



**ANTELOPE VALLEY AIR QUALITY MANAGEMENT  
DISTRICT**

**GOVERNING BOARD  
REGULAR MEETING**

**AGENDA**

TUESDAY, APRIL 18, 2017  
10:00 A.M.

**LOCATION**

**AVAQMD District Office**  
43301 Division Street, Suite 206  
Lancaster, CA 93535  
661-723-8070

**BOARD MEMBERS**

Marvin Crist, Chair, City of Lancaster  
Ron Hawkins, Vice Chair, Los Angeles County  
Vern Lawson, Los Angeles County  
Ken Mann, City of Lancaster  
Steven Hofbauer, City of Palmdale  
Austin Bishop, City of Palmdale  
Newton Chelette, Public Member

**Call to Order – 10:00 a.m.**

Pledge of Allegiance.

Roll Call.

**Public Comments on any Agenda Item will be heard at the time of discussion of the Agenda Item. Public Comments not pertaining to Agenda Items will be heard during the PUBLIC COMMENT period, below.**

1. **PUBLIC COMMENT**

**CONSENT CALENDAR**

**The following consent items are expected to be routine and non-controversial and will be acted upon by the Board at one time without discussion unless a Board member, staff member or member of the public requests an item be held for discussion under DEFERRED ITEMS.**

2. Approve Minutes from Regular Governing Board Meeting of March 21, 2017.  
Presenter: Crystal Goree.
3. Monthly Activity Report. Receive and File. Presenter: Bret Banks.
4. Monthly Grant Fund Summary. Receive and File. Presenter: Bret Banks.
5. The Financial Report for FY 17, February 2017 is provided to the Governing Board for information concerning the current fiscal status of the District. Receive and File.  
Presenter: Jean Bracy.
6. Approve payment to MDAQMD in the total amount of \$106,360.83, subject to availability of funds, for services provided during the month of February 2017.  
Presenter: Jean Bracy.

**ITEMS FOR DISCUSSION**

**DEFERRED ITEMS**

**PUBLIC HEARINGS**

None.

**NEW BUSINESS**

7. AVAQMD Budget Development Overview Discussion. Presenter: Bret Banks.  
(No back-up).

## **PRESENTATIONS**

8. Gasoline Dispensing Overview – Jason Mentry.
9. Status of Antelope Valley’s School Bus Fleet – Bret Banks.

## **ADMINISTRATIVE ITEMS**

10. Reports:  
  
Governing Board Counsel.  
  
Executive Officer/APCO, Staff.
11. Board Member Reports and Suggestions for Future Agenda Items.

Adjourn to Regular Governing Board Meeting of Tuesday, May 16, 2017.

If you challenge any decision regarding any of the listed proposals in court, you may be limited to raising only those issues you or someone else raised during the public testimony period regarding that proposal, or in written correspondence delivered to the Governing Board at, or prior to, the public hearing.

Due to time constraints and the number of persons wishing to give oral testimony, time restrictions may be placed on oral testimony regarding the above proposals. You may wish to make your comments in writing to assure that you are able to express yourself adequately.

***In compliance with the Americans with Disabilities act, if special assistance is needed to participate in the Board Meeting, please contact the Administrative Secretary during regular business hours at 661-723-8070, ext. 1. Notification received 48 hours prior to the meeting will enable the District to make reasonable accommodations.***

I hereby certify, under penalty of perjury, that this agenda has been posted 72 hours prior to the stated meeting in a place accessible to the public. Copies of this agenda and any or all additional materials relating thereto are available at the District Office at 43301 Division Street, Suite 206, Lancaster, CA 93535 or by contacting the Administrative Secretary at 661-723-8070, ext. 1 or by email at [cgoree@avaqmd.ca.gov](mailto:cgoree@avaqmd.ca.gov)

**Mailed & Posted on: Wednesday, 4/12/17.**

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Crystal Goree, Administrative Secretary

**ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT  
GOVERNING BOARD**

**\*\*\*\*NOTICE OF REGULAR MEETING\*\*\*\***

**NOTICE IS HEREBY GIVEN that the Governing Board of the Antelope Valley Air Quality Management District (District) will conduct a Regular Meeting on Tuesday, April 18, 2017 at 10:00 a.m.**

**SAID MEETING will be conducted in the Antelope Valley Air Quality Management District Offices Conference Room, 43301 Division Street, Suite 206, Lancaster, California, 93535. Interested persons may attend and submit oral and/or written comments/statements at the meeting. It is requested that written comments/statements be submitted prior to the meeting.**

**A copy of the Agenda will be duly posted and may also be reviewed at the office of the Antelope Valley Air Quality Management District, 43301 Division Street, Suite 206, Lancaster, California 93535.**

**ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT  
GOVERNING BOARD**

**CRYSTAL GOREE  
ADMINISTRATIVE SECRETARY  
PHONE: (661) 723-8070, Ext. 1.**

Mailed and Posted: **Wednesday, 4/12/17**  
**DATE**

**ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT  
GOVERNING BOARD MEETING  
TUESDAY, MARCH 21, 2017  
ANTELOPE VALLEY DISTRICT OFFICE  
LANCASTER, CA**

**MINUTES**

Board Members Present:

Marvin Crist, Chair, City of Lancaster  
Ron Hawkins, Vice Chair, Los Angeles County  
Newton Chelette, Public Member  
Steve Hofbauer, City of Palmdale  
Ken Mann, City of Lancaster

Board Members Absent:

Vern Lawson, Los Angeles County  
Austin Bishop, City of Palmdale (excused)

**CALL TO ORDER**

Chair Crist called the meeting to order at 10:00 a.m. Board Member Mann led the Pledge of Allegiance. Roll call was taken.

**PUBLIC COMMENT**

**Agenda Item #1**

None.

**CONSENT CALENDAR** – Consent items were acted upon by the Board at one time without discussion. Upon Motion by **CHELETTE**, Seconded by **MANN**, and carried unanimously, the board acted as follows:

**Agenda Item #2 - Approve Minutes from Regular Governing Board Meeting of**

February 21, 2017. Presenter: Crystal Goree.

**Approved** Minutes from Regular Governing Board Meeting of February 21, 2017.

**Agenda Item #3 – Monthly Activity Report. Receive and file.** Presenter: Bret Banks.

**Received and filed.**

**Agenda Item #4 – Monthly Grant Fund Summary. Receive and file.**

Presenter: Bret Banks.

**Received and filed.**

**Agenda Item #5 - The Financial Report for FY 17, January 2017 is provided to the Governing Board for information concerning the current fiscal status of the District.**

Presenter: Jean Bracy.

Received and filed.

**Agenda Item #6 - Approve payment to MDAQMD in the total amount of \$106,110.46, subject to availability of funds, for services provided during the month of January 2017.** Presenter: Jean Bracy.

Approved payment to MDAQMD in the total amount of \$106,110.46, subject to availability of funds, for services provided during the month of January 2017.

**Agenda Item #7 - Amend Governing Board Policy 02-01, "Authority of the Air Pollution Control Officer."** Presenter: Bret Banks.

Amended Governing Board Policy 02-01, "Authority of the Air Pollution Control Officer."

**ITEMS FOR DISCUSSION**

**DEFERRED**

None.

**PUBLIC HEARINGS**

**Agenda Item #8 - Conduct a public hearing to consider the adoption of the AVAQMD Federal 75 ppb Ozone Attainment Plan (Western Mojave Desert Nonattainment Area): a. Open public hearing; b. Receive staff report; c. Receive public testimony; d. Close public hearing; e. Make a determination that the California Environmental Quality Act (CEQA) Categorical Exemption applies; f. Waive reading of Resolution; g. Adopt Resolution making appropriate findings, certifying the Notice of Exemption, adopting the plan and directing staff actions.**

Presenter: Bret Banks.

Chair Crist opened Public Hearing. Bret Banks provided background information and staff report. Mr. Banks shared PowerPoint presentation. Chair Crist solicited public comment. There was no public comment. Bret Banks discussed the proposed adoption of 75 ppb Federal Ozone Plan and answered questions from the Board. Discussion ensued. Vickie Rausch, District Engineer, provided additional information on NOx and VOCs. Chair Crist directed Bret Banks to write a letter to Congressman Knight to address the Ozone transport issue and how it affects the Antelope Valley. Bret Banks to also prepare a Press Release. Chair Crist closed public hearing. Upon Motion by MANN, Seconded by HOFBAUER, and carried unanimously, the Board made a determination that the California Environmental Quality Act (CEQA) Categorical Exemption applies; waived reading of Resolution; adopted Resolution #17-01, making appropriate findings, certifying the Notice of Exemption, adopting the plan and directing staff actions.

## **NEW BUSINESS**

**Agenda Item #9 - 1) Approve \$80,000 in Carl Moyer Program and Mobile Source Emissions Reduction Program (AB 923) funds toward continued implementation of the District's Voluntary Accelerated Vehicle Retirement Program (VAVR); and 2) Authorize an extended contract with Environmental Engineering Studies Incorporated (EES); and 3) Authorize the Deputy Director and staff to negotiate target time frames and technical project details and execute an agreement, approved as to legal form by the Office of District Counsel.**

Presenter: Julie McKeehan.

Julie McKeehan provided background information, staff recommendation and answered questions from the Board. Upon Motion by **HOFBAUER**, Seconded by **HAWKINS**, and carried unanimously, the Board approved \$80,000 in Carl Moyer Program and Mobile Source Emissions Reduction Program, with correction of AB 2766 funds instead of AB 923 funds towards continued implementation of the District's Voluntary Accelerated Vehicle Retirement Program (VAVR); and authorized an extended contract with Environmental Engineering Studies Incorporated (EES); and authorized the Deputy Director and staff to negotiate target time frames and technical project details and execute an agreement, approved as to legal form by the Office of District Counsel.

**Agenda Item #10 - 1) Allocate a maximum of \$10,000 from the District's general fund and a maximum of \$10,730 from Mobile Source Emissions Reduction Program AB 923 fund for the 2017 Lawn Mower Exchange Program; and 2) Authorize the Executive Director/ APCO and staff to negotiate target time frames and technical project details and execute an agreement, approved as to legal form by the Office of District Counsel.** Presenter: Julie McKeehan.

Julie McKeehan provided background information, staff recommendation and answered questions from the Board. Discussion ensued. Ms. McKeehan announced that the 1<sup>st</sup> Lawn Mower Exchange Event will take place on Saturday, 4/15/17, 8:30 am – 11:30 am at the Antelope Valley Environmental Collection Center in Palmdale. The 2<sup>nd</sup> Event will take place on Saturday, 5/6/17, 8:30 am – 11:30 am at the City of Lancaster Recycling Center. Upon Motion by **CHELETTE**, Seconded by **HOFBAUER**, and carried unanimously, the Board allocated a maximum of \$10,000 from the District's general fund and a maximum of \$10,730 from Mobile Source Emissions Reduction Program AB 923 fund for the 2017 Lawn Mower Exchange Program; and authorized the Executive Director/APCO and staff to negotiate target time frames and technical project details and execute an agreement, approved as to legal form by the Office of District Counsel.

## **ADMINISTRATIVE ITEMS**

### **Agenda Item #11 - Reports**

Governing Board Counsel – Allison Burns reminded Board members to file Form 700 and complete AB1234 Ethics Training.

Executive Director/APCO – None.

### **Agenda Item #12 – Board Member Reports and Suggestions For Future Agenda Items.**

None.

## **CLOSED SESSION**

### **Agenda Item #13 - Public Employee Performance Evaluation – Pursuant to Government Code Sections 54954.5 (e) and 54957(b)). Title: Executive Director/APCO.**

## **OPEN SESSION**

### **Agenda Item #14 - Disclosure of any Reportable action taken in Closed Session; and the Vote and Abstention of every Member Present in the Closed Session.**

No reportable action taken.

The meeting was adjourned at 11:00 a.m. to the next regularly scheduled Governing Board Meeting, Tuesday, April 18, 2017, 10:00 a.m.



## Item #3 - Monthly Activity Report – March 2017

	<u>March 2017</u>	<u>March 2016</u>	<u>YTD (7/1/17)</u>
Complaints	2	1	27
Complaint Investigations	2	1	27
Asbestos Notifications	8	13	31
Asbestos Inspections	0	0	0
Facility Inspections	60	65	283
Facility Inspections Completed (%)	99	97	97
Permit Inspections	92	163	532
Permit Inspections in Compliance (%)	100	99	99
Notice of Violation (NOV)	1	1	9

### Outstanding NOVs

- AV00000187, Issued 02/2016

### Project Comment Letters – March 2017

**None**



## AB 923 PROJECT & ADMIN. FUNDS

<i>Action Date</i>	<i>Project Name</i>	<i>Approved Action</i>
Jun-14	VAVR Program - Admin. to EES AV0614#11	-25000.00 paid
Nov-14	AVSTA CNG Tank Replacement AV1114#8	-31459.00 paid
Dec-14	VAVR Program - Admin to EES AV1214#8	-25000.00 paid
Jan-15	AVSTA CNG School Bus Purchase AV0115#7	-100000.00 paid
Apr-15	Calandri SonRise Farms ERP Project #3 AV0415#8	-78372.75 paid
Apr-17	2016 Lawn Mower Exchange Program	-11200.00 paid
May-15	Gene Wheeler Farms ERP Project #2 AV0515#10	-142010.00 paid
Aug-15	VAVR Program - Projects & Admin. to EES AV0815#6	-60000.00 paid
Nov-15	Calandri SonRise Farms Repower Project #4 AV1115#9	-116471.00 paid
Jan-16	Antelope Valley Farming ERP Project #1 AV0116#8	-181530.00 paid
Mar-16	Ebee Streetlight EV Charging Project AV0316#10	-25000.00 pending
Apr-16	VAVR Program - Admin to EES AV0416#10	-60000.00 paid
Apr-17	2016 Lawn Mower Exchange Program	-11200.00 paid
Aug-16	Calandri SonRise Farms Harvesting Project AV0816#8	-406,065.00 pending
Oct-16	Antelope Valley Farming ERP Project #2 AV1016#10	-12,940.38 paid
Dec-16	AVSTA CNG Tank Replacement AV1216#11	-63,377.00 pending
Dec-16	SCE Charge Ready Pilot Project AV1216#10	-48,819.20 pending
Feb-17	City of Pamdale Vanpool/Infrastructure Project AV0117#12	-164,928.00 pending
Feb-17	City of Lancaster Vanpool/Infrastructure Project AV0117#11	-61,925.00 pending
Mar-17	2017 Lawn Mower Exchange Program	-10,730 pending

### AB 923 PROJECTS CURRENT BALANCE

**-\$21,176.32**

<i>Action Date</i>	<i>Project Name</i>
	No Pending Projects

**Pending Action**

### AB 923 PROJECTS BALANCE PENDING APPROVAL

**-\$21,176.32**

## CARL MOYER PROGRAM PROJECT FUNDS

<b>Mar-15 Carl Moyer Prog. Funds Year 17 Awarded to AVAQMD</b>	<b>637511.00</b> recv'd
<b>Mar-15 Carl Moyer Interest (FY 13-14) added to Year 16</b>	<b>834.45</b> recv'd
Apr-15 Calandri SonRise Farms ERP Project #3 AV0415#8	-284211.25 paid
Apr-15 High Desert Dairy ERP Project #3 AV0415#7	-134239.00 paid
Nov-15 Bill's Landscaping ERP Project #1 AV1115#7	-78873.00 paid
Nov-15 Gall Brothers Engineering ERP Project #1 AV1115#8	-138715.00 paid
<b>Feb-16 MDAQMD Year 16 Transfer AV0216#7</b>	<b>324480.00</b> recv'd
Mar-16 High Desert Dairy ERP Project #4 AV0316#8	-139,224.00 paid
Mar-16 Calandri SonRise Farms ERP Project #5 AV0316#9	-83,983.00 paid
<b>Mar-15 Carl Moyer Prog. Funds Year 18 Awarded to AVAQMD</b>	<b>659588.00</b> recv'd
Apr-16 Lane Ranch & Co. ERP Project AV0416#8	-99,989.56 paid
Apr-16 Bill's Landscaping ERP Project #2 AV0416#9	-79,916.00 paid
Jun-16 Calandri SonRise Farms Forklift Project #6 AV0616#8	-60,985.00 paid
Jun-16 Antelope Valley Fair Assoc. Forklift Project AV0616#9	-51,460.00 paid
Jul-16 Bolthouse ERP Project AV0716#11	-18,927.00 paid
Jul-16 South Pac Industries ERP Project AV0716#9	-181,114.00 paid
Sep-16 High Desert Dairy ERP Project #4 AV0916#9	-158,663.00 paid
Sep-16 Gall Brothers Engineering ERP Project #2 AV0916#10	-77,896.00 paid
Oct-16 Antelop Valley Farming ERP Project #2 AV1016#10	-34,943.62 paid

### CARL MOYER PROJECTS CURRENT BALANCE

**\$1,495.00**

**MINUTES OF THE GOVERNING BOARD  
OF THE ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT  
LANCASTER, CALIFORNIA**

*AGENDA ITEM 5*

**DATE:** April 18, 2017

**RECOMMENDATION:** Receive and file.

**SUMMARY:** The Financial Report for FY 17, February 2017 is provided to the Governing Board for information concerning the current fiscal status of the District.

**BACKGROUND:** The Financial Reports provide financial and budget performance information and reflects the business activities of the District for the period referenced. Staff is available to answer questions as needed.

**BALANCE SHEET** – The Balance Sheet is a “snapshot” of the District’s resources, shown per fund. The Change in Net Position indicates the dynamic status of revenue and expenses for the period; it does not reflect the District’s cash position.

**STATEMENT OF REVENUES & EXPENDITURES** – This report describes the financial activities only for the month for each of the District’s funds and does not reflect the District’s cash position.

**STATEMENTS OF ACTIVITY (for all District funds)** – The target variance for February 2017 is 67% of Fiscal Year 2017.

- ***District Wide*** reports the expenses paid directly from the District’s operating account and grant funds. Negative amounts usually indicate expenses made from accumulated grant funds. “Adjustments to Revenue” usually reflects the cancellation of permits. “Permitting” revenue represents invoices issued for annual permit renewals and always assumes the expectation of revenue for those facilities with valid operating permits. Cancelling permits impacts the expected revenue.
- ***Contracted Services*** reports the expenses made by the contractor (MDAQMD) and passed through to the District.
- ***Report Recap*** is the consolidated report which reflects the revenues received and expenses made during the period and year to date against the adopted budget for FY 17. The line item Program Costs includes those payments made from the District’s grant funds (AB 2766, AB 923, and Carl Moyer Fund).

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cc: Jean Bracy  
Laquita Cole  
Michelle Powell

**MINUTES OF THE GOVERNING BOARD  
OF THE ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT  
LANCASTER, CALIFORNIA**

*AGENDA ITEM 5*

**BANK REGISTER WELLS FARGO OPERATING** – This report lists the deposits to and payments made from the District’s primary operating account which is deposited at Wells Fargo Bank. Periodically the account is reimbursed from the funds on deposit with the Los Angeles County Auditor/Controller.

**BANK REGISTERS LA COUNTY: GENERAL FUND, AB 2766 U5R, LA COUNTY AB 923, and LA COUNTY CARL MOYER U5S** – These reports list deposits to and payments made from the District’s Grant Fund Accounts, held in trust at the Los Angeles County Auditor/Controller. The items from the Grand Fund accounts are the activity are shown on the Statement of Activity as “Program Costs.”

**DISTRICT CARDS** – This report shows the purchases made using the District’s Mastercard for the referenced period(s).

**REASON FOR RECOMMENDATION:** Receive and file.

**REVIEW BY OTHERS:** This item was reviewed by Allison Burns, Special Counsel as to legal form and by Bret Banks, Executive Director/APCO (AVAQMD) on or about April 5, 2017.

**FINANCIAL DATA:** No change in appropriation is required at this time.

**PRESENTER:** Jean Bracy, Deputy Director – Administration

**Antelope Valley AQMD**  
**Balance Sheet - Governmental Funds**  
**As of February 28, 2017**

## Financial Report

	<u>General Fund</u>	<u>AB2766 Mobile Emissions</u>	<u>AB923 Mobile Emissions</u>	<u>Carl Moyer</u>	<u>Total</u>
<b>Assets</b>					
Current Assets					
Cash	1,132,749.33	444,431.70	894,570.39	156,194.24	2,627,945.66
Cash Held For Other Fund	31,401.71	7,412.38	(14,985.79)	(23,828.30)	0.00
Receivables	54,193.45	0.00	0.00	0.00	54,193.45
Pre-Paid	4,311.45	0.00	0.00	0.00	4,311.45
<b>Total Current Assets</b>	<b>1,222,655.94</b>	<b>451,844.08</b>	<b>879,584.60</b>	<b>132,365.94</b>	<b>2,686,450.56</b>
<b>Total Assets</b>	<b>1,222,655.94</b>	<b>451,844.08</b>	<b>879,584.60</b>	<b>132,365.94</b>	<b>2,686,450.56</b>
<b>Liabilities and Net Position</b>					
Current Liabilities					
Payables	427,343.12	0.00	6,704.83	18,694.20	452,742.15
Due to Others	980.00	0.00	0.00	0.00	980.00
Unearned Revenue	0.00	0.00	0.00	559,949.99	559,949.99
<b>Total Current Liabilities</b>	<b>428,323.12</b>	<b>0.00</b>	<b>6,704.83</b>	<b>578,644.19</b>	<b>1,013,672.14</b>
Restricted Fund Balance	0.00	566,746.99	853,660.32	(257,788.23)	1,162,619.08
Cash Reserves	370,000.00	0.00	0.00	0.00	370,000.00
Unassigned Fund Balance	263,782.62	0.00	0.00	0.00	263,782.62
Pre-Paid	4,311.45	0.00	0.00	0.00	4,311.45
Change in Net Position	156,238.75	(114,902.91)	19,219.45	(188,490.02)	(127,934.73)
<b>Total Liabilities &amp; Net Position</b>	<b>1,222,655.94</b>	<b>451,844.08</b>	<b>879,584.60</b>	<b>132,365.94</b>	<b>2,686,450.56</b>

**Antelope Valley AQMD**  
**Statement of Revenues & Expenditures**  
**For the Period Ending February 28, 2017**

## Financial Report

	<u>General Fund</u>	<u>AB2766 Mobile Emissions Program</u>	<u>AB923 Mobile Emissions Program</u>	<u>Carl Moyer Program</u>	<u>Total Governmental Funds</u>
<b>Revenues</b>					
Application and Permit Fees	42,095.58	0.00	0.00	0.00	42,095.58
AB 2766 and Other Program Revenues	57,501.81	30,898.33	44,123.45	0.00	132,523.59
Fines	1,495.57	0.00	0.00	0.00	1,495.57
Investment Earnings	532.99	242.91	566.80	358.37	1,701.07
Federal and State	99,491.03	0.00	0.00	0.00	99,491.03
Miscellaneous Income	419.44	0.00	0.00	0.00	419.44
<b>Total Revenues</b>	<b>201,536.42</b>	<b>31,141.24</b>	<b>44,690.25</b>	<b>358.37</b>	<b>277,726.28</b>
<b>Expenditures</b>					
Program Staff	86,641.93	0.00	2,182.36	3,789.46	92,613.75
Services and Supplies	19,071.52	14,250.00	108,396.00	2,224.00	143,941.52
Contributions to Other Participants	0.00	0.00	0.00	0.00	0.00
Capital Outlay Improvements and Equipment	0.00	0.00	0.00	0.00	0.00
<b>Total Expenditures</b>	<b>105,713.45</b>	<b>14,250.00</b>	<b>110,578.36</b>	<b>6,013.46</b>	<b>236,555.27</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>95,822.97</b>	<b>16,891.24</b>	<b>(65,888.11)</b>	<b>(5,655.09)</b>	<b>41,171.01</b>

**Antelope Valley AQMD**  
**Statement of Activity - MTD, MTM and YTD**  
**For 2/28/2017**

00 District Wide

	M-T-D Actual	Y-T-D Actual	Y-T-D Budget	% Budget to Actual
<b>Revenues</b>				
Permitting	39,518.37	530,848.40	637,480.00	(0.83)
Programs	132,523.59	1,620,747.46	2,396,065.00	(0.68)
Revenue - Other	419.44	1,416.82	0.00	0.00
Application Fees	4,517.00	32,230.00	47,500.00	(0.68)
State Revenue	99,491.03	130,008.15	126,000.00	(1.03)
Fines & Penalties	300.00	20,250.00	12,000.00	(1.69)
Interest Earned	1,701.07	13,953.45	13,300.00	(1.05)
Adjustments to Revenue	(744.22)	(4,219.79)	0.00	0.00
<b>Total Revenues</b>	<b>277,726.28</b>	<b>2,345,234.49</b>	<b>3,232,345.00</b>	<b>(0.73)</b>
<b>Expenses</b>				
Office Expenses	2,337.79	56,507.75	90,180.00	0.63
Communications	1,362.25	12,961.22	23,500.00	0.55
Vehicles	562.56	6,293.82	9,500.00	0.66
Program Costs	124,870.00	1,496,372.54	1,637,438.00	0.91
Travel	21.36	4,650.96	6,500.00	0.72
Professional Services				
Financial Audit & Actuarial Svcs	0.00	12,500.00	12,000.00	1.04
Research Studies	0.00	0.00	6,000.00	0.00
Consulting Fees	(1,360.00)	2,114.60	3,000.00	0.70
Stipends	600.00	3,400.00	8,400.00	0.40
Maintenance & Repairs	225.00	3,535.00	7,000.00	0.51
Non-Depreciable Inventory	0.00	6,322.33	6,300.00	1.00
Dues & Subscriptions	0.00	6,815.90	10,500.00	0.65
Legal	1,497.46	12,687.21	17,000.00	0.75
Miscellaneous Expense	78.02	560.30	800.00	0.70
Capital Expenditures	0.00	0.00	10,000.00	0.00
<b>Total Expenses</b>	<b>130,194.44</b>	<b>1,624,721.63</b>	<b>1,848,118.00</b>	<b>0.88</b>
<b>Program Staff</b>				
Program Staff	0.00	0.00	94,227.00	0.00
<b>Total Program Staff</b>	<b>0.00</b>	<b>0.00</b>	<b>94,227.00</b>	<b>0.00</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>147,531.84</b>	<b>720,512.86</b>	<b>1,290,000.00</b>	<b>(0.56)</b>



**Antelope Valley AQMD**  
**Statement of Activity - MTD, MTM and YTD**  
**For 2/28/2017**

10 Contracted Services

	M-T-D Actual	Y-T-D Actual	Y-T-D Budget	% Budget to Actual
<b>Revenues</b>				
<b>Expenses</b>				
Office Expenses	679.83	1,537.39	6,200.00	0.25
Vehicles	0.00	0.00	500.00	0.00
Travel	0.00	355.28	3,000.00	0.12
Professional Services				
Payroll Contract	5.39	80.52	300.00	0.27
Financial Audit & Actuarial Svcs	13,061.86	104,779.22	155,635.00	0.67
Maintenance & Repairs	0.00	333.33	0.00	0.00
Non-Depreciable Inventory	0.00	48.38	0.00	0.00
Capital Expenditures	0.00	390.88	13,000.00	0.03
<b>Total Expenses</b>	<b>13,747.08</b>	<b>107,525.00</b>	<b>178,635.00</b>	<b>0.60</b>
<b>Program Staff</b>				
Program Staff	92,613.75	740,922.59	1,111,365.00	0.67
<b>Total Program Staff</b>	<b>92,613.75</b>	<b>740,922.59</b>	<b>1,111,365.00</b>	<b>0.67</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>(106,360.83)</b>	<b>(848,447.59)</b>	<b>(1,290,000.00)</b>	<b>(0.66)</b>

**Antelope Valley AQMD**  
**Statement of Activity - MTD, MTM and YTD**  
**For 2/28/2017**

Report Recap

	M-T-D Actual	Y-T-D Actual	Y-T-D Budget	% Budget to Actual
<b>Revenues</b>				
Permitting	39,518.37	530,848.40	637,480.00	(0.83)
Programs	132,523.59	1,620,747.46	2,396,065.00	(0.68)
Revenue - Other	419.44	1,416.82	0.00	0.00
Application Fees	4,517.00	32,230.00	47,500.00	(0.68)
State Revenue	99,491.03	130,008.15	126,000.00	(1.03)
Fines & Penalties	300.00	20,250.00	12,000.00	(1.69)
Interest Earned	1,701.07	13,953.45	13,300.00	(1.05)
Adjustments to Revenue	(744.22)	(4,219.79)	0.00	0.00
<b>Total Revenues</b>	<b>277,726.28</b>	<b>2,345,234.49</b>	<b>3,232,345.00</b>	<b>(0.73)</b>
<b>Expenses</b>				
Office Expenses	3,017.62	58,045.14	96,380.00	0.60
Communications	1,362.25	12,961.22	23,500.00	0.55
Vehicles	562.56	6,293.82	10,000.00	0.63
Program Costs	124,870.00	1,496,372.54	1,637,438.00	0.91
Travel	21.36	5,006.24	9,500.00	0.53
Professional Services				
Payroll Contract	5.39	80.52	300.00	0.27
Financial Audit & Actuarial Svcs	13,061.86	117,279.22	167,635.00	0.70
Research Studies	0.00	0.00	6,000.00	0.00
Consulting Fees	(1,360.00)	2,114.60	3,000.00	0.70
Stipends	600.00	3,400.00	8,400.00	0.40
Maintenance & Repairs	225.00	3,868.33	7,000.00	0.55
Non-Depreciable Inventory	0.00	6,370.71	6,300.00	1.01
Dues & Subscriptions	0.00	6,815.90	10,500.00	0.65
Legal	1,497.46	12,687.21	17,000.00	0.75
Miscellaneous Expense	78.02	560.30	800.00	0.70
Capital Expenditures	0.00	390.88	23,000.00	0.02
<b>Total Expenses</b>	<b>143,941.52</b>	<b>1,732,246.63</b>	<b>2,026,753.00</b>	<b>0.85</b>
<b>Program Staff</b>				
Program Staff	92,613.75	740,922.59	1,205,592.00	0.61
<b>Total Program Staff</b>	<b>92,613.75</b>	<b>740,922.59</b>	<b>1,205,592.00</b>	<b>0.61</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>41,171.01</b>	<b>(127,934.73)</b>	<b>0.00</b>	<b>0.00</b>

**Antelope Valley AQMD**  
**Bank Register from 2/01/2017 to 2/28/2017**  
Wells Fargo Operating

<u>Check/Ref</u>	<u>Date</u>	<u>Name/Description</u>	<u>Check Amount</u>	<u>Deposit Amount</u>	<u>Account Balance</u>
0000246	2/01/2017	Credit Card Transaction - 84 Lumber	0.00	575.00	240,319.98
0000246	2/02/2017	Credit Card Transaction - Paul Dewitt	0.00	1,526.00	241,845.98
0000246	2/03/2017	Credit Card Transaction - Granite Const	0.00	641.00	242,486.98
0003122	2/09/2017	[10006] BANK OF THE WEST-District CC Charges Jan 2017	1,125.69	0.00	241,361.29
0003123	2/09/2017	[10405] CANON FINANCIAL SERVICES-Copier Lease Feb 2017	317.39	0.00	241,043.90
0003124	2/09/2017	[10019] FEDERAL EXPRESS CORPORATION-Courier Service Jan 2017	23.50	0.00	241,020.40
0003125	2/09/2017	[10071] MAIL FINANCE-Postage Meter Rental Mar 2017	94.49	0.00	240,925.91
0003126	2/09/2017	[10026] MOJAVE DESERT AQMD-SEP FY17	105,972.10	0.00	134,953.81
0003127	2/09/2017	[10260] QCS BUILDING SERVICES-Janitorial Supplies	34.89	0.00	134,918.92
0003128	2/09/2017	[10043] THE GAS CO-Gas Service January 2017	130.82	0.00	134,788.10
0003129	2/09/2017	[10045] VERIZON BUSINESS-VOIP & Internet Service	1,362.25	0.00	133,425.85
0003130	2/09/2017	[10046] VERIZON CALIFORNIA-Long Distance Charges January 2017	26.82	0.00	133,399.03
0003131	2/09/2017	[10063] VOYAGER FLEET SYSTEMS-Fuel Card Charges Jan 2017	212.32	0.00	133,186.71
R17-06	2/09/2017	Op Fund Rep #6	0.00	218,166.59	351,353.30
	2/13/2017	Service Charge	43.68	0.00	351,309.62
0003132	2/23/2017	[10002] ANTELOPE VALLEY BOARD OF TRADE-AVBOT Outlook Conf Exhibit Booth	400.00	0.00	350,909.62
0003133	2/23/2017	[10405] CANON FINANCIAL SERVICES-Copier Lease March 2017	320.51	0.00	350,589.11
0003134	2/23/2017	[10059] ENTERPRISE FLEET MANAGEMENT-Fleet Maintenance Services Jan 2017	32.00	0.00	350,557.11
0003135	2/23/2017	[10522] LA TESTING-Asbestos Testing of Bulk Materials	59.60	0.00	350,497.51
0003136	2/23/2017	[10026] MOJAVE DESERT AQMD-OCT FY17	105,915.02	0.00	244,582.49
0003137	2/23/2017	[10260] QCS BUILDING SERVICES-Janitorial Service Feb 2017	225.00	0.00	244,357.49
0003138	2/23/2017	[00069] SOUTHERN CALIFORNIA EDISON-Electric Service Feb 2017	462.76	0.00	243,894.73
0003139	2/23/2017	[10039] SPARKLETTS-Water Delivery Service Jan 2017	34.40	0.00	243,860.33
0003140	2/23/2017	[10455] STRADLING YOCCA CARLSON & RAUTH-Legal Counsel services through 12/31/16	1,250.00	0.00	242,610.33
0003141	2/23/2017	[10050] WOELFL FAMILY TRUST-Office Lease March 2017	4,330.76	0.00	238,279.57
0000250	2/27/2017	Credit Card Transactions - Boeing & Clutter Family Trust	0.00	5,678.19	243,957.76
0000250	2/27/2017	Credit Card Transaction - Angeles National Forest	0.00	35.94	243,993.70
<b>Total for Report:</b>			<b>222,374.00</b>	<b>226,622.72</b>	

**Antelope Valley AQMD**  
**Bank Register from 2/01/2017 to 2/28/2017**  
**LA County General Fund P6A**

<u>Check/Ref</u>	<u>Date</u>	<u>Name/Description</u>	<u>Check Amount</u>	<u>Deposit Amount</u>	<u>Account Balance</u>
	2/01/2017	Interest Earned	0.00	532.99	853,476.51
0000246	2/06/2017	Daily Deposit	0.00	43,597.19	897,073.70
0000247	2/06/2017	Daily Deposit	0.00	111,746.66	1,008,820.36
R17-06	2/09/2017	Op Fund Rep #6	218,166.59	0.00	790,653.77
0000248	2/13/2017	Daily Deposit	0.00	18,237.77	808,891.54
0000249	2/17/2017	Daily Deposit	0.00	140,188.25	949,079.79
0082806	2/22/2017	Transfer AB2766 - December2016	30,898.33	0.00	918,181.46
0082807	2/27/2017	Transfer AB923 - December 2016	44,123.45	0.00	874,058.01
0000250	2/27/2017	Daily Deposit	0.00	7,965.22	882,023.23
<b>Total for Report:</b>			<b>293,188.37</b>	<b>322,268.08</b>	

**Antelope Valley AQMD**  
**Bank Register from 2/01/2017 to 2/28/2017**  
LA County AB2766 U5R

<u>Check/Ref</u>	<u>Date</u>	<u>Name/Description</u>	<u>Check Amount</u>	<u>Deposit Amount</u>	<u>Account Balance</u>
M17-43	2/01/2017	[10519] KLEIN, JAMES-AB2766 Grant	1,000.00	0.00	426,540.46
M17-72	2/01/2017	[10520] CHAIREZ, CARLOS J CASTELLO-AB2766 Grant	1,000.00	0.00	425,540.46
	2/01/2017	Interest Earned	0.00	242.91	425,783.37
M17-44	2/14/2017	[10523] THOMAS, FAY P-AB2766 Grant	1,000.00	0.00	424,783.37
M17-45	2/14/2017	[10524] SMITH, LEE-AB2766 Grant	1,000.00	0.00	423,783.37
M17-46	2/14/2017	[10525] AMIRKJANYAM, EDGAR-AB2766 Grant	1,000.00	0.00	422,783.37
M17-47	2/14/2017	[10526] REVELLE, BRIAN-AB2766 Grant	1,000.00	0.00	421,783.37
M17-48	2/14/2017	[10527] WEST, KENNETH-AB2766 Grant	1,000.00	0.00	420,783.37
0082806	2/22/2017	Transfer AB2766 - December2016	0.00	30,898.33	451,681.70
M17-50	2/22/2017	[10528] LACO DEPARMENT OF PUBLIC WORKS-AB2766 Grant	6,250.00	0.00	445,431.70
M17-51	2/28/2017	[10529] QUACH, THANG-AB2766 Grant	1,000.00	0.00	444,431.70
<b>Total for Report:</b>			<b>14,250.00</b>	<b>31,141.24</b>	

**Antelope Valley AQMD**  
**Bank Register from 2/01/2017 to 2/28/2017**  
**LA County AB923**

<u>Check/Ref</u>	<u>Date</u>	<u>Name/Description</u>	<u>Check Amount</u>	<u>Deposit Amount</u>	<u>Account Balance</u>
	2/01/2017	Interest Earned	0.00	566.80	958,842.94
M17-49	2/14/2017	[10084] ENVIRONMENTAL ENGINEERING STUDIES VAVR-AB923 Grant	7,000.00	0.00	951,842.94
0082807	2/27/2017	Transfer AB923 - December 2016	0.00	44,123.45	995,966.39
M17-52	2/28/2017	[01569] CALANDRI/SONRISE FARMS, LP-AB923 Grant	101,396.00	0.00	894,570.39
<b>Total for Report:</b>			<b>108,396.00</b>	<b>44,690.25</b>	

**Antelope Valley AQMD**  
**Bank Register from 2/01/2017 to 2/28/2017**  
**LA County Carl Moyer U5S**

<u>Check/Ref</u>	<u>Date</u>	<u>Name/Description</u>	<u>Check Amount</u>	<u>Deposit Amount</u>	<u>Account Balance</u>
	2/01/2017	Interest Earned	0.00	358.37	158,418.24
C17-18	2/14/2017	[10084] ENVIRONMENTAL ENGINEERING STUDIES VAVR-Moyer Grant	<u>2,224.00</u>	<u>0.00</u>	156,194.24
<b>Total for Report:</b>			<b>2,224.00</b>	<b>358.37</b>	

**Antelope Valley AQMD**  
**Bank Register from 2/01/2017 to 2/28/2017**  
District Cards

<u>Check/Ref</u>	<u>Date</u>	<u>Name/Description</u>	<u>Check Amount</u>	<u>Deposit Amount</u>	<u>Account Balance</u>
0000126	2/10/2017	[10069] BRET BANKS-Monthly lease payment for storage unit for the long term storage of District records and documents.	139.00	0.00	-126.49
0000127	2/10/2017	[10069] BRET BANKS-Purchase of office supplies to create the 2017 AVAQMD Board Handbook	20.64	0.00	-147.13
0000128	2/10/2017	[10069] BRET BANKS-Purchase of additional office supplies for the 2017 Director Handbook	15.20	0.00	-162.33
0000129	2/10/2017	[10070] BARBARA LODS-Home Depot-PPE	21.78	0.00	-184.11
0000130	2/10/2017	[10070] BARBARA LODS-Sam's Club	139.10	0.00	-323.21
0000131	2/10/2017	[10070] BARBARA LODS-Board plaques-2	43.60	0.00	-366.81
0000132	2/10/2017	[10070] BARBARA LODS-Sam's Club-binders, post-it's, notebook dividers	77.37	0.00	-444.18
0000133	2/10/2017	[10240] RAUSCH, VICKIE-Air & Waste NSR Webinar	669.00	0.00	-1,113.18
0000023	2/10/2017	Feb 2017 Payment	0.00	1,125.69	12.51
<b>Total for Report:</b>			<b>1,125.69</b>	<b>1,125.69</b>	



**MINUTES OF THE GOVERNING BOARD  
OF THE ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT  
LANCASTER, CALIFORNIA**

*AGENDA ITEM 6*

**DATE:** April 18, 2017

**RECOMMENDATION:** Approve payment to MDAQMD in the total amount of \$106,360.83, subject to availability of funds, for services provided during the month of February 2017.

**SUMMARY:** The District contracts for services with MDAQMD; invoices for services are presented for payment.

**CONFLICT OF INTEREST:** None

**BACKGROUND:** Key expenses are staff; six positions are assigned to the local office. In this billing format staff time conducted in the performance of administering the Carl Moyer and AB 2766 programs is listed separately for program accountability. The Carl Moyer Program is a source of revenue used to reimburse some program administrative expenses. Operating expenses are paid directly and accounted in the Financial Report. Staff will be available to answer questions as needed.

This payment request represents services rendered for February 2017 in the amount of \$106,360.83, including amounts accrued for services rendered or supplies purchased but not yet billed or paid this fiscal year.

**REASON FOR RECOMMENDATION:** The AVAQMD Governing Board must authorize all payments to the MDAQMD.

**REVIEW BY OTHERS:** This item was reviewed by Allison Burns, Special Counsel as to legal form; and by Bret Banks, Executive Director/APCO, on or before April 5, 2017.

**FINANCIAL DATA:** The contract and direct expenditure amounts are part of the approved District budget for FY 17. No change in appropriations is anticipated as a result of the approval of this item.

**PRESENTER:** Jean Bracy, Deputy Director/Administration

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cc: Jean Bracy  
Laquita Cole  
Michelle Powell



**Mojave Desert AQMD**  
 14306 Park Avenue  
 Victorville, CA 92392  
 760.245.1661

Due Date **DUE UPON RECEIPT**  
 Invoice Date **2/28/2017**  
 Invoice Number **41538**

# INVOICE

<b>Bill To :</b>
<b>ANTELOPE VALLEY AQMD    43301 DIVISION ST. SUITE 206    LANCASTER, CA 93535</b>
<b>Company ID 10193</b>

<b>FY17</b>	<b>Amount</b>
Program Staff	78,040.30
Overhead	13,061.86
Antelope Valley AB2766	7,568.59
AV AB923	2,182.36
Antelope Valley Moyer	3,789.46
Antelope Valley PERP	196.28
Antelope Valley Title V	329.92
Professional Services	5.39
Office Expenses	679.83
Antelope Valley PM2.5	506.84
<p>TO INSURE PROPER CREDIT -            PLEASE INCLUDE A COPY OF THE INVOICE WITH YOUR PAYMENT</p> <p>FOR CREDIT CARD PAYMENTS            PLEASE VISIT <a href="http://www.mdaqmd.ca.gov">www.mdaqmd.ca.gov</a></p>	
	<b>Invoice Total 106,360.83</b>
<b>MAKE CHECKS PAYABLE TO MOJAVE DESERT AQMD            PLEASE INCLUDE THE INVOICE NUMBER ON THE CHECK</b>	<b>Amount Paid 0.00</b>
	<b>Balance Due 106,360.83</b>

**ANTELOPE VALLEY AQMD  
Program Staff  
FY 2016-17**

<b>Program</b>	<b>FY 15-16 Contracted Hours</b>	<b>Calendar Yr 2015 Actual Hours*</b>	<b>FY 16-17 Contracted Hours</b>	<b>Average Contract Cost/hr</b>	<b>Annual Contract Cost</b>	<b>FTE</b>
Lancaster Office	12,480	12,480	12,480	\$65.51	\$817,595	6.00
Planning, Grants, and Rulemaking	250	255	265	95	25,206	0.13
Air Monitoring and Surveillance	525	431	440	82	36,184	0.21
Compliance	250	303	310	94	29,089	0.15
Stationary Sources	150	259	270	77	20,781	0.13
Executive Management and Legal	750	627	630	124	78,015	0.30
Community Relations & Education	100	75	80	95	7,635	0.04
Administration	1,100	1,087	1,115	87	96,860	0.54
<b>TOTAL</b>	<b>15,605</b>	<b>15,517</b>	<b>15,590</b>		<b>\$ 1,111,365</b>	<b>7.50</b>
<b>Full Time Equivalents (FTE)</b>	<b>7.50</b>	<b>7.46</b>	<b>7.50</b>			
<b>Administrative Costs</b>			<b>14.00%</b>			

<b>Fiscal Year Comparison:</b>	<b><u>Contract Cost</u></b>	<b><u>FTE</u></b>
Fiscal Year 2015-16	\$ 1,237,940	7.50
Fiscal Year 2016-17	\$ 1,111,365	7.50
Percent Change:	-11.4%	-5%

\*Hours for calendar year 2015 are provided as a point of reference compared to last fiscal year and next fiscal year.