

# SACRAMENTO VALLEY

## BASINWIDE AIR POLLUTION CONTROL COUNCIL

					Chair	Vice-Chair		
Butte	Colusa	Feather River	Glenn	Placer	Sacramento	Shasta	Tehama	Yolo-Solano

### **\*\*SPECIAL MEETING NOTICE\*\***

Date: **THURSDAY**, April 3, 2025

Time: **9:00 AM**

Location: **Senator Office Building  
1121 L Street, Suite 408  
Sacramento, CA 95814**

Alternate

Locations: Feather River AQMD  
541 Washington  
Yuba City, CA 95991

Shasta County AQMD  
1855 Placer Street, Suite 101  
Redding, CA 96001

Join Zoom Meeting

<https://us02web.zoom.us/j/86240763035?pwd=Um7UsYh7aa9TKH4tbQcx8K12UOcRde.1>

Meeting ID: 862 4076 3035

Passcode: 605300

Phone: +1 669 900 9128 US (San Jose)

### **AGENDA**

#### **ITEM NO.**

- 1. Call to Order / Roll Call / Introductions**  
Roll Call to be led by BCC Secretary-Treasurer.
- 2. Period of Public Comment**
- 3. Elect 2025 BCC Vice Chair**  
(Tabled from February meeting.) Recommended action: Nominate and elect a Vice Chair to serve the BCC for 2025 (motion needed).
- 4. Approval of Minutes from the February 7, 2024 Meeting**  
Motion needed.
- 5. Financial Status Report**  
Recommended action: receive Financial Status Report as of February 28, 2025 (motion needed).

**6. Contract for Renewal**

Recommended action: approve the renewal of Butte County AQMD Secretarial Services contract (motion needed).

**7. Status Reports**

- |   |                     |
|---|---------------------|
| • Basinwide Control Council (BCC) Members Report:                       | BCC Member          |
| • California Air Pollution Control Officers Association (CAPCOA) Report | CAPCOA Board Member |
| • Broader Sacramento Area (BSA) Report                                  | BSA Member          |
| • California Air Resources Board (CARB) Liaison Report                  | CARB Representative |
| • Technical Advisory Committee (TAC) Report                             | TAC Chair           |
| • Smoke Management Program (SMP) Report                                 | SMP Coordinator     |

**8. Biomass Legislative Advocacy Day Review**

Discussion of the previous day and the upcoming day's events.

**9. Request for Letter of Support for SB88**

Consider development and approval of a letter of support for Senate Bill 88: Air Resources: Carbon Emissions Biomass, co-sponsored by Placer and Sacramento-Metropolitan air districts.

**10. Request for Letter Advocating Prop 4 Funding for Biomass**

Consider development and approval of a letter advocating for funding for biomass from the Proposition 4, Safe Water and Wildfire Prevention Bond.

**11. Set Next BCC Meeting Agenda – June 6, 2025 Hosted by: Colusa County APCD**

An in-person meeting with a field trip to two biomass energy operations permitted by Colusa County APCD.

**12. Adjourn Meeting**

MEETING AGENDAS ARE POSTED BY EACH MEMBER AIR DISTRICT OF THE SACRAMENTO VALLEY BASIN AND AT THE SVBCC WEBSITE LISTED BELOW.

Meeting information can be viewed at [www.airquality.org/SVBCC](http://www.airquality.org/SVBCC)

Questions, comments, and correspondence may be directed to:  
Sacramento Valley Basinwide Air Pollution Control Council  
Laurie LaGrone, Secretary-Treasurer  
629 Entler Avenue, Suite 15  
Chico, CA 95928  
530-332-9400 ext. 105  
bcctacsecretary@gmail.com

## Sacramento Valley Basinwide Air Pollution Control Council

**Title:** Roll Call to be led by BCC Secretary-Treasurer

**Presenter:** BCC Secretary-Treasurer

The BCC Secretary-Treasurer will conduct roll call: First, by Air District for BCC Members, then by Air District for TAC Members, followed by contractors and representatives. At the close of roll call, anyone who is not called will be asked to announce themselves.

### **BCC Members:**

Butte County AQMD, Doug Teeter  
Colusa County APCD, Randy Wilson  
Feather River AQMD, Brian Abe  
Glenn County APCD, Grant Carmon  
Placer County APCD, Greg Janda  
Sacramento-Metro AQMD, Eric Guerra  
Shasta County AQMD, Kevin Crye  
Tehama County APCD, Pati Nolen  
Yolo-Solano AQMD, Angel Barajas

### **TAC Members:**

Butte County AQMD, Stephen Ertle  
Colusa County APCD, Anastacia Allen  
Feather River AQMD, Chris Brown  
Glenn County APCD, Marcie Skelton  
Placer County APCD, Erik White  
Sacramento-Metro AQMD, Alberto Ayala and Amy Roberts  
Shasta County AQMD, Rob Stahl  
Tehama County APCD, Joseph Tona  
Yolo-Solano AQMD, Gretchen Bennitt

### **Consultants/ Representatives:**

Smoke Management Plan Coordinator, Western Weather Group, Kai Tawa  
California Air Resources Board Representative, Adam Gerber  
BCC Secretary-Treasurer, Laurie LaGrone

### **All Other Attendees:**

(please announce yourself for the record)

# Sacramento Valley Basinwide Air Pollution Control Council

**Title:** Approval of Minutes from the February 7, 2025 BCC meeting.

**Presenter:** BCC Secretary-Treasurer

**Recommended action:** Approve minutes from February 7, 2025 BCC meeting (motion needed).

## ATTACHMENTS:

Description	Upload Date	Type
2025-2-07_BCC_Meeting Minutes_DRAFT	3/28/2025	Supporting Documents

# SACRAMENTO VALLEY

## BASINWIDE AIR POLLUTION CONTROL COUNCIL

				Chair	Vice-Chair			
Butte	Colusa	Feather River	Glenn	Placer	Sacramento	Shasta	Tehama	Yolo-Solano

### Meeting Minutes – February 7, 2025

#### 1. Call to Order/ Introductions

A regular meeting of the Sacramento Valley Basinwide Air Pollution Control Council was called to order at 10:02am by Alternate Board Member Greg Janda and a quorum established. Those present were as follows:

PRESENT: Butte County AQMD: Tod Kimmelshue, Alternate BCC Member  
Colusa County APCD: *absent*  
Feather River AQMD: Karm Bains, BCC Alternate Member  
Glenn County APCD: Grant Carmon, BCC Member  
Placer County APCD: Greg Janda, BCC Alternate Member  
Sacramento-Metro AQMD: Eric Guerra, BCC Member  
Shasta County AQMD: *absent*  
Tehama County APCD: Patti Nolen, BCC Member (*not voting*)\*  
Yolo-Solano AQMD: Angel Barajas, BCC Member

*\*Due to flooding, Supervisor Nolen attended the meeting via ZOOM in an unnoticed location; she was thus ineligible to vote.*

Butte County AQMD: Stephen Ertle, TAC Member  
Colusa County APCD: *absent*  
Feather River AQMD: Chris Brown, TAC Member  
Glenn County APCD: Marcie Skelton, TAC Member  
Placer County APCD: Erik White, TAC Member  
Sacramento-Metro AQMD: Alberto Ayala and Amy Roberts, TAC Members  
Shasta County AQMD: Rob Stahl, TAC Chair  
Tehama County APCD: Joe Tona, TAC Vice Chair  
Yolo-Solano AQMD: Gretchen Bennitt, TAC Member

Smoke Management Plan Coordinator: Kai Tawa  
CA Air Resources Board: *absent*  
BCC Secretary-Treasurer: Laurie LaGrone

Guests: Dr. Blake A. Simmons FRSC, presenting  
Julia Levin, Bioenergy Association of California  
Jim Hawley, Lawrence Berkeley National Laboratory

#### 2. Period of Public Comment

Mr. Janda opened the meeting to public comments. Hearing none, the item was closed.

#### 3. Presentation: Lawrence Berkeley National Laboratory's Mobile Biomass Conversion Unit

Dr. Blake A. Simmons FRSC, Division Director of Biological Systems and Engineering at Lawrence Berkeley National Laboratory, gave a PowerPoint presentation of the mobile unit the lab has developed to convert waste material into carbon and biofuel. There was an enthusiastic question and answer session.

*<<All voting items (#4, 5, 6, 8, 9 and 11) were addressed at this point to maintain a quorum before some members had to leave the meeting. Items #7, 10, 12 and 13 followed after the voting items.>>*

**4. Elect 2025 BCC Chair & Vice Chair**

**MOTION:** Mr. Barajas nominated Councilman Eric Guerra to be BCC Chair. The motion was seconded by Mr. Bains, and the motion was passed unanimously in a roll call vote. Due to several board positions not yet seated, the nomination and election of Vice Chair was tabled until the April meeting.

**5. Approval of Minutes from December 6, 2024 Meeting**

**MOTION:** Mr. Carmon moved to approve the minutes as presented; Mr. Guerra seconded the motion. The minutes were approved in a roll call vote with one abstention and no objections.

**6. Financial Status Report**

Ms. LaGrone provided a summary of the financial status report as of December 31, 2024.

**MOTION:** On a motion from Mr. Bains, seconded by Mr. Janda, the financial status report was unanimously approved in a roll call vote.

**7. Status Reports**

- **Basinwide Control Council (BCC) Members Report** – no report.
- **California Air Pollution Control Officers Association (CAPCOA) Report** – Joe Tona  
Mr. Tona detailed CAPCOA's goals and priorities for 2025, and legislation of interest.
- **Broader Sacramento Area (BSA) Report** – no report.
- **CA Air Resources Board (CARB) Report** – no report.
- **Technical Advisory Committee (TAC) Report** – Mr. Stahl reported that the new TAC Chair will be Mr. Tona. Areas of interest for TAC include tracking the Cap & Trade reauthorization, biomass energy, The Professionals' project comparing fee schedules across all BCC districts, planning the April BCC Legislative Days, and the BCC biomass field trip in June. Mr. Ertle added that the Triennial Attainment Plan had been adopted in December.
- **Smoke Management Program (SMP) Report** – see Item #8

**8. 2024 Fall Intensive Burn Season Final Report** – Kai Tawa

Burn Coordinator Tawa presented the final report of the 2024 Fall Intensive Burn Season.

**MOTION:** Mr. Carmon moved to approve the report as presented, seconded by Mr. Barajas, and the report was unanimously approved in a roll call vote.

**9. Sacramento Valley Ag Commissioners Letter to BCC** – Marcy Skelton

Ms. Skelton presented a letter from the Sacramento Valley Agricultural Commissioners recommending approval of the findings of University of California Cooperative Extension Rice Farm Advisors. The approval would provide for five more years of rice burning authorizations.

**MOTION:** Mr. Bains made a motion to approve the letter as presented, seconded by Mr. Barajas, and the letter was unanimously approved in a roll call vote.

**10. Biomass Energy: Biomass Legislative Advocacy, April 2-3, 2025 - Sac-Metro AQMD**

Ms. Roberts provided an update about the Legislative Days, including goals, expectations and talking points for attendees. Pending a vote in Item #11, the April BCC meeting will be held the morning of Day 2; an in-person meeting with a ZOOM option.

**11. 2025 BCC Meeting Schedule Changes** – BCC/TAC Secretary-Treasurer

A revised BCC meeting schedule was presented proposing changes to the April and June meetings.

**MOTION:** Mr. Carmon made a motion to change the April meeting to April 3<sup>rd</sup> at 9:00 a.m. in Sacramento, and the June meeting to Colusa County with an included field trip. Mr. Barajas seconded the motion, and the motion was unanimously approved in a roll call vote.

**12. Set Next BCC Meeting Agenda – April 3rd Hosted by: Sacramento-Metropolitan AQMD**

**13. Adjourn Meeting**

Mr. Janda adjourned the meeting at 11:13 a.m.

Respectfully submitted by: Laurie LaGrone, BCC Secretary-Treasurer

BCC:ll

# Sacramento Valley Basinwide Air Pollution Control Council

**Title:** Motion needed to accept Financial Status Report as of February 28, 2025.

**Presenter:** BCC Secretary-Treasurer

## ATTACHMENTS:

### Description

Financial Report - Bank Account Register 2-28-2025  
Financial Report - Profit & Loss Budget vs Actual 2-28-2025  
2025-02-20\_BCC\_Reconciliation\_Detail

### Upload Date

3/28/2025  
3/28/2025  
3/28/2025

### Type

Supporting Documents  
Supporting Documents  
Supporting Documents



## Sacramento Valley Basinwide Air Pollution Control Council

03/14/25

## Bank Accounts Register

Accrual Basis

As of February 28, 2025

Type	Date	Num	Name	Split	Debit	Credit	Balance
<b>Tri Counties Bank</b>							28,464.98
Bill Pm...	07/17/2024	1066	Butte County AQMD	Accounts Payable		1,389.45	27,075.53
Bill Pm...	07/17/2024	1067	Western Weather Group	Accounts Payable		4,283.33	22,792.20
Bill Pm...	07/17/2024	1068	Western Weather Group	Accounts Payable		814.67	21,977.53
Deposit	08/15/2024			-SPLIT-	66,266.00		88,243.53
Bill Pm...	08/22/2024	1069	Butte County AQMD	Accounts Payable		1,389.45	86,854.08
Bill Pm...	08/22/2024	1070	Western Weather Group	Accounts Payable		4,283.33	82,570.75
Bill Pm...	08/22/2024	1071	Western Weather Group	Accounts Payable		814.67	81,756.08
Deposit	09/11/2024			-SPLIT-	27,226.00		108,982.08
Bill Pm...	09/18/2024	1072	Butte County AQMD	Accounts Payable		1,389.45	107,592.63
Bill Pm...	09/18/2024	1073	Western Weather Group	Accounts Payable		4,283.33	103,309.30
Bill Pm...	09/18/2024	1074	Western Weather Group	Accounts Payable		814.67	102,494.63
Bill Pm...	10/16/2024	1075	Butte County AQMD	Accounts Payable		1,389.45	101,105.18
Bill Pm...	10/16/2024	1076	Western Weather Group	Accounts Payable		4,283.33	96,821.85
Bill Pm...	10/16/2024	1077	Western Weather Group	Accounts Payable		814.67	96,007.18
Bill Pm...	11/20/2024	1078	CA Special Districts Assn	Accounts Payable		500.00	95,507.18
Bill Pm...	11/20/2024	1079	Butte County AQMD	Accounts Payable		1,389.45	94,117.73
Bill Pm...	11/20/2024	1080	Western Weather Group	Accounts Payable		4,283.33	89,834.40
Bill Pm...	11/20/2024	1081	Western Weather Group	Accounts Payable		814.67	89,019.73
Bill Pm...	12/18/2024	1082	Butte County AQMD	Accounts Payable		1,389.45	87,630.28
Bill Pm...	12/18/2024	1083	Western Weather Group	Accounts Payable		4,283.33	83,346.95
Bill Pm...	12/18/2024	1084	Western Weather Group	Accounts Payable		814.67	82,532.28
Bill Pm...	01/15/2025	1085	Butte County AQMD	Accounts Payable		1,389.45	81,142.83
Bill Pm...	01/15/2025	1086	Western Weather Group	Accounts Payable		4,283.33	76,859.50
Bill Pm...	01/15/2025	1087	Western Weather Group	Accounts Payable		814.67	76,044.83
Bill Pm...	02/19/2025	1088	Butte County AQMD	Accounts Payable		1,389.45	74,655.38
Bill Pm...	02/19/2025	1089	Western Weather Group	Accounts Payable		4,283.33	70,372.05
Bill Pm...	02/19/2025	1090	Western Weather Group	Accounts Payable		814.67	69,557.38
Total Tri Counties Bank					93,492.00	52,399.60	69,557.38
<b>U. S. Bank</b>							
Total U. S. Bank							
<b>TOTAL</b>					<b>93,492.00</b>	<b>52,399.60</b>	<b>69,557.38</b>

3:03 PM

03/14/25

Cash Basis

## Sacramento Valley Basinwide Air Pollution Control Council

## Profit &amp; Loss Budget vs. Actual

July 2024 through February 2025

	Jul '24 - Feb 25	Budget	% of Budget
Ordinary Income/Expense			
Income			
Annual District Assessments	93,492.00		
Total Income	93,492.00		
Expense			
Professional Services			
Administrative Services	11,115.60		
Ag Burn Services	34,266.64		
Meteorological Services	6,517.36		
Total Professional Services	51,899.60		
Special Department Expense			
Memberships	500.00		
Total Special Department Expense	500.00		
Total Expense	52,399.60		
Net Ordinary Income	41,092.40		
Net Income	41,092.40		

4:30 PM

03/13/25

**Sacramento Valley Basinwide Air Pollution Control Council**  
**Reconciliation Detail**  
Tri Counties Bank, Period Ending 02/20/2025

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						82,534.28
<b>Cleared Transactions</b>						
<b>Checks and Payments - 4 items</b>						
Bill Pmt -Check	01/15/2025	1086	Western Weather G...	X	-4,283.33	-4,283.33
Bill Pmt -Check	01/15/2025	1085	Butte County AQMD	X	-1,389.45	-5,672.78
Bill Pmt -Check	01/15/2025	1087	Western Weather G...	X	-814.67	-6,487.45
Bill Pmt -Check	02/19/2025	1088	Butte County AQMD	X	-1,389.45	-7,876.90
Total Checks and Payments					-7,876.90	-7,876.90
Total Cleared Transactions					-7,876.90	-7,876.90
Cleared Balance					-7,876.90	74,657.38
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 3 items</b>						
General Journal	08/16/2023	Jrnl 5			-2.00	-2.00
Bill Pmt -Check	02/19/2025	1089	Western Weather G...		-4,283.33	-4,285.33
Bill Pmt -Check	02/19/2025	1090	Western Weather G...		-814.67	-5,100.00
Total Checks and Payments					-5,100.00	-5,100.00
Total Uncleared Transactions					-5,100.00	-5,100.00
Register Balance as of 02/20/2025					-12,976.90	69,557.38
<b>Ending Balance</b>					<b>-12,976.90</b>	<b>69,557.38</b>

# Sacramento Valley Basinwide Air Pollution Control Council

**Title:** Contract for Renewal

**Presenter:** BCC Secretary-Treasurer

**Recommended action:** Approve draft contract for renewal: BCAQMD Secretarial Services Contract

## ATTACHMENTS:

Description	Upload Date	Type
FY25-26_AdminServices_Contract_DRAFT	3/28/2025	Contract

**CONTRACT FOR SACRAMENTO VALLEY BASINWIDE AIR POLLUTION  
CONTROL COUNCIL – ADMINISTRATIVE SECRETARY/ TREASURER SERVICES**

THIS CONTRACT is entered into on April 1, 2025 by and between the SACRAMENTO VALLEY BASINWIDE AIR POLLUTION CONTROL COUNCIL, a political subdivision of the State of California, hereinafter called “COUNCIL” and BUTTE COUNTY AIR QUALITY MANAGEMENT DISTRICT (BCAQMD), hereinafter called “CONTRACTOR.”

NOW, THEREFORE, in consideration of the mutual promises herein, the parties hereto COVENANT, PROMISE and AGREE as follows:

1. The CONTRACTOR agrees to perform for the COUNCIL Secretary and Treasurer Services and administrative duties outlined in attachment Exhibit A.

All work products provided by CONTRACTOR under this contract shall be complete and accurate. Any necessary corrections or revisions will be completed by CONTRACTOR at CONTRACTOR’S expense. The compensation is for work on the projects specified in the attachment. Performance of services which fall outside the scope of this contract, and compensation for such services will be negotiated separately in additional contracts between the COUNCIL and the CONTRACTOR.

CONTRACTOR agrees to keep records of services rendered and reimbursable costs.

2. Except as provided herein, the COUNCIL agrees to compensate, and the CONTRACTOR agrees to accept as compensation, the amount of \$16986.03 per fiscal year to be paid in monthly installments of \$1424.19 after receiving an invoice, which has attached a record of services rendered, plus reimbursement for up to \$2,500.00 for continuously comprehensive professional and general liability insurance. Total compensation shall not exceed \$18,766.75 per fiscal year without prior approval from the Council. With the prior approval of the COUNCIL or their designated representative, CONTRACTOR may invoice, and the COUNCIL agrees to pay, for any hours expended over 500 total hours per fiscal year during this agreement, at the billing rate of \$32.53 per hour. The COUNCIL also agrees to reimburse CONTRACTOR for standard office supplies, computer software (subject to prior approval by the COUNCIL or their designated representative).

3. This contract shall commence April 1, 2025, and shall terminate on March 31, 2025,

with the option to renew in one-year intervals including a 2.5% increase in total and hourly compensation in each year of renewal upon approval of the COUNCIL and CONTRACTOR. The contract may be terminated as set forth below.

4. This contract may be terminated as follows:

- A. By mutual consent of the parties;
- B. At any time on a material breach of any of the provisions hereof; or
- C. By the COUNCIL on delivery of written notice thereof to CONTRACTOR for any or no reason, whatsoever, including, but not limited to, the failure by the Basin Districts or Control Boards to appropriate funds for this Contract or any portion hereof. Such notice shall be delivered to the CONTRACTOR at least 30 days prior to the termination date of the contract.
- D. By the CONTRACTOR on delivery of written notice thereof to COUNCIL with at least a 30 day notice.

5. If this contract is terminated by COUNCIL under the provisions of Paragraph 4 for any reason other than CONTRACTOR'S breach, CONTRACTOR shall be compensated only for the work performed by CONTRACTOR prior to the termination hereof.

6. CONTRACTOR shall not assign any interest in this Contract and shall not transfer any interest in the same without the prior written consent of the COUNCIL except that claims for money due or to become due the CONTRACTOR from the COUNCIL under this contract may be assigned by the CONTRACTOR to a bank, trust company, or other financial institution without such approval. Written notice of any such transfer shall be furnished promptly to the COUNCIL. Any attempt at assignment of rights under this contract, except for those specifically consented to by both parties or as stated above, shall be void.

7. CONTRACTOR shall, during the entire term of this agreement, be construed to be an independent contractor and nothing in this agreement is intended nor shall be construed to create an employer-employee relationship, or a joint venture relationship. The services to be provided by CONTRACTOR shall be provided in a manner consistent with the professional standards applicable

to such services. The sole interest of the COUNCIL is to ensure that the services shall be rendered and performed in a competent, efficient, and satisfactory manner. CONTRACTOR shall be fully responsible for payment of all taxes due to the State of California or Federal Government which would be withheld from compensation if CONTRACTOR were a COUNCIL employee. COUNCIL shall not be liable for deductions for any amount for any purpose from CONTRACTOR'S compensation. CONTRACTOR shall not be eligible for coverage under COUNCIL'S Workers' Compensation Insurance Plan nor shall CONTRACTOR be eligible for coverage for any other COUNCIL benefit.

8. CONTRACTOR shall hold harmless and indemnify the COUNCIL, Butte, Colusa, Feather River, Glenn, Placer, Sacramento, Shasta, Tehama, Yolo/Solano air districts, their elected officials, officers and employees, and agents against all claims, suits, actions, costs, counsel fees, expenses, damages, judgments or decrees by reason of any person's bodily injury, including death or property damage by CONTRACTOR or any person employed by CONTRACTOR or in any capacity during the progress of the work, whether by negligence or otherwise. CONTRACTOR shall also indemnify COUNCIL of any adverse determination made by the Internal Revenue Service or State Franchise Tax Board against COUNCIL with respect to CONTRACTOR'S "independent contractor" status that would establish a liability for failure to make social security or income tax withholding.

9. All certificates, endorsements, cancellations, and other notices required under this contract shall be delivered by CONTRACTOR to the following address:

Sacramento Valley Basinwide Air Pollution Control Council  
C/O Butte County AQMD  
629 Entler Ave, Suite 15  
Chico, CA 95928

All certificates, endorsements, cancellations, and other notices required under this contract shall be delivered by COUNCIL to the following address:

Butte County AQMD  
629 Entler Ave, Suite 15  
Chico, CA 95928  
bcctacsecretary@gmail.com

10. In the performance of the work authorized under this contract, CONTRACTOR shall not discriminate against any worker because of race, creed, color, ancestry, religion, marital status, medical condition, age, physical or mental handicaps, veteran or non-veteran status, sex or national origin.

11. If any action at law or in equity is necessary to enforce or interpret the terms of this contract, the prevailing party shall be entitled to reasonable attorneys' fees, cost, and necessary disbursements in addition to any other relief to which such party may be entitled.

12. All non-proprietary reports, drawings, renderings, or other documents or materials prepared by CONTRACTOR hereunder shall become the property of the COUNCIL.

13. CONTRACTOR hereby covenants that, at the time of the execution of this contract, CONTRACTOR has no interest and shall not acquire any interest in the future, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this contract. CONTRACTOR also covenants that in the performance of this work, no person having any such interest shall be employed. CONTRACTOR will comply with any conflict of interest code approved by COUNCIL.

14. CONTRACTOR shall obtain and maintain continuously comprehensive professional and general liability insurance/or other insurance necessary to protect the public with limits of liability of not less than \$500,000 combined single-limit automotive bodily injury and property damage with appropriate coverage endorsements to include broad form contractual, broad form property damage, products and completed operations, hired and non-owned auto, personal injury, employee dishonesty and fire-legal liability applicable to this agreement. As an alternative, CONTRACTOR may procure and maintain the above insurance in the single limit of \$1,000,000.

Such insurance shall include the COUNCIL, Butte, Colusa, Feather River, Glenn, Placer, Sacramento, Shasta, Tehama, Yolo/Solano air districts, their elected officials, officers and employees, and agents as additionally insureds, and shall not be canceled without 30 days written notice delivered to the COUNCIL. CONTRACTOR shall provide COUNCIL with a certificate of insurance as evidence of insurance protection provided. Insurance certificates provided by any



insurance company or underwriter shall not contain the language “endeavor to” and “but failure to mail such notice shall impose no obligation or liability of any kind upon the company,” or similar language. If CONTRACTOR has employees, he/she shall obtain and maintain continuously Workers’ Compensation Insurance to cover CONTRACTOR and CONTRACTOR’S employees and partners.

15. This agreement supersedes all previous agreements and constitutes the entire understanding of the parties hereto. CONTRACTOR shall be entitled to no other benefits other than those specified herein. No changes, amendments, or alterations shall be effective unless in writing and signed by both parties. CONTRACTOR specifically acknowledges that in entering into and executing this agreement, CONTRACTOR relies solely upon the provisions contained in this agreement and no others.

EXECUTED at Sacramento County, California.

SACRAMENTO VALLEY BASINWIDE AIR POLLUTION  
CONTROL COUNCIL

By: \_\_\_\_\_  
Eric Guerra, Chair, Basin Control Council

Date: \_\_\_\_\_

EXECUTED at Butte County, California.

CONTRACTOR

By: \_\_\_\_\_  
Stephen Ertle, Air Pollution Control Officer, BCAQMD

Date: \_\_\_\_\_

## **EXHIBIT A**

### **RESPONSIBILITIES/ DUTIES OF THE SECRETARY-TREASURER**

#### ***MEETINGS***

- Prepare agendas and minutes for the BCC meetings and Technical Advisory Committee (TAC) meetings. Secretary shall assemble agenda packets for BCC members and submit to each member. Meeting packets for the TAC meetings will be distributed via electronic mail.
- Agendas shall be distributed no later than 72 hours prior to the meeting date and time in order to comply with the Brown Act.
- Attend TAC and BCC meetings as scheduled.

#### ***ADMINISTRATION***

- Maintain a roster of current BCC members and TAC representatives including contact information.
- Receive and distribute correspondence and pertinent documents relating to the BCC and TAC.
- File updates with the California Secretary of State as necessary.
- Coordinate Form 700 filings with BCC and TAC members.
- Coordinate biennial Conflict of Interest Code review.
- Provide meeting material information for posting to the website.
- Respond to requests for public records from the public or districts.
- Provide all official records to the Records Custodian at the completion of the annual audit for the current fiscal year. Official records include but are not limited to meeting agendas and minutes, financial reports, fiscal records, bank statements, correspondence, budgets, contracts, and any other document associated with a meeting of the TAC or BCC.

#### ***FINANCIAL***

- Invoice individual districts for the annual assessment fee as outlined in the approved budget for the BCC for the fiscal year.
- Prepare and present monthly fiscal reports to the TAC and BCC.
- Receive invoices and process payments for services for vendors.
- Review and reconcile monthly bank account statements utilizing QuickBooks.
- Coordinate bi-annual audit with outside auditors including providing any and all financial documentation necessary to facilitate the audit.
- Provide comments on draft audits as necessary.
- Prepare draft management discussion on audit reports.
- Present audit to TAC and BCC.
- Secretary-Treasurer shall coordinate with the TAC Chair to prepare and present draft budget for upcoming fiscal year.
- Draft public notice for hearing on the Smoke Management Plan and the annual budget and publish those notices in the newspapers of local circulation within the jurisdiction of the Sacramento Valley and participating districts.
- Coordinate with Districts to obtain permit totals for fee calculations.
- Prepare and file the Special Districts Financial Transactions Report and Government

Compensation Report with the State of California.

### ***MISCELLANEOUS***

- The Secretary-Treasurer shall be a mutual point of contact for all participating agencies of the BCC. Information exchange for districts may be coordinated by the Secretary via electronic mail or other means necessary for distributing information that is mutually beneficial to participating districts.
- The Secretary-Treasurer may complete other administrative tasks assigned by the TAC or BCC as they see fit within the 500 hour allotment provided for herein. Other such administrative tasks are not to be construed as additional duties.
- Should the Secretary-Treasurer be unable to attendance at any regularly scheduled or special meeting of the TAC or BCC, the Secretary shall notify the TAC Chair no later than 72 hours prior to the meeting (or in an emergency situation as soon as possible prior to the start of the meeting) and coordinate alternate arrangements for the recordation of the meeting proceedings.

### **RESPONSIBILITIES/ DUTIES OF THE BCC, TAC, AND DISTRICTS**

#### ***MEETINGS***

- Submit agenda items to the Secretary-Treasurer for placement on the agenda.
- Confirm BCC quorums.
- Recommend meeting schedule.
- Post meeting information on the internet. (Currently assigned to the Sacramento Metropolitan Air Quality Management District).

#### ***ADMINISTRATION***

- TAC members shall provide information and documentation for agenda items to the Secretary-Treasurer via electronic mail at least 7 days prior to the meeting date.
- Districts shall provide current and up to date contact information for all TAC and BCC members at all times.
- The TAC Chair is to provide direction to the Secretary-Treasurer on all matters directly relating to the BCC and TAC.

#### ***FINANCIAL***

- Proposed expenditures and revenue for the annual budget.
- The TAC Chair shall coordinate with the Secretary-Treasurer to prepare and present the draft budget for the upcoming fiscal year.
- The TAC Chair shall review and approve monthly invoices for payment prior to the issuance of payment by the Secretary-Treasurer.

# Sacramento Valley Basinwide Air Pollution Control Council

**Title:** Biomass Legislative Advocacy Days Schedule

**Presenter:** Sacramento-Metropolitan AQMD

**Recommended action:** review the previous day and the upcoming day's events.

## ATTACHMENTS:

Description

Biomass Advocacy Schedule (DRAFT)

Upload Date

3/28/2025

Type

Supporting Documents



# \*DRAFT\* Biomass Utilization Legislative Education Event

April 2-3, 2025

**Wednesday, April 2, 2025**

*\*\*Travel to Sacramento\*\**

Time	Event	Who	Where
11:00 AM – 12:30 PM	BCC Preparation Meeting & Working Lunch	All BCC & TAC Members, Dominic	Senator Office Building 1121 L Street, Suite 408 Sacramento, CA 95814
12:15 PM	California Department of Food and Agriculture (CDFA)	Team A, Guerra, Dominic	1220 N Street Conference Room 410
1:00 PM	California Air Resources Board David Garcia (Chief of Staff and Policy Advisory)	Team B, Guerra	1001 I Street Conference Room 620
1:30 PM	Senator Megan Dahle POC: Mai Harvill	Team C	1021 O Street Swing Space #7400
2:30 PM	Senator Cabaldon's Office Nicole Cuellar-Nelson (Field Rep)	Team B	1021 O Street 7 <sup>th</sup> Floor Lobby Common Area
3:00 PM	Speaker Robert Rivas's Office Speaker of the Assembly Susan Chan (Policy Consultant)	Team D, Guerra	1021 O Street Swing Space #8518
3:30 PM	Sheri Pemberton, Chief of External Affairs & LD (CA State Lands Commission)	Team A, Amy (driver)	100 Howe Avenue, Suite 100-South, Sacramento CA 95825
3:30 PM	Senator Angelique Ashby's Office Charles Born (Legislative Aide)	Team B	1021 O Street Swing Space #8630
5:00 PM – 7:00 PM	BCC Group Dinner (Reservation for 5:00pm)	Voluntary	Cafeteria 15L 1116 15 <sup>th</sup> Street

## Team Assignments

Tuesday, April 2 (Day 1)			
Team A	Team B	Team C	Team D
Randy Wilson	Greg Janda	Doug Teeter	Greg Janda
Anastacia Allen	Erik White	Stephen Ertle	Erik White
Grant Carmon	Alberto Ayala	Pati Nolen	Alberto Ayala
Marcie Skelton	Angel Barajas	Joseph Tona	
	Gretchen Bennitt		

## Thursday, April 3, 2025

Time	Event	Who	Where
9:00 AM – 10:00 AM	BCC Meeting (TBD) & Advocacy Preparation	All BCC & TAC Members	Senator Office Building 1121 L Street, Suite 408 Sacramento, CA 95814
10:30 AM	Assemblymember James Gallagher POC: Amazing Benamti	Team A	1021 O Street Swing Space #7740
10:30 AM	Senator McGuire's Office Senate President Pro Tempore James Barba (Consultant)	Team B, Guerra	1021 O Street Swing Space #8518
11:00 AM	Assemblymember Joe Patterson POC: Christina Paxton	Team C	1021 O Street Swing Space #4530
11:00 AM	Governor's Office Grant Mack & Lauren Sanchez POC: Natalie Chapin	Team D, Guerra	1021 O Street Swing Space, 9 <sup>th</sup> Floor
11:30 AM	Assemblymember Aguiar-Curry's Office Rita Durgin (Legislative Assistant)	Team B	1021 O Street Swing Space #8210
12:00 PM – 1:30 PM	Outdoor Lunch & Caribou Fuels Mobile Biomass Gasification Unit Viewing	All BCC & TAC Members	West Side of State Capitol 10 <sup>th</sup> Street (between N and L Streets)
1:30 PM – 2:00 PM	Wrap up	All BCC & TAC Members	Senator Office Building 1121 L Street, Suite 408 Sacramento, CA 95814

***\*\*Travel Home\*\****

## Team Assignments

Wednesday, April 3 (Day 2)			
Team A	Team B	Team C	Team D
Randy Wilson	Greg Janda	Greg Janda	Alberto Ayala
Anastacia Allen	Erik White	Erik White	Doug Teeter
Grant Carmon	Alberto Ayala	Amy Roberts	Stephen Ertle
Marcie Skelton	Angel Barajas		
Pati Nolen	Gretchen Bennitt		
Josheph Tona			

## BCC & TAC Member Attendees

Name	Role	Air District	State Representatives <i>(meetings with bolded names)</i>
Doug Teeter	BCC Member	Butte County AQMD	<b>State Senator Megan Dahle (District 1)</b> <b>State Assemblymember James Gallagher (District 3)</b>
Stephen Ertle	TAC Member		
Randy Wilson	BCC Member	Colusa County APCD	<b>State Senator Megan Dahle (District 1)</b> <b>State Assemblymember James Gallagher (District 3)</b>
Anastacia Allen	TAC Member		
Grant Carmon	BCC Member	Glenn County AQMD	<b>State Senator Megan Dahle (District 1)</b> <b>State Assemblymember James Gallagher (District 3)</b>
Marcie Skelton	TAC Member		
Greg Janda	BCC Member	Placer County APCD	<b>State Senator Megan Dahle (District 1)</b> State Senator Marie Alvarado (District 4) State Senator Roger Niello (District 6) State Assemblymember Heather Hadwick (District 1) <b>State Assemblymember James Gallagher (District 3)</b> <b>State Assemblymember Joe Patterson (District 5)</b>
Erik White	TAC Member		
Eric Guerra	BCC Member	Sac Metro AQMD	<b>Senator Angelique Ashby (District 8)</b> Assemblymember Maggie Krell (District 6)
Alberto Ayala	TAC Member		
Amy Roberts	TAC Member (Alt)		
Pati Nolen	BCC Member	Tehama AQMD	<b>Senator Megan Dahle (District 1)</b> <b>State Assemblymember James Gallagher (District 3)</b>
Josheph Tona	TAC Member		
Angel Barajas	BCC Member	Yolo-Solano AQMD	<b>State Senator Christopher Cabaldon (District 3)</b> <b>State Assemblymember Cecilia Aguiar-Curry (District 4)</b>
Gretchen Bennitt	TAC Member		

## Goals for Biomass Legislative Education Event

The Basinwide Control Council is charged with overseeing the Smoke Management Program and promoting air quality in the Sacramento Valley Air Basin (SVAB). A key focus in recent years has been to increase biomass utilization for bioenergy and beneficial bioproducts and reduce agricultural and prescribed burning and associated smoke and impacts to air quality. The planned legislative education event will focus on educating key legislators, committees and other state agencies to seek funding for biomass utilization projects in the SVAB region.

## General Event Logistics

- Meetings with legislators will be done by separate BCC member teams.
- Each team will be made up of 2-3 representative districts and 4-6 BCC/TAC members.
- Meetings will generally last 15-30 minutes.
- Day 1 and 2 will focus on meeting with legislators and other key agencies