT'S COMPILATION REPORT

To the Board of Directors
Butte County Air Quality Management District
Chico, California

Management is responsible for the accompanying Financial Transactions Report of Butte County Air Quality Management District, which comprise the Balance Sheet as of June 30, 2024 and the related Statement of Revenues, Expenditures and Changes in Fund Balance for the year then ended (the "Financial Statements") in the accompanying prescribed form of the Financial Transactions report to the California State Controller. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the Financial Statements included in the accompanying prescribed form, nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. We do not express an opinion, a conclusion, nor provide any form of assurance on the financial statements included in the accompanying prescribed form. The financial statements included in the accompanying prescribed form are presented in accordance with the requirements of the California State Controller and are not intended to be a presentation in accordance with accounting principles generally accepted in the United States of America.

This report is intended solely for the information and use of the California State Controller and is not intended to be and should not be used by anyone other than these specified parties.



Smith & Newell CPAs
Yuba City, California
January 29, 2025

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Date of Release: February 20, 2025

Board Consideration: February 27, 2025

To: Butte County Air Quality Management District Board of Directors

From: Stephen Ertle, Air Pollution Control Officer

Staff Contact: Aleah Ing, Administrative Services Officer

Re: **Financial Status Report Fiscal Year 2024-2025**

ISSUE:

Financial Status Report.

ACTION REQUESTED:

Accept and file report.

DISCUSSION:

The last financial report to the Board was through September 30th. The attached financial report summarizes the District's finances during the period of July 1, 2024 through January 31, 2025 and the Balance sheet for the period ending January 31, 2025. The District is still on track with overall expenses at 50% of budget with a few budget amendments projected for your approval at a future meeting.

Attachment:

1-Fiscal Year 24-25 January Balance Sheet.

2-Fiscal Year 24-25 January Revenue and Expense Report.

Agenda Item 5.4

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Butte Co. Air Quality Management Dist.
Balance Sheet
As of Jan 31, 2025

Jan 31, 2025

ASSETS

Current Assets

Checking/Savings

1002 · Cash on Hand - Change Box	200.00
1003 · Bank of America - General-0648	390,434.43
1004 · Bank of America - Payroll-0649	6,918.23
1007 · B of A Reserve Acct - 1789	750,225.76
1010 · B of A - 0980 (Grant 1)	78,793.59
1011 · Tri Counties - Carl Moyer 2618	424,016.96
1012 · Tri Counties - FARMER - 6831	652,890.82
1013 · Tri Counties - CAP-6855	1,611,899.28
1017 · Tri Counties - AB 617-6818	130,118.45
1018 · State LAIF Acct	1,317,482.59

Total Checking/Savings	5,362,980.11
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Accounts Receivable

1200 · Accounts Receivable	15,067.16
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Total Accounts Receivable	15,067.16
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Other Current Assets

1102 · Due From Other Governments	124,631.01
1500 · Undeposited Funds	219.75

Total Other Current Assets	124,850.76
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Total Current Assets	5,502,898.03
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TOTAL ASSETS

5,502,898.03

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

2000 · Accounts Payable	899.06
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2001 · A/P - Grantees	1,397,322.72
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Total Accounts Payable	1,398,221.78
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Other Current Liabilities

2100 · Accrual Payroll & Benefits	
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210004 · HI 125	940.35
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210011 · PERS Survivor Benefits	-4.28
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210013 · MED FLEX	2,967.82
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210016 · Assoc. Dues	280.00
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210035 · PERS-Employee Contribution	-0.01
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2100 · Accrual Payroll & Benefits - Other	15,591.88
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Total 2100 · Accrual Payroll & Benefits	19,775.76
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2107 · Unearned Revenue

210904 · FARMER	306,824.60
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	Jan 31, 2025
210906 · Carl Moyer	26,108.82
210910 · Community (CAP)	392,187.06
210914 · AB 617	130,076.90
210917 · Prescribed Fire Grant	65,043.38
Total 2107 · Unearned Revenue	920,240.76
Total Other Current Liabilities	940,016.52
Total Current Liabilities	2,338,238.30
Total Liabilities	2,338,238.30
Equity	
3100 · Reserves	329,626.07
3200 · Restricted Fund	
3003 · Reserved for Encumbrances	-25,010.60
3004 · Carl Moyer Program	190,709.64
3005 · Reserved FARMER Prgm	18,242.31
3009 · Woodsmoke Grant	37,343.27
3012 · Community (CAP)	1,654,377.24
Total 3200 · Restricted Fund	1,875,661.86
3900 · Retained Earnings	1,688,168.18
Net Income	-728,796.38
Total Equity	3,164,659.73
TOTAL LIABILITIES & EQUITY	5,502,898.03

Butte Co. Air Quality Management Dist.
Profit & Loss Budget vs. Actual
 January -58.33% of the Year

Accrual Basis

Ordinary Income/Expense	Jul 24- Jan 25	Budget	\$ Over Budget	% of Budget
Income				
421 · License and Permits				
4213010 · Ag Burn Permits	52,154.11	90,000.00	-37,845.89	57.95%
4213013 · Ag Engine Registration Program	-50.87	350.00	-400.87	-14.53%
4213020 · Title V Permits	5,644.45	4,500.00	1,144.45	125.43%
4213030 · Operating Permits	279,422.77	490,266.00	-210,843.23	56.99%
4213035 · Portable Engine Registration	44,693.44	45,659.00	-965.56	97.89%
4213038 · Asbestos Program	16,368.00	43,092.00	-26,724.00	37.98%
4213040 · Auth to Construct	15,265.48	29,000.00	-13,734.52	52.64%
4213055 · Emission Reduction Fee	0.00	0.00	0.00	0.0%
4213060 · Misc. Other Permits	0.00	600.00	-600.00	0.0%
4713061 · Technical Evaluation	2,059.20	5,000.00	-2,940.80	41.18%
Total 421 · License and Permits	415,556.58	708,467.00	-292,910.42	58.66%
430 · Fines, Forfeitures & Penalties				
4300001 · Civil Settlements	18,618.00	45,000.00	-26,382.00	41.37%
Total 430 · Fines, Forfeitures & Penalties	18,618.00	45,000.00	-26,382.00	41.37%
441 · Interest Income				
441 · Interest Income	29,404.73	35,792.00	-6,387.27	82.15%
451 · Intergovernmental				
45000 · Governmental Funds				
4500001 · State Subvention	0.00	65,300.00	-65,300.00	0.0%
4511001 · DMV Surcharge	417,673.25	735,500.00	-317,826.75	56.79%
Total 45000 · Governmental Funds	417,673.25	800,800.00	-383,126.75	52.16%
45105 · Direct Grant Funds				
4510500 · AB 2588 Hot Spots Fee	0.00	134.00	-134.00	0.0%
4510501 · 105 Pilot Project Grant Funding	4,222.00	61,012.00	-56,790.00	6.92%
4510502 · AB 197 Funding	0.00	8,583.00	-8,583.00	0.0%
4510503 · AB 617 Funding	39,946.45	111,690.63	-71,744.18	35.77%
4510504 · Prescribed Fire Grant	37,316.53	12,678.92	24,637.61	294.32%
4510505 · GHG Oil & Gas Funding	0.00	6,000.00	-6,000.00	0.0%
4510506 · Monitoring Grant	157,431.00	0.00	157,431.00	100.0%
Total 45105 · Direct Grant Funds	238,915.98	200,098.55	38,817.43	119.4%
45109 · Pass Through Grants				
4510904 · FARMER Funding	0.00	0.00	0.00	0.0%
4510906 · Carl Moyer Grant	0.00	0.00	0.00	0.0%
4510909 · Woodsmoke Grant	0.00	0.00	0.00	0.0%
4510915 · Community Air Program (CAP)	967,559.27	967,559.27	0.00	100.0%
Total 45109 · Pass Through Grants	967,559.27	967,559.27	0.00	100.0%
Total 451 · Intergovernmental	1,624,148.50	1,968,457.82	-344,309.32	82.51%
471 · Miscellaneous Revenue				
4712523 · Other Misc. Revenue	10,521.69	16,695.00	-6,173.31	63.02%
4712550 · Implementation Funds				
Carl Moyer Implementation	54,582.79	42,941.13	11,641.66	127.11%
Community CAP Implementation	62,180.58	67,936.74	-5,756.16	91.53%
FARMER Implementation	58,071.36	93,531.12	-35,459.76	62.09%
WoodSmoke Implementation	4,555.65	4,555.65	0.00	100.0%
4712550 · Implementation Funds - Other	0.00			
Total 4712550 · Implementation Funds	179,390.38	208,964.64	-29,574.26	85.85%
Total 471 · Miscellaneous Revenue	189,912.07	225,659.64	-35,747.57	84.16%
Total Income	2,277,639.88	2,983,376.46	-705,736.58	76.34%
Gross Profit	2,277,639.88	2,983,376.46	-705,736.58	76.34%
Expense				
511 · Payroll Expenses				
511001 · Salaries & Wages	560,966.75	1,017,187.00	-456,220.25	55.15%
512000 · Extra Help	0.00	16,000.00	-16,000.00	0.0%
514000 · Overtime	0.00	4,000.00	-4,000.00	0.0%
518 · Employee Benefits				
518008 · Health Care	95,344.42	156,500.00	-61,155.58	60.92%
518009 · Cafeteria	27,763.59	49,000.00	-21,236.41	56.66%

	Jul 24- Jan 25	Budget	\$ Over Budget	% of Budget
518010 · Other Employee Benefits	23,495.83	36,500.00	-13,004.17	64.37%
518011 · Vehicle Allowance	4,340.00	7,440.00	-3,100.00	58.33%
518700 · Retirement Pension	91,030.10	164,600.00	-73,569.90	55.3%
518800 · Contrib to Pension Liability	152,351.00	157,500.00	-5,149.00	96.73%
518900 · Retiree's OPEB	36,770.14	56,900.00	-20,129.86	64.62%
518901 · Contrib to OPEB Liability	0.00	39,438.00	-39,438.00	0.0%
Total 518 · Employee Benefits	431,095.08	667,878.00	-236,782.92	64.55%
Total 511 · Payroll Expenses	992,061.83	1,705,065.00	-713,003.17	58.18%
520 · Materials & Supplies				
521104 · Postage	2,000.00	3,850.00	-1,850.00	51.95%
522201 · Office Supplies	3,317.43	9,500.00	-6,182.57	34.92%
523001 · Telecommunications	12,039.13	19,090.00	-7,050.87	63.07%
524544 · Utilities - Elec/Gas/Wtr/Grbge	5,150.68	9,577.00	-4,426.32	53.78%
525545 · Auto Fuel Costs/ Road Expense	1,862.18	6,900.00	-5,037.82	26.99%
Total 520 · Materials & Supplies	24,369.42	48,917.00	-24,547.58	49.82%
530 · Servies & Other Operating				
531201 · Household Janitorial	7,487.50	6,050.00	1,437.50	123.76%
532527 · Insurance -Liability & Vehicle	15,025.05	15,550.00	-524.95	96.62%
533533 · Memberships, Dues & Subscript..	8,951.02	7,500.00	1,451.02	119.35%
534537 · Public & Legal Notices	259.08	3,740.00	-3,480.92	6.93%
535540 · Public Outreach	6,149.00	19,000.00	-12,851.00	32.36%
536101 · Training	2,734.94	13,950.00	-11,215.06	19.61%
537202 · Travel & Conference Expenses	8,109.47	27,410.00	-19,300.53	29.59%
Total 530 · Servies & Other Operating	48,716.06	93,200.00	-44,483.94	52.27%
540 · Rents Lease, Repair, NonCapital				
541538 · Property Rents & Leases	0.00	1,460.00	-1,460.00	0.0%
542539 · Equipment Rents & Leases	366.12	785.00	-418.88	46.64%
543103 · Office Furniture & Equip	0.00	17,862.00	-17,862.00	0.0%
543203 · Computer Equipment	5,166.23	15,055.00	-9,888.77	34.32%
543204 · Computer Software-Subscriptions	16,681.09	21,219.65	-4,538.56	78.61%
543541 · Air Monitoring Equipment & Main	0.00	6,500.00	-6,500.00	0.0%
544001 · Vehicles Maintenance	1,650.86	5,850.00	-4,199.14	28.22%
544042 · IT Maintenance	16,533.12	33,085.00	-16,551.88	49.97%
544103 · Building Maintenance	748.51	15,395.00	-14,646.49	4.86%
Total 540 · Rents Lease, Repair, NonCapital	41,145.93	117,211.65	-76,065.72	35.1%
550 · Professional/Consulting Service				
551137 · AB2588 Hot Spots Fee	0.00	134.00	-134.00	0.0%
551536 · Professional Services	17,524.95	96,500.00	-78,975.05	18.16%
551547 · Legal Services	9,000.00	19,075.00	-10,075.00	47.18%
555580 · Contingencies	0.00	20,000.00	-20,000.00	0.0%
Total 550 · Professional/Consulting Service	26,524.95	135,709.00	-109,184.05	19.55%
560 · Grants				
560006 · Carl Moyer Grant	306,937.35	497,838.07	-190,900.72	61.65%
560007 · Community Air (CAP)	601,468.68	2,247,289.13	-1,645,820.45	26.76%
560009 · WoodSmoke Grant	222,494.25	259,837.52	-37,343.27	85.63%
560011 · NRM NOx Remediation Funds	0.00	0.00	0.00	0.0%
560020 · Special Clean Air Grants	23,675.65	92,000.00	-68,324.35	25.73%
560021 · FARMER	680,943.08	699,718.73	-18,775.65	97.32%
Total 560 · Grants	1,835,519.01	3,796,683.45	-1,961,164.44	48.35%
565 · Debt Service				
565087 · GASB 87 Lease Principal	35,557.40	53,396.63	-17,839.23	66.59%
565987 · GASB 87 Lease Interest & Other	1,642.60	2,403.37	-760.77	68.35%
Total 565 · Debt Service	37,200.00	55,800.00	-18,600.00	66.67%
570 · Capital Outlay				
573105 · Vehicles -Fixed Asset Inventory	0.00	35,000.00	-35,000.00	0.0%
Total 570 · Capital Outlay	0.00	35,000.00	-35,000.00	0.0%
Total Expense	3,005,537.20	5,987,586.10	-2,982,048.90	50.2%
Net Ordinary Income	-727,897.32	-3,004,209.64	2,276,312.32	24.23%
Net Income	-727,897.32	-3,004,209.64	2,276,312.32	24.23%

*Note budget amendments will be presented at a future meeting along with the creation of new direct grant revenue account.



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Air Pollution Control Officer

PATRICK LUCEY
Assistant Air Pollution Control Officer

Date of Release: February 20, 2025
Board Consideration: February 27, 2025

To: Butte County Air Quality Management District Board of Directors
From: Stephen Ertle, Air Pollution Control Officer
Staff Contact: Aleah Ing, Administrative Services Officer
Re: **FY 24-25 2nd Quarter Grant Revenue Report**

ISSUE:

Quarterly status of Grant Implementation Fund Earnings.

ACTION REQUESTED:

Accept and file report.

DISCUSSION:

The attached report summarizes the earning of grant funds between July 2024 and December 2024. Due to the timing of implementation of each of the grants, the number of hours and costs related to the implementation will vary between quarters. The District is currently recognizing more than anticipated at 68% of budget.

Fiscal Year to Date Grant Implementation Earnings Summary						
	1st Qtr	2nd Qtr	Jul 24 - Dec 24	Budget	\$ Over Budget	% of Budget
AB 617 Implementation Funds	18,418.11	20,179.80	38,597.91	111,690.63	(73,092.72)	35%
Carl Moyer, RAP & Reserve Grant Funds	33,995.83	20,586.96	54,582.79	42,941.12	11,641.67	127%
Community CAP Grant Funds	31,359.01	49,413.81	62,180.58	67,936.74	(5,756.16)	92%
WoodSmoke Grant Funds	4,555.65	-	4,555.65	4,555.65	-	100%
FARMER Grant Funds	33,258.36	24,813.00	58,071.36	93,531.12	(35,459.76)	62%
	121,586.96	114,993.57	217,988.29	320,655.26	(102,666.97)	68%
These are implementation grant funds that are recognized from unearned balances when expenses are summarized in quarterly reports as earned.						

Attachment:

2024-12-31 FY 24-25 2nd Quarter Grant Earnings Report.

Agenda Item 5.5

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Butte Co. Air Quality Management Dist.
Grant Status - Budget vs. Actual
 July 2024- Dec 2024 -50% of the Year

AB 617 Implementation Funds

	Jul 24 - Dec 24	Budget	\$ Over Budget	% of Budget
6/30/2025 Projected Balances				
Unearned - Deferred Inflows				
AB617 Implementation Funds				
6/30/2024 Unearned Balance	145,012.75	145,012.75	0.00	100.0%
Unearned added during FY 24-25	35.42	23,274.25	-23,238.83	0.15%
Implementation Funds Recognized during FY 24-25	38,597.91	111,690.63	-73,092.72	34.56%
6/30/2025 Projected Unearned Balance	106,450.26	56,596.37	49,853.89	188.09%
Budgeted Actual vs Budgeted Hours	84.25	40.00	44.25	210.63%

Carl Moyer, RAP & Reserve Grant Funds

	Jul 24 - Dec 24	Budget	\$ Over Budget	% of Budget
6/30/2024 Projected Balances				
Unearned - Deferred Inflows				
Carl Moyer Implementation Funds				
6/30/2024 Unearned Balance	80,691.61	80,691.61	0.00	
Unearned added during FY 24-25	0.00	0.00	0.00	0.0%
Implementation Funds Recognized during FY 24-25	54,582.79	42,941.12	11,641.67	127.11%
6/30/2025 Projected Unearned Balance	26,108.82	37,750.49	-11,641.67	
Budgeted Actual vs Budgeted Hours	327.50	320.00	7.50	102.34%

Restricted (budget to expend all grant pass through funds)

6/30/2024 Restricted Balance	497,553.69	497,553.69	0.00	
Restricted added during FY 24-25	11,951.22	284.38	11,666.84	4,202.55%
Restricted expended during FY 24-25	318,795.27	497,838.07	-179,042.80	64.04%
Balance	190,709.64	0.00	190,709.64	

Community CAP Grant Funds

	Jul 24 - Dec 24	Budget	\$ Over Budget	% of Budget
6/30/2024 Projected Balances				
Unearned - Deferred Inflows				
CAP Implementation Funds				
6/30/2024 Unearned Balance	314,225.91	314,225.91	0.00	
Unearned added during FY 24-25	140,141.73	142,480.61	-2,338.88	98.36%
Implementation Funds Recognized during FY 24-25	62,180.58	67,936.74	-5,756.16	91.53%
6/30/2025 Projected Unearned Balance	392,187.06	388,769.78	3,417.28	
Budgeted Actual vs Budgeted Hours	352.50	508.00	-155.50	69.39%

Restricted (budget to expend all grant pass through funds)

6/30/2024 Restricted Balance	1,279,729.86	1,279,729.86	0.00	
Restricted added during FY 24-25	1,034,310.23	967,559.27	66,750.96	106.9%
Restricted expended during FY 24-25	659,662.85	2,247,289.13	-1,587,626.28	29.35%
6/30/2025 Projected Balance	1,654,377.24	0.00	1,654,377.24	

WoodSmoke Grant Funds

	Jul 24 - Dec 24	Budget	\$ Over Budget	% of Budget
6/30/2024 Projected Balances				
Unearned - Deferred Inflows				
WoodSmoke Implementation Funds				
6/30/2024 Unearned Balance	4,555.65	4,555.65	0.00	
Unearned added during FY 24-25	0.00	0.00	0.00	0.0%
Interest added FY 24-25	9.50	0.00	0.00	100.0%
Implementation Funds Recognized during FY 24-25	4,555.65	4,555.65	0.00	100.0%
6/30/2025 Projected Unearned Balance	9.50	0.00	0.00	
Budgeted Actual vs Budgeted Hours	87.00	227.59	-140.59	38.23%
	<i>*implementation maxed, resulting in increased hours but no changes to unearned</i>			

Restricted (budget to expend all grant pass through funds)

6/30/2024 Restricted Balance	259,837.52	259,837.52	0.00	
Restricted added during FY 24-25	0.00	0.00	0.00	0.0%
Restricted Interest added FY 24-25	0.00	0.00	0.00	
Restricted expended during FY 24-25	222,494.25	259,837.52	-37,343.27	85.63%
6/30/2025 Projected Balance	37,343.27	0.00	37,343.27	

FARMER Grant Funds

	Jul 24 - Dec 24	Budget	\$ Over Budget	% of Budget
6/30/2025 Projected Balances				
Unearned - Deferred Inflows				
FARMER Implementation Funds				
6/30/2024 Unearned Balance	364,874.65	364,874.65	0.00	
Unearned added during FY 24-25	21.31	0.00	21.31	100.0%
Implementation Funds Recognized during FY 24-25	58,071.36	93,531.12	-35,459.76	62.09%
6/30/2025 Projected Unearned Balance	306,824.60	271,343.53	35,481.07	
Budgeted Actual vs Budgeted Hours	330.00	697.00	-367.00	47.35%
Restricted (budget to expend all grant pass through funds)				
6/30/2024 Restricted Balance	699,036.23	699,036.23	0.00	
Restricted added during FY 24-25	149.16	682.50	-533.34	21.86%
Restricted expended during FY 24-25	680,943.08	699,718.73	-18,775.65	97.32%
6/30/2025 Projected Balance	18,242.31	0.00	18,242.31	



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PATRICK LUCEY
Assistant Air Pollution Control Officer

Date of Release: February 20, 2025
Board Consideration: February 27, 2025

To: Butte County Air Quality Management District Board of Directors
From: Stephen Ertle, Air Pollution Control Officer
Staff Contact: Stephen Ertle, Air Pollution Control Officer
Re: **Calendar of Events**

DATE	EVENT	LOCATION
March 5	Butte County Fire Safe Council	Paradise
March 12	CAPCOA Board Meeting	Sacramento
March 13	CAPCOA Legislative Committee Meeting	Virtual
March 13	QEEPs Meeting	Willows
March 19	TAC Meeting	Willows
March 26	SDRMA Spring Education Day	Sacramento
March 27	Butte County Air Quality Governing Board Meeting	Chico
April 2	Butte County Fire Safe Council	Paradise
April 4	BCC Meeting	Sacramento
April 8-10	CAPCOA Board and Legislative Committee Meeting	Virtual
April 15	CAPCOA Vapor Recovery Subcommittee Meeting	Virtual
April 16	TAC Meeting	Auburn
April 22-23	Rural Section Meeting	Grass Valley
April 23-24	Enforcement Managers Meeting	Chico
April 24	Butte County Air Quality Governing Board Meeting	Chico
May 6-8	Grant Planning Session	Redding
May 7	Butte County Fire Safe Council	Paradise
May 22	Butte County Air Quality Governing Board Meeting	Chico

Agenda Item 5.6

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Date of Release: February 20, 2025

Board Consideration: February 27, 2025

To: Butte County Air Quality Management District Board of Directors

From: Stephen Ertle, Air Pollution Control Officer

Staff Contact: Kelly Towne, Board Clerk

Re: **Status Report on Communications**

ISSUE:

Status Report on Communications with Board Members in December 2024 and January 2025.

ACTION REQUESTED:

None. For information only.

DISCUSSION:

No outside communications with Board Members.

Attachment:

None.

Agenda Item 5.7

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Date of Release: February 20, 2025

Board Consideration: February 27, 2025

To: Butte County Air Quality Management District Board of Directors

From: Stephen Ertle, Air Pollution Control Officer

Staff Contact: Stephen Ertle, Air Pollution Control Officer

Re: **Consider Appointing one (1) member to serve with Chair and Vice Chair on the Executive Committee**

ISSUE:

Appointment of an Executive Committee.

ACTION REQUESTED:

Your Board's Administrative Code, Part A, Sections 7.2 and 7.4, establishes an Executive Committee. The Executive Committee is a standing committee consisting of the Chair, Vice Chair, and past Chair or other member of the Board, as appointed by the Chair. The Committee is limited to three (3) members. Duties are specified in Section 7.4 of the Administrative Code. Last year, Councilmember Tryon served with Chair Ritter and Vice-Chair Winslow on the Executive Committee.

DISCUSSION:

Among other duties, as detailed in the attached Administrative Code sections, the Executive Committee reviews the Air Pollution Control Officer's performance on an annual basis.

Attachment:

AQMD Administrative Code, Part A, Section 7.2 Executive Committee and 7.4 Duties of Executive Committee.

Agenda Item 7

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PART A, SECTION 7: COMMITTEES

7.1 Special Committee(s)

All special committees shall be appointed by the Chairperson, unless otherwise directed by the Board.

7.2 Executive Committee

The Executive Committee consisting of the Chairperson of the Board, who shall be Chairperson of the Committee, the Vice-Chairperson of the Board, and the last past Chairperson or a member of the Board appointed by the Chairperson shall be a standing committee of the Board of Directors.

7.3 Rotation of Committee(s)

The membership on committees shall ordinarily be rotated among the Directors so as to secure participation in the work of the District by as broad a representation as may be possible.

7.4 Duties of Executive Committee

It is the function of the Executive Committee to consider such matters of policy affecting the affairs of the District as may arise from time to time when the Board of Directors is not in session. The Executive Committee shall consult with the officers of the District and, within the scope and limitations of resolutions or other policies adopted by the Board of Directors and the Brown Act, shall implement and make more specific the policies and programs for the officers of the District and within such limits determine policies for the officers of the District. The Executive Committee shall also review the Air Pollution Control Officer's performance on an annual basis.

The Executive Committee shall not have authority to authorize the expenditure of any monies otherwise than is appropriated by the budget adopted by the Board of Directors or the alter, change or reverse any policy established by the Board of Directors. The Executive Committee shall consider and recommend legislative policies and programs of the Board of Directors. It shall keep itself informed in matters involving air pollution and make recommendations for operation of and programs to be initiated by the District as directed by the Chair. The Executive Committee shall have the responsibility for overseeing and guiding staff activities relative to long range planning and for receiving short range and long range proposals submitted by the Staff, as well as goals and objectives of the District. The Executive Committee should review the goals and objectives, short and long range plans of the California Air Resources Board to the extent that they are known. The Executive Committee may receive and consider staff reports, presentations by staff members or other persons, and any other matter not requiring action by the Board. The Executive Committee shall subsequently report on such matters to the Board at regular meeting of the Board.

7.5 Budget and Finance Committee

It is the function of the Budget and Finance Committee to assist in the preparation of the annual budget for the District; to present the annual budget with recommendations to the District Board of Directors. The Budget and Finance Committee also is responsible for reviewing administrative policy proposed by the Air Pollution Control Officer in the area of finance, procurement, insurance and related matters. At Budget review time

each year, the Committee shall evaluate District goals and objectives and recommend to the Board of Directors any changes, deletions and additions which it determines to be appropriate.



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PATRICK LUCEY
Assistant Air Pollution Control Officer

Date of Release: February 20, 2025

Board Consideration: February 27, 2025

To: Butte County Air Quality Management District Board of Directors

From: Stephen Ertle, Air Pollution Control Officer

Staff Contact: Stephen Ertle, Air Pollution Control Officer

Re: **Consider Appointing two (2) members to serve as the Budget and Finance Committee**

ISSUE:

Appointment of a Budget and Finance Committee.

ACTION REQUESTED:

Chair to appoint two (2) members to serve as the Budget and Finance Committee.

DISCUSSION:

The Budget and Finance Committee is established by Section 7.5 of the Administrative Code. The Budget Finance Committee is a special committee of two (2) Board members appointed by the Chair to work with the Air Pollution Control Officer in the preparation of the annual Budget. Last year, Councilmember Tryon and Councilmember Winslow served on the Budget and Finance Committee.

Attachment:

AQMD Administrative Code, Part A, Section 7.5 Budget and Finance Committee.

Agenda Item 8

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PART A, SECTION 7: COMMITTEES

7.1 Special Committee(s)

All special committees shall be appointed by the Chairperson, unless otherwise directed by the Board.

7.2 Executive Committee

The Executive Committee consisting of the Chairperson of the Board, who shall be Chairperson of the Committee, the Vice-Chairperson of the Board, and the last past Chairperson or a member of the Board appointed by the Chairperson shall be a standing committee of the Board of Directors.

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It is the function of the Executive Committee to consider such matters of policy affecting the affairs of the District as may arise from time to time when the Board of Directors is not in session. The Executive Committee shall consult with the officers of the District and, within the scope and limitations of resolutions or other policies adopted by the Board of Directors and the Brown Act, shall implement and make more specific the policies and programs for the officers of the District and within such limits determine policies for the officers of the District. The Executive Committee shall also review the Air Pollution Control Officer's performance on an annual basis.

The Executive Committee shall not have authority to authorize the expenditure of any monies otherwise than is appropriated by the budget adopted by the Board of Directors or the alter, change or reverse any policy established by the Board of Directors. The Executive Committee shall consider and recommend legislative policies and programs of the Board of Directors. It shall keep itself informed in matters involving air pollution and make recommendations for operation of and programs to be initiated by the District as directed by the Chair. The Executive Committee shall have the responsibility for overseeing and guiding staff activities relative to long range planning and for receiving short range and long range proposals submitted by the Staff, as well as goals and objectives of the District. The Executive Committee should review the goals and objectives, short and long range plans of the California Air Resources Board to the extent that they are known. The Executive Committee may receive and consider staff reports, presentations by staff members or other persons, and any other matter not requiring action by the Board. The Executive Committee shall subsequently report on such matters to the Board at regular meeting of the Board.

7.5 Budget and Finance Committee

It is the function of the Budget and Finance Committee to assist in the preparation of the annual budget for the District; to present the annual budget with recommendations to the District Board of Directors. The Budget and Finance Committee also is responsible for reviewing administrative policy proposed by the Air Pollution Control Officer in the area of finance, procurement, insurance and related matters. At Budget review time

each year, the Committee shall evaluate District goals and objectives and recommend to the Board of Directors any changes, deletions and additions which it determines to be appropriate.



BILL CONNELLY
Supervisor, District #1

PETER DURFEE
Supervisor, District #2

TAMI RITTER
Supervisor, District #3

TOD KIMMELSHUE
Supervisor, District #4

DOUG TEETER
Supervisor, District #5

DOUGLAS ARNOLD
Vice Mayor, Biggs

BRYCE GOLDSTEIN
Councilmember, Chico

J. ANGEL CALDERON
Councilmember, Gridley

ERIC SMITH
Vice Mayor, Oroville

RON LASSONDE
Councilmember, Paradise

STEPHEN ERTL
Air Pollution Control Officer

PATRICK LUCEY
Assistant Air Pollution Control Officer

Date of Release: February 20, 2025

Board Consideration: February 27, 2025

To: Butte County Air Quality Management District Board of Directors

From: Stephen Ertle, Air Pollution Control Officer

Staff Contact: Stephen Ertle, Air Pollution Control Officer

Re: **Consider Appointing a Representative and Alternate Representative to the Sacramento Valley Basinwide Air Pollution Control Council**

ISSUE:

Appointment of a Representative and an Alternate to the Sacramento Valley Basinwide Air Pollution Control Council (BCC).

ACTION REQUESTED:

Chair to appoint one (1) Primary and one (1) Alternate to represent the District on the BCC.

DISCUSSION:

The District participates in a coordinating council which includes one (1) representative from each local air quality management district in the Sacramento Valley Air Basin, including the following air districts: Butte, Tehama, Feather River, Placer, Sacramento, Yolo-Solano, Shasta, Colusa, and Glenn. This coordinating council known as the Sacramento Valley Basinwide Air Pollution Control Council (BCC) has specified functions as specific in California Health and Safety Code, including the adoption of the Basin Smoke Management Program, the Conditional Rice Straw Burning Permit Program, and approval of proposed air quality management regulatory control strategies (i.e., proposed rules) to implement the local portions of the State Attainment Plan to attain and maintain the State health-based ambient air quality standards. Generally, the BCC meets the first Friday of even numbered calendar months. The meetings are subject to Brown Act requirements. The next meeting this calendar year is occurring during a special legislative event in Sacramento April 2nd and 3rd (BCC meeting on the 3rd). Last year, Supervisor Ritter served as the primary representative and Supervisor Kimmelshue served as the alternate.

Attachment:
SVABCC Bylaws.

Agenda Item 9

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BYLAWS

SACRAMENTO VALLEY BASINWIDE AIR POLLUTION CONTROL COUNCIL

ADOPTED JANUARY 26, 1979

(Amended June 25, 1999; March 1, 2002; August 6, 2004; June 3, 2005; Amended June 3, 2011, Amended June 7, 2013, Amended December 11, 2015, December 7, 2018)

ARTICLE I. NAME

This Council shall be known as the Sacramento Valley Basinwide Air Pollution Control Council (BCC) as authorized pursuant to California Health and Safety Code (CH&SC) Section 40900.

ARTICLE II. GENERAL

All meetings and proceedings of the Council shall be in accordance with applicable statutes governing public entities, including but not limited to, the Ralph M. Brown Act, and the Public Records Act.

ARTICLE III. PURPOSE

A. Activities mandated by State law.

The purpose of the BCC is to carry out the following activities pursuant to State law and the California Code of Regulations (CCR):

1. Smoke Management Program (SMP)

- (i) Pursuant to Title 17 of the CCR the BCC must adopt and implement a comprehensive, regional SMP, which applies to all types of agricultural burning, including prescribed burning, and applies to all elevations within the Sacramento Valley Air Basin.
- (ii) The BCC will work with CARB and agencies with jurisdiction over air quality within the Sacramento Valley Air Basin to include provisions in the SMP to improve responses to citizen complaints, improve smoke control measures, and encourage CARB to respond more quickly to requests for burnable acreage allocation updates when meteorological conditions are best suited for smoke dispersion (See CH&SC Section 41865(u)).
- (iii) The BCC shall initiate a review process for the SMP each January to determine to what extent amendments are necessary. This review shall include those program elements covered under the Rice Straw Burning Reduction Act and the supporting Conditional Rice Straw Burning Permit Program (Conditional Permit Program) as discussed below. The BCC may combine these provisions with the SMP document or may reference these provisions as a separate document. The BCC shall ensure that the revised SMP is available for public comment and reviewed during at least one workshop and one hearing annually prior to adoption. Pursuant to CCR Section 80140 (k) SMP amendments shall be submitted to CARB for approval within 30 days of adoption and shall not be effective until approved.

2. Rice Straw Burning Reduction Act of 1991.

Pursuant to CH&SC Section 41865, the Connelly-Areias-Chandler Rice Straw Burning Reduction Act of 1991, the BCC shall provide consultation to CARB on the adoption of regulations addressing conditional rice straw burning permits.

As specified in this Section, in 2001, and thereafter (unless the statute is amended), the BCC shall annually determine which is less, 125,000 acres or the total of 25% of each individual conditional rice straw burning permit applicant's planted acres. The BCC shall determine the maximum percentage applicable to all growers subject to the conditions for conditional rice straw burning permits set forth in this Section.

The BCC shall provide one member to serve on the advisory committee established by CARB and the California Department of Food and Agriculture to assist with the identification and implementation of alternatives to rice straw burning.

3. Conditional Rice Straw Burning Permit Program for the Sacramento Valley Air Basin

(i) The BCC shall implement and ensure compliance with the following program elements:

- (a) Granting of Conditional Permits.
- (b) Proper use of qualified rice disease inspectors by Agricultural Commissioners.
- (c) Proper use of disease significance thresholds until May 30, 2003.
- (d) Use of proper program forms.
- (e) Matters relative to false reporting.

(ii) The BCC shall develop procedures for each rice inspection method. Until May 30, 2003, those procedures shall conform to the procedures included in the regulation.

(iii) The BCC shall be responsible for the existence of a program for the certification and training of rice disease inspectors pursuant to CCR Section 80157.

(iv) Implementation Reports

The BCC shall submit a program implementation report to CARB and CDFG by July 15, 2002, and annually thereafter. The report shall include the statistical information specified in CCR 80158.

(v) Program Amendments

The BCC may amend the Conditional Rice Straw Burning Permit Program. Amendments must be submitted to CARB for approval pursuant to CCR Section 80159.

B. General Coordination Activities of the BCC

The BCC shall work to assist Districts in the Sacramento Valley Air Basin in coordinating all air pollution control activities to ensure that the entire Sacramento Valley Air Basin is, or will be, in compliance with the requirements of State and Federal law, by carrying out the following activities:

1. Promote unity and efficiency among Districts and act as a forum for sharing knowledge and information.

2. Promote uniformity in methods of practice and enforcement of air pollution laws and regulations and encourage the establishment of applicable operational standards and regulations.
3. Serve as a clearinghouse and forum for the endorsement of proposed air pollution rules relating to attainment plans for Districts in the Sacramento Valley Air Basin. Since the Sacramento Valley Air Basin comprises districts that may or may not be in the same attainment area for various air quality standards, the Technical Advisory Committee (TAC) to the BCC will identify the rules and plans most suitable for presentation to the BCC. The BCC may separately request to hear presentations on any rules or plans affecting any portion of the Sacramento Valley Air Basin.
4. Benefit the citizens of the Sacramento Valley Air Basin by disseminating information to the public concerning health effects of air pollution.
5. Develop and maintain close communications and a publicly responsible cooperative relationship with CARB and the Environmental Protection Agency for the purpose of advising them on the impact of proposed regulations and programs on the citizens of the Sacramento Valley Air Basin and on Districts. To this end any proposed requirements or mandates presented to any District by these agencies should be evaluated and considered by the TAC for presentation to the BCC.
6. Participate in the development and promotion of legislation beneficial to the Sacramento Valley Air Basin, and oppose legislation that is not beneficial, by direct contact with the State Legislature, Congress, and legislative staffs.
7. Promote statewide communication between Air Basin Control Councils and district boards in the interest of better coordination and cooperation and in support of mutual concerns.

ARTICLE IV. MEMBERSHIP

A. Active Members

The District Board of each District that is included, in whole or in part, with the Sacramento Valley Air Basin shall designate one of its elected members to serve as an active member of the BCC.

B. Alternate Members

A district's Board of Directors may designate one of its elected members to serve as an alternate member. Alternate members have the same rights as an active member unless otherwise noted in these bylaws. Alternate members may only act as alternates if the active member for their district is absent.

C. Voting Rights

Each active member or, in their absence the alternate member, shall have one vote. No District shall be entitled to more than one vote on any question. See further information under "Quorum."

ARTICLE V. ELECTED OFFICERS

A. Officers

The elected officers of the BCC shall be a Chair and Vice Chair. The TAC member in the Chair's District shall carry out other duties as requested by the Chair.

B. Election of Officers

The Chair shall accept nominations from the floor for each office. In the event of a contest the election shall be by written ballot. The Secretary shall tabulate the ballots. The nominee receiving the highest number of votes shall be elected. All officers shall be nominated and elected from the active membership at the first meeting of each calendar year and shall serve one year or until their successors have been elected. All officers shall take office at the end of the meeting at which they are elected. Alternate members are not eligible office holders.

1. If the Chair and Vice Chair are both absent another BCC member in such case shall call the meeting to order, and a chair pro tem shall be elected who would hold office during that session, unless such office is terminated by the entrance of the Chair or Vice Chair.

C. Succession of Officers

The Vice Chair shall be qualified to succeed to the Chair.

D. Vacancy in Office

Should a vacancy occur in the Office of Chair the Vice Chair shall immediately succeed to the Chair to serve the remainder of the current term.

Should a vacancy occur in the Office of Vice Chair, the BCC by a majority vote of the membership shall elect a new Vice Chair.

E. Appointed Functions

The BCC shall designate a Secretary, Treasurer, and Custodian of Records.

ARTICLE VI. DUTIES

A. Chair

1. The Chair shall preside at all BCC meetings.
2. The Chair may appoint Committees as deemed appropriate.
3. The Chair may designate assignments to the TAC when deemed appropriate.
4. The Chair shall have the power to call for special meetings with due regard to reasonable notice to BCC members and in full compliance with the Brown Act.
5. The Chair shall:
 - (i) Direct each TAC member to post the BCC agenda at its district office at least 72 hours prior to each meeting.
 - (ii) Ensure that the TAC publishes a legal notice for hearing for any proposed revision to the SMP in newspapers of general circulation in the basin and that each TAC member also posts this notice at each district office.
 - (iii) Ensure that legal notices are published for any other matters that the Chair finds require a public hearing and ensuring that each TAC member posts the notice for such hearings at the district office.

B. Vice Chair

1. In the absence of the Chair the Vice Chair shall perform the duties of Chair.
2. The Vice Chair shall perform the duties as prescribed by the bylaws of the BCC and shall make himself available for any special assignments as desired by the Chair.

ARTICLE VII. MEETINGS

A. Frequency

1. Meetings shall be held the first Friday of every other month of each year unless cancelled by the BCC Chair.
2. Other meetings may be called at timely intervals by the Chair.

B. Quorum

1. A quorum of all meetings shall be a majority of members.
2. TAC members shall notify the BCC Secretary of their respective BCC member's attendance at the BCC meeting two weeks in advance of the scheduled BCC meeting or as soon thereafter as possible.
3. Where lack of a quorum occurs at a scheduled meeting, the BCC members may continue the meeting as a Committee of The Whole. Any actions taken at the meeting shall be ratified at the next BCC meeting.

C. Votes

1. All actions require a majority vote by the voting members of the BCC. When a member is at a tele-conferencing location, all votes must be by roll-call.

D. Conduct

1. Robert's Rules of Order shall be followed unless inconsistent with these bylaws.

E. Agendas

1. All reports, communications, resolutions, contracts or other matters to be submitted to the BCC shall be delivered to the Secretary to the BCC at least ten (10) working days prior to the BCC meeting. The Secretary shall then prepare an agenda and supporting documentation of such matters, and shall furnish each BCC member with a copy of the agenda five (5) days prior to the BCC meeting. All supporting documents provided to members before OR AT the meeting must be made public.
2. Every agenda shall provide an opportunity for members of the public to directly address the BCC as to items of interest to the public that are within the subject matter jurisdiction of the BCC and that are not otherwise listed on the agenda.

F. BCC Correspondence

All reports, communications, resolutions, contracts or other matters to be submitted to the BCC shall be delivered to the Secretary to the BCC two weeks prior to the BCC meeting. The Secretary shall then distribute a copy to each BCC member or to each TAC member for distribution to the respective TAC member's BCC representative.

G. Budget Process

The BCC shall adopt its annual budget in accordance with the following procedure:

1. The Chair shall facilitate the preparation of the annual BCC budget beginning at the first BCC meeting of each calendar year for the following fiscal year (July 1 to June 30).
2. The BCC shall prepare, and make available to the public at least thirty (30) days prior to public hearing, a summary of its budget.

3. The BCC shall adopt a balanced budget, identifying revenue, anticipated expenditures, and any reserves.
4. The BCC budget shall be in a line item format.
5. The Treasurer to the BCC shall maintain records of all BCC invoices, revenues, and expenditures. The Treasurer shall submit itemized, bimonthly reports to the BCC.
6. The BCC may adopt a separate budget policy concerning expenditures, claims, reserves, and budget preparation so long as it does not conflict with these bylaws.

H. Audits

At the express direction of the BCC, the BCC Treasurer shall arrange for a bi-annual audit of the accounts and records of the BCC. The BCC may contract with either a certified public accountant or a county auditor to conduct the audit or may appoint an audit committee of BCC members. The minimum requirements of the audit shall conform to generally accepted auditing standards. An audit report shall be filed with the BCC and a copy shall be filed with the BCC Custodian of Records within twelve (12) months of the end of the fiscal year under examination.

I. Claims

All claims for money or damages against the BCC are governed by PART 3 (commencing with Section 900) and PART 4 (commencing with Section 940) of Title 1 of the Government Code.

J. Records

The BCC secretary and treasurer shall forward records to the Custodian of Records for retention on an annual basis.

ARTICLE VIII. TECHNICAL ADVISORY COMMITTEE

A. Purpose

The TAC shall carry out the duties assigned by the BCC concerning technical, enforcement and planning processes, and take other actions necessary to advise the BCC on all aspects of air pollution control efforts in the Sacramento Valley Air Basin.

B. Membership

1. Any APCO duly appointed in the Sacramento Valley Air Basin shall be considered a member of the TAC.
2. Each APCO shall have one vote on any matter before the TAC. No APCO shall be entitled to more than one vote on any question. See further information under "Quorum".
3. An APCO may appoint an assistant in the respective District to serve as their representative to the TAC. The APCO must give written notice of the appointment to the TAC Chair. A representative appointed in this manner may vote in place of the APCO. Use of an appointed representative does not preclude the APCO from sending additional nonvoting representatives to any TAC meeting.

C. Meetings

1. Frequency. The TAC shall meet monthly, unless cancelled by the TAC Chair. The BCC or the TAC Chair may schedule additional meetings as necessary to perform the TAC functions.
2. Quorum
 - (i) A quorum of all meetings shall be a majority of members.

(ii) Where lack of a quorum occurs at a scheduled meeting, the TAC members may continue the meeting as a Committee of The Whole. Any actions taken at the meeting shall be ratified at the next TAC meeting.

3. Votes

(i) All actions require a majority vote by the voting members of the TAC. When a member is at a tele-conferencing location, all votes must be by roll-call.

D. Agendas

1. All reports, communications, resolutions, contracts or other matters to be submitted to the TAC shall be delivered to the Secretary to the BCC at least ten (10) working days prior to the TAC meeting. The Secretary shall then prepare an agenda and supporting documentation of such matters and shall furnish each TAC member with a copy of the agenda a minimum of five (5) days prior to the TAC meeting. All supporting documents provided to members before OR AT the meeting must be made public.

2. Every agenda shall provide an opportunity for members of the public to directly address the BCC as to items of interest to the public that are within the subject matter jurisdiction of the BCC and that are not otherwise listed on the agenda.

E. Noticing Requirements

TAC members shall furnish agenda items and backup documentation to the BCC Secretary 7 days in advance of the scheduled TAC meeting. The BCC Secretary shall distribute Agendas and backup documentation at least 96 hours in advance of the scheduled TAC meeting. TAC members shall post a notice of each TAC meeting at District offices at least 72 hours prior to each meeting.

F. Statewide Coordination

TAC members are encouraged to participate in the California Air Pollution Control Officers Association to enhance their knowledge in the broad field of air pollution and to coordinate Sacramento Valley Air Basin programs with the Association's objectives and programs.

G. Supplemental Policies and Protocols

The TAC shall develop and approve supplemental policies and protocols as needed to ensure efficient coordination and operations pursuant to these bylaws. BCC approval may be necessary as determined by the TAC on a case-by-case basis. The BCC Secretary shall maintain a current index of the policies and protocols known as the Administrative Code.

ARTICLE IX. REVISIONS TO THESE BYLAWS

A. Frequency

1. The BCC shall review these bylaws at the first meeting of each fiscal year to determine whether or not a revision to the bylaws is necessary.
2. Notwithstanding Section A.1. above, any BCC member may request that the Chair initiate a review of these bylaws by the BCC at any time. The member shall specify the reason for the review to the Chair. The Chair will grant the request if it determines that there is good cause to review.

B. Process

1. The BCC shall review any proposed revisions to these bylaws during at least one public meeting of the BCC. The Chair shall determine if additional meetings are necessary.
2. The Chair shall ensure that known interested parties are given reasonable notice of any intent to revise these bylaws and are given an opportunity to provide input.
3. Revisions to these bylaws shall be reviewed by at least one legal counsel to be selected by the Chair.
4. The BCC may act to approve revisions to these bylaws only after A, B, and C above have been completed.

ARTICLE X. COMPLIANCE WITH THE CALIFORNIA POLITICAL REFORM ACT

A. Conflict of Interest Code

The BBC supports compliance with the Political Reform Act of California (Act) as amended January 1, 2001, including all subsequent amendments.



BILL CONNELLY
Supervisor, District #1

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Supervisor, District #2

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Supervisor, District #3

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Vice Mayor, Oroville

RON LASSONDE
Councilmember, Paradise

STEPHEN ERTL
Air Pollution Control Officer

PATRICK LUCEY
Assistant Air Pollution Control Officer

Date of Release: February 20, 2025
Board Consideration: February 27, 2025

To: Butte County Air Quality Management District Board of Directors
From: Stephen Ertle, Air Pollution Control Officer
Staff Contact: Jason Mandly, Senior Air Quality Planner
Re: **CAP Support Grant Approval**

ISSUE:

The District received two additional project proposals to be funded with Community Air Protection (CAP) Support Grants.

ACTION REQUESTED:

Consider approval of two CAP Support Grants.

DISCUSSION:

In May 2024, your Board approved the use of up to \$60,000 in AB 617 Implementation funds to be used towards CAP Support Grants. \$20,000 remained unallocated after awards throughout 2024. The following additional project proposals were received:

Table 1: Additional 2024 CAP Support Grant Proposed Projects Received

Organization	Location	Proposed Project	Priority Population	Funds Requested
Butte County Fire Safe Council	Communities within Wildland Urban Interface (WUI)	Expanding Grazing Education and Building Grazing Cooperatives	Low Income Communities (Various)	\$9,968.00
Butte Environmental Council	Oakway Community Garden 1500 W. 8 th Ave. Chico, CA	Oakway Cob Oven Project	N/A	\$10,000.00

The proposed project meets the goals of AB617 by either directly reducing air pollution (criteria air pollutants or greenhouse gases) or potentially reducing exposure to air pollution through community-based actions. Upon approval,

Agenda Item 10

District staff will provide the applicants with directions on how to proceed with their project plans. If both projects are approved, this round of CAP Support Grants will be fully subscribed.

Attachment:

Proposal from Butte County Fire Safe Council.

Proposal from Butte Environmental Council.

Name of project: Expanding Grazing Education and Building Grazing Cooperatives

Location(s) of project: The Wildland Urban Interface (WUI) of Butte County. The project will focus on Firewise USA communities, including Magalia, Paradise, Butte Creek Canyon, and Oroville.

Project Overview:

This project expands on the Butte County Fire Safe Council’s (BCFSC) efforts to promote grazing as a cost-effective and sustainable method for fuels reduction in WUI communities. By leveraging an established network of grazing experts and engaging new and existing Firewise USA communities, the project will enhance education and implementation of grazing strategies. Currently, 33 Firewise USA communities in Butte County stand to benefit from these efforts.

Led by BCFSC staff, Lauren de Terra, Director of Community Engagement, and Sarah Jo McDowell, Project Manager and grazing expert, the project will utilize in-person workshops, community events, printed materials, and digital resources to broaden awareness and participation. Building on the success of three Paradise Grazing Festivals and two Goat Ownership Workshops in Cohasset and Oroville in 2024, the initiative will support two Firewise USA communities in establishing grazing cooperatives—fostering shared goat ownership, a proven model for effective neighborhood-level fuels management.



Goals:

- Re-establish the Grazing Committee, a monthly meeting hosted by the Butte County Fire Safe Council for leaders in the grazing field, including local grazers, non-profits, and natural resource agencies.
- Development of a Butte County Fire Safe Council Grazing Program.
- Start two grazing cooperatives within Firewise USA communities in Butte County.
- Support the 4th Annual Paradise Grazing Festival in June 2025, within the Town of Paradise, with a target attendance of 2,000 people.
- Host a Community Grazing Workshop in Butte Creek Canyon in September 2025.
- Present on grazing success stories, impacts, and projects at three community meetings.
- Collaborate with organizations who have successful grazing cooperatives and projects, including Ojai Fire Safe Council, Wild Oat Hollow, UC Cooperative Extension, and Natural Resource Conservation Service (NRCS).

Quantitative and / or qualitative description of expected emission reductions by air pollutant (particulate matter, oxides of nitrogen, reactive organic gases, toxic air contaminants, greenhouse gas emissions).

Goat grazing effectively reduces hazardous fuel loads, lowering the risk of high-intensity wildfires that release large amounts of carbon dioxide and particulate matter into the atmosphere. By naturally clearing overgrown vegetation, goats help prevent these emissions, while also reducing reliance on mechanical equipment and burning alternatives.

Quantitative and / or qualitative description of expected reduction in exposure to air pollutants – either directly or indirectly (from outreach or monitoring efforts, for example).

The project will assist with the quantitative and qualitative reduction in exposure to air pollutants in Butte County from catastrophic wildfire smoke by reducing fuels through targeted grazing in WUI communities. By lowering the frequency and severity of wildfires, grazing reduces the amount of smoke and airborne toxins residents are exposed to, improving overall air quality. Grazing around Firewise USA communities reduces fuels directly around where people live, giving homes and infrastructure improved defensible space and increasing the likelihood of surviving wildfire. Additionally, events like the Paradise Grazing Festival include partner booths and representatives from AQMD to provide education on how to limit exposure to smoke and other air pollutants.

Estimated project timeline: March 2025 - March 2026

Estimated total costs: \$9,968

CAP Support Grant funding amount requested: \$9,968



BUTTE ENVIRONMENTAL COUNCIL

BUTTE ENVIRONMENTAL COUNCIL
PROTECTS THE LAND, AIR, AND
WATER OF BUTTE COUNTY, AND
THE SURROUNDING REGION,
THROUGH EDUCATION,
ADVOCACY, AND ACTION.

Activities & Events

- Environmental Education
- Environmental Advocacy
- Park and Creek Cleanups
- Urban Forest Program
- Recycling & Rubbish Education
- Community Air Protection Education
- Oak Way Community Garden
- Endangered Species Faire
- Chico Bicycle Music Festival
- Community Forum Series

Staff

Patrizia Hironimus

Executive Director

Miranda Kokoszka

Assistant Director



313 Walnut Street, #140
Chico, CA 95928
(530) 891-6424
www.becnet.org
Federal Tax ID
94-2309829
CA Charity Number
018005

Butte County Air Quality Management District Community Air Protection Support Grants General Application (2024)

Grant Application: Oakway Cob Oven Project

Project Name : Oakway Cob Oven

Project Location : 1500 W 8th Ave, Chico, CA 95926

Project Overview: The Oakway Cob Oven project seeks to create a sustainable, earthen, oven at Oakway Community garden, operated in Chico, CA by Butte Environmental Council (BEC). A cob oven is a wood fired oven made of cob or a natural building material that's a mixture of clay, sand, and straw built on some kind of movable base. The oven will be designed and constructed with the active participation of students, gardeners and the local community. The goal is to build an eco-friendly, low-cost, accessible, and fossil-fuel-free wood-fired cob oven.

Key Objectives:

- **Economic:** The project will use low-cost, locally available materials such as clay, straw, and sand to construct the oven. This promotes sustainability without compromising quality.
- **Equity:** The oven is designed to be accessible to all members of the community. By involving students and local residents in the construction process, it fosters inclusivity and learning opportunities.
- **Environmental:** The oven uses no electricity or fossil fuels, instead relying on natural, renewable resources, locally sourced wood. Wood will be quenched prior to turning into ash, which stores CO2 in the form of biochar, which can be used as soil amendments in the garden. This reduces the carbon footprint associated with cooking and promotes environmental consciousness through a closed loop system, reducing emission of air pollutants caused by fossil fuels when cooking with a gas or propane stove.
- **Energy:** The cob oven is energy-efficient, using wood fuel (local and sustainable) to create a heat source for cooking, significantly reducing reliance on fossil fuels. This project offers students hands-on skills in natural building, and it encourages community engagement through workshops on building, using, and maintaining the oven, as well as sustainable cooking practices.



BUTTE ENVIRONMENTAL COUNCIL

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Activities & Events

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February 27, 2025

Quantitative and Qualitative Description of

Emission Reductions/ Greenhouse Gas Emission

Reductions:

The cob oven is designed to reduce emissions by using a fossil-fuel-free heat source (wood) instead of electricity or gas, which are commonly used in conventional ovens. By using local, sustainably harvested wood, the carbon footprint is minimized, as opposed to using non renewable energy sources.

• **Quantitative Estimate:** While specific emissions can vary, studies have shown that switching from an electric oven (which might use coal-fired power) to a wood-fired stove can reduce CO2 emissions by 50-70%. The cob oven will provide a cleaner alternative to standard cooking methods.

• **Qualitative Benefits:** The shift toward more sustainable cooking practices reduces the overall demand for electricity and fossil fuels, leading to a cleaner environment and less overall pollution.

Exposure to Air Pollutants:

The cob oven, being wood-fired, will produce some emissions in the form of smoke. However, the design emphasizes efficiency and low emissions:

• **Quantitative Reduction:** The cob oven will be built with insulation and a thick thermal layer to maximize heat retention and reduce the amount of wood burned. Properly maintained and used with seasoned wood, the oven will produce much less smoke and particulate matter compared to traditional outdoor wood stoves or open fires.

• **Qualitative Benefits:** Workshops on sustainable wood usage (i.e., seasoned wood, minimizing smoke, etc.) will educate the community about cleaner cooking practices and reducing exposure to harmful air pollutants.



BUTTE ENVIRONMENTAL COUNCIL

BUTTE ENVIRONMENTAL COUNCIL PROTECTS THE LAND, AIR, AND WATER OF BUTTE COUNTY, AND THE SURROUNDING REGION, THROUGH EDUCATION, ADVOCACY, AND ACTION.

Activities & Events

Environmental Education
Environmental Advocacy
Park and Creek Cleanups
Urban Forest Program

Recycling & Rubbish Education
Community Air Protection Education
Oak Way Community Garden
Endangered Species Faire
Chico Bicycle Music Festival
Community Forum Series

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CA Charity Number

February 27, 2025

Estimated Timeline

Project Start: January 2025

Project Completion: June 1, 2026 (finalized and fully operational)

1. Planning & Design: January 2025 – February 2025

2. Material Gathering & Preparation: March 2025 – May 2025

3. Construction of the Oven: June 2025 – December 2025

4. Workshops & Community Engagement: Ongoing from January 2025

5. Final Community Gathering (Completion & First Use Event): June 2026

Estimated Total Costs & Budget Breakdown

The budget is based on the plan outlined in Kiko Denzer's "Build Your Own Earth Oven." Below is a rough estimate of the costs associated with building the Oakway Cob Oven, factoring in materials and labor:

Total Estimated Cost: \$10,126.20 (see budget description below- on next page)

CAP Support Grant Funding Request

Amount Requested: \$10,216.20

This grant will cover the full cost of materials, construction, and workshops for the project, as well as some of the labor and project management costs associated with the community engagement and educational components.

Conclusion The Oakway Cob Oven is an innovative, hands-on project that will provide long-lasting environmental, social, and educational benefits to the Chico community. It aligns with the goals of sustainability, equity, and clean energy while empowering students and engaging local residents in the creation of a meaningful, eco-friendly resource. The CAP Support Grant will play a crucial role in making this vision a reality.

Cob Oven	Budgeted	Expense description
Budget		
Direct Costs		
Mileage Reimbursement	\$150.00	travel to and from event location, supplies pickup etc.
Printed Materials	\$150.00	outreach and education materials
Tools	\$500.00	tarps, shovels, wheelbarrow etc.
Building materials	\$1,000.00	straw bale, fire bricks, perlite, coarse sand, clay, bricks etc
Stipends	\$2,500.00	\$1000 cob oven builder/instructor \$250 per student assisting with project
Workshop fees	\$2,000.00	venue costs, facilitator fees etc.
Permits and Site Preparation	\$300.00	
Misc. Contingency	\$400.00	
Subtotal:	\$7,000.00	
Personnel Costs		
Executive Director \$45/hr	\$900.00	~20 hours spend - planning, outreach, events etc
Assistant Director \$35/hr	\$875.00	-25 hours spent - planning, supplies pickup and purchase, outreach, events etc
Personnel Subtotal:	\$1,775.00	
Payroll Taxes & Workers Comp (15%)	\$266.25	
Personnel Total:	\$2,041.25	
Subtotal:	\$9,041.25	
Indirect Costs (12%)	\$1,084.95	
Total Expenses:	\$10,126.20	



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Supervisor, District #2

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Supervisor, District #3

TOD KIMMELSHUE
Supervisor, District #4

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Supervisor, District #5

DOUGLAS ARNOLD
Vice Mayor, Biggs

BRYCE GOLDSTEIN
Councilmember, Chico

J. ANGEL CALDERON
Councilmember, Gridley

ERIC SMITH
Vice Mayor, Oroville

RON LASSONDE
Councilmember, Paradise

STEPHEN ERTL
Air Pollution Control Officer

PATRICK LUCEY
Assistant Air Pollution Control Officer

Date of Release: February 20, 2025
Board Consideration: February 27, 2025

To: Butte County Air Quality Management District Board of Directors
From: Stephen Ertle, Air Pollution Control Officer
Staff Contact: Jason Mandly, Senior Air Quality Planner
Re: **Update on District Environmental Review Activities**

ISSUE:

Staff will provide a summary of current Environmental Review activities.

ACTION REQUESTED:

None. This item is provided for information and discussion.

DISCUSSION:

The District acts as a commenting agency when lead agencies in Butte County consider the environmental impacts of proposed projects or plans through the California Environmental Quality Act (CEQA) process. A commenting agency has "jurisdiction by law" over a particular natural resource but does not exercise discretionary approval over a project. For example, under the Federal and the California Clean Air Acts, the District is tasked with implementing certain programs and regulations in Butte County to improve and maintain air quality. CEQA Guidelines §15004(b)(2) requires lead agencies to consult with "any other State, Federal, and local agencies which have jurisdiction by law with respect to the project or which exercise authority over resources which may be affected by the project." Although the District has no statutory authority over land-use, discretionary projects in Butte County, from general plans to individual development applications, that have the potential to result in pollutants that could create significant air quality impacts or make it more difficult for the District to achieve or maintain national and State air quality attainment standards.

The District maintains a CEQA Air Quality Handbook which acts as a resource to lead agencies and project developers to estimate project air pollutant emissions, identify a project's air quality significant impacts, and select the best available practices or mitigation measures designed to avoid or reduce the air quality impacts of transportation and land-use activities. This Handbook was most recently updated in 2024.

Agenda Item 11

Butte County Air Quality Management District 2024 CEQA Air Quality Handbook:

<https://www.bcaqmd.org/files/583f235c2/CEQA-Handbook-2024-Update-Final.pdf>

There are several projects in Butte County that the District has been tracking due to the potential of significant air quality impacts if left unmitigated. For most projects reviewed, mitigation measures proposed by the project have been found by the District to satisfactorily reduce the potential air quality impacts to a less than significant level. Five such projects that potentially have significant air quality impacts but are proposing the use of an off-site mitigation program include the Stonegate Project (City of Chico), the unapproved Valley's Edge Specific Plan (City of Chico), the Tuscan Ridge Project (Butte County), the Barber Yard Specific Plan (City of Chico), and the Ophir Road Warehouse Project (City of Oroville). An off-site mitigation program would fund emission reduction activities to offset the excessive criteria air pollutants (such as oxides of nitrogen and volatile organic compounds that form ozone). The District operates several grant and incentive programs that provide emission reductions that are permanent, surplus to regulations, quantifiable, and enforceable. As such, the District is available to assist with administering an off-site mitigation program.

The District's CEQA Air Quality Handbook provides methodology to calculate potential costs per ton of emission reductions needed based on the Carl Moyer Program cost-effectiveness limit. That said, the District generally funds projects that are more cost-effective than the limit. Actual emissions reductions will be reconciled and remaining funds invested into a District-managed off-site mitigation program can be refunded once the target emissions reductions are met.

Toxic air contaminants are also an air pollutant of concern with land use projects, particularly diesel particulate matter from off-road construction equipment and on-road truck traffic. The District is currently reviewing two projects with potentially significant impacts – the Barber Yard Specific Plan (City of Chico) and the Ophir Road Warehouse Project (City of Oroville). Both projects are proposing off-site mitigation measures to reduce impacts from diesel particulate matter to a less than significant level.

Attachment:

None.



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Date of Release: February 20, 2025

Board Consideration: February 27, 2025

To: Butte County Air Quality Management District Board of Directors

From: Stephen Ertle, Air Pollution Control Officer

Staff Contact: Stephen Ertle, Air Pollution Control Officer

Re: **APCO Report**

ISSUE:

Report from the Air Pollution Control Officer on current areas of potential interest to your Board, including air-quality related activities at the local, State, and Federal level.

ACTION REQUESTED:

None. This item is provided for information and discussion.

Attachment: None

Agenda Item 12

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BCAQMD ACRONYM REFERENCE

Updated May 2024

-Board of Director's Meeting -

Summarized below are acronyms commonly used in Board folders and accompanying staff reports.

A/C or ATC	Authority to Construct Permit
AB	Assembly Bill
AERR	U.S. EPA Air Emissions Reporting Requirements
AMOS	Automatic Meteorological Observation Stations
AP-42	EPA technical reference specifying specific Air Pollutant Emission Factors
APCD	Air Pollution Control District
APCO	Air Pollution Control Officer
AQMD	Air Quality Management District
ATCM	Airborne Toxic Control Measure
AQI	Air Quality Index
BACT	Best Available Control Technology
BAM	Beta Attenuation Monitor (records hourly ambient particulate data)
BCAG	Butte County Association of Governments
BCAQMD	Butte County Air Quality Management District
BCC	Sacramento Valley Basinwide Air Pollution Control Council
BOS	Board of Supervisors
CAA	Clean Air Act
CAAQS	California Ambient Air Quality Standards
CAP	Climate Action Plan
Cal-EPA	California Environmental Protection Agency
CAPCOA	California Air Pollution Control Officers Association
CARB	California Air Resources Board
CARPA	California Air Response Planning Alliance
CBYL	Check Before You Light
Cd	Cadmium
CEQA	California Environmental Quality Act
CI	Compression Ignition
CO	Chemical symbol for carbon monoxide
CO2	Chemical symbol for carbon dioxide
CPA	Certified Public Accountant
CPI	Consumer Price Index
CSAC	California State Association of Counties
CTR	Criteria Pollutant and Toxic Emissions Reporting Regulation
CUA	Chico Urbanized Area
DMV	Department of Motor Vehicles
DTSC	California Department of Toxic Substance Control
EG	Emission Guidelines
EICG	Emission Inventory Criteria and Guideline Regulation
EI	Emission Inventory
Emfac	Emission Factor Computer Model
EPA	Environmental Protection Agency (Federal)
ERC	Emission Reduction Credit
ESA	Endangered Species Act
EVR	Enhanced Vapor Recovery
FIP	Federal Implementation Plan
FRM	Federal Reference Method
FY	Fiscal Year (June 30-July 1, unless otherwise stated)
GASB	Governmental Accounting Standards Board
GDF	Gasoline Dispensing Facilities
GFOA	Governmental Finance Officers Association
GHG	Greenhouse Gases
GWP	Global Warming Potential
HAP	Hazardous Air Pollutants

BCAQMD ACRONYM REFERENCE

Updated May 2024

-Board of Director's Meeting -

Hg	Mercury
HRA	Health Risk Assessments
HSC	Health & Safety Code
ICE	Internal Combustion Engine
ISD	In-Station Diagnostics
ISR	Indirect Source Review
LESB	Lower Emission School Bus program
Mb	Millibar
Mg/Yr	Milligrams per year
Micron	Abbreviation of Micrometer or 1,000,000th of a meter in size
MPO	Metropolitan Planning Organization
Msl	Mean sea level
MMT CO2	Million Metric Tons of Carbon Dioxide equivalent emissions
MSW	Municipal Solid Waste
NAAQS	National Ambient Air Quality Standard
NACAA	National Association of Clean Air Agencies
NESHAPS	National Emission Standards for Hazardous Air Pollutants
NMOC	Non-Methane Organic Compound
NON	Notice of Noncompliance
NOx	Oxides of Nitrogen
NSPS	New Source Performance Standards
NSR	New Source Review
NTA	Notice to Apply for a Permit
NTC	Notice to Comply
OEHHA	California Office of Environmental Health Hazard Assessment
OAL	Office of Administrative Law
ORVR	Onboard Refueling Vapor Recovery
PERP	Portable Equipment Registration Program
Pb	Lead
PCBTF	Para-chloro-benzo-tri-fluoride
PM	Particulate Matter
PM 10-2.5	Particulate Matter 10 Microns in Size and smaller, but greater than 2.5 Microns
PM10	Particulate Matter 10 Microns in Size and smaller
PM2.5	Particulate Matter 2.5 Microns in Size and smaller
PSD	Prevention of Significant Deterioration
RACT	Reasonably Available Control Technology
RICE	Reciprocating Internal Combustion Engine
RCRC	Regional Council of Rural Counties
RRF	Relative Reduction Factor
RSD	Remote Sensing Device
SB	Senate Bill
SCM	Suggested Control Measure
SDRMA	Special District Risk Management Authority
SF	Square Foot
SIC	Standardized Industrial Classification
SIP	State Implementation Plan
SLCP	Short-lived Climate Pollutant
SO2	Chemical symbol for sulfur dioxide
SSI	Size Selective Inlet (applies to particulate samplers)
TAC	Technical Advisory Committee of the BCC
TARMAC	CAPCOA Toxics and Risk Managers Committee
TEIP	Toxic Emission Inventory Plan
TEIR	Toxic Emission Inventory Report

BCAQMD ACRONYM REFERENCE

Updated May 2024

-Board of Director's Meeting -

Title 17	California Code of Regulations, Administrative Law adopted by the California Air Resources Board, and referencing in this Board folder the Agricultural burn guidelines
ug/m3	Micrograms per cubic meter
USDA	United States Department of Agriculture
USEPA	United States Environmental Protection Agency
VEE	Visible Emission Evaluation Certification
VOC	Volatile Organic Compound
WUI	Wildland Urban Interface
YTD	Year to Date

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