



TAMI RITTER, CHAIR
Supervisor, District #3

ANGEL CALDERON, VICE CHAIR
Councilmember, Gridley

BILL CONNELLY
Supervisor, District #1

PETER DURFEE
Supervisor, District #2

TOD KIMMELSHUE
Supervisor, District #4

DOUG TEETER
Supervisor, District #5

CHUCK NUCHOLS
Vice Mayor, Biggs

ADDISON WINSLOW
Councilmember, Chico

ERIC SMITH
Vice Mayor, Oroville

ROSE TRYON
Vice Mayor, 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
October 26, 2023 - 10:00 a.m.**

Meeting Location:

**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 information listed below. Please 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 1-669-900-9128 to join by audio only.

<https://us02web.zoom.us/j/87111751705?pwd=em1GWGk2cVJZTExqYmwraGw2T1pzd09>

Zoom Meeting ID: 871 1175 1705 Passcode: 298155

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. | Chair |
| Consider approval of Directors request to participate remotely and utilize Just Cause or Emergency Circumstance per AB 2449. | |
| 2. Additions and Deletions to the Consent Agenda. | Chair |

CONSENT AGENDA

- | | |
|----------------------------------------------------------------------------------------|----------------------|
| 3.1 Minutes of the September 28, 2023 Meeting of the Board of Directors. | Kelly Towne |
| 3.2 Activity Report on Butte County Air Quality Management District Activities. | Stephen Ertle |
| 3.3 Status Report on Calendar of Events. | Stephen Ertle |
| 3.4 Status Report on Communications. | Kelly Towne |
| 3.5 CalPERS CCR 570.5 Compensation Schedule Update Effective Oct. 1, 2023 | Aleah Ing |

REGULAR AGENDA

ITEMS FOR ACTION

- | | |
|---------------------------------------------------------------------------------------------|-------------------------------------------|
| 4. Items removed from the consent agenda for Board consideration and action - <i>if any</i> | <i>Chair</i> |
| 5. Budget Amendments for FY 2022-23 & FY 2023-24 | <i>Aleah Ing</i> |
| 6. FY 23-24 1 st Quarter Grant Revenue Report | <i>Stephen Ertle</i>
<i>/Aleah Ing</i> |
| 7. Financial Status Report for Fiscal Year 2023-2024. | <i>Aleah Ing</i> |
| 8. Hearing Board Re-Appointment | <i>Kelly Towne</i> |
| 9. Draft CEQA Handbook Update | <i>Jason Mandly</i> |

ITEMS FOR INFORMATION

- | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| 10. Biennial AQ Report (April – September Ozone) | <i>Jason Mandly</i> |
| 11. Other Business. | <i>Chair</i> |
| 12. 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> |
| 13. Adjourn to Closed Session.
Conference with Labor Negotiators/Potential Litigation | <i>Chair</i> |
| 14. Report From Closed Session. | <i>Chair</i> |

ADJOURNMENT

- | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| 15. The next Board of Directors Meeting is scheduled for December 7, 2023, at 10:00 a.m. at the Butte County Association of Governments Board Room, 326 Huss Drive, Suite 100, Chico, California. | <i>Chair</i> |
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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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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 September 28, 2023

Members Present:

Bill Connelly	Supervisor, District 1
Tami Ritter	Supervisor, District 3
Tod Kimmelshue	Supervisor, District 4
Doug Teeter	Supervisor, District 5
Peter Durfee	Supervisor, District 2
Addison Winslow	Councilmember, Chico
Angel Calderon	Councilmember, Gridley
Rose Tryon	Vice Mayor, Town of Paradise
Chuck Nuchols	Vice Mayor, Biggs
David Pittman	Mayor, Oroville (Alternate)

Members Absent:

Eric Smith	Vice Mayor, Oroville
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Staff Present:

Stephen Ertle	Air Pollution Control Officer (APCO)
Kelly Towne	Clerk of the Board
Aleah Ing	Administrative Services Officer (ASO)
Patrick Lucey	Assistant Air Pollution Control Officer

Remote Staff:

Jason Mandly	Senior Air Quality Planner
Samuel Nassie	Air Quality Compliance Specialist
David Campbell	Air Quality Compliance Specialist II

Due to the COVID-19 pandemic, members of the public are encouraged to attend the meeting using Zoom. Public comments were accepted before and during the meeting by emailing ktowne@bcaqmd.org.

1. Call to Order and Roll Call.

Chair Ritter called the meeting to order at 10:08 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 August 24, 2023 Meeting of the Board of Directors.
- 3.2 Activity Report on Butte County Air Quality Management District Activities.
- 3.3 Financial Status Report for Fiscal Year 2023-2024.
- 3.4 Status Report on Calendar of Events.
- 3.5 Status Report on Communications.
- 3.6 GASB 75 Disclosure & PERS CERPT Trust Summary
- 3.7 One America Addition of ROTH IRA Provision to Plan
- 3.8 FARMER Grant application Approval

ACTION REQUESTED: Approve Consent Agenda Items.

Board comments: None
Public comments: None

A motion was made by Supervisor Durfee and seconded by Supervisor Kimmelshue to approve the Consent Agenda Items.

Motion carries by the following vote:

- AYES: Supervisor Ritter, Supervisor Durfee (Motion), Supervisor Connelly, Supervisor Kimmelshue (Second), Supervisor Teeter, Vice Mayor Nuchols, Councilmember Calderon, Councilmember Winslow, Vice Mayor Tryon, Mayor Pittman(Alternate)
- NOES: None.
- ABSTAIN: None.
- ABSENT: Vice Mayor Smith

ITEMS FOR ACTION

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

No items removed from the Consent Agenda.

5. Administrative Assistant Position Description and Office Counter Hours

ACTION REQUESTED:

Approve attached proposed changes to the Administrative Assistant position description.
Approve permanent District counter hours Tuesday through Friday from 07:30am to 12:00pm.

Air Pollution Control Officer, Stephen Ertle, presented that the District will be recruiting for an Administrative Assistant which necessitates an update to the position description and it includes a request to make permanent the current temporary front counter office hours and make the position part-time. The current front counter hours are 7:30am - 12:00pm Tuesday through Friday. These hours have been working well for the District and would like to move to make them permanent. Staff continues to work 7:30 to 4:30pm Monday through Friday (closed from 12:00pm to 1:00pm for lunch) and is available by phone or appointment during those hours.

Board Comments: Supervisor Ritter inquired about what happens when a customer just shows up during the closed hours and Stephen Ertle explained that the District has a kiosk with available District paperwork, the District has a doorbell available and customers can call the office during this time. The District is responsive if needed outside of the reduced counter hours. The District has also upgraded the District phone system and call routing rules for customers get to the correct person more efficiently. The District has not received any complaints about the temporary reduced front counter hours.

Public comments: None

A motion was made by Supervisor Durfee and seconded by Councilmember Calderon to approve the proposed changes to the Administrative Assistant position description and Approve permanent District counter hours Tuesday through Friday from 07:30am to 12:00pm.

Motion carries by the following vote:

AYES: Supervisor Ritter, Councilmember Calderon (Seconded), Supervisor Connelly, Supervisor Durfee (Motion), Supervisor Kimmelshue, Supervisor Teeter, Vice Mayor Nuchols, Councilmember Winslow, Mayor Pittman(Alternate), Vice Mayor Tryon

NOES: None.

ABSTAIN: None.

ABSENT: Vice Mayor Smith

6. Annual Administrative Code Updates

ACTION REQUESTED: Review the proposed changes and approve.

Stephen Ertle, APCO, presented the request for approval of updates to the District Administrative Code. The District is not requesting any changes to Part A of the Administrative Code this year. The review of Part B, however, did trigger some necessary changes to Part B, Section 2.2.10 Retention Schedule and Procedures. This change will allow the

destruction of hard copy records that have been digitized and indexed in the District's LaserFiche Records program. Additionally, a number of retention periods for specific records are proposed to be updated.

Board discussion: Vice Mayor Tryon inquired if documents with wet signature need to be kept physically and APCO Ertle explained on indication from council once these types of documents have been adopted, they can be input into LaserFiche and are considered an official record. The changes to retention have been reviewed by legal and there is redundant onsite and offsite backup in case of issues.

Public comments: None

A motion was made by Vice Mayor Tryon and seconded by Supervisor Connelly to approve the proposed changes to Administrative Code Part B, Section 2, Retention.

Motion carries by the following vote:

AYES: Supervisor Ritter, Councilmember Calderon, Supervisor Connelly (Seconded), Supervisor Kimmelshue, Supervisor Durfee, Supervisor Teeter, Vice Mayor Nuchols, Councilmember Winslow, Vice Mayor Tryon (Motion), Mayor Pittman(Alternate)

NOES: None.

ABSTAIN: None.

ABSENT: Vice Mayor Smith

7. Fiscal Policy Implementation Directive

ACTION REQUESTED: After a thorough analysis of the three options, it is recommended that the Board direct staff to research consultants that perform cost and fee analysis of Special Districts and hire them for this type of analysis. The results of the analysis can then be used to inform any cost saving and fee adjustment initiatives that should be pursued.

Stephen Ertle, APCO, presented the 3 strategies to the Board to evaluate program costs and cost recovery, including their benefits and drawbacks. The 3 options presented were:

1. Contract with a consultant to perform a District cost and fee analysis
2. Pursue program fee adjustments
3. One-time fee assessment on member municipalities and County.

Board discussion: Board discussion included what is the cost to the District? The District currently has \$10,000 budget for a consultant and the cost would depend on what is needed. The District has about 15 programs that need to be evaluated. The analysis would focus on the shortfalls of the District, the programs that are not meeting cost recovery and recommendations. Assessments in option 3 are a per capita one-time assessment. Other Air Districts are facing the same issues and are problem solving as well. Addressing the unfunded liabilities is part of the long-term planning of the District. The PEPRAs reforms are working so far and more than half of the District's current staff are PEPRAs members.

Public comments: None

A motion was made by Vice Mayor Tryon and seconded by Mayor Pittman to approve Option 1, contract with a consultant to perform a District cost and fee analysis.

Motion carries by the following vote:

AYES: Supervisor Ritter, Councilmember Calderon, Supervisor Connelly, Supervisor Durfee, Supervisor Kimmelshue, Supervisor Teeter, Vice Mayor Nuchols, Councilmember Winslow, Vice Mayor Tryon (Motion), Mayor Pittman(Alternate)(Seconded).

NOES: None.

ABSTAIN: None.

ABSENT: Vice Mayor Smith

8. State of the District Report and Goals and Performance Metrics for FY23-24

ACTION REQUESTED: Accept Report and Approve Goals

One of the District goals is to prepare and present to your Board a State of the District Report. The report is organized around reporting activities for the completed FY 2022-2023 and looking forward to the current fiscal year. APCO Ertle listed off many of the programs that the District runs and highlighted some of the Grants that the District awards. The District's programs are running well and the District is meeting State requirements. The District is working on it's Fiscal Policy and towards cost recovery.

Board discussion: Vice Mayor Tryon asked for a distinction between the CARL Moyer Program and the FARMER Program which was provided by APCO Ertle and Senior Planner Jason Mandly. The Programs have different funding and program requirements. Supervisor Ritter inquired if all the programs that the District runs are State required and APCO Ertle confirmed that historically the Governing Board has not chosen to add additional requirements within the County outside of the State requirements.

Public comments: None

A motion was made by Supervisor Kimmelshue and seconded by Councilmember Winslow to Accept the State of the District Report and Approve the District Goals for FY 2023-2024.

Motion carries by the following vote:

AYES: Supervisor Ritter, Councilmember Calderon, Supervisor Connelly, Supervisor Durfee, Supervisor Kimmelshue (Motion), Supervisor Teeter, Vice Mayor Nuchols, Councilmember Winslow (Seconded), Vice Mayor Tryon, Mayor Pittman(Alternate).

NOES: None.

ABSTAIN: None.

ABSENT: Vice Mayor Smith

ITEMS FOR INFORMATION

9. PERS CLASSIC & PEPRA Valuation Reports, PERS CEPPT Trust Summary

ACTION REQUESTED: Accept and file the CalPERS Annual Valuation reports for CLASSIC and PEPRA ending 6/30/2022 and the CalPERS CEPPT Account Summary Report as of 6/30/2023

Aleah Ing, ASO presented the PERS (Classic) Annual Valuation Report for June 30, 2022, shows the District being 74% funded (11.9% decrease from 2021) with an unfunded accrued liability (UAL) of \$2,073,250 for CLASSIC employees. The PEPRA retirement is 89.1% funded (18.6% decrease) with a balance of \$20,610. This results in a total unfunded pension retirement liability of \$2,093,860 (more than doubled the unfunded accrued liability for June 2021).

As part of the Pension Policy adopted by the Board the District has established a California Employer's Retiree Pension Trust (CERPT) with Resolution 2023-06 on April 27, 2023 with PERS to generate returns and reduce the unfunded liability. Funds are budgeted to be allocated to the trust during FY 23-24. The report was accepted.

Board Discussion: None.

Public comments: None.

10. Hearing Board Recruitment

ACTION REQUESTED: None at this time informational only.

Kelly Towne, Clerk of the Hearing Board presented the Hearing Board recruitment status to the Board and Per the Governing Board's direction from the May 26, 2022 Board meeting, the District held a recruitment for the following positions; one Hearing Board Public member and the Alternate Medical Professional member. The District ran a notice in the Chico Enterprise Record from Sunday, September 10th through Sunday, September 17th to publicize the open positions and asking interested parties to contact the District office. The announcement was also posted on the District Website and through social media on the site formerly known as Twitter. Two interested parties came forward, the current Public Member, Joshua Sheppard and former District Assistant Air Pollution Control Officer, Bob McLaughlin. The District did not receive any interest in the Alternate Medical Professional Position.

Board Discussion: During discussion, the Governing Board requested that the Alternate Medical Professional position continue to be held by someone within the Medical field and suggested a more specialized search. The Board also chose to continue with Joshua Sheppard who has served at least 4 terms on the Hearing Board. Supervisor Kimmelshue suggested to continue with Joshua Sheppard due to his agricultural background and the remaining members agreed. The issue will be brought to the Board at the next meeting with a Resolution.

Public Comments: None

11. APCO Report.

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

Stephen Ertle, APCO provided a report on:

Federal Level:

- Possible Government shutdown and the only program that could be affected is the 2.5 Standard
- NACCA is putting together a letter for consistency with State Requirements
- Asbestos Delegation was received and the program is slated to begin Jan 1, 2024. The District has been working with the building agencies within the county to get the program up and running and the District will be the regulating agency at that time.

State Level:

- The District was notified by CARB planning that they are recommending the District to be designated for Non-attainment transition for State Ozone. This is the first time since 2004 that the District has attained that. What it means is that in the near and long term, the District will not have any additional controls for Ozone.
- The District has completed the draft Wildfire Mitigation Plan and have submitted it to CARB for comments. The District did just receive comments back. The plan was required so the District could continue to get exceptional event designation when those events occur.
- CAPCOA is working with the State to divide up AB617 incentives.

Local Level:

- The District is sponsoring Clean Air Day on October 4th, 2023 and is sponsoring free B-Line rider day.
- The Board Packet this month was sent via email with a link to the packet instead of attaching the packet to the email itself.
- Woodstove Voucher program has commenced and the program is already fully subscribed.

CAPCOA:

- Patrick Lucey, Assistant Air Pollution Control Officer, provided a report on the Enforcement Managers Symposium scheduled for October 11th and 12th in Sacramento . Patrick Lucey is currently the Vice Chair and will serve as Chair next year. The theme for this year is Community Focused Enforcement and consists of seven modules that take attendees through a hypothetical odor event. Two of the District inspectors are attending the event along with Patrick Lucey.
- APCO Ertle attended the CAPCOA Legislative Retreat and there was a lot of discussion on the inflation reduction act and climate emission reduction grants.
- The District pays an assessment to be part of CAPCOA and they are proposing an additional assessment of \$500 to rural districts to cover the cost of maintaining a software program that was gifted to CAPCOA.
- Agricultural Biomass Summit in Winters October 5th. Site visit on October 6th and a BCC meeting afterwards.

Board Discussion: None

Public comments: None

12. Other Business.

None.

13. 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 limit their presentation to five (5) minutes. No public comments.

14. Adjourn to Closed Session.
Public employment pursuant to Government Code Section 54957.6
Position: Air Pollution Control Officer

15. Report from Closed Session.
Air Pollution Control Officer Stephen Ertle's contract will be renewed for a period of 3 years. Included is a 10% increase in year 1 to attain a 10% lag between the Assistant APCO and APCO position (the current APCO compensation is equal to the Assistant APCO Step 5) and a minimum 3% increase in years 2 & 3. Those minimums are pending the upcoming negotiations with the District Employee Association and their Memorandum of Understanding. The goal is to keep the APCO salary at least 10% above the Assistant APCO salary.

A motion was made by Supervisor Connelly, and seconded by Councilmember Winslow to approve the terms and conditions for the Air Pollution Control Officer's contract and to renew for a term of 3 years

Motion carries by the following vote:

- AYES: Supervisor Ritter, Councilmember Calderon, Supervisor Connelly (Motion), Supervisor Durfee, Supervisor Kimmelshue, Supervisor Teeter, Vice Mayor Nuchols, Councilmember Winslow (Seconded), Vice Mayor Tryon and Mayor Pittman(Alternate)
- NOES: None
- ABSTAIN: None
- ABSENT: Vice Mayor Smith

16. The meeting adjourned at 11:36 a.m. The next Board of Directors Meeting is scheduled for October 26 , 2023 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 September 28, 2023.

ATTEST: _____
Kelly Towne, Clerk of the Governing Board



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Air Pollution Control Officer

PATRICK LUCEY
Assistant Air Pollution Control Officer

Date of Release: October 19, 2023

Board Consideration: October 26, 2023

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 2021, 2022 and 2023 as of September 30th, 2023.

ACTION REQUESTED:

Accept and file report.

Attachment:
2023 Activity Report

Agenda Item 3.2

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2023 Activity Report

Activity	2021	2022	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD ¹
Permits to Operate Issued/Renewed	788	813	51	66	44	63	151	61	95	49	52				632
Authority to Construct Permits Issued	46	50	8	2	1	4	2	5	1	10	1				34
Portable Equipment Registrations	22	34	1	2	1	2	3	1	2	4	4				20
Engine Registrations Issued/Renewed	30	261	0	0	0	0	0	0	0	0	0				0
Inspections Performed by Facility	115	496	40	36	32	23	50	25	22	21	20				269
Inspections Performed by Permits	193	658	35	50	40	30	77	42	27	29	24				354
Status Change Reports Received	45	3	1	4	0	0	4	17	11	15	0				52
Agricultural Burn Days ²	345	356	31	28	31	30	31	30	30	29	29				269
Agricultural No-Burn Days ²	20	9	0	0	0	0	0	0	1	2	1				4
Burn Permits Issued	845	750	62	79	62	82	80	45	26	79	74				589
Burn Notifications	4,332	5,152	291	451	191	437	393	429	376	376	362				3,306
Rice Fields Reported Harvested	341	375	0	0	0	1	0	0	0	0	115				116
Complaints Received	135	134	6	5	4	3	6	11	8	9	4				56
Notices of Noncompliance Issued	70	104	4	5	4	17	14	8	3	2	10				67
Notices to Comply Issued	13	23	0	0	0	0	1	1	1	1	0				4
Public Outreach	524	499	37	30	44	55	28	31	29	67	108				429
Environmental Documents Reviewed	2	5	0	1	0	0	0	0	0	0	0				1
Public Records Requests	X	64	1	1	3	3	1	4	4	6	1				24

¹ YTD = Year-to-date totals

² Burn Day Status reported below 3000' elevation

X=2022 First Year Reporting Public Records Requests

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Date of Release: October 19, 2023
Board Consideration: October 26, 2023

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
November 1	Air District Hearing Board Training	Sacramento
November 1	Fire Safe Council Meeting	Paradise
November 1-2	Cal Desert Air Working Group (CDAWG) Conference	Temecula
November 6-8	Board Secretary/Clerk Conference	Monterey
November 7-9	Planning Managers Symposium	San Diego
November 10	District Office Closed in Observance of Veterans' Day	Chico
November 22	Technical Advisory Committee (TAC)	Auburn
November 23-24	District Office Closed – Thanksgiving Holiday	Chico
December 1	Basinwide Air Pollution Control Council (BCC)	Sacramento
December 7	Butte County AQMD Board Meeting	Chico
December 15	CA Wildfire & Forest resilience Task Force Meeting	Sacramento
December 20	Technical Advisory Committee (TAC)	Chico
December 25	District Office Closed – Christmas Holiday	Chico
January 1	District Office Closed – New Years Holiday	Chico
January 2	Fire Safe Council Meeting	Paradise
January 15	District Office Closed – Martin Luther King, Jr Day	Chico
January 17	Technical Advisory Committee (TAC)	Redding
January 25	Butte County AQMD Board Meeting	Chico

Agenda Item 3.3

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Date of Release: October 19, 2023

Board Consideration: October 26, 2023

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

No Communications Report this month.

ACTION REQUESTED:

None. For information only.

Agenda Item 3.4

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Date of Release: October 19, 2023

Board Consideration: October 26, 2023

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: **CalPERS Compensation Schedule**

ISSUE:

The District Compensation Schedule has recently been updated per the 2021-2024 Memorandum of Understanding (MOU), Resolution 2022-01, 2022-26 and 2023-13.

ACTION REQUESTED:

Adopt Resolution 2023-16 approving CalPERS-CCR 570.5, Compensation Schedule updated effective October 1, 2023.

DISCUSSION:

The Board adopted Resolution 2023-13 on August 24th for the changes to the MOU Bi-weekly Salary Schedule. CalPERS requires Board adoption of the Compensation Schedule in the attached format.

Attachment:

Resolution 2023-16 CalPERS – CCR 570.5 Compensation Schedule
Compensation Schedule, Effective date October 1, 2023

Agenda Item 3.5

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BUTTE COUNTY AIR QUALITY MANAGEMENT DISTRICT

COMPENSATION SCHEDULE

Effective date October 1, 2023

Position Title	FTE Status			Range	Step 1 Pay rate	Step 2 Pay rate	Step 3 Pay rate	Step 4 Pay rate	Step 5 Pay rate	Step 6 Pay rate	Contract
	19/20	20/21	21/22								
Administrative Assistant	1	1	1	8	\$1,614	\$1,697	\$1,782	\$1,872	\$1,965	\$2,163	
Administrative Technician	1	1	1	8	\$1,614	\$1,697	\$1,782	\$1,872	\$1,965	\$2,163	
Accounting Technician	1	1	1	17	\$2,008	\$2,110	\$2,115	\$2,328	\$2,433	\$2,688	
Administrative Services Officer	1	1	1	34	\$3,050	\$3,200	\$3,362	\$3,531	\$3,707	\$4,079	
Air Quality Compliance Specialist I	2	2	2	20	\$2,165	\$2,273	\$2,389	\$2,510	\$2,636	\$2,897	
Air Quality Compliance Specialist II	0	0	0	24	\$2,389	\$2,510	\$2,636	\$2,768	\$2,906	\$3,196	
Senior Air Quality Compliance Specialist	2	1	1	28	\$2,635	\$2,768	\$2,909	\$3,055	\$3,204	\$3,527	
Air Quality Compliance Supervisor	0	0	0	32	\$2,905	\$3,054	\$3,203	\$3,363	\$3,532	\$3,886	
Air Quality Engineer I	1	1	1	28	\$2,635	\$2,768	\$2,909	\$3,055	\$3,204	\$3,527	
Air Quality Engineer II	0	0	0	32	\$2,905	\$3,054	\$3,203	\$3,363	\$3,532	\$3,886	
Senior Air Quality Engineer	0	0	0	36	\$3,200	\$3,362	\$3,531	\$3,707	\$3,895	\$4,284	
Assistant Air Quality Planner	0	0	0	25	\$2,443	\$2,567	\$2,698	\$2,833	\$2,973	\$3,271	
Associate Air Quality Planner	0	0	0	29	\$2,699	\$2,834	\$2,974	\$3,124	\$3,281	\$3,609	
Senior Air Quality Planner	1	1	1	33	\$2,974	\$3,124	\$3,281	\$3,444	\$3,618	\$3,980	
Air Quality Planning Supervisor	0	0	0	37	\$3,279	\$3,443	\$3,615	\$3,794	\$3,986	\$4,385	
Assistant Air Pollution Control Officer	1	1	1	41	\$3,618	\$3,798	\$3,987	\$4,187	\$4,397	\$4,839	
Air Pollution Control Officer	1	1	1	Contract employee							\$4,828.85

Note 1: Air Quality Engineering Supervisor position placement will be subject to future meet and confer.

Note 2: The salary of all positions are based on 80 hours per pay period.

Note 3: The time base for each pay rate is bi-weekly.

Note 4: Full Time Employee (FTE)

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**RESOLUTION 2023-16
BEFORE THE BOARD OF DIRECTORS OF
BUTTE COUNTY AIR QUALITY MANAGEMENT DISTRICT
STATE OF CALIFORNIA
CAIPERS – CCR 570.5 COMPENSATION SCHEDULE**

Resolution 2023-16)
CalPERS – CCR 570.5)
Compensation Schedule)

WHEREAS, The California Code of Regulations (CCR), Title 2, Section 570.5 and the amendments to the CCR Section 571 subdivision (b) requires a publicly available pay schedule;

AND WHEREAS, the CalPERS Board Administration adopted amendments to clarify the existing laws to ensure consistency between CalPERS employers and enhance the disclosure and transparency of public employee compensation;

AND WHEREAS, the pay be listed on a pay schedule that must meet criteria set forth in the regulations. This criteria includes: position title for every employee position, pay rate for each position, and time base for each pay rate position;

AND WHEREAS, this regulation requires this criteria be contained in a single board approved document;

THEREFORE, BE IT RESOLVED, that the Butte County Air Quality Management District Board, hereby adopted the attached Compensation Schedule, that was effective October 1, 2023.

On Motion of _____, Seconded by _____, the foregoing resolution is hereby PASSED AND ADOPTED by the Air Quality Management District Board of Directors on this 26 day of October, 2023 by the following:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

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 October 26, 2023.
ATTEST: _____
Kelly Towne, Clerk of the Governing Board

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

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TAMI RITTER, CHAIR
Supervisor, District #3

ANGEL CALDERON, VICE CHAIR
Councilmember, Gridley

BILL CONNELLY
Supervisor, District #1

PETER DURFEE
Supervisor, District #2

TOD KIMMELSHUE
Supervisor, District #4

DOUG TEETER
Supervisor, District #5

CHUCK NUCHOLS
Vice Mayor, Biggs

ADDISON WINSLOW
Councilmember, Chico

ERIC SMITH
Vice Mayor, Oroville

ROSE TRYON
Vice Mayor, Paradise

STEPHEN ERTLE
Air Pollution Control Officer

PATRICK LUCEY
Assistant Air Pollution Control Officer

Date of Release: October 19, 2023

Board Consideration: October 26, 2023

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: **Budget Amendments for FY 2022-23 & FY 2023-24**

ISSUE:

Financial activity requiring budget transfers and amendment.

ACTION REQUESTED:

Approve budget transfers and amendments for both FY 2022-23 and FY 2023-24 Budgets.

DISCUSSION:

When preparing the budget, the District estimated that a portion of the grants would have been earned and expended during FY 2022-23. Differences between budgeted and actual results in the attached budget adjustments and to the year-end fund balance and restrictions. The changes to the implementation revenue and grant expenses that impact the unearned balance, and the year end fund balance will be reflected in the budget adjustments for FY 2023-24. Some increase to the projected revenue, and a couple transfers between expense accounts for FY 2022-23 were also incorporated.

The large shift in the fund balance is due to the timing of grants related to restricted balances that have not been paid out and unearned revenues that have not been recognized. With the budget amendments the Budget ends with a deficit of \$37,900.55, but unaudited actuals project the unassigned fund balance to be \$275,805 and pushes the negative fund balance to FY 2023-2024.

The District was able to recognize more in implementation funds during FY 2022-23 than projected and budgeted which resulted in a reduction of \$63,445 in the FY 2023-24 implementation revenue and \$60,309 reduction to the 6/30/24 unearned balance.

For the FY 2023-24 Budget, there were some projections calculated based on the information available at the beginning of the current fiscal year. The budget amendments for FY 2023-24 account for changes to the estimated FY 2022-23 year

Agenda Item 5

end fund balance to align with the pre-audited actuals, the implementation and grant items referenced above, and changes based on vendor notifications and notable increases due to rising costs and inflation. With these changes the unearned revenues of \$756,884.25 will cause a year end deficit of \$740,112.93.

Attachment:

FY 2022-23 Comparative Budget

FY 2023-24 Comparative Budget

Butte County Air Quality Management District
Final Year End Comparative Budget Analysis
FY 2022-2023

		FY 2022-23	PreAdoption	FY 2022-23	10/27/22 Board	4/27/2023 Board	YR End Final	FY 2022-2023
		Proposed Budget	Amendments	Final Adopted	FY 2022-2023	FY 2022-2023	10/26/23 Board	FY 2022-2023
					Amendment 1	Amendment 2	Amendments 3	Amended Budget
REVENUE								
4213010	Ag Burn Permits	91,000.00	-	91,000.00			1,470.00	92,470.00
4213013	Ag Engine Registration Program	350.00	-	350.00			(350.00)	
4213020	Title V Permits	4,500.00	-	4,500.00			65.00	4,565.00
4213030	Operating Permits	345,000.00	-	345,000.00			(1,000.00)	344,000.00
4213035	Portable Engine Registration	39,500.00	-	39,500.00		3,300.00	875.00	43,675.00
4213038	Asbestos Program	5,000.00	-	5,000.00		(5,000.00)		
4213040	Auth to Construct	29,000.00	-	29,000.00			270.00	29,270.00
4213055	Emission Reduction Fee	-	-	-				-
4213060	Misc. Other Permits	600.00	-	600.00			(300.00)	300.00
421 - Licenses & Permits		514,950.00	0.00	514,950.00	0.00	-1,700.00	1,030.00	514,280.00
4300001	Civil Settlements	24,000.00	-	24,000.00			5,340.00	52,340.00
430 - Fines, Forfeitures & Penalties		24,000.00	0.00	24,000.00	0.00	23,000.00	5,340.00	52,340.00
	Interest	2,000.00	-	2,000.00			16,900.00	18,900.00
441 - Interest (Use of Money & Property)		2,000.00	-	2,000.00	-	-	16,900.00	18,900.00
4510001	State Subvention	55,200.00	-	55,200.00		10,100.00		65,300.00
4511001	DMV Surcharge	740,000.00	-	740,000.00			(8,000.00)	732,000.00
4510500	AB2588 Hot Spots Fee	134.00	-	134.00				134.00
4510501	105 Grant Funding	60,546.00	-	60,546.00			470.00	61,016.00
4510502	AB 197 Funding	8,583.00	-	8,583.00				8,583.00
4510503	AB 617 Implementation Funding	88,573.18	-	88,573.18	(575.28)	(39,572.90)	(575.00)	47,850.00
4510504	Prescribed Burn Reporting & Monitoring	30,000.00	2,700.00	32,700.00			4,042.00	36,742.00
4510505	GHG Oil & Gas Funding	6,000.00	-	6,000.00				6,000.00
4510904	FARMER	-	-	-		612,237.50		612,237.50
4510906	Carl Moyer	438,375.00	-	438,375.00		122,940.20	200,258.00	761,573.20
4510909	WoodSmoke	-	-	-		-		-
4510915	Community Air Protection (CAP)	1,216,360.65	-	1,216,360.65		(33,787.80)	708,835.00	1,891,407.85
451 - Intergovernmental		2,643,771.83	2,700.00	2,646,471.83	(575.28)	671,917.00	905,030.00	4,222,843.55
	Reimbursements (Copy & Other)							
	Fees (Finance Charges, Return Check)							
	Technical Evaluation Fees							
4712523	4712523 Misc Revenue	24,395.00	-	24,395.00		13,000.00	8,800.00	46,195.00
	YR 2 FARMER, G18-AGIP-13 (Rebudget)	18,874.49	-	18,874.49	(2,605.76)			16,268.73
	YR 3 FARMER, G19-AGIP-01	100,870.00	-	100,870.00			(118.31)	100,751.69
	YR 4 FARMER, G21-OAGIP-02	248,000.00	-	248,000.00			(248,000.00)	-
	WoodSmoke	-	-	-				-
	Carl Moyer YR 22 Reg Implementation (Rebudget)	-	-	-				-
	Carl Moyer YR 22 RESERVE Implementati	17,295.46	-	17,295.46	14,618.03	(3,296.55)		28,616.94
	Carl Moyer YR 23 RESERVE Implementati	6,266.50	-	6,266.50	(1,511.69)	(4,391.98)		362.83
	Carl Moyer Admin YR 23, Original 20-21 F	18,366.66	-	18,366.66			(11,451.85)	6,914.81
	Carl Moyer Admin YR 24, Original 21-22 F	24,954.87	-	24,954.87	(6,024.19)	(12,839.83)		6,090.85
	Carl Moyer YR 24 RESERVE (L&G) implem	37,625.00	-	37,625.00			(37,625.00)	-
	YR25 Carl Moyer	25,000.00	-	25,000.00			(25,000.00)	-
	CM YR 24 RAP	8,000.00	-	8,000.00	(963.56)	(3,262.13)		3,774.31
	CAP Rebudget CAP YR2 G18-MCAP-15	67,255.54	-	67,255.54	(2,682.86)			64,572.68
	YR3Community (CAP) Implementation (Y	120,941.36	-	120,941.36	218.54	(97,486.44)		23,673.46
	YR3 G19 Amendment #2	-	-	-				-
	YR5 CAP	152,045.08	-	152,045.08	16,893.94	(168,939.02)		-
4712550	4712550 Implementation Administrative	845,494.96	-	845,494.96	17,942.45	(612,411.11)	66,532.00	317,558.30
471 - Other Revenues (Miscellaneous)		869,889.96	-	869,889.96	17,942.45	(599,411.11)	75,332.00	363,753.30
TOTAL REVENUE		4,054,611.79	2,700.00	4,057,311.79	17,367.17	93,805.89	1,003,632.00	5,172,116.85

		FY 2022-23	PreAdoption	FY 2022-23	FY 2022-2023	FY 2022-2023	FY 2022-2023	FY 2022-2023
		Proposed Budget	Amendments	Final Adopted	Amendment 1	Amendment 2	Amendments 3	Amended Budget
OPERATING EXPENSES								
Wages, Benefits & PR Expenditures								
511000	Wages & PR Taxes	901,250.00	-	901,250.00		(20,000.00)		881,250.00
512000	Extra Help	16,000.00	-	16,000.00				16,000.00
514000	Overtime	4,000.00	-	4,000.00				4,000.00
511 Salaries, Wages, PR Taxes		921,250.00	-	921,250.00	-	(20,000.00)	-	901,250.00
518008	Health Care	233,457.00	-	233,457.00		(11,500.00)		221,957.00
518009	Cafeteria	41,100.00	-	41,100.00		(9,000.00)		32,100.00
518010	Other Employee Benefits	22,378.00	-	22,378.00				22,378.00
518700	Retirement (Pension) - includes Classic, I	144,085.86	-	144,085.86		(4,000.00)		140,085.86
518800	Contrib to Pension Liability (est. bal as of	135,390.00	-	135,390.00		(4,500.00)		130,890.00
518900	Retiree's OPEB	36,601.00	-	36,601.00		16,000.00		52,601.00
518901	Contrib to OPEB Liability (est. bal as of 6	19,795.00	-	19,795.00				19,795.00
518 Benefits		632,806.86	-	632,806.86	-	(13,000.00)	-	619,806.86
Operating Expenditures								
Materials & Supplies								
521104	Postage	3,500.00	-	3,500.00				3,500.00
522201	Office Supplies	9,500.00	-	9,500.00				9,500.00
523001	Telecommunications	16,000.00	-	16,000.00				16,000.00
524544	Utilities - Electric/Gas	8,720.00	-	8,720.00		360.00		9,080.00
525545	Auto Fuel Costs/Road Expense	4,000.00	1,000.00	5,000.00	1,500.00			6,500.00
520 Materials & Supplies		41,720.00	1,000.00	42,720.00	1,500.00	360.00	-	44,580.00
531201	Household Janitorial	5,500.00	-	5,500.00	200.00			5,700.00
532527	Insurance (Liability & Vehicle)	16,872.00	-	16,872.00				16,872.00
533533	Memberships, Dues and Subscriptions	6,000.00	-	6,000.00				6,000.00
534537	Public & Legal Notices	3,500.00	-	3,500.00				3,500.00
535540	Public Outreach	13,700.00	-	13,700.00				13,700.00
536101	Training	10,500.00	-	10,500.00				10,500.00

Butte County Air Quality Management District
Final Year End Comparative Budget Analysis
FY 2022-2023

				10/27/22 Board	4/27/2023 Board	YR End Final 10/26/23 Board	
537202	Travel & Conference expenses	30,030.00		30,030.00			30,030.00
530 Services & Other Operating		86,102.00	-	86,102.00	200.00	-	86,302.00
	<u>Rents & Leases</u>						
541538	Property Rents & Leases	56,460.00		56,460.00		(56,160.00)	300.00
542539	Equipment Rents & Leases	580.00		580.00	160.00		740.00
	<u>Noncapitalized Improvements & Equipment</u>						
543103	Office Furniture & Equipment	3,300.00		3,300.00			3,300.00
543203	Computer Equipment	12,500.00		12,500.00			12,500.00
543204	Computer Software & Subscriptions	30,000.00		30,000.00	900.00		30,900.00
543541	Air Monitoring Equipment & Maintenan	5,735.00		5,735.00			5,735.00
	<u>Repairs & Maintenance</u>						
544001	Vehicle Maintenance	2,010.00		2,010.00	2,950.00		4,960.00
544042	IT Maintenance (computer, copier, office	35,000.00		35,000.00	100.00		35,100.00
544103	Building Maintenance (annual expenditu	15,225.00		15,225.00			15,225.00
540 Rents, Leases, Repairs & Noncapitalized Improvem		160,810.00	-	160,810.00	4,110.00	(56,160.00)	108,760.00
551536	Professional Services	66,200.00		66,200.00			66,200.00
551137	AB2588 Hot Spots Fee	134.00		134.00			134.00
551547	Legal Services	18,500.00		18,500.00			18,500.00
555580	Contingencies	20,000.00		20,000.00			20,000.00
550 Professional/Consulting Services		104,834.00	-	104,834.00	-	-	104,834.00
	Total Operating Expenditures*	1,947,522.86	1,000.00	1,948,522.86	5,810.00	(88,800.00)	1,865,532.86
	NON-OPERATING						
Grants							
560006	Carl Moyer	484,949.34		484,949.34	193,024.89	(224,915.00)	453,059.23
560007	Community Air CAP (CAP)	1,391,051.55		1,391,051.55	175,064.31	(799,268.00)	766,847.86
560009	WoodSmoke	-		-			-
560011	NRM	-		-			-
560020	Special Clean Air Grants	30,000.00		30,000.00	5,000.00		35,000.00
560021	FARMER	40,188.40		40,188.40	300,044.13	(517,230.00)	435,240.03
560 Total Grants		1,946,189.29	-	1,946,189.29	673,133.33	(1,541,413.00)	1,690,147.12
	DEBT SERVICE						
	Principal					52,950.00	(274.44)
	Interest					2,850.00	274.44
						55,800.00	-
	CAPITAL						
571105	Buildings & Improvements	-		-			-
572563	Equipment (Computer Equipment & Offi	-		-			-
573105	Vehicles (Fixed asset Inventory; Listed in	-		-			-
570 Total Capital Outlay		-	-	-	-	-	-
	TOTAL Budget (\$ listed in Resolution)	3,893,712.15	1,000.00	3,894,712.15	678,943.33	579,237.50	(1,541,413.00)
							3,611,479.98

		RESERVES						
Restrictions (Fund Balance)		FY 2022-23	PreAdoption	FY 2022-23	FY 2022-2023	FY 2022-2023	FY 2022-2023	FY 2022-2023
		<u>Proposed Budget</u>	<u>Amendments</u>	<u>Final Adopted</u>	<u>Amendment 1</u>	<u>Amendment 2</u>	<u>Amendments 3</u>	<u>Amended Budget</u>
Assigned		324,587.14		324,587.14				310,922.14
Assigned Reserve Fund (see Resolution/Policy)		329,626.07		329,626.07				329,626.07
Restricted								
	Encumbrances	-		-			8,300.00	8,300.00
	WoodSmoke	-		-				-
	AB617	-		-				-
	CAP	-		-			1,809,338.96	1,809,338.96
	Carl Moyer	-		-			425,565.25	425,565.25
	FARMER	-		-			617,979.91	617,979.91
Restricted (Uncontracted passthrough grant funds)		-		-			2,861,184.12	2,861,184.12
Unassigned							275,804.78	275,804.78
TOTAL FUND		329,626.07	-	329,626.07	-	-	3,136,988.90	3,466,614.97
								<small>As of 10/30/2023</small>
Unavailable Revenue								
	WoodSmoke	-		-				-
	AB617	40,548.98		40,548.98	(575.28)	5,667.20	598.85	46,239.75
	CAP	68,412.36		68,412.36	188,270.24	9,742.87	143,390.75	409,816.22
	Carl Moyer	38,339.11		38,339.11	52,373.37	7,154.87	(12,883.92)	84,983.43
	FARMER	230,381.86		230,381.86	36,766.87	68,432.08	(31,057.42)	304,523.39
Unearned Revenue		377,682.31		377,682.31	276,835.20	90,997.02	100,048.26	845,562.79

	FY 2021-2022		FY 2021-2022		FY 2021-2022		FY 22-23 Budget	FY 22-23 Actuals
	<u>Proposed Budget</u>		<u>Proposed Budget</u>		<u>Proposed Budget</u>			
	(estimated 21-22 Fund Bal)		(estimated 21-22 Fund Bal)		(Final 21-22 Fund Bal)			
Restricted	-		-	963,374.77		-	963,374.77	-1.01
Assigned	320,255.00		320,255.00			320,255.00	320,255.00	
Unassigned Audit Balance	213,989.74		213,989.74	209,292.46	(122,939.20)	300,343.00	300,343.00	
Total Fund Balance	534,244.74	-	534,244.74	1,172,667.23	(122,939.20)	-	1,583,972.77	
Total Revenue	4,054,611.79	2,700.00	4,057,311.79	17,367.17	93,805.89	1,003,632.00	5,172,116.85	5,171,094.83
Less revenue budgeted Unearned Implementation	(377,682.31)	-	(377,682.31)					
Total Expenditures	3,893,712.15	1,000.00	3,894,712.15	678,943.33	579,237.50	(1,541,413.00)	3,611,479.98	3,296,751.62
Total Assigned & Restricted	329,626.07	-	329,626.07	-		3,136,988.90	2,862,255.19	2,862,255.19
Total unassigned Fund Balance	(12,164.00)	1,700.00	(10,464.00)				(37,900.55)	275,804.78

Butte County Air Quality Management District
Final Proposed Comparative Budget Analysis
FY 2023-2024

October Board Mtg

		FY 2023-24	PreAdoption	FY 2023-24	FY 2023-2024	FY 2023-2024
		<u>Proposed Budget</u>	<u>Amendments</u>	<u>Final Adopted</u>	<u>Amendment 1</u>	<u>Amended Budget</u>
REVENUE						
4213010	Ag Burn Permits	100,000.00	-	100,000.00		100,000.00
4213013	Ag Engine Registration Program	11,350.00	-	11,350.00		11,350.00
4213020	Title V Permits	4,500.00	-	4,500.00		4,500.00
4213030	Operating Permits	477,000.00	-	477,000.00		477,000.00
4213035	Portable Engine Registration	48,000.00	-	48,000.00		48,000.00
4213038	Asbestos Program	5,000.00	-	5,000.00		5,000.00
4213040	Auth to Construct	29,000.00	-	29,000.00		29,000.00
4213055	Emission Reduction Fee	-	-	-		-
4213060	Misc. Other Permits	600.00	-	600.00		600.00
421 - Licenses & Permits		675,450.00	0.00	675,450.00	0.00	675,450.00
4300001	Civil Settlements	30,000.00	-	30,000.00		30,000.00
430 - Fines, Forfeitures & Penalties		30,000.00	0.00	30,000.00	0.00	30,000.00
	Interest	2,000.00	-	2,000.00		2,000.00
441 - Interest (Use of Money & Property)		2,000.00	-	2,000.00	-	2,000.00
4510001	State Subvention	65,300.00	-	65,300.00		65,300.00
4511001	DMV Surcharge	740,000.00	-	740,000.00		740,000.00
4510500	AB2588 Hot Spots Fee	134.00	-	134.00		134.00
4510501	105 Grant Funding	61,012.00	-	61,012.00		61,012.00
4510502	AB 197 Funding	8,583.00	-	8,583.00		8,583.00
4510503	AB 617 Implementation Funding	94,627.54	-	94,627.54	5,742.21	100,369.75
4510504	Prescribed Burn Reporting & Monitoring	-	-	-		-
4510505	GHG Oil & Gas Funding	6,000.00	-	6,000.00		6,000.00
4510904	FARMER	612,237.50	-	612,237.50		612,237.50
4510906	Carl Moyer	375,257.66	-	375,257.66	(200,257.66)	175,000.00
4510909	WoodSmoke	205,000.00	-	205,000.00	16,798.00	221,798.00
4510915	Community Air Protection (CAP)	992,368.82	-	992,368.82	(992,368.82)	-
451 - Intergovernmental		3,160,520.52	-	3,160,520.52	(1,170,086.27)	1,990,434.25
	BCC Secretarial Duties	15,870.00	-	15,870.00		15,870.00
	Reimbursements (Copy & Other)	1,125.00	-	1,125.00		1,125.00
	Fees (Finance Charges, Return Check)	2,000.00	-	2,000.00		2,000.00
	Technical Evaluation Fees	5,000.00	-	5,000.00		5,000.00
4712523	4712523 Misc Revenue	23,995.00	-	23,995.00	-	23,995.00
	YR 2 FARMER, G18-AGIP-13 (Rebudget)	-	-	-		-
	YR 3 FARMER, G19-AGIP-01	118.31	-	118.31	(118.31)	-
	YR 4 FARMER, G21-OAGIP-02	248,000.00	-	248,000.00	(30,939.11)	217,060.89
	YR 5 FARMER, G22-OAGIP-02	174,925.00	-	174,925.00		174,925.00
	Carl Moyer YR 22 RESERVE Implementati	2,784.38	-	2,784.38	188.00	2,972.38
	Carl Moyer YR 23 RESERVE Implementati	4,391.98	-	4,391.98	(3,263.36)	1,128.62
	Carl Moyer Admin YR 23, Original 20-21	11,451.85	-	11,451.85	(11,451.85)	-
	Carl Moyer Admin YR 24, Original 21-22	12,839.83	-	12,839.83	(7,744.21)	5,095.62
	Carl Moyer YR 24 RESERVE (L&G) implem	37,625.00	-	37,625.00		37,625.00
	YR25 Carl Moyer	25,000.00	-	25,000.00	(10,210.42)	14,789.58
	YR 24 RAP	3,774.31	-	3,774.31	(1,979.42)	1,794.89
	YR 25 RAP	21,426.35	-	21,426.35	150.99	21,577.34
	YR26 Carl Moyer	25,000.00	-	25,000.00		25,000.00
	WoodSmoke	23,152.94	-	23,152.94	299.06	23,452.00
	YR3Community (CAP) Implementation (Y	97,486.44	-	97,486.44	1,623.78	99,110.22
	YR5 CAP	168,939.02	-	168,939.02		168,939.02
	YR6 CAP	141,766.98	-	141,766.98		141,766.98
4712550	4712550 Implementation Administrativ	998,682.39	-	998,682.39	(63,444.85)	935,237.54
471 - Other Revenues (Miscellaneous)		1,022,677.39	-	1,022,677.39	(63,444.85)	959,232.54
TOTAL REVENUE		4,890,647.91	-	4,890,647.91	(1,233,531.12)	3,657,116.79

		FY 2023-24	PreAdoption	FY 2023-24	FY 2023-2024	FY 2023-2024
		<u>Proposed Budget</u>	<u>Amendments</u>	<u>Final Adopted</u>	<u>Amendment 1</u>	<u>Amended Budget</u>
OPERATING EXPENSES						
Wages, Benefits & PR Expenditures						
511000	Wages & PR Taxes	975,994.80	-	975,994.80		975,994.80

Butte County Air Quality Management District
Final Proposed Comparative Budget Analysis
FY 2023-2024

		October Board Mtg			
512000	Extra Help	16,000.00		16,000.00	16,000.00
514000	Overtime	4,000.00		4,000.00	4,000.00
511	Salaries, Wages, PR Taxes	995,994.80	-	995,994.80	995,994.80
518008	Health Care	220,262.52		220,262.52	220,262.52
518009	Cafeteria	28,597.32		28,597.32	28,597.32
518010	Other Employee Benefits	27,716.43		27,716.43	27,716.43
518700	Retirement (Pension) - includes Classic,	160,237.53		160,237.53	160,237.53
518800	Contrib to Pension Liability (est. bal as of	155,627.85		155,627.85	155,627.85
518900	Retiree's OPEB	54,136.20		54,136.20	54,136.20
518901	Contrib to OPEB Liability (est. bal as of 6	35,630.00		35,630.00	35,630.00
518	Benefits	682,207.85	-	682,207.85	682,207.85
Operating Expenditures					
<u>Materials & Supplies</u>					
521104	Postage	3,722.42		3,722.42	3,722.42
522201	Office Supplies	9,785.00		9,785.00	(350.00)
523001	Telecommunications	16,480.00		16,480.00	16,480.00
524544	Utilities – Electric/Gas	9,341.60		9,341.60	9,341.60
525545	Auto Fuel Costs/Road Expense	6,695.00		6,695.00	6,695.00
520	Materials & Supplies	46,024.02	-	46,024.02	(350.00)
531201	Household Janitorial	5,871.00		5,871.00	5,871.00
532527	Insurance (Liability & Vehicle)	17,410.09		17,410.09	17,410.09
533533	Memberships, Dues and Subscriptions	6,500.33		6,500.33	6,500.33
534537	Public & Legal Notices	4,017.00		4,017.00	4,017.00
535540	Public Outreach	17,149.50		17,149.50	17,149.50
536101	Training	14,707.00		14,707.00	14,707.00
537202	Travel & Conference expenses	33,950.00		33,950.00	33,950.00
530	Services & Other Operating	99,604.92	-	99,604.92	-
<u>Rents & Leases</u>					
541538	Property Rents & Leases	300.00		300.00	350.00
542539	Equipment Rents & Leases	762.20		762.20	762.20
<u>Noncapitalized Improvements & Equipment</u>					
543103	Office Furniture & Equipment	16,789.00		16,789.00	16,789.00
543203	Computer Equipment	12,875.00		12,875.00	12,875.00
543204	Computer Software & Subscriptions	20,599.75		20,599.75	20,599.75
543541	Air Monitoring Equipment & Maintenan	5,907.05		5,907.05	5,907.05
<u>Repairs & Maintenance</u>					
544001	Vehicle Maintenance	5,495.05		5,495.05	5,495.05
544042	IT Maintenance (computer, copier, office	32,117.00		32,117.00	32,117.00
544103	Building Maintenance (annual expenditu	15,225.25		15,225.25	15,225.25
540	Rents, Leases, Repairs & Noncapitalized Improvem	110,070.30	-	110,070.30	350.00
551536	Professional Services	94,883.60		94,883.60	94,883.60
551137	AB2588 Hot Spots Fee	134.00		134.00	134.00
551547	Legal Services	19,055.00		19,055.00	19,055.00
555580	Contingencies	20,000.00		20,000.00	20,000.00
550	Professional/Consulting Services	134,072.60	-	134,072.60	-
Total Operating Expenditures*		2,067,974.49	-	2,067,974.49	-
NON-OPERATING					
Grants					
560006	Carl Moyer	375,257.66		375,257.66	225,307.59
560007	Community Air CAP (CAP)	992,368.82		992,368.82	816,970.15
560009	WoodSmoke	205,000.00		205,000.00	16,798.00
560011	NRM	-		-	-
560020	Special Clean Air Grants	35,000.00		35,000.00	35,000.00
560021	FARMER	612,237.50		612,237.50	617,979.91
560	Total Grants	2,219,863.98	-	2,219,863.98	1,677,055.65
DEBT					
Debt Service					
565087	Principal	53,035.00		53,035.00	53,035.00
565987	Interest & Other Charges	2,521.00		2,521.00	2,521.00
565	Total Debt Service	55,556.00	-	55,556.00	-

Butte County Air Quality Management District
Final Proposed Comparative Budget Analysis
FY 2023-2024

October Board Mtg

CAPITAL					
571105	Buildings & Improvements	-	-	-	-
572563	Equipment (Computer Equipment & Offi	-	-	-	-
573105	Vehicles (Fixed asset Inventory; Listed in	-	-	-	-
570	Total Capital Outlay	-	-	-	-
TOTAL Budget (\$ listed in Resolution)		4,343,394.47	-	4,343,394.47	1,677,055.65
					6,020,450.12

UNEARNED & FUND BALANCE (Assigned Reserves, Restricted & Unassigned)

Unearned		FY 2023-24	PreAdoption	FY 2023-24	FY 2023-2024	FY 2023-2024
		Proposed Budget	Amendments	Final Adopted	Amendment 1	Amended Budget
	WoodSmoke			-		-
	AB617	40,064.60		40,064.60	5,742.21	45,806.81
	CAP	322,417.38		322,417.38	628.34	323,045.72
	Carl Moyer	112,114.85		112,114.85	(34,685.02)	77,429.83
	FARMER	342,596.19		342,596.19	(31,994.30)	310,601.89
Unearned Revenue		<u>817,193.01</u>	-	<u>817,193.01</u>	<u>(60,308.77)</u>	<u>756,884.25</u>
Restrictions (Fund Balance)				-		-
	Estimated reserve based on calculator	344,662.42		344,662.42		344,662.42
Assigned	Reserve Fund (see Resolution/Policy)	<u>329,626.07</u>		<u>329,626.07</u>		<u>329,626.07</u>
Restricted						
	CAPAL FUND					
	WoodSmoke					
	Carl Moyer					
	FARMER					
Restricted (Uncontracted passthrough grant funds)		-	-	-	-	-
Unassigned						
		<u>329,626.07</u>	-	<u>329,626.07</u>	-	<u>329,626.07</u>
Unearned Balance		817,193.01	-	817,193.01	-	756,884.25
Unassigned after grant unearned liability		(329,626.07)	-	(329,626.07)	-	(3,174,038.87)

	Strt Fund Bal 6/30/2022			Start Fund Bal 6/30/20	
	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24
	Proposed Budet	audited 6/30/2022	Final Adopted		Amended Budet
Restricted	-	963,374.77	-	2,861,184.12	2,861,184.12
Assigned	329,626.07	320,255.00	329,626.07		329,626.07
Unassigned Audit Balance	269,939.57	300,343.00	269,939.57	5,865.21	275,804.78
Total Fund Balance	<u>599,565.64</u>	<u>1,583,972.77</u>	<u>599,565.64</u>	<u>2,867,049.33</u>	<u>3,466,614.97</u>
Total Revenue	4,890,647.91	-	4,890,647.91	(1,233,531.12)	3,657,116.79
Total Expenditures	4,343,394.47	-	4,343,394.47	1,677,055.65	6,020,450.12
Total Assigned & Restricted	329,626.07		329,626.07		329,626.07
Total unassigned Fund Balance	<u>817,193.01</u>		<u>817,193.01</u>		<u>16,771.32</u>
Total Fund Balance	<u>1,146,819.08</u>	-	<u>1,146,819.08</u>	-	<u>346,397.39</u>
Unearned	817,193.01	-	817,193.01	(60,308.77)	756,884.25
Fund After Grant Unearned Liability	-	-	-	60,308.77	(740,112.93)

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TAMI RITTER, CHAIR
Supervisor, District #3

ANGEL CALDERON, VICE CHAIR
Councilmember, Gridley

BILL CONNELLY
Supervisor, District #1

PETER DURFEE
Supervisor, District #2

TOD KIMMELSHUE
Supervisor, District #4

DOUG TEETER
Supervisor, District #5

CHUCK NUCHOLS
Vice Mayor, Biggs

ADDISON WINSLOW
Councilmember, Chico

ERIC SMITH
Vice Mayor, Oroville

ROSE TRYON
Vice Mayor, Paradise

STEPHEN ERTLE
Air Pollution Control Officer

PATRICK LUCEY
Assistant Air Pollution Control Officer

Date of Release: October 19, 2023
Board Consideration: October 26, 2023

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: **FY 23-24 1st Quarter Grant Revenue Report**

ISSUE:

Quarterly status of the recognition of Grant Implementation Funds

ACTION REQUESTED:

The attached report summarized the recognition of grant funds within the first quarter of FY22-23. Due to workloads and the timing of implementing each of the grants the number of hours and the costs of related to the implementation of the programs will vary between quarters.

The AB617 Implementation Funds have had minimal funds recognized. This program is anticipated to more hours are anticipated to be recognized after February and March when Districts starts working on the Budgeted Support Grants. A large portion of the implementation costs budgeted will be used for outreach and air monitoring equipment and maintenance.

Carl Moyer, Farmer & Community (CAP) Incentive Grants are anticipated to recognize more budgeted hours from April through June. The indirect costs were a large portion of the funds recognized in the 1st quarter. October will also incur more hours due to the Lawn and Garden Voucher Program.

Carl Moyer, Farmer & Community (CAP) Incentive Grants are anticipated to recognize more budgeted hours from April through June.

The greater hours and recognition of implementation funds is anticipated during voucher process in the 2nd Quarter (October-December).

	Jul - Sept 23	Budget	\$ Over Budget	% of Budget
Total Implementation Funds Recognized FY 23-24	94,082.98	278,423.98	-184,341.00	33.79%

Attachment:
2023-09-30 BCAQMD Quarterly Grant Status Report

Agenda Item 6

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Butte Co. Air Quality Management Dist.
Grant Status - Budget vs. Actual
 July - September 2023 -25% of the Year

AB 617 Implementation Funds

	Jul - Sept 23	Budget	\$ Over Budget	% of Budget
6/30/2024 Projected Balances				
Unearned - Deferred Inflows				
AB617 Implementation Funds				
6/30/2023 Unearned Balance	46,239.75	46,239.75	0.00	100.0%
Unearned added during FY 23-24	54,130.00	54,130.00	0.00	100.0%
Implementation Funds Recognized during FY 23-24	601.21	54,562.94	-53,961.73	1.1%
6/30/2024 Projected Unearned Balance	99,768.54	45,806.81	53,961.73	217.8%
Budgeted Actual vs Budgeted Hours	5.25	50.00	-44.75	10.5%

More hours are anticipated to be recognized after February and March when Districts starts working on the Budgeted Support Grants. A large portion of the implementation costs budgeted will be used for outreach and air monitoring equipment and maintenance.

Carl Moyer, RAP & Reserve Grant Funds

	Jul - Sept 23	Budget	\$ Over Budget	% of Budget
6/30/2024 Projected Balances				
Unearned - Deferred Inflows				
Carl Moyer Implementation Funds				
6/30/2023 Unearned Balance	84,983.43	84,983.43	0.00	
Unearned added during FY 23-24	0.00	25,000.00	-25,000.00	0.0%
Implementation Funds Recognized during FY 23-24	21,924.59	32,553.60	-10,629.01	67.35%
6/30/2024 Projected Unearned Balance	63,058.84	77,429.83	-14,370.99	
Budgeted Actual vs Budgeted Hours	109.75	320.00	-210.25	34.3%

Carl Moyer, Farmer & Community (CAP) Incentive Grants are anticipated to recognize more budgeted hours from April through June. The indirect costs were a large portion of the funds recognized in the 1st quarter. October will also incur more hours due to the Lawn and Garden Voucher Program.

Restricted (budget to expend all grant pass through funds)

6/30/2023 Restricted Balance	425,565.25	425,565.25	0.00	
Restricted added during FY 23-24	0.00	175,000.00	-175,000.00	0.0%
Restricted expended during FY 23-24	123,712.93	600,565.25	-476,852.32	20.6%
Balance	301,852.32	0.00	301,852.32	

Community CAP Grant Funds

	Jul - Sept 23	Budget	\$ Over Budget	% of Budget
6/30/2024 Projected Balances				
Unearned - Deferred Inflows				
CAP Implementation Funds				
6/30/2023 Unearned Balance	409,816.22	409,816.22	0.00	
Unearned added during FY 23-24	0.00	0.00	0.00	0.0%
Implementation Funds Recognized during FY 23-24	23,329.20	86,770.50	-63,441.30	26.89%
6/30/2024 Projected Unearned Balance	386,487.02	323,045.72	63,441.30	
Budgeted Actual vs Budgeted Hours	111.50	850.00	-738.50	13.12%

Carl Moyer, Farmer & Community (CAP) Incentive Grants are anticipated to recognize more budgeted hours from April through June. November will also incur more hours due to the Lawn and Garden Voucher Program.

Restricted (budget to expend all grant pass through funds)

6/30/2023 Restricted Balance	1,809,338.97	1,809,338.97	0.00	
Restricted added during FY 23-24	0.00	0.00	0.00	0.0%
Restricted expended during FY 23-24	243,420.73	1,809,338.97	-1,565,918.24	13.45%
Balance	1,565,918.24	0.00	1,565,918.24	

Butte Co. Air Quality Management Dist.
Grant Status - Budget vs. Actual
 July - September 2023 -25% of the Year

FARMER Grant Funds

	Jul - Sept 23	Budget	\$ Over Budget	% of Budget
6/30/2024 Projected Balances				
Unearned - Deferred Inflows				
FARMER Implementation Funds				
6/30/2023 Unearned Balance	304,523.39	304,523.39	0.00	
Unearned added during FY 23-24	87,462.50	87,462.50	0.00	100.0%
Implementation Funds Recognized during FY 23-24	48,227.98	81,384.00	-33,156.02	59.26%
6/30/2024 Projected Unearned Balance	343,757.91	310,601.89	33,156.02	
Budgeted Actual vs Budgeted Hours	111.50	800.00	-688.50	13.94%

Carl Moyer, Farmer & Community (CAP) Incentive Grants are anticipated to recognize more budgeted hours from April through June.

Restricted (budget to expend all grant pass through funds)

6/30/2023 Restricted Balance	617,979.91	617,979.91	0.00	
Restricted added during FY 23-24	612,237.50	612,237.50	0.00	100.0%
Restricted expended during FY 23-24	1,124,239.26	1,230,217.41	-105,978.15	91.39%
Balance	105,978.15	0.00	105,978.15	

WoodSmoke Grant Funds

	Jul - Sept 23	Budget	\$ Over Budget	% of Budget
6/30/2024 Projected Balances				
Unearned - Deferred Inflows				
CAP Implementation Funds				
6/30/2023 Unearned Balance	0.00	0.00	0.00	
Unearned added during FY 23-24	23,452.00	23,152.94	299.06	101.29%
Implementation Funds Recognized during FY 23-24	0.00	23,152.94	-23,152.94	0.0%
6/30/2024 Projected Unearned Balance	23,452.00	0.00	23,452.00	
Budgeted Actual vs Budgeted Hours		227.59	-227.59	0.0%

The greater hours and recognition of implementation funds is anticipated during voucher process in the 2nd Quarter (October-December).

Restricted (budget to expend all grant pass through funds)

6/30/2023 Restricted Balance	0.00	0.00	0.00	
Restricted added during FY 23-24	221,798.00	221,798.00	0.00	100.0%
Restricted expended during FY 23-24	0.00	221,798.00	-221,798.00	0.0%
Balance	221,798.00	0.00	221,798.00	



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STEPHEN ERTLE
Air Pollution Control Officer

PATRICK LUCEY
Assistant Air Pollution Control Officer

Date of Release: October 19, 2023

Board Consideration: October 23, 2023

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 for Fiscal Year 2023-2024**

ISSUE:

Financial Status Report.

ACTION REQUESTED:

Accept and file report.

DISCUSSION:

The attached financial report summarizes the District's finances during the period of July 1, 2023, to September 30, 2023 and the Balance sheet for the period ending September 30, 2023. The District operated within overall budgeted revenue and expenses.

The report recognizes the budget amendments proposed under agenda item #5.

Attachment:

Fiscal Year 23-24 September Balance Sheet

Fiscal Year 23-24 September Revenue & Expense Report

Agenda Item 7

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Butte Co. Air Quality Management Dist.
Balance Sheet
As of September 30, 2023

September 30, 23

ASSETS

Current Assets

Checking/Savings

1002 · Cash on Hand - Change Box	200.00
1003 · Bank of America - General-0648	295,960.94
1004 · Bank of America - Payroll-0649	10,056.88
1007 · B of A Reserve Acct - 1789	329,663.35
1010 · B of A - 0980 (Grant 1)	245,952.99
1011 · Tri Counties - Carl Moyer 2618	702,465.89
1012 · Tri Counties - FARMER - 6831	1,765,667.45
1013 · Tri Counties - CAP-6855	1,614,140.29
1017 · Tri Counties - AB 617-6818	46,242.09
1018 · State LAIF Acct	1,235,590.98

Total Checking/Savings	6,245,940.86
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Accounts Receivable

1200 · Accounts Receivable	86,636.52
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Total Accounts Receivable	86,636.52
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Other Current Assets

1102 · Due From Other Governments	414,036.97
1500 · Undeposited Funds	131.50

Total Other Current Assets	414,168.47
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Total Current Assets	6,746,745.85
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TOTAL ASSETS

6,746,745.85

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

2000 · Accounts Payable	24,870.98
2001 · A/P - Grantees	2,730,693.11

Total Accounts Payable	2,755,564.09
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Other Current Liabilities

2100 · Accrual Payroll & Benefits	
210004 · HI 125	708.20
210011 · PERS Survivor Benefits	2.05
210013 · MED FLEX	311.96

Total 2100 · Accrual Payroll & Benefits	1,022.21
----------------------------------------------------	----------

2107 · Unearned Revenue

210904 · FARMER	343,757.91
210906 · Carl Moyer	63,058.84
210910 · Community (CAP)	386,487.02
210912 · WoodSmoke	23,452.00

	September 30, 23
210914 · AB 617	99,768.54
Total 2107 · Unearned Revenue	916,524.31
2109 · Unavailable Revenue	283,533.96
Total Other Current Liabilities	1,201,080.48
Total Current Liabilities	3,956,644.57
Total Liabilities	3,956,644.57
Equity	
3100 · Reserves	329,626.07
3200 · Restricted Fund	
3003 · Reserved for Encumbrances	8,300.00
3004 · Carl Moyer Program	301,852.32
3005 · Reserved FARMER Prgm	105,978.15
3009 · Reserved WoodSmoke	221,798.00
3012 · Community (CAP)	1,565,918.23
Total 3200 · Restricted Fund	2,203,846.70
3900 · Retained Earnings	933,142.20
Net Income	-676,513.69
Total Equity	2,790,101.28
TOTAL LIABILITIES & EQUITY	6,746,745.85

***Note: Changes may occur due to year end journals and audit adjustments related to FY 2022-23.**

Butte Co. Air Quality Management Dist.
Profit & Loss Budget vs. Actual
 July - September 2023 -25% of the Year

Accrual Basis

	Jul - Sep 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
421 · License and Permits				
4213010 · Ag Burn Permits	22,839.50	100,000.00	-77,160.50	22.84%
4213013 · Ag Engine Registration Program	0.00	11,350.00	-11,350.00	0.0%
4213020 · Title V Permits	0.00	4,500.00	-4,500.00	0.0%
4213030 · Operating Permits	152,170.76	477,000.00	-324,829.24	31.9%
4213035 · Portable Engine Registration	36,583.49	48,000.00	-11,416.51	76.22%
4213038 · Asbestos Program	0.00	5,000.00	-5,000.00	0.0%
4213040 · Auth to Construct	11,065.55	29,000.00	-17,934.45	38.16%
4213055 · Emission Reduction Fee	0.00	0.00	0.00	0.0%
4213060 · Misc. Other Permits	0.00	600.00	-600.00	0.0%
Total 421 · License and Permits	222,659.30	675,450.00	-452,790.70	32.97%
430 · Fines, Forfeitures & Penalties				
4300001 · Civil Settlements	24,083.65	30,000.00	-5,916.35	80.28%
Total 430 · Fines, Forfeitures & Penalties	24,083.65	30,000.00	-5,916.35	80.28%
441 · Interest Income	10,885.16	2,000.00	8,885.16	544.26%
451 · Intergovernmental				
45000 · Governmental Funds				
4500001 · State Subvention	0.00	65,300.00	-65,300.00	0.0%
4511001 · DMV Surcharge	130,503.01	740,000.00	-609,496.99	17.64%
Total 45000 · Governmental Funds	130,503.01	805,300.00	-674,796.99	16.21%
45105 · Direct Grant Funds				
4510500 · AB 2588 Hot Spots Fee	0.00	134.00	-134.00	0.0%
4510501 · 105 Pilot Project Grant Funding	0.00	61,012.00	-61,012.00	0.0%
4510502 · AB 197 Funding	0.00	8,583.00	-8,583.00	0.0%
4510503 · AB 617 Funding	601.21	100,369.75	-99,768.54	0.6%
4510504 · Prescribed Fire Grant	0.00	0.00	0.00	0.0%
4510505 · GHG Oil & Gas Funding	0.00	6,000.00	-6,000.00	0.0%
Total 45105 · Direct Grant Funds	601.21	176,098.75	-175,497.54	0.34%
45109 · Pass Through Grants				
4510904 · FARMER Funding	612,237.50	612,237.50	0.00	100.0%
4510906 · Carl Moyer Grant	0.00	175,000.00	-175,000.00	0.0%
4510909 · Woodsmoke Grant	221,798.00	221,798.00	0.00	100.0%
4510915 · Community Air Program (CAP)	0.00	0.00	0.00	0.0%
Total 45109 · Pass Through Grants	834,035.50	1,009,035.50	-175,000.00	82.66%
Total 451 · Intergovernmental	965,139.72	1,990,434.25	-1,025,294.53	48.49%
471 · Miscellaneous Revenue				
4712523 · Other Misc. Revenue	11,344.74	23,995.00	-12,650.26	47.28%
4712550 · Implementation Funds				
Carl Moyer Implementation	21,924.59	109,983.43	-88,058.84	19.93%
Community CAP Implementation	23,329.20	409,816.22	-386,487.02	5.69%
FARMER Implementation	48,227.98	391,985.89	-343,757.91	12.3%
WoodSmoke Implementation	0.00	23,452.00	-23,452.00	0.0%
4712550 · Implementation Funds - Other	0.00	0.00	0.00	0.0%
Total 4712550 · Implementation Funds	93,481.77	935,237.54	-841,755.77	10.0%
Total 471 · Miscellaneous Revenue	104,826.51	959,232.54	-854,406.03	10.93%
Total Income	1,327,594.34	3,657,116.79	-2,329,522.45	36.3%
Gross Profit	1,327,594.34	3,657,116.79	-2,329,522.45	36.3%
Expense				
511 · Payroll Expenses				
511001 · Salaries & Wages	174,127.26	975,994.80	-801,867.54	17.84%
512000 · Extra Help	6,457.54	16,000.00	-9,542.46	40.36%
514000 · Overtime	0.00	4,000.00	-4,000.00	0.0%
518 · Employee Benefits				
518008 · Health Care	57,885.05	220,262.52	-162,377.47	26.28%
518009 · Cafeteria	8,000.26	28,597.32	-20,597.06	27.98%
518010 · Other Employee Benefits	7,818.09	27,716.43	-19,898.34	28.21%
518700 · Retirement Pension	31,120.37	160,237.53	-129,117.16	19.42%
518800 · Contrib to Pension Liability	122,440.00	155,627.85	-33,187.85	78.68%

	Jul - Sep 23	Budget	\$ Over Budget	% of Budget
518900 · Retiree's OPEB	11,367.07	54,136.20	-42,769.13	21.0%
518901 · Contrib to OPEB Liability	0.00	35,630.00	-35,630.00	0.0%
Total 518 · Employee Benefits	238,630.84	682,207.85	-443,577.01	34.98%
Total 511 · Payroll Expenses	419,215.64	1,678,202.65	-1,258,987.01	24.98%
520 · Materials & Supplies				
521104 · Postage	1,220.00	3,722.42	-2,502.42	32.77%
522201 · Office Supplies	1,320.62	9,435.00	-8,114.38	14.0%
523001 · Telecommunications	3,518.49	16,480.00	-12,961.51	21.35%
524544 · Utilities - Elec/Gas/Wtr/Grbge	2,176.24	9,341.60	-7,165.36	23.3%
525545 · Auto Fuel Costs/ Road Expense	947.02	6,695.00	-5,747.98	14.15%
Total 520 · Materials & Supplies	9,182.37	45,674.02	-36,491.65	20.1%
530 · Servies & Other Operating				
531201 · Household Janitorial	1,425.00	5,871.00	-4,446.00	24.27%
532527 · Insurance -Liability & Vehicle	14,735.77	17,410.09	-2,674.32	84.64%
533533 · Memberships, Dues & Subscript..	1,019.00	6,500.33	-5,481.33	15.68%
534537 · Public & Legal Notices	0.00	4,017.00	-4,017.00	0.0%
535540 · Public Outreach	67.13	17,149.50	-17,082.37	0.39%
536101 · Training	1,150.00	14,707.00	-13,557.00	7.82%
537202 · Travel & Conference Expenses	3,199.72	33,950.00	-30,750.28	9.43%
Total 530 · Servies & Other Operating	21,596.62	99,604.92	-78,008.30	21.68%
540 · Rents Lease, Repair, NonCapital				
541538 · Property Rents & Leases	324.75	650.00	-325.25	49.96%
542539 · Equipment Rents & Leases	0.00	762.20	-762.20	0.0%
543103 · Office Furniture & Equip	0.00	16,789.00	-16,789.00	0.0%
543203 · Computer Equipment	75.06	12,875.00	-12,799.94	0.58%
543204 · Computer Software-Subscriptions	15,721.11	20,599.75	-4,878.64	76.32%
543541 · Air Monitoring Equipment & Main	0.00	5,907.05	-5,907.05	0.0%
544001 · Vehicles Maintenance	972.17	5,495.05	-4,522.88	17.69%
544042 · IT Maintenance	6,140.92	32,117.00	-25,976.08	19.12%
544103 · Building Maintenance	175.00	15,225.25	-15,050.25	1.15%
Total 540 · Rents Lease, Repair, NonCapital	23,409.01	110,420.30	-87,011.29	21.2%
550 · Professional/Consulting Service				
551137 · AB2588 Hot Spots Fee	0.00	134.00	-134.00	0.0%
551536 · Professional Services	17,231.47	94,883.60	-77,652.13	18.16%
551547 · Legal Services	3,500.00	19,055.00	-15,555.00	18.37%
555580 · Contingencies	0.00	20,000.00	-20,000.00	0.0%
Total 550 · Professional/Consulting Service	20,731.47	134,072.60	-113,341.13	15.46%
560 · Grants				
560006 · Carl Moyer Grant	123,712.93	600,565.25	-476,852.32	20.6%
560007 · Community Air (CAP)	243,420.73	1,809,338.97	-1,565,918.24	13.45%
560009 · WoodSmoke Grant	0.00	221,798.00	-221,798.00	0.0%
560020 · Special Clean Air Grants	0.00	35,000.00	-35,000.00	0.0%
560021 · FARMER	1,124,239.26	1,230,217.41	-105,978.15	91.39%
Total 560 · Grants	1,491,372.92	3,896,919.63	-2,405,546.71	38.27%
565 · Debt Service				
565087 · GASB 87 Lease Principal	17,638.25	53,035.00	-35,396.75	33.26%
565987 · GASB 87 Lease Interest & Other	961.75	2,521.00	-1,559.25	38.15%
Total 565 · Debt Service	18,600.00	55,556.00	-36,956.00	33.48%
Total Expense	2,004,108.03	6,020,450.12	-4,016,342.09	33.29%
Net Ordinary Income	-676,513.69	-2,363,333.33	1,686,819.64	28.63%
Net Income	-676,513.69	-2,363,333.33	1,686,819.64	28.63%

The FY 23-24 Budget was adopted 6/22/2023; Amended 10/26/2023



TAMI RITTER, CHAIR
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Councilmember, Gridley

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Vice Mayor, Paradise

STEPHEN ERTLE
Air Pollution Control Officer

PATRICK LUCEY
Assistant Air Pollution Control Officer

Date of Release: October 19, 2023

Board Consideration: October 26, 2023

To: Butte County Air Quality Management District Board of Directors

From: Stephen Ertle, Air Pollution Control Officer

Staff Contact: Kelly Towne, Hearing Board Clerk

Re: **Hearing Board Re-Appointment**

ISSUE: Expiration of Term for Hearing Board Member Joshua Sheppard (Public Member).

ACTION REQUESTED: Consider reappointment of Joshua Sheppard to three (3) year term to expire October 26, 2026.

DISCUSSION: Pursuant to Health & Safety Code (HSC) Section 40800 et seq. every air district is to maintain a Hearing Board to act on requests for variances from district rules and regulations.

Membership on the Hearing Board is specified in law (HSC Section 40801) and must include: one attorney, one professional engineer, one representative from the medical profession, and two public members. All members of the Hearing Board are to be appointed by the AQMD Board of Directors for a term of three (3) years.

One of the Hearing Board Public Member positions is currently expiring. The Board was provided information at the September 28, 2023, Governing Board meeting as to the recruitment that was held and the two interested parties for the Public member position. The Board recommended continuing with the current Public member Joshua Sheppard.

Attachment:
Resolution 2023-17

Agenda Item 8

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**RESOLUTION 2023-17
BEFORE THE BOARD OF DIRECTORS OF
BUTTE COUNTY AIR QUALITY MANAGEMENT DISTRICT
STATE OF CALIFORNIA
APPOINTMENT OF HEARING BOARD MEMBER**

Resolution 2023-17)
Appointment of Hearing)
Board Members.....)

WHEREAS, Pursuant to Health & Safety Code (HSC) Section 40800 et seq. every air district is to maintain a Hearing Board to act on requests for variances from district rules and regulations.

AND WHEREAS, Membership on the Hearing Board is specified in law (HSC Section 40801) and must include: one (1) attorney, one (1) professional engineer, one (1) representative from the medical profession, and two (2) public members. All members of the Hearing Board are to be appointed by the Butte County Air Quality Management District Board of Directors for a term of three (3) years.

AND WHEREAS, Expiration of Term for Hearing Board Member Mr. Joshua Sheppard (Public Member). The Board is asked to consider reappointment due to his expression of willingness to continue to serve in this capacity.

THEREFORE, BE IT RESOLVED the Board reappoints Mr. Joshua Sheppard (Public member) for a term of three (3) years commencing on October 26, 2023 and concluding on October 26, 2026 pursuant to HSC Section 40804.

On Motion of, Seconded by, the foregoing resolution is hereby PASSED AND ADOPTED by the Butte County Air Quality Management District Board of Directors on this 26th day of October, 2023 by the following:

AYES:
NOES:
ABSTAIN:
ABSENT:

Stephen Erle, 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 October 26, 2023.

ATTEST: _____
Kelly Towne Clerk of the Governing Board

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Assistant Air Pollution Control Officer

Date of Release: October 19, 2023

Board Consideration: October 26, 2023

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: **CEQA Handbook Update**

ISSUE:

Staff are in the process of updating the District's CEQA Air Quality Handbook.

ACTION REQUESTED:

Receive report and provide feedback as needed.

DISCUSSION:

In March 1997, the District Governing Board adopted the Indirect Source Review Guidelines, which provided recommendations to lead agencies in evaluating air quality impacts under the California Environmental Quality Act (CEQA). The guidance was completely revised in January 2008 into the CEQA Air Quality Handbook (Handbook) and recommendations for greenhouse gas impacts were added. After Board direction in 2011, the Handbook was reorganized and updated again in 2014. The 2014 Handbook (attached) remains the current version of the Handbook available for lead agencies and stakeholders.

District staff are working to update the 2014 Handbook to incorporate the latest statewide CEQA guidelines, case law, legislation, and air quality setting. An initial kick-off meeting with lead agencies in Butte County occurred on July 25, 2023 and the District received feedback on priorities.

After considering feedback received at the kick-off meeting, District staff are considering updates in the following areas of the Handbook:

1. List of Acronyms and Glossary: Update as needed.
2. Executive Summary (page 1): Update Table ES-1 with current attainment status.

Agenda Item 9

3. Executive Summary (page 5): Thresholds of Significance. Update GHG guidance to recommend compliance with Qualified Greenhouse Gas Reduction Strategy, Lead Agency's Qualified Climate Action Plan, or consistency with goals of AB32, SB32, and the most recent State Scoping Plan.
4. Section 4.3 (page 30): Update Table 4-1 (Screening Criteria for Criteria Air Pollutants) using current emission factors.
5. Section 4.4.4 (page 36): Evaluate options if Thresholds of Significance for Criteria Pollutants are exceeded.
6. Section 4.5 (page 36): Consolidate criteria air pollutant mitigation measures with Appendix C.
7. Section 5.3 (page 40) & Section 5.4.2 (page 45): Rename Type A & Type B projects. Update language regarding Type B projects to reflect recent case law (CBIA v. BAAQMD).
8. Section 5.6 (page 47): Consolidate toxic air contaminant mitigation measures with Appendix C.
9. Section 6 (page 50): Update as needed to reflect 2018 amendments to state CEQA Guidelines.
10. Section 6.4 (page 54): Consolidate greenhouse gas mitigation measures with Appendix C.
11. Appendix B-3 (page B-2): Provide links and direction for lead agencies to find the most recent air quality data & statistics.
12. Appendix C-2 (page C-3): Break into subsections for on-site mitigation measures and off-site mitigation measures. Incorporate latest mitigations measures from CALEEMOD and reference CALEEMOD Handbook for Analyzing Greenhouse Gas Emission Reductions, Assessing Climate Vulnerabilities, and Advancing Health and Equity (<https://www.caleemod.com/handbook>). Expand and clarify opportunities for off-site mitigation measures.
13. Entire Handbook: Update outdated links and information as needed.
14. Entire Handbook: Find opportunities to make the Handbook more concise and user-friendly.

District staff are planning to hold another meeting with stakeholders in early November to solicit additional input on update priorities and to comment on initial draft updates. When the District is ready to begin the official 30-day public notice timeline, an additional Public Workshop will be scheduled during that time period. The District will then bring the draft updated Handbook to your Board for public hearing and adoption. Depending on comments received, the public hearing could be scheduled for December 2023 or in early 2024.

Attachment:

Approved 2014 CEQA Air Quality Handbook Link

Attachment 1

2014 CEQA Air Quality Handbook

<https://bcaqmd.org/wp-content/uploads/CEQA-Handbook-Appendices-2014.pdf>

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Date of Release: October 19, 2023

Board Consideration: October 26, 2023

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: **2023 Biannual Air Quality Report for April through September**

ISSUE:

Report on air quality conditions in Butte County through September 2023. Focus will be on the summer ozone season.

ACTION REQUESTED:

None. This item is provided for information and discussion.

DISCUSSION:

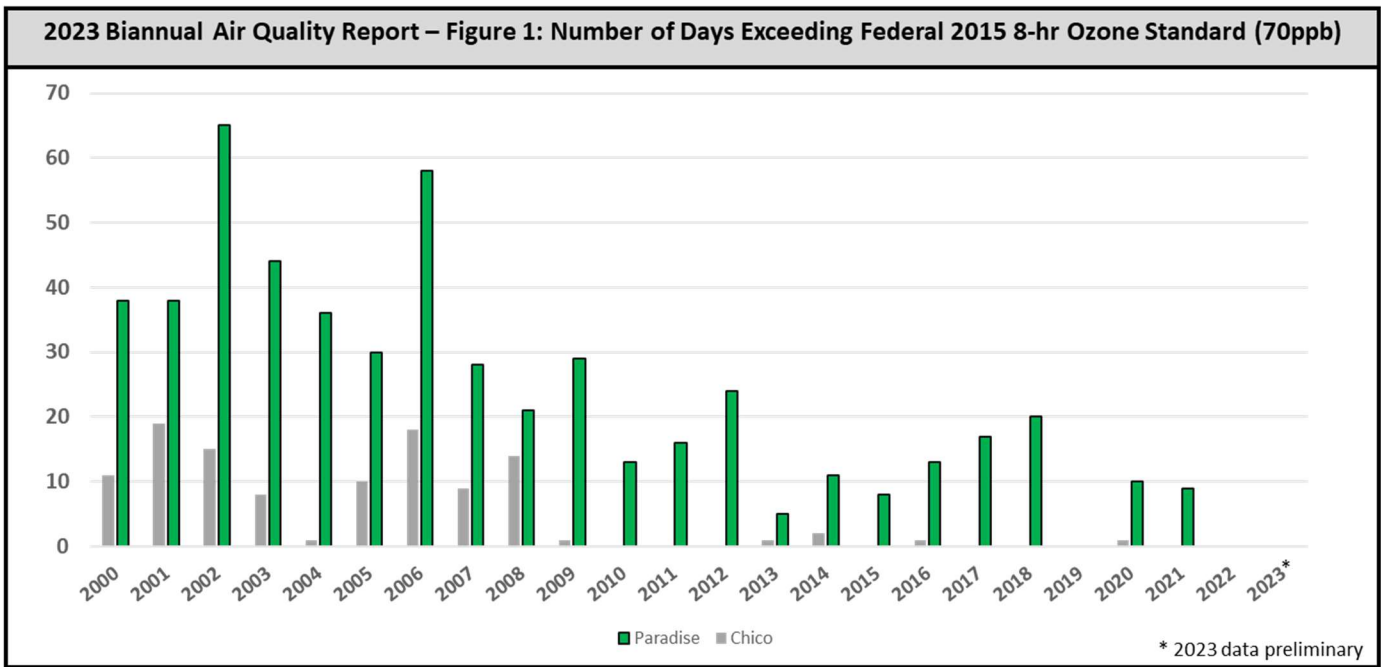
This report includes information on air quality conditions for the spring and summer months of 2023 with a focus on ozone pollution.

Ozone is the primary air pollutant of concern during the summer months in Butte County outside of wildfire impacts. When ozone levels exceed federal standards, sensitive populations and those with existing respiratory conditions may experience adverse health effects. Ozone is created when byproducts of combustion and volatile organic compounds react with sunlight. Because this process may take hours, ozone measured in Butte County is generally the result of pollutants transported from densely populated areas to the south. Meteorological and terrain factors lead to higher ozone concentrations in foothill communities compared to locations on the valley floor. The California Air Resources Board (CARB) monitors for ozone at the Chico – East Avenue Monitoring Station and the Paradise – Airport Monitoring Station. Ozone concentrations can also be exacerbated by wildfire activity near and upwind of Butte County.

Based on preliminary monitoring data, there were no exceedances of the 2015 federal 8-hour ozone standard (70 parts per billion) in 2023 at any location in Butte County. This would mark only the third time since 2000 where both ozone monitoring locations did not exceed the 2015 federal 8-hour ozone standard (see Figure 1). This is also the first time since

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ozone monitoring began in Butte County (1976) where the 2015 federal 8-hour ozone standard was not exceeded two years in a row.



Beginning in July of 2023, CARB began operation at a new monitoring location on Clark Avenue in Paradise. This site consolidates the ozone and PM2.5 air monitoring efforts in Paradise. The Paradise – Theater PM2.5 monitoring location ended operation in July 2023. The Paradise – Airport ozone monitoring location is still in operation for data completeness purposes and will end operation later this year.

Butte County was impacted by smoke from wildfires in northwest California and southwest Oregon in late August 2023. One Joint Air Quality Advisory was issued due to the smoke impacts on August 29 and August 30, 2023. Although there were short-term impacts in the Unhealthy for Sensitive Groups AQI range, no monitoring sites exceeded the federal 24-hour PM2.5 standard.

BCAQMD ACRONYM REFERENCE

Updated Oct. 2015

-Board of Director's Meeting -

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

A/C	Authority to Construct Permit
AB	Assembly Bill
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	Chemical symbol for 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
CUA	Chico Urbanized Area
DMV	Department of Motor Vehicles
DTSC	California Department of Toxic Substance Control
EG	Emission Guidelines
EI	Emission Inventory
Eufac	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
HCl	Hydrochloric Acid
Hg	Chemical symbol for mercury
HRA	Health Risk Assessments
HSC	Health & Safety Code
ICE	Internal Combustion Engine

BCAQMD ACRONYM REFERENCE

Updated Oct. 2015

-Board of Director's Meeting -

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
Pb	Chemical symbol for lead
PERP	Portable Equipment Registration Program
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
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
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