



**ANTELOPE VALLEY AIR QUALITY MANAGEMENT  
DISTRICT**

**GOVERNING BOARD  
REGULAR MEETING**

**AGENDA**

TUESDAY, JUNE 21, 2016  
10:30 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  
Mike Dispenza, Vice Chair, City of Palmdale  
Jim Ledford, City of Palmdale  
Ken Mann, City of Lancaster  
Vern Lawson, Los Angeles County  
Ron Hawkins, Los Angeles County  
Newton Chelette, Public Member

**Call to Order – 10:30 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 May 17, 2016. 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 is provided to the Governing Board for information concerning the current fiscal status of the District. Presenter: Jean Bracy.
6. Approve payment to MDAQMD in the amount of \$105,716.47, subject to availability of funds, for services provided during the month of April 2016. Presenter: Jean Bracy.

**ITEMS FOR DISCUSSION**

**DEFERRED ITEMS**

**PUBLIC HEARINGS**

7. Conduct a Continued Public Hearing to consider the proposed AVAQMD Budget for FY 2016-17: a. Open public hearing; b. Receive staff report; c. Receive public testimony; d. Close public hearing; e. Adopt a Resolution approving and adopting Budget for Fiscal Year 2016-17. Presenter: Jean Bracy.

**NEW BUSINESS**

8. 1) Award an amount not to exceed \$60,985 in Carl Moyer Program funds to Calandri SonRise Farms for the replacement of one (1) older diesel-powered forklift with newer, cleaner technology; and 2) Authorize the Executive Director/APCO and staff to negotiate target time frames, technical project details and execute an agreement, approved as to legal form by the Office of District Counsel. Presenter: Julie McKeegan.

9. 1) Award an amount not to exceed \$51,460 in Carl Moyer Program funds to Antelope Valley Fair Association to retire two (2) diesel forklifts with newer, cleaner technology; and 2) 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.

### **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, July 19, 2016.

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 Deputy Clerk of the Board 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 Deputy Clerk of the Board at 661-723-8070, ext. 1 or by email at [cgoree@avaqmd.ca.gov](mailto:cgoree@avaqmd.ca.gov)

**Mailed & Posted on: Friday, 6/10/16.**

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Crystal Goree, Deputy Clerk of the Board

**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, June 21, 2016 at 10:30 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  
DEPUTY CLERK OF THE GOVERNING BOARD  
PHONE: (661) 723-8070, Ext. 1.**

Mailed and Posted: **Friday, 6/10/16**  
**DATE**

**ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT  
GOVERNING BOARD MEETING  
TUESDAY, MAY 17, 2016  
ANTELOPE VALLEY DISTRICT OFFICE  
LANCASTER, CA**

**MINUTES**

Board Members Present:

Marvin Crist, Chair, City of Lancaster  
Mike Dispenza, Vice Chair, City of Palmdale  
Ron Hawkins, Los Angeles County  
Vern Lawson, Los Angeles County  
Angela Underwood-Jacobs, City of Lancaster (Alternate)

Board Members Absent:

Jim Ledford, City of Palmdale  
Newton Chelette, Public Member  
Ken Mann, City of Lancaster

**CALL TO ORDER**

Chair Crist called the meeting to order at 10:30 a.m. Board Member Lawson led the Pledge of Allegiance.

Roll call was taken.

**PUBLIC COMMENT**

**Agenda Item #1**

Public comment received from Michael Rives. Mr. Rives commended the Board on the Agenda and suggested that Board Member Roster be included in the Agenda. Mr. Rives requested that the Board approve grant funding that continues fare subsidy providing free AVTA bus transportation for senior citizens, stating that transportation for seniors is vital.

Public comment received from James Stouvenel requesting that the Board provide grant subsidy for senior riders, stating that it is vital for seniors to be able to have transportation within the community.

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

**Agenda Item #2 - Approve Minutes from Regular Governing Board Meeting of April 19,2016.** Presenter: Crystal Goree.

Approved Minutes from Regular Governing Board Meeting of April 19, 2016.

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

**Agenda Item #4 – Monthly Grant Summary. Receive and file.** Presenter: Bret Banks.  
Received and filed Monthly Grant Summary.

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

Presenter: Jean Bracy.

Received and Filed Financial Report.

**Agenda Item #6 - Approve payment to MDAQMD in the amount of \$105,774.52, subject to availability of funds, for services provided during the month of March 2016.** Presenter: Jean Bracy.

Approved payment to MDAQMD in the amount of \$105,774.52, subject to availability of funds, for services provided during the month of March 2016.

## **ITEMS FOR DISCUSSION**

### **DEFERRED**

None.

## **PRESENTATION**

**Agenda Item #7 - Bolthouse Farms Title V Exit.** Presenter: Bret Banks.

Bret Banks shared Powerpoint presentation on Bolthouse Farms' transition from Title V. Mr. Banks provided information on farming operations, including traditional carrot farming, newer, cleaner farming methods as well as information on the reduction in active permits, annual NOx and PM10 emissions.

## **PUBLIC HEARINGS**

**Agenda Item #8 - Conduct Public Hearing to consider the proposed AVAQMD Budget for FY 2016-17: a. Open public hearing; b. Receive staff report; c. Receive public testimony; d. Close public hearing; e. Continue to the meeting of June 21, 2016 for adoption.** Presenters: Jean Bracy and Bret Banks.

Chair Crist opened public hearing and received staff report from Jean Bracy and Bret Banks. Ms. Bracy and Mr. Banks answered board member questions. Discussion ensued. Chair Crist solicited public comment. None being, chair Crist closed Public Hearing and continued to the meeting of June 21, 2016 for adoption.

## **NEW BUSINESS**

None.

## **ADMINISTRATIVE ITEMS**

### **Agenda Item #9 - Reports**

Governing Board Counsel – None.

Executive Director/APCO, Staff – Bret Banks reported on the Lawn Mower Exchange Program held Saturday, 5/13/16, City of Lancaster Maintenance Yard, stating that 63 mowers, 7 leaf blowers and 5 trimmers were turned in. Mr. Banks stated that the next Lawn Mower Exchange Program will be conducted on Saturday, 6/11/16 at Domenic Massari Park, Palmdale.

### **Agenda Item #10 – Board Member Reports and Suggestions For Future Agenda Items.**

None.

The meeting was adjourned at 11:00 a.m. to the next regularly scheduled Governing Board Meeting, Tuesday, June 21, 2016, 10:30 a.m.

## Item #3 Monthly Activity Report – May 2016

	<u>May 2016</u>	<u>May 2015</u>	<u>YTD (7/1/16)</u>
Complaints	2	3	51
Complaint Investigations	2	3	51
Asbestos Notifications	16	11	122
Asbestos Inspections	0	0	1
Facility Inspections	48	35	509
Facility Inspections Completed (%)	89	100	97
Permit Inspections	79	126	980
Permit Inspections in Compliance (%)	98	99	98
Notice of Violation (NOV)	2	1	25

### **Outstanding NOVs**

- AV00000174, Issued 07/2015
- AV00000187, Issued 02/2016
- AV00000188, Issued 03/2016
- AV00000189, Issued 04/2015
- AV00000190, Issued 05/2015
- AV00000191, Issued 05/2015

### **Project Comment Letters – May 2016**



		AVAQMD CEQA PROJECTS		
		BOARD MEETING		
		6/21/2016		
Date Rec'd	Location	Project Name	Description	Comment
5/4/2016	Littlerock	Littlerock Reservoir Sediment Removal Project	Draft EIR for Sediment removal	No Comment
5/5/2016	COL	Final Regional Transport Plan	Final 2016-2040 Regional Transport Plan/Sustainable Communities Strategy (2016 RTP/SCS) and Final 2016 RTP/SCS Program EIR (2106 RTP/SCS PEIR)	No Comment
5/25/2016	County of Los Angeles	Hauled Water Ordinance	Draft EIR for the adoptin of a proposed ordinance to allow hauled water a the primart source of potable water for new single-family residential construction in unincorporated areas of the County of Los Angeles	No Comment

Date Due	Date Sent
6/20/2016	N/A
N/A	N/A
N/A	N/A

# ITEM #4 - MONTHLY FUND GRANT SUMMARY

**AB 2766 (\$4 DMV Fee) Annual Allocation for Mobile Projects \$538,333.00**

**AB 923 (\$2 DMV Fee) Annual Allocation for Mobile Projects \$538,333.00**

## AB 2766 & AB 923 CURRENT BALANCES

### AB 2766 PROJECT & ADMIN. FUNDS

<i>Action Date</i>	<i>Project Name</i>	<i>Approved Action</i>
Jan-14	AFV Program Add'l Funds	-100000.00 paid
Feb-14	City of Palmdale Yearly Allocation AV0214#10	-100000.00 paid
Feb-14	City of Lancaster Yearly Allocation AV0214#10	-100000.00 paid
Feb-14	Jaqua & Sons (2) Retrofit Project AV0214#9	-15530.00 paid
Mar-14	AFV Program Add'l Funds AV0314#12	-100000.00 paid
Mar-14	Sommer Haven Ranch International AV0314#15	-25000.00 paid
Mar-14	Hemme Hay & Feed (2) Retrofit Project AV0314#10	-16337.00 paid
Mar-14	AVC Equipment Replacement AV0314#14	-26160.00 paid
Mar-14	AFV Program Add'l Funds AV0414#11	-61200.92 paid
Apr-14	Antelope Valley Fair Assoc. CNG Bus Engine Repair AV0414#10	-11193.96 paid
Apr-14	AFV Program Add'l Funds AV0414#11	-101524.52 paid
Jun-14	AFV Program Add'l Funds AV0414#11	-24742.69 paid
May-14	Antelope Valley Mall Electric Infrastructure AV0514#13	-45817.00 paid
Jul-14	Antelope Valley HSD AV0714#9	-13500.00 paid
Jul-14	City of Palmdale Electric Infrastructure AV0714#10	-49729.00 paid
Aug-14	AFV Program Add'l Fnds AV0414#11	-14425.00 paid
Aug-14	AVEK Water Agency AV0814#9	-12000.00 paid
Aug-14	Yates Trucking Inc. AV0814#10	-15761.00 paid
Oct-15	AFV Program Add'l Funds AV0414#11	-14000.00 paid
Dec-14	City of Lancaster Traction Seal Project AV1214#9	-200000.00 paid
Jan-15	R & R Pipeline, Inc. Grant Funds Returned	20700.00 rec'd
Jan-15	AFV Program Add'l Funds AV0414#11	-17000.00 paid
Mar-15	Projected AFV applications for 2015	-60000.00 paid
Apr-15	Return of Truck Retrofit Funds	6718.00 rec'd
Jun-15	AVTA - Support of Electric Bus Operations AV0615#11	-200000.00 half paid
Feb-16	LA County Sheriff's Alt. Patrol Project AV0216#9	-50000.00 paid
	AVC Equipment Replacement AV0314#14	-1886.00 paid
Mar-16	AVLAW, LLC EV Charging Repair AV0316#11	-2117.00 pending
Apr-16	AV Produce TRU Replacement Project AV0416#?	-16203.00 pending
Apr-16	LA County Sheriff's Bio Diesel Truck Project AV0416#?	-50000.00 pending

### AB 2766 PROJECTS CURRENT BALANCE

**\$291,348.45**

*Action Date*    *Project Name*  
No Actions for June

### *Pending Action*

### AB 2766 PROJECTS BALANCE PENDING APPROVAL

**\$291,348.45**

### AB 923 PROJECT & ADMIN. FUNDS

<b>Action Date</b>	<b>Project Name</b>	<b>Approved Action</b>
Mar-13	AVAQMD School District Projects	-985000.00 paid
Jun-13	Eastside School District Bus Replacement AV0613#14	-128780.00 paid
Sep-13	VAVR Program - Projects & Admin. to EES AV0913#13	-94000.00 paid
Oct-13	WM Bolthouse Farms ERP AV1013#12	-32150.25 paid
Oct-13	Craig Van Dam Farms ERP AV1013#10	-225253.00 paid
Jan-14	WM Bolthouse Farms ERP AV1013#12 Add'l Funds	-5370.00 paid
Mar-14	AVTA Wave Project - Electric Infrastructure AV0314#16	-250000.00 pending
Mar-14	High Desert Dairy ERP Project #1 AV0314#09	-14985.16 paid
May-14	RPH CNG Upgrade Project AV0514#11	-230862.00 paid
May-14	Eastside School District Bus Replacement AV0514#12	-70009.67 paid
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
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 pending
Jan-16	Antelope Valley Farming ERP Project AV0116#8	-181530.00 pending
Mar-16	Ebee Streetlight EV Charging Project AV0316#10	-25000.00 pending
Apr-16	VAVR Program - Admin to EES AV0416#10	-60000.00

**AB 923 PROJECTS CURRENT BALANCE**

**\$268,974.15**

**Action Date Project Name**  
No Actions for June

**Pending Action**

**AB 923 PROJECTS BALANCE PENDING APPROVAL**

**\$268,974.15**

**CARL MOYER PROGRAM PROJECT FUNDS**

<b>Action Date</b>	<b>Project Name</b>	<b>Approved Action</b>
<b>Mar-14</b>	<b>MDAQMD Year 14 Transfer AV0114#09</b>	<b>300,034.84</b> recv'd
Mar-14	Calandri SonRise Farms ERP Project #2 AV0314#13	-138852.00 paid
Mar-14	High Desert Dairy ERP Project #1 AV0314#09	-161182.84 paid
Jun-14	VAVR Program - Project funds to EES AV0614#11 CMP Rd. 16	-25000.00 paid
Jul-14	High Desert Dairy ERP Project #2 AV0714#11	-156386.00 paid
Jul-14	Valyermo Ranch ERP Project #2 AV0714#8	-154186.00 paid
Aug-14	Gene Wheeler Farms ERP Project #1 AV0814#8	-247459.00 paid
Dec-14	VAVR Program - Projects to EES AV1214#8	-50000.00 paid
<b>Mar-15</b>	<b>Carl Moyer Prog. Funds Year 17 Awarded to AVAQMD</b>	<b>637511.00</b> recv'd
<b>Mar-15</b>	<b>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	-81828.00 paid
Nov-15	Gall Brothers Engineering ERP Project #1 AV1115#8	-138715.00 paid
<b>Feb-16</b>	<b>MDAQMD Year 16 Transfer AV0216#7</b>	<b>324480.00</b> recv'd
Mar-16	High Desert Dairy ERP Project #4 AV0316#	-163,501.00 pending
Mar-16	Calandri SonRise Farms ERP Project #5 AV0315#	-83,983 pending
<b>Mar-15</b>	<b>Carl Moyer Prog. Funds Year 18 Awarded to AVAQMD</b>	<b>659588.00</b> pending
Apr-16	Lane Ranch & Co. ERP Project AV0416#?	-111,875.00

**CARL MOYER PROJECTS CURRENT BALANCE**

**\$541,808.00**

**Action Date Project Name**  
Jun-16 Calandri SonRise Farms Forklift Project #6 AV0616#  
Jun-16 Antelope Valley Fair Assoc. Forklift Project AV0616#

**Pending Action**

**CARL MOYER PROJECTS BALANCE PENDING APPROVAL**

**\$429,363.00**

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

*AGENDA ITEM 5*

**DATE:** June 21, 2016

**RECOMMENDATION:** Receive and file.

**SUMMARY:** The Financial Report 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.

**STATEMENT OF REVENUES & EXPENDITURES** – This report describes the financial activities for the month for each of the District’s funds. Negative numbers shown at the bottom of the columns in the grant funds indicates funds were spent from the accumulation of funds to date.

**STATEMENTS OF ACTIVITY** (for all District funds) – *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 16. The line item Program Costs includes those payments made from the District’s grant funds (AB 2766, AB 923, and Carl Moyer Fund). This Report Recap is supported by two additional reports: *District Wide* reports the expenses paid directly from the District’s operating account and grant funds. *Contracted Services* reports the expenses made by the contractor (MDAQMD) and passed through to the District. The target variance for April is 83% of Fiscal Year 2016. “Adjustments to Revenue” usually reflects the cancellation of permits. “Permitting” revenue reflects 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. During this fiscal year the permits issued to the Palmdale Power Project were officially cancelled. In prior years this unpaid but expected revenue was reflected in the accounts receivable. When the permits are cancelled and the revenue is no longer expected, accounts receivable on financial statements are appropriately adjusted.

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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 on these lists 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.

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

**REVIEW BY OTHERS:** This item was reviewed by Allison Burns, Special Counsel; and by Bret Banks, Deputy Director – Antelope Valley Operations, on or before June 7, 2016.

**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 April 30, 2016**

## 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	630,021.45	435,000.26	861,497.93	118,846.86	2,045,366.50
Cash Held For Other Fund	18,138.19	7,412.38	(7,436.99)	(18,113.58)	0.00
Receivables	52,163.00	0.00	0.00	97,291.52	149,454.52
Pre-Paid	7,252.68	0.00	0.00	0.00	7,252.68
<b>Total Current Assets</b>	<b>707,575.32</b>	<b>442,412.64</b>	<b>854,060.94</b>	<b>198,024.80</b>	<b>2,202,073.70</b>
<b>Total Assets</b>	<b>707,575.32</b>	<b>442,412.64</b>	<b>854,060.94</b>	<b>198,024.80</b>	<b>2,202,073.70</b>
<b>Liabilities and Net Position</b>					
Current Liabilities					
Payables	99,478.64	0.00	0.00	13,096.48	112,575.12
Due to Others	104,069.57	0.00	0.00	0.00	104,069.57
Unearned Revenue	0.00	0.00	0.00	541,384.80	541,384.80
<b>Total Current Liabilities</b>	<b>203,548.21</b>	<b>0.00</b>	<b>0.00</b>	<b>554,481.28</b>	<b>758,029.49</b>
Restricted Fund Balance	0.00	630,536.66	1,004,379.76	(261,576.92)	1,373,339.50
Cash Reserves	370,000.00	0.00	0.00	0.00	370,000.00
Unassigned Fund Balance	201,970.50	0.00	0.00	0.00	201,970.50
Pre-Paid	7,252.68	0.00	0.00	0.00	7,252.68
Change in Net Position	(75,196.07)	(188,124.02)	(150,318.82)	(94,879.56)	(508,518.47)
<b>Total Liabilities &amp; Net Position</b>	<b>707,575.32</b>	<b>442,412.64</b>	<b>854,060.94</b>	<b>198,024.80</b>	<b>2,202,073.70</b>

**Antelope Valley AQMD**  
**Statement of Revenues & Expenditures**  
**For the Period Ending April 30, 2016**

## 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	56,524.56	0.00	0.00	0.00	56,524.56
AB 2766 and Other Program Revenues	66,613.04	35,548.68	50,764.25	0.00	152,925.97
Fines	0.00	0.00	0.00	0.00	0.00
Investment Earnings	385.90	0.00	396.53	254.57	1,037.00
Federal and State	0.00	0.00	0.00	0.00	0.00
Miscellaneous Income	1,127.74	0.00	0.00	0.00	1,127.74
<b>Total Revenues</b>	<b>124,651.24</b>	<b>35,548.68</b>	<b>51,160.78</b>	<b>254.57</b>	<b>211,615.27</b>
<b>Expenditures</b>					
Program Staff	97,483.97	0.00	0.00	5,677.70	103,161.67
Services and Supplies	14,384.86	53,000.00	20,681.60	0.00	88,066.46
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>111,868.83</b>	<b>53,000.00</b>	<b>20,681.60</b>	<b>5,677.70</b>	<b>191,228.13</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>12,782.41</b>	<b>(17,451.32)</b>	<b>30,479.18</b>	<b>(5,423.13)</b>	<b>20,387.14</b>



**Antelope Valley AQMD**  
**Statement of Activity - MTD and YTD**  
**For 4/30/2016**

00 District Wide

	M-T-D Actual	Y-T-D Actual	Y-T-D Budget	% Budget to Actual
<b>Revenues</b>				
Permitting	49,900.56	680,221.31	635,000.00	(1.07)
Programs	152,925.97	1,607,461.42	2,346,346.00	(0.69)
Revenue - Other	1,127.74	3,883.15	0.00	0.00
Application Fees	6,624.00	45,356.60	37,000.00	(1.23)
State Revenue	0.00	126,422.81	135,000.00	(0.94)
Fines & Penalties	0.00	62,732.14	29,700.00	(2.11)
Interest Earned	1,037.00	14,516.97	13,250.00	(1.10)
Adjustments to Revenue	0.00	(286,462.42)	0.00	0.00
<b>Total Revenues</b>	<b>211,615.27</b>	<b>2,254,131.98</b>	<b>3,196,296.00</b>	<b>(0.71)</b>
<b>Expenses</b>				
Office Expenses	6,492.55	65,800.37	82,275.00	0.80
Communications	1,308.25	16,558.41	19,500.00	0.85
Vehicles	623.71	8,548.26	10,500.00	0.81
Program Costs	73,681.60	1,546,736.08	1,704,235.00	0.91
Travel	20.00	2,400.68	5,000.00	0.48
Professional Services				
Financial Audit & Actuarial Svcs	0.00	12,000.00	12,000.00	1.00
Research Studies	0.00	0.00	6,000.00	0.00
Consulting Fees	350.00	5,615.00	15,000.00	0.37
Stipends	600.00	4,700.00	8,400.00	0.56
Maintenance & Repairs	225.00	2,226.00	7,000.00	0.32
Non-Depreciable Inventory	0.00	797.51	6,300.00	0.13
Dues & Subscriptions	0.00	8,622.91	9,800.00	0.88
Legal	2,160.45	5,665.95	14,000.00	0.40
Miscellaneous Expense	50.10	781.33	1,071.00	0.73
Suspense	0.00	12.51	0.00	0.00
Capital Expenditures	0.00	15,950.00	0.00	0.00
<b>Total Expenses</b>	<b>85,511.66</b>	<b>1,696,415.01</b>	<b>1,901,081.00</b>	<b>0.89</b>
<b>Program Staff</b>				
<b>Excess Revenue Over (Under) Expenditures</b>	<b>126,103.61</b>	<b>557,716.97</b>	<b>1,295,215.00</b>	<b>(0.43)</b>

**Antelope Valley AQMD**  
**Statement of Activity - MTD and YTD**  
**For 4/30/2016**

10 Contracted Services

	M-T-D Actual	Y-T-D Actual	Y-T-D Budget	% Budget to Actual
<b><u>Revenues</u></b>				
<b><u>Expenses</u></b>				
Office Expenses	18.34	8,634.98	5,800.00	1.49
Communications	0.00	0.00	250.00	0.00
Vehicles	0.00	0.00	500.00	0.00
Travel	24.78	774.78	3,000.00	0.26
Professional Services				
Financial Audit & Actuarial Svcs	11.68	172.82	12,000.00	0.01
Consulting Fees	2,500.00	25,000.00	32,500.00	0.77
Non-Depreciable Inventory	0.00	37.31	0.00	0.00
Dues & Subscriptions	0.00	0.00	225.00	0.00
Capital Expenditures	0.00	0.00	15,000.00	0.00
<b>Total Expenses</b>	<b>2,554.80</b>	<b>34,619.89</b>	<b>69,275.00</b>	<b>0.50</b>
<b><u>Program Staff</u></b>				
Program Staff	103,161.67	1,031,615.55	1,237,940.00	0.83
<b>Total Program Staff</b>	<b>103,161.67</b>	<b>1,031,615.55</b>	<b>1,237,940.00</b>	<b>0.83</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>(105,716.47)</b>	<b>(1,066,235.44)</b>	<b>(1,307,215.00)</b>	<b>(0.82)</b>

**Antelope Valley AQMD**  
**Statement of Activity - MTD and YTD**  
**For 4/30/2016**

Report Recap

	M-T-D Actual	Y-T-D Actual	Y-T-D Budget	% Budget to Actual
<b>Revenues</b>				
Permitting	49,900.56	680,221.31	635,000.00	(1.07)
Programs	152,925.97	1,607,461.42	2,346,346.00	(0.69)
Revenue - Other	1,127.74	3,883.15	0.00	0.00
Application Fees	6,624.00	45,356.60	37,000.00	(1.23)
State Revenue	0.00	126,422.81	135,000.00	(0.94)
Fines & Penalties	0.00	62,732.14	29,700.00	(2.11)
Interest Earned	1,037.00	14,516.97	13,250.00	(1.10)
Adjustments to Revenue	0.00	(286,462.42)	0.00	0.00
<b>Total Revenues</b>	<b>211,615.27</b>	<b>2,254,131.98</b>	<b>3,196,296.00</b>	<b>(0.71)</b>
<b>Expenses</b>				
Office Expenses	6,510.89	74,435.35	88,075.00	0.85
Communications	1,308.25	16,558.41	19,750.00	0.84
Vehicles	623.71	8,548.26	11,000.00	0.78
Program Costs	73,681.60	1,546,736.08	1,704,235.00	0.91
Travel	44.78	3,175.46	8,000.00	0.40
Professional Services				
Financial Audit & Actuarial Svcs	11.68	12,172.82	24,000.00	0.51
Research Studies	0.00	0.00	6,000.00	0.00
Consulting Fees	2,850.00	30,615.00	47,500.00	0.64
Stipends	600.00	4,700.00	8,400.00	0.56
Maintenance & Repairs	225.00	2,226.00	7,000.00	0.32
Non-Depreciable Inventory	0.00	834.82	6,300.00	0.13
Dues & Subscriptions	0.00	8,622.91	10,025.00	0.86
Legal	2,160.45	5,665.95	14,000.00	0.40
Miscellaneous Expense	50.10	781.33	1,071.00	0.73
Suspense	0.00	12.51	0.00	0.00
Capital Expenditures	0.00	15,950.00	15,000.00	1.06
<b>Total Expenses</b>	<b>88,066.46</b>	<b>1,731,034.90</b>	<b>1,970,356.00</b>	<b>0.88</b>
<b>Program Staff</b>				
Program Staff	103,161.67	1,031,615.55	1,237,940.00	0.83
<b>Total Program Staff</b>	<b>103,161.67</b>	<b>1,031,615.55</b>	<b>1,237,940.00</b>	<b>0.83</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>20,387.14</b>	<b>(508,518.47)</b>	<b>(12,000.00)</b>	<b>(42.38)</b>

**Antelope Valley AQMD**  
**Bank Register from 4/01/2016 to 4/30/2016**  
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>
0000196	4/04/2016	Credit Card Transaction - Kaiser	0.00	332.24	175,165.20
0000197	4/06/2016	Credit Card Transaction - J & J Environmental	0.00	1,227.00	176,392.20
0002880	4/07/2016	[10361] AQUA TERRA AERIS LAW GROUP-Litigation services for specific enforcement action	350.00	0.00	176,042.20
0002881	4/07/2016	[10006] BANK OF THE WEST-Invoices BOW031616, BOW0416	1,193.97	0.00	174,848.23
0002882	4/07/2016	[10063] VOYAGER FLEET SYSTEMS-Fuel Card Charges March 16	339.09	0.00	174,509.14
0002883	4/07/2016	[10050] WOELFL FAMILY TRUST-Office Lease April 16	4,229.26	0.00	170,279.88
	4/11/2016	Service Charge	36.89	0.00	170,242.99
0002884	4/21/2016	[10405] CANON FINANCIAL SERVICES-Copier Lease April 2016	298.12	0.00	169,944.87
0002885	4/21/2016	[10055] NEWTON CHELETTE-Invoices gbm03-15-04, gbm04-19-01	200.00	0.00	169,744.87
0002886	4/21/2016	[10057] MARVIN CRIST-Invoices gbm03-15-01, gbm04-19-02	200.00	0.00	169,544.87
0002887	4/21/2016	[10053] MIKE DISPENZA-Invoices gbm03-15-03, gbm04-19-04	200.00	0.00	169,344.87
0002888	4/21/2016	[10059] ENTERPRISE FLEET MANAGEMENT-Invoices FBN2966403, FBN2985895	1,085.74	0.00	168,259.13
0002889	4/21/2016	[10058] RONALD HAWKINS-Invoices gbm03-15-05, gbm04-19-05	200.00	0.00	168,059.13
0002890	4/21/2016	[01435] INTERIOR DEMOLITION, INC-Refund Demo/Reno Fee - Job was cancelled	475.00	0.00	167,584.13
0002891	4/21/2016	[10056] JAMES C LEDFORD JR-GB Mtg 4/19/16	100.00	0.00	167,484.13
0002892	4/21/2016	[10071] MAIL FINANCE-Postage Meter Rental May 16	94.63	0.00	167,389.50
0002893	4/21/2016	[10054] KENNETH MANN-Invoices gbm03-15-02, gbm04-19-03	200.00	0.00	167,189.50
0002894	4/21/2016	[10026] MOJAVE DESERT AQMD-FEBRUARY FY16	105,933.57	0.00	61,255.93
0002895	4/21/2016	[10260] QCS BUILDING SERVICES-Invoices 14566, 14627	261.36	0.00	60,994.57
0002896	4/21/2016	[00069] SOUTHERN CALIFORNIA EDISON-Electric Service April 16	683.14	0.00	60,311.43
0002897	4/21/2016	[10039] SPARKLETTS-Water Delivery Service March 2016	31.13	0.00	60,280.30
0002898	4/21/2016	[10455] STRADLING YOCCA CARLSON & ROTH-Legal Service Through Feb 29 2016	1,250.00	0.00	59,030.30
0002899	4/21/2016	[10072] USPS/NEOPOST-Pre Paid Postage	1,000.00	0.00	58,030.30
0002900	4/21/2016	[10045] VERIZON BUSINESS-VOIP and Internet Service April 2016	1,368.06	0.00	56,662.24
0002901	4/21/2016	[10046] VERIZON CALIFORNIA-Telephone Service March 16	43.32	0.00	56,618.92
0002902	4/29/2016	[10076] ANTELOPE VALLEY AQMD-Credit Card Transactions - March 2016	4,806.11	0.00	51,812.81
0002903	4/29/2016	[10050] WOELFL FAMILY TRUST-Office Lease May 16	4,229.26	0.00	47,583.55
0000198	4/29/2016	Credit Card Transaction - One Ten Partners	0.00	575.00	48,158.55
0000199	4/29/2016	Credit Card Transaction - J & J Environmental	0.00	509.00	48,667.55
<b>Total for Report:</b>			<b>128,808.65</b>	<b>2,643.24</b>	

**Antelope Valley AQMD**  
**Bank Register from 4/01/2016 to 4/30/2016**  
**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>
	4/01/2016	Interest Earned	0.00	385.90	656,459.95
0000196	4/06/2016	Daily Deposit	0.00	8,728.06	665,188.01
0000197	4/06/2016	Daily Deposit	0.00	6,943.93	672,131.94
	4/06/2016	Service Charge	6.86	0.00	672,125.08
0000198	4/13/2016	Daily Deposit	0.00	184,003.24	856,128.32
0000199	4/19/2016	Daily Deposit	0.00	2,078.56	858,206.88
R16-07	4/21/2016	[10026] MOJAVE DESERT AQMD-Service Invoices 41195 & 41212	211,453.87	0.00	646,753.01
0000200	4/26/2016	Daily Deposit	0.00	6,221.94	652,974.95
0082783	4/27/2016	Transfer AB2766 - February 2016	35,548.68	0.00	617,426.27
0082784	4/27/2016	Transfer AB923 - February 2016	50,764.25	0.00	566,662.02
		<b>Total for Report:</b>	<b>297,773.66</b>	<b>208,361.63</b>	

**Antelope Valley AQMD**  
**Bank Register from 4/01/2016 to 4/30/2016**  
**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>
M16-47	4/04/2016	[10457] JACKSON, MYRNA-AB2766 Grant	1,000.00	0.00	451,451.58
M16-48	4/04/2016	[10458] GIBSON, WENDY-AB2766 Grant	1,000.00	0.00	450,451.58
M16-51	4/04/2016	[10459] POLDA, MICHAEL-AB2766 Grant	1,000.00	0.00	449,451.58
M16-52	4/12/2016	[10453] ANTELOPE VALLEY SHERIFFS BOOSTERS INC.-AB2766 Grant	50,000.00	0.00	399,451.58
0082783	4/14/2016	Void Check M16-40 - George Higgins Jr - Check never received - Reissued on Check M 16-53	0.00	1,000.00	400,451.58
M16-53	4/14/2016	[10446] HIGGINS, GEORGE JR-AB 2766 Grant - Reissue of voided check M 16-40	1,000.00	0.00	399,451.58
0082783	4/27/2016	Transfer AB2766 - February 2016	0.00	35,548.68	435,000.26
<b>Total for Report:</b>			<b>54,000.00</b>	<b>36,548.68</b>	

**Antelope Valley AQMD**  
**Bank Register from 4/01/2016 to 4/30/2016**  
**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>
	4/01/2016	Interest Earned	0.00	396.53	831,415.28
M16-49	4/05/2016	[10084] ENVIRONMENTAL ENGINEERING STUDIES VAVR-AB923 Grant	13,985.80	0.00	817,429.48
M16-50	4/07/2016	[10084] ENVIRONMENTAL ENGINEERING STUDIES VAVR-AB923 Grant	6,695.80	0.00	810,733.68
0082784	4/27/2016	Transfer AB923 - February 2016	0.00	50,764.25	861,497.93
		<b>Total for Report:</b>	<b>20,681.60</b>	<b>51,160.78</b>	

**Antelope Valley AQMD**  
**Bank Register from 4/01/2016 to 4/30/2016**  
**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>
	4/01/2016	Interest Earned	0.00	254.57	118,769.36
<b>Total for Report:</b>			<b>0.00</b>	<b>254.57</b>	



**Antelope Valley AQMD**  
**Bank Register from 4/01/2016 to 4/30/2016**  
**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>
0000011	4/01/2016	April 16 Payment	0.00	483.73	496.24
0000054	4/01/2016	[10240] RAUSCH, VICKIE-Copies of Public Notification for Verizon Pillsbury	150.19	0.00	346.05
0000055	4/01/2016	[10070] BARBARA LODS-Office/Kitchen Supplies	48.35	0.00	297.70
0000056	4/01/2016	[10069] BRET BANKS-Lodging - CAPCOA Small and Rural Districts Meeting	106.59	0.00	191.11
0000057	4/01/2016	[10069] BRET BANKS-Fuel rental vehicle - CAPCOA Small And Rural Districts Meeting	13.25	0.00	177.86
0000058	4/01/2016	[10069] BRET BANKS-Parking - CAPCOA Small and Rural Districts Meeting	20.00	0.00	157.86
0000059	4/01/2016	[10069] BRET BANKS-Offsite District Storage Facility Rental April 2016	139.00	0.00	18.86
0000060	4/01/2016	[10006] BANK OF THE WEST-Finance charge	6.35	0.00	12.51
<b>Total for Report:</b>			<b>483.73</b>	<b>483.73</b>	

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

*AGENDA ITEM 6*

**DATE:** June 21, 2016

**RECOMMENDATION:** Approve payment to MDAQMD in the amount of \$105,716.47, subject to availability of funds, for services provided during the month of April 2016.

**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 April 2016, in the total amount of \$105,716.47 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 June 7, 2016.

**FINANCIAL DATA:** The contract and direct expenditure amounts are part of the approved District budget for FY 16. No change in appropriations is anticipated as a result of the approval of this item.

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

cc: Jean Bracy  
Laquita Cole  
Michelle Powel



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

Due Date **DUE UPON RECEIPT**  
 Invoice Date **4/30/2016**  
 Invoice Number **41310**

# INVOICE

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

<b>FY16</b>	<b>Amount</b>
Overhead	2,500.00
Professional Services	11.68
Travel & Training	24.78
Office Expenses	18.34
Antelope Valley AB2766	6,678.41
Antelope Valley Moyer	5,677.70
Antelope Valley	993.69
Antelope Valley NSR	2,137.53
Program Staff	87,674.34
<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 105,716.47</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 105,716.47</b>

**ANTELOPE VALLEY AQMD  
Program Staff  
FY 2015-16**

<b>Program</b>	<b>FY 14-15 Contracted Hours</b>	<b>FY 15-16 Contracted Hours</b>	<b>Average Contract Cost/hr</b>	<b>Annual Contract Cost</b>	<b>FTE</b>
Lancaster Office	12,480	12,480	\$ 74.03	923,901	6.00
Planning, Grants, and Rulemaking	260	250	71.48	17,869	0.12
Air Monitoring and Surveillance	208	525	73.29	38,477	0.25
Compliance	156	250	145.12	36,280	0.12
Stationary Sources	858	150	70.37	10,556	0.07
Executive Management and Legal	468	750	142.77	107,078	0.36
Community Relations & Education	273	100	91.23	9,123	0.05
Administration	1,937	1,100	86.05	94,655	0.53
<b>TOTAL</b>	<b>16,640</b>	<b>15,605</b>		<b>\$ 1,237,940</b>	<b>7.50</b>

**Full Time Equivalents (FTE)                      8.00                      7.50**

<b>Fiscal Year Comparison:</b>	<u><b>Contract Cost</b></u>	<u><b>FTE</b></u>
Fiscal Year 2014-15	\$ 1,168,959	8.00
Fiscal Year 2015-16	\$ 1,237,940	7.50
Percent Change:	5.6%	-6.22%

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

*AGENDA ITEM 7*

**DATE:** June 21, 2016

**RECOMMENDATION:** Conduct a Continued Public Hearing to consider the proposed AVAQMD Budget for FY 2016-17: a. Open public hearing; b. Receive staff report; c. Receive public testimony; d. Close public hearing; e. Adopt a Resolution approving and adopting Budget for Fiscal Year 2016-17.

**SUMMARY:** The budget for Fiscal Year 2016-17 is presented to the Governing Board for adoption and implementation beginning July 1, 2016.

**BACKGROUND:** A budget represents a financial plan to meet the anticipated obligations and challenges for the fiscal year beginning July 1. The proposed FY 2016-17 budget document included in this item identifies the budget expenses estimated to perform the District's services, activities and projects and the estimated available revenues to meet those expenses for the fiscal year beginning July 1, 2016.

A proposed budget summary and supporting documentation was prepared and made available in accordance with the 30 day Public Notice Requirement of Health and Safety Code §40131(a)(1). All persons within the Antelope Valley Air Quality Management District jurisdiction who were subject to fees during the prior fiscal year were properly notified of the availability of the information (pursuant to H&S §40131(a)(2)). A Public Hearing for the purpose of reviewing the budget and taking public comment, as required by H&S § 40131(a)(3), was held May 17, 2016, and continued to this meeting.

The AVAQMD contracts with the Mojave Desert Air Quality Management District for most services. The budget documents reflect the contracted services to be provided during the fiscal year.

**REASON FOR RECOMMENDATION:** Health and Safety Code §40131 requires that Districts adopt an annual budget. Adoption of the budget will enable the AVAQMD Governing Board to make adequate financial plans and will ensure that the District can administer their respective functions in accordance with such plans.

**REVIEW BY OTHERS:** This item was reviewed by Allison K. Burns, Special Counsel as to legal form and by Bret Banks, Executive Director/APCO on or about May 31, 2016.

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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 7*

**PAGE 2**

**FINANCIAL DATA:** The FY 2016-17 Budget for expenses (all funds) totals \$3,232,345, with anticipated revenues of \$3,232,345. A Committed Fund Balance designated for Operating Cash Reserves will be funded in the amount of \$370,000.

**PRESENTER:** Bret Banks, Executive Director/APCO

**RESOLUTION NO.**

**A RESOLUTION OF THE GOVERNING BOARD OF THE ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT APPROVING AND ADOPTING THE PROPOSED OPERATING BUDGET FOR FISCAL YEAR 2016-17.**

On June 21, 2016, on motion by Member \_\_\_\_\_, seconded by Member \_\_\_\_\_, and carried, the following resolution is adopted:

**WHEREAS**, the Air Pollution Control Officer has submitted to the Governing Board an annual budget for the Antelope Valley Air Quality Management District (AVAQMD) for the fiscal year 2016-17; and

**WHEREAS**, a proposed budget summary and supporting documentation were prepared and made available in accordance with the 30 day Public Notice requirement (Health and Safety Code §40131(a)(1)); and

**WHEREAS**, all persons within the District area who were subject to fees during the prior fiscal year were properly notified of the availability of the information (Health and Safety Code §40131(a)(2)); and

**WHEREAS**, a separate Public Hearing for the exclusive purpose of reviewing the budget and taking public comment, as required by Health and Safety Code §40131(a)(3), was held on May 17, 2016 and continued to June 21, 2016; and

**WHEREAS**, the annual budget contains estimates of the services, activities and programs comprising the budget, and contains expenditure requirements and their resources available to the AVAQMD; and

**WHEREAS**, the expenses budgeted for all funds for fiscal year 2016-17 are \$3,232,345.00 (Three Million Two Hundred Thirty Two Thousand, Three Hundred Forty Five Dollars); and

**WHEREAS**, the revenue budgeted from all funds for fiscal year 2016-17 is \$3,232,345.00 (Three Million Two Hundred Thirty Two Thousand, Three Hundred Forty Five Dollars); and

**WHEREAS**, the annual budget will enable the AVAQMD Governing Board to make adequate financial plans and will ensure that the AVAQMD officers can administer their respective functions in accordance with such plans,

**RESOLUTION NO.**

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**NOW, THEREFORE, BE IT RESOLVED**, by the AVAQMD Governing Board, the following:

The Air Pollution Control Officer, or designee, is authorized and hereby directed to execute the initial and final applications for potential State subvention funds for Fiscal Year 2016-17.

The annual budget for the AVAQMD for the fiscal year 2016-17 is hereby approved and adopted, and the amounts of proposed expenditures, as specified, are appropriate for the account classifications as herein specified.

A. The 2016-17 Budget for expenses is hereby adopted, establishing the following:

<u>ACCOUNT CLASSIFICATION</u>	<u>2016-17 ADOPTED BUDGET</u>
Program Staff (Personnel Expenses)	\$1,205,592
Operating Expenses	366,315
Program (Grant) Expenses	1,637,438
Capital Expenses	<u>23,000</u>
<b>TOTAL EXPENSE BUDGET</b>	<b>\$3,232,345</b>

B. The 2015-16 Budget for revenue is hereby adopted, establishing a revenue base for the expenditures noted above:

<u>ACCOUNT CLASSIFICATION</u>	<u>2016-17 ADOPTED BUDGET</u>
Permit Fees	\$614,480
Application Fees	47,500
Fines & Penalties	35,000
Interest Income (all funds)	13,300
Revenue from (Grant) Programs	2,396,065
State Revenue	<u>126,000</u>
<b>TOTAL REVENUE BUDGET</b>	<b>\$3,232,345</b>
Committed Fund Balance for Cash Reserves	370,000



**RESOLUTION NO.**

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Pursuant to Section 53901 of the California Government Code, the Clerk of the Board shall file a copy of this resolution with the Auditor of the County of Los Angeles, as required.

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately upon adoption.

PASSED, APPROVED AND ADOPTED by the Governing Board of the Antelope Valley Air Quality Management District by the following vote:

AYES: MEMBER:  
NOES: MEMBER:  
ABSENT: MEMBER:  
ABSTAIN: MEMBER:

STATE OF CALIFORNIA )  
)  
) ss:  
COUNTY OF LOS ANGELES )

I, Crystal Goree, Deputy Clerk of the Governing Board of the Antelope Valley Air Quality Management District, hereby certify the foregoing to be a full, true and correct copy of the record of the action as the same appears in the Official Minutes of said Governing Board at its meeting of June 21, 2016.

\_\_\_\_\_, Deputy Clerk, of the Governing Board,  
Antelope Valley Quality Management District



43301 Division St.  
Suite 206  
Lancaster, CA 93535  
(661) 723-8070  
Fax (661) 723-3450  
[www.avaqmd.ca.gov](http://www.avaqmd.ca.gov)

*"It's a Breath of Fresh Air"*

*Proposed*  
***BUDGET***  
*FISCAL YEAR 2016-17*

*June 21, 2016*

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43301 Division St., Suite 206  
Lancaster, CA 93535

(661) 723-8070  
Fax (661) 723-3450

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April 15, 2016

Governing Board of the  
Antelope Valley Air Quality Management District

**PROPOSED BUDGET FOR FISCAL YEAR 2016-17**

This is the budget of the Antelope Valley Air Quality Management District (AVAQMD) for Fiscal Year 2016-17. This document provides for the required, necessary and desired services as established by this Governing Board and various Federal, State, and local regulations. A budget is designed to provide the Board and staff with a tool from which sound fiscal management decisions may be made.

The Consolidated Budget includes estimated revenues and expenses for all AVAQMD activity, including the grant programs. The General Fund Revenue Budget, in the amount of \$1,515,530 is a projected 4.3% increase from the prior fiscal year, due in part to a recommended 15% increase imposed January 1, 2016, and a proposed 12% fee increase effective January 1, 2017. This adopted budget is balanced but anticipates using an additional 10% of revenue from AB2766.

The General Fund Expense Budget, in the amount of \$1,515,530 reflects an overall increase of 0.9% from the budget for FY 2015-16. The planned expenditures include continuing projects to help streamline government and regulatory functions. The AVAQMD contracts most of its services from the Mojave Desert Air Quality Management District.

The AVAQMD is a service based agency in which program staff (salaries and benefits for 7.5 full time equivalent - FTE) will comprise 74% of the operations budget. The office is supported with six full time positions. Additional services are provided as needed under contract with the Mojave Desert AQMD.

Sincerely,

Bret S. Banks  
Executive Director/  
Air Pollution Control Officer

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*"It's a breath of fresh air"*

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Antelope Valley AQMD  
*"It's a breath of fresh air"*

***INTRODUCTION***

---

The Antelope Valley Air Quality Management District continues to successfully reach the industry and sources that may be affected by air quality regulations. A practice of routine inspections ensures compliance to local, state and federal air quality regulations. Proactive contact with local businesses has generated interest in environmental issues and increased compliance rates.

The District approaches air quality regulations in a manner that is responsive and accessible. Growth and new programs demand that the District continue to strive to streamline government, become more efficient, and conserve resources without limiting or decreasing the service provided to the regulated community. Several ongoing programs and projects, with their associated costs, address these efficiency issues.

The AVAQMD contracts most of its services from the Mojave Desert Air Quality Management District (MDAQMD). MDAQMD staff is used for specific expertise to support the Antelope Valley office and provide a full service agency. Certain administrative functions and support of the AVAQMD are performed at Mojave Desert AQMD's Victorville location.

***DISTRICT PROGRAMS AND PROJECTS***

***Community Outreach***

The District strives to be known throughout the community as a partner in the development of the local economy while protecting human health and the environment. This representation is achieved by providing information through participation in community events such as the Antelope Valley Board of Trade Business Outlook Conference, school education programs, and business opportunity forums.

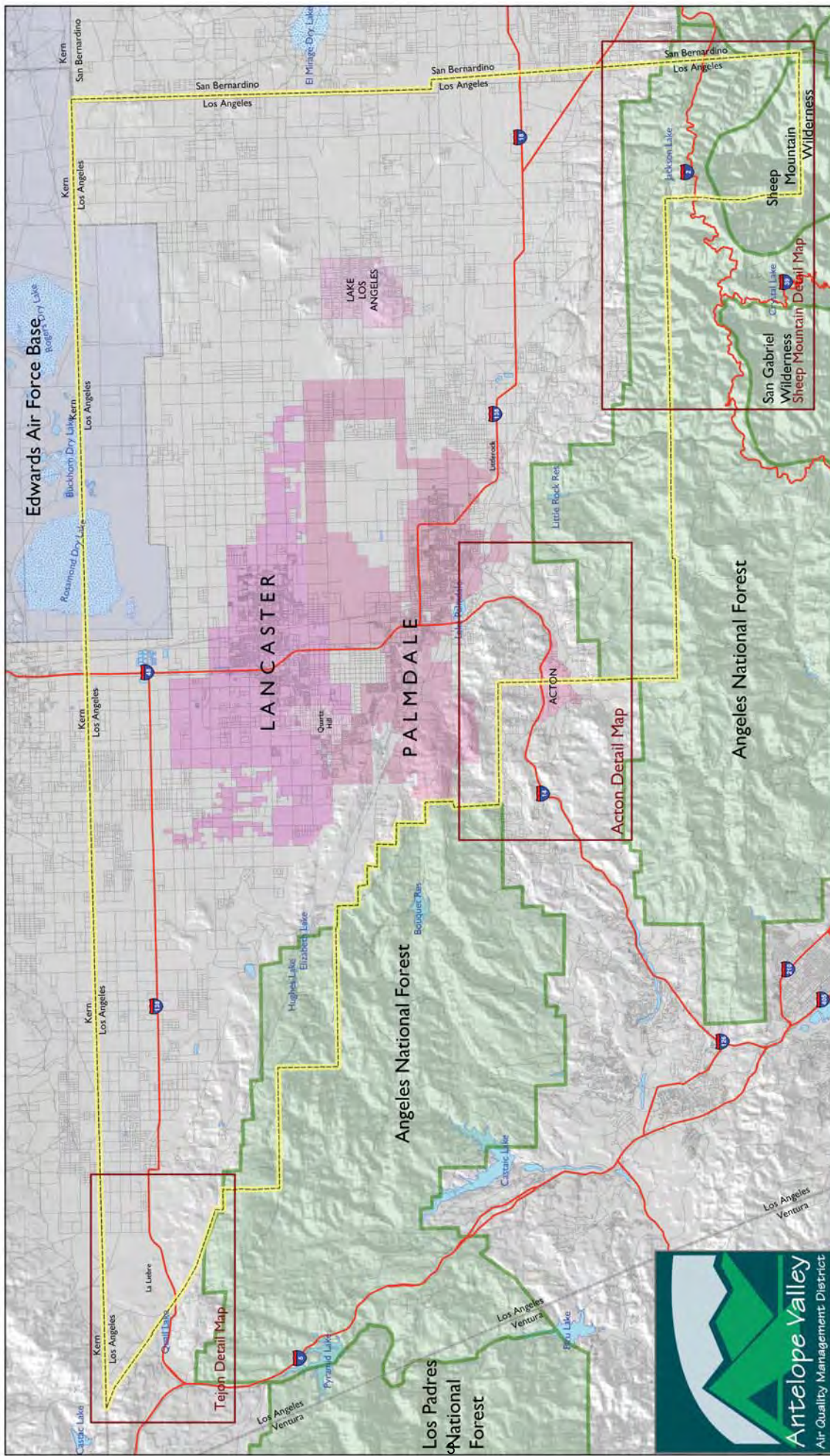
***Mobile Emissions Reduction Program***

This grant program encourages projects sponsored by private or public agencies that reduce the impact of pollution generated by mobile emission sources in the Antelope Valley region. The Governing Board awards grants using funds collected from vehicle registrations (AB 2766 and AB 923) and awarded by the State of California through the Carl Moyer program (State of California).

***AVAQMD Website***

Providing information to the general public may be the most important investment the District can make to impact the future air quality of the region. Using the internet allows the District to provide a contemporary medium to reach the public with the latest version of the District rulebook, application for permits and other forms, and air quality information, including forecasting and real-time air quality data. The site also has links to regional ozone maps found at <http://www.avaqmd.ca.gov/>





**Antelope Valley Air Quality Management District**

- Edwards Air Force Base
- National Forest
- Air Quality Management District Border
- County Lines
- Bodies of Water
- Dry Lakes
- Highways
- Roads

**Antelope Valley Air Quality Management District Boundary**

0 5 10 15 20 Kilometers  
0 5 10 15 20 Miles



***Governing Board Members***  
*April 2016*

**Marvin Crist, *Chair***  
*City of Lancaster*

**Mike Dispenza, *Vice Chair***  
*City of Palmdale*

**James C. Ledford, Jr.**  
*City of Palmdale*

**Ken Mann**  
*City of Lancaster*

**Vern Lawson**  
*Los Angeles County*  
*District Supervisor Appointment*

**Ronald A. Hawkins**  
*Los Angeles County*  
*District Supervisor Appointment*

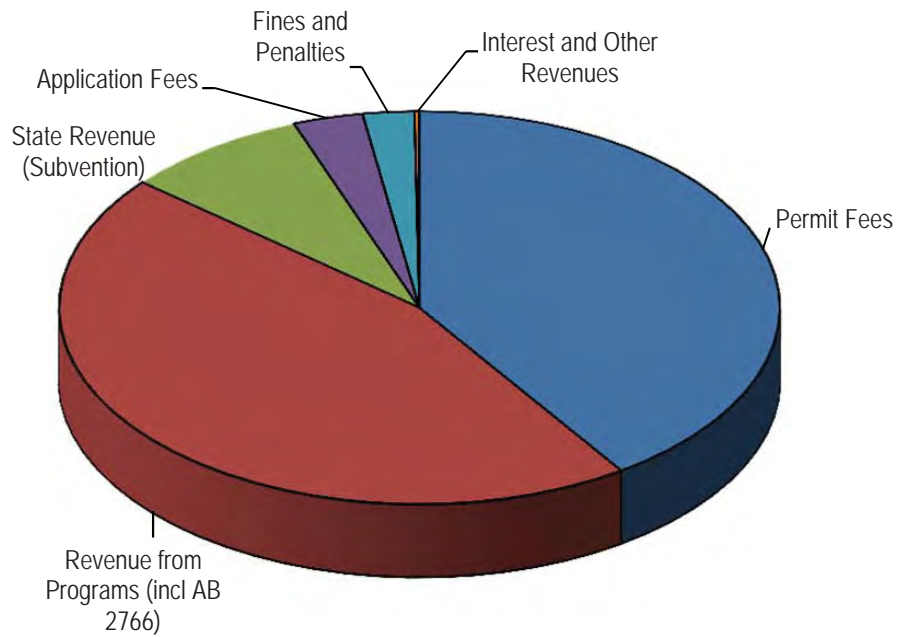
**Newton Chelette**  
*Public Member*

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**Antelope Valley AQMD**  
**Consolidated Budget (All Funds)**

	<b>Adopted Budget FY 2016</b>	<b>End-of-Year Estimate FY 2016</b>	<b>Proposed Budget FY 2017</b>
<b><u>Revenues</u></b>			
Permit Fees	635,000	604,251	614,480
Application Fees	37,000	44,936	47,500
Fines & Penalties	29,700	63,800	35,000
Interest Income	13,250	13,605	13,300
Other Revenue	0	2,755	0
Revenue from Programs	2,346,346	2,386,036	2,396,065
State Revenue	135,000	126,422	126,000
<b>Total Revenues</b>	<b>3,196,296</b>	<b>3,241,805</b>	<b>3,232,345</b>
<b><u>Expenses</u></b>			
<b>Personnel Expenses</b>			
Program Staff	1,237,940	1,237,184	1,205,592
<b>Total Personnel Expenses</b>	<b>1,237,940</b>	<b>1,237,184</b>	<b>1,205,592</b>
<b>Operating Expenses</b>			
Communications	19,750	20,276	23,500
Dues & Subscriptions	10,025	11,497	10,500
Non-Depreciable Inventory	6,300	1,114	6,300
Legal	2,000	3,007	17,000
Professional Services	85,900	69,820	185,335
Maintenance & Repairs	7,000	2,668	7,000
Training & Travel	8,000	4,649	9,500
Vehicles	11,000	6,003	10,000
Office Expenses	88,075	81,251	96,380
Program Expenses	1,704,235	1,685,086	1,637,438
Miscellaneous Expenses	1,071	692	800
<b>Total Operating Expenses</b>	<b>1,943,356</b>	<b>1,886,063</b>	<b>2,003,753</b>
<b>Capital Expenses</b>			
Software	15,000	30,950	23,000
<b>Total Capital Expenses</b>	<b>15,000</b>	<b>30,950</b>	<b>23,000</b>
<b>Total Expenses</b>	<b>3,196,296</b>	<b>3,154,197</b>	<b>3,232,345</b>
<b>Cash To (From) Reserves</b>	<b>0</b>	<b>87,608</b>	<b>0</b>

**Antelope Valley AQMD**  
**General Fund**  
**Sources of Estimated Revenue**  
**Fiscal Year 2016-17**



REVENUE TYPES	AMOUNT	% of Total
Permit Fees	614,480	40.55%
Revenue from Programs (incl AB 2766)	689,250	45.48%
State Revenue (Subvention)	126,000	8.31%
Application Fees	47,500	3.13%
Fines and Penalties	35,000	2.31%
Interest and Other Revenues	3,300	0.22%
<b>TOTAL</b>	<b>1,515,530</b>	<b>100%</b>

**Antelope Valley AQMD**  
**General Fund Budget**  
**Revenue Detail**

	<b>Adopted Budget FY 2016</b>	<b>End-of-Year Estimates FY 2016</b>	<b>Proposed Budget FY 2017</b>
<b>Revenues</b>			
<b>Permit Fees</b>			
Permit Fees Rev	585,000	527,251	545,000
Asbestos Demo/Reno Rev	45,000	73,000	65,000
Title V Rev	5,000	4,000	4,480
	<u>635,000</u>	<u>604,251</u>	<u>614,480</u>
<b>Application Fees</b>			
ERC Application Fees	0	208	0
Permit Application Fees	34,000	43,428	46,000
AG Application Fees	3,000	1,300	1,500
	<u>37,000</u>	<u>44,936</u>	<u>47,500</u>
<b>Fines &amp; Penalties</b>			
Notice of Violations Fee	11,700	33,800	12,000
Rule Revenue	18,000	30,000	23,000
	<u>29,700</u>	<u>63,800</u>	<u>35,000</u>
<b>Interest Income</b>			
Interest Revenue	3,200	3,805	3,300
	<u>3,200</u>	<u>3,805</u>	<u>3,300</u>
<b>Other Revenue</b>			
Unidentified Income	0	2,755	0
	<u>0</u>	<u>2,755</u>	<u>0</u>
<b>Revenue from Programs</b>			
AB2766 Program	599,500	722,000	686,250
Hot Spots	3,000	2,000	3,000
	<u>602,500</u>	<u>724,000</u>	<u>689,250</u>
<b>State Revenue</b>			
PERP Regulation	36,000	27,419	27,000
State Subvention	99,000	99,003	99,000
	<u>135,000</u>	<u>126,422</u>	<u>126,000</u>
<b>Total General Fund Revenues</b>	<b><u>1,442,400</u></b>	<b><u>1,569,969</u></b>	<b><u>1,515,530</u></b>

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## **AIR QUALITY PROGRAM DESCRIPTIONS and Projects**

### ***Community Relations and Education Program***

The Antelope Valley Air Quality Management District conducts public information and education programs in order to fulfill the requirement of the California Clean Air Act of 1988. The task is to inform the public about air pollution, its sources, health effects on humans, and damage to the environment. Education is provided on methods of control and to encourage individual means of reducing pollution.

The programs are targeted to many audiences: academia, the general adult population, elementary to college level students, as well as business and industry. This information uses pamphlets, brochures, public reports, newsletters, public workshops and conferences, presentations, exhibits, and other multimedia promotions. In addition, press releases, press conferences and air quality forecasts are provided to the local media on an ongoing basis as a means of keeping the public informed.

### ***Air Quality Monitoring Program***

Air Quality Surveillance participates in an ambient air monitoring and meteorological network to track air quality trends with an air monitoring station in Lancaster. The station is part of the State and Local Air Monitoring System (SLAMS) network.

A computer operated data acquisition system collects daily and real time levels of pollutants. These data are reported to the California Air Resources Board (CARB), Federal Environmental Protection Agency (EPA), regulated industry and the general public. This information is also used to provide pollution episode forecast and notification to school systems and the general population in the event of harmful levels of pollution.

### ***Compliance Program***

The District's responsibility is to protect the health and welfare of the public by assisting the regulated community in complying with Federal, State and Local regulatory requirements. This responsibility is carried out through various programs and activities:

- Comprehensive annual (for most) inspections are performed to verify compliance to air quality regulations.
- Investigation of citizen complaints pertaining to air related matters
- Legal case development when necessary to address non-complying situations
- Federal Asbestos Demolition and Renovation Program
- State-mandated Variance Program
- Continuous Emissions Monitoring Programs
- Reporting to the Environmental Protection Agency's AIRS and Significant Violator programs
- Source testing or stack sampling is the process that evaluates the emissions for industrial facilities to determine compliance with permit conditions.



**Stationary Sources Program**

One of the District's primary responsibilities is to process applications for permits in accordance with all applicable local, State, and Federal regulations. These permits are required for projects that propose industrial and/or commercial processes that have a potential to emit or control an air contaminant. The wide range of requirements applied depends on the type and size of the proposed project.

District staff provides technical reviews of official documents, such as test reports, risk assessments, EIS/EIR's, as well as technical assistance to permit applicants, other agencies, and manufacturers. The District implements and manages:

- Title III & V Programs. The Title III program is the federal toxic program specifically for Title V facilities. Title V (EPA Regulation) is a Federal Operating Permits Program required by the 1990 Clean Air Act. This program requires the District to develop and implement a Federal Permitting Program approved by the Environmental Protection Agency (EPA) for sources of a certain capacity.
- Emissions Inventory. This program to maintains an active inventory of the sources of criteria air pollutants within the District and measures progress towards attainment and maintaining compliance with National and State Ambient Air Quality Standards. State and Federal Law require this program.
- Toxic Emissions Inventory. (Air Toxic "Hot Spot" Information and Assessment Act of 1987) This program assesses the amounts, types and health impacts of air toxics produced from stationary sources.

**Planning, Rulemaking**

The District promulgates rules and plans in accordance with State and Federal attainment and maintenance planning requirements in order to achieve and maintain regional compliance with the various ambient air quality standards.

Planning staff serve as the District liaison with regional, State and Federal governments, ensuring District compliance with applicable requirements and significant developments. Planning staff also perform California Environmental Quality Act (CEQA) review and comment functions in the District's role as the expert agency for air quality. Staff in Planning and Rulemaking implement and maintain the following programs:

- California Ambient Air Quality Standards Attainment Planning, as codified in the California Clean Air Act and subsequent state legislation. This program currently focuses on the California ozone standard.
- National Ambient Air Quality Standards (NAAQS), as codified in the Federal Clean Air Act, the Clean Air Act Amendments and subsequent Federal legislation. This program currently focuses on the National one-hour and eight-hour ozone standards, the National 24-hour, annual PM10 standards, and National 24-hour, annual PM2.5 standards.
- Federal General and Transportation Conformity, entailing regional project review and comment
- California Environmental Quality Act (CEQA), requiring local and regional project review

- National Environmental Protection Act (NEPA), requiring local and regional project review

***Mobile Source Emission Reduction Program***

This program provides grants to projects that reduce emissions from mobile sources (and other limited categories). Funding for the grants include AB 2766 funds (four dollars assessed by the District's Governing Board and collected by the California Department of Motor Vehicles on motor vehicle registrations) as may be periodically allocated by the Governing Board and all funds under the Carl Moyer Program. Calls for projects, eligibility determinations, and Governing Board award are all part of the process that makes funds available to the region for qualified emission reducing projects.

Funds collected under AB 923 allows air districts in state non-attainment areas to adopt an additional two dollar surcharge on motor vehicle registration fees to be used strictly for incentive-based emission reduction funding programs. The use of the additional fees is limited to projects eligible for grants under the Carl Moyer Program, the purchase of school buses under the Lower-Emission School Bus Program, light-duty scrap or repair programs and unregulated agricultural sources.

Carol Moyer Grant Program Funds are distributed by the California Air Resources Board for projects obligated by the District under this state regulated program. Projects are awarded on a formula basis according to specific criteria and cost effectiveness.

**Antelope Valley AQMD**  
**General Fund**  
**District Wide Expense Budget Detail**

	<u>Adopted Budget FY 2016</u>	<u>End-of-Year Estimates FY 2016</u>	<u>Proposed Budget FY 2017</u>
<b>Expenses</b>			
<b>Personnel Expenses</b>			
<b>Operating Expenses</b>			
<b>Communications</b>			
Telephones	8,000	4,416	5,000
Long Distance Charges	500	166	500
Internet	9,000	13,969	12,000
Web Hosting	1,000	0	4,000
Tech Support	1,000	1,725	2,000
	<u>19,500</u>	<u>20,276</u>	<u>23,500</u>
<b>Dues &amp; Subscriptions</b>			
Memberships & Sponsorships	9,300	11,208	10,000
Publications & Subscriptions	500	289	500
	<u>9,800</u>	<u>11,497</u>	<u>10,500</u>
<b>Non-Depreciable Inventory</b>			
Furniture & Fixtures Exp	2,500	447	2,500
Machinery & Equipment Exp	3,500	321	3,500
Safety Equipment Exp	300	296	300
	<u>6,300</u>	<u>1,064</u>	<u>6,300</u>
<b>Legal</b>			
Legal Notices	2,000	1,194	2,000
Legal Services	0	1,813	15,000
	<u>2,000</u>	<u>3,007</u>	<u>17,000</u>
<b>Professional Services</b>			
Financial Services	12,000	16,000	12,000
Research Studies	6,000	0	6,000
Consulting Fees	15,000	7,020	3,000
Stipends	8,400	4,800	8,400
	<u>41,400</u>	<u>27,820</u>	<u>29,400</u>
<b>Maintenance &amp; Repairs</b>			
General Bldg. Maintenance	2,000	404	2,000
Custodial Services	3,000	2,264	3,000
Equipment Repair	2,000	0	2,000
	<u>7,000</u>	<u>2,668</u>	<u>7,000</u>
<b>Training &amp; Travel</b>			
Training	2,000	772	3,000
Travel	2,500	1,186	3,000
Mileage	500	0	500
	<u>5,000</u>	<u>1,958</u>	<u>6,500</u>

**Antelope Valley AQMD**  
**General Fund**  
**District Wide Expense Budget Detail**

	<b>Adopted Budget FY 2016</b>	<b>End-of-Year Estimates FY 2016</b>	<b>Proposed Budget FY 2017</b>
<b>Vehicles</b>			
Vehicle Gas & Oil	5,000	3,760	5,000
Vehicle Maintenance	2,500	1,743	2,500
Vehicle Insurance	3,000	0	2,000
	<u>10,500</u>	<u>5,503</u>	<u>9,500</u>
<b>Office Expenses</b>			
Software	2,500	0	3,500
Utilities	6,600	5,879	6,600
Supplies	3,200	2,329	3,200
Facility Leases	54,000	52,032	56,000
Equipment Lease	6,400	7,544	8,000
Postage	450	473	600
Courier	175	0	175
Printing/Shredding Services	800	567	855
Security	300	933	750
Liability Insurance	6,000	0	8,000
Meeting Expenses	500	240	500
Community Relations	1,000	1,939	2,000
	<u>81,925</u>	<u>71,936</u>	<u>90,180</u>
<b>Program Expenses</b>			
Program Expenditures	10,000	10,000	10,000
Contributions to Other Agencies	0	3,600	4,850
	<u>10,000</u>	<u>13,600</u>	<u>14,850</u>
<b>Miscellaneous Expenses</b>			
Bank Fees	1,071	651	800
Interest Expense	0	41	0
	<u>1,071</u>	<u>692</u>	<u>800</u>
<b>Total Operating Expenses</b>	<b>194,496</b>	<b>160,021</b>	<b>215,530</b>
<b>Capital Expenses</b>			
Software	0	15,950	10,000
<b>Total Capital Expenses</b>	<b>0</b>	<b>15,950</b>	<b>10,000</b>
<b>Total Expenses</b>	<b>194,496</b>	<b>175,971</b>	<b>225,530</b>

## **SUPPORT PROGRAM DESCRIPTIONS**

### ***Executive Office***

The Executive Office is responsible to the Governing Board for the general administration and coordination of all District operations and programs, including those programs mandated by the Federal Environmental Protection Agency and the California Air Resources Board. This office monitors state and federal legislation affecting the District and advises the Governing Board on actions required to protect the interests of the District.

The Governing Board, with seven members, meets monthly and members receive \$100.00 stipend per meeting plus travel expenses. The Hearing Board, with five members, meets as needed and members may receive \$100.00 stipend per meeting plus travel expenses. The Rule Development Committee meets periodically with members of District staff and permitted facilities.

### ***Legal Counsel***

Special Counsel to the Governing Board serves as general legal counsel to the Governing Board, the Air Pollution Control Officer and the District, providing general public agency legal services regarding the Brown Act, the Political Reform Act, California Environmental Quality Act, as well as the Administrative Code, contracts, personnel matters, civil actions, and related litigation. District Counsel also provides legal advice and opinions on mandates specific to air districts such as the Federal Clean Air Act, California air pollution control laws and air quality rules and regulations. District Counsel exercises authority to bring civil actions in the name of the people of the State of California for violations of various air quality laws and regulations. The District Counsel also represents the District in actions brought before the Hearing Board.

Special Counsel to the Governing Board also analyzes legislative bills proposed in the California Legislature that may impact the District, proposes strategies, and provides information to the Governing Board regarding such legislation.

### ***Operations***

Operations activities include staff technical training, establishing program policies and procedures, monitoring workflow and performance levels, violation settlement negotiations, public information, inter- and intra-agency coordination, committee representation, program planning and streamlining, as well as being responsible for fostering a positive working relationship with the regulated community.

District memberships include the California Air Pollution Control Officers Association, the California Special Districts Association, and Antelope Valley Board of Trade, California Natural Gas Vehicle Coalition, Antelope Valley College President's Circle, Los Angeles County Farm Bureau.

The Clerk of the Board records official minutes of all meetings of the Governing Board; maintains the files for all actions of the Governing Board and distributes copies of orders and directives of the Board to appropriate agencies and members of the public; schedules, prepares and distributes the Board agenda. The Clerk also serves the Hearing Board, gives notice of hearings, distributes recommendations of particular boards and maintains the conflict of interest files for the District.

***Administrative Services***

The Administrative Services office provides financial, administrative and personnel management services to the operating divisions of the District. The office prepares the annual budget and controls expenditures by providing information regarding expenditures and the availability of budgeted funds. The office also purchases equipment and supplies. Invoices for a variety of fees are issued, collected, deposited and accounted for through the Compliance and Permit System (CAPS). This office also manages the District's computer information systems, risk management, fleet and facility management, and fixed assets.

**Antelope Valley AQMD**  
**General Fund**  
**Contracted Services Expense Budget Detail**

	<u>Adopted Budget FY 2016</u>	<u>End-of-Year Estimates FY 2016</u>	<u>Proposed Budget FY 2017</u>
<b>Expenses</b>			
<b>Personnel Expenses</b>			
Program Staff	1,237,940	1,237,184	1,111,365
<b>Total Personnel Expenses</b>	<b>1,237,940</b>	<b>1,237,184</b>	<b>1,111,365</b>
<b>Operating Expenses</b>			
<b>Communications</b>			
Web Hosting	50	0	0
Tech Support	200	0	0
	<u>250</u>	<u>0</u>	<u>0</u>
<b>Dues &amp; Subscriptions</b>			
Professional Dues	225	0	0
	<u>225</u>	<u>0</u>	<u>0</u>
<b>Non-Depreciable Inventory</b>			
Machinery & Equipment Exp	0	50	0
	<u>0</u>	<u>50</u>	<u>0</u>
<b>Legal</b>			
<b>Professional Services</b>			
Payroll Contract	0	0	300
Financial Services	12,000	12,000	155,635
Consulting Fees	32,500	30,000	0
	<u>44,500</u>	<u>42,000</u>	<u>155,935</u>
<b>Maintenance &amp; Repairs</b>			
<b>Training &amp; Travel</b>			
Training	1,000	1,000	1,000
Travel	1,000	691	1,000
Mileage	1,000	1,000	1,000
	<u>3,000</u>	<u>2,691</u>	<u>3,000</u>

**Antelope Valley AQMD**  
**General Fund**  
**Contracted Services Expense Budget Detail**

	<u>Adopted Budget FY 2016</u>	<u>End-of-Year Estimates FY 2016</u>	<u>Proposed Budget FY 2017</u>
<b>Vehicles</b>			
Vehicle Gas & Oil	500	500	500
	<u>500</u>	<u>500</u>	<u>500</u>
<b>Office Expenses</b>			
Software	4,200	8,100	5,000
Supplies	500	65	100
Postage	1,100	800	1,000
Meeting Expenses	0	0	100
	<u>5,800</u>	<u>8,965</u>	<u>6,200</u>
<b>Program Expenses</b>			
<b>Miscellaneous Expenses</b>			
<b>Total Operating Expenses</b>	<u>54,275</u>	<u>54,206</u>	<u>165,635</u>
<b>Capital Expenses</b>			
Software	15,000	15,000	13,000
<b>Total Capital Expenses</b>	<u>15,000</u>	<u>15,000</u>	<u>13,000</u>
<b>Total Expenses</b>	<u><u>1,307,215</u></u>	<u><u>1,306,390</u></u>	<u><u>1,290,000</u></u>



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**Antelope Valley AQMD**  
**General Fund Consolidated Budget**

	<b>Adopted Budget FY 2016</b>	<b>End-of-Year Estimate FY 2016</b>	<b>Proposed Budget FY 2017</b>
<b><u>Revenues</u></b>			
Permit Fees	635,000	604,251	614,480
Application Fees	37,000	44,936	47,500
Fines & Penalties	29,700	63,800	35,000
Interest Income	3,200	3,805	3,300
Other Revenue	0	2,755	0
Revenue from Programs	602,500	724,000	689,250
State Revenue	135,000	126,422	126,000
<b>Total Revenues</b>	<b>1,442,400</b>	<b>1,569,969</b>	<b>1,515,530</b>
<b><u>Expenses</u></b>			
<b>Personnel Expenses</b>			
Program Staff	1,237,940	1,237,184	1,111,365
<b>Total Personnel Expenses</b>	<b>1,237,940</b>	<b>1,237,184</b>	<b>1,111,365</b>
<b>Operating Expenses</b>			
Communications	19,750	20,276	23,500
Dues & Subscriptions	10,025	11,497	10,500
Non-Depreciable Inventory	6,300	1,114	6,300
Legal	2,000	3,007	17,000
Professional Services	85,900	69,820	185,335
Maintenance & Repairs	7,000	2,668	7,000
Training & Travel	8,000	4,649	9,500
Vehicles	11,000	6,003	10,000
Office Expenses	87,725	80,901	96,380
Program Expenses	10,000	13,600	14,850
Miscellaneous Expenses	1,071	692	800
<b>Total Operating Expenses</b>	<b>248,771</b>	<b>214,227</b>	<b>381,165</b>
<b>Capital Expenses</b>			
Software	15,000	30,950	23,000
<b>Total Capital Expenses</b>	<b>15,000</b>	<b>30,950</b>	<b>23,000</b>
<b>Total Expenses</b>	<b>1,501,711</b>	<b>1,482,361</b>	<b>1,515,530</b>
<b>Cash To (From) Reserves</b>	<b>(59,311)</b>	<b>87,608</b>	<b>0</b>

Expense Category	Expense Description
<u>Operating Expenses</u>	
Communications	Services for telephone, internet, video teleconferencing, web hosting, cloud backup, disaster recovery solution, and related tech support
Dues & Subscriptions Membership	Memberships with California Air Pollution Control Officers Association (CAPCOA), California Special Districts Association (CSDA), Antelope Valley Board of Trade (AVBOT), Greater Antelope Valley Economic Alliance (GAVEA), Antelope Valley College President's Circle, Los Angeles County Farm Bureau; retail merchants
Non-Depreciable Inventory	Small office equipment, tablet devices for inspectors, replaces PCs as needed, safety equipment
Legal	Charges for public noticing requirements; third party contract for Special Counsel to the Governing Board
<u>Professional Services</u>	
Financial Services	Purchase services for annual fiscal audit, banking fees
Research Studies	Funds designated for consultant services to support or develop strategies designated by the District for air quality specific projects in the Antelope Valley
Consultant Fees	<u>District Wide:</u> Allowances for professional services, as needed. <u>Contracted:</u> Overhead charges to the Mojave Desert Air Quality Management District for contract services
Stipends	Board member stipend based on maximum number of meetings (Governing Board and Hearing Board).
<u>Training &amp; Travel</u>	Staff support for training in Environmental Cross Media, VEE Recertification, Asbestos, CARB Source Specific Training, staff training, participation in California Air Pollution Control Officers Association (CAPCOA), general training, Board member development and training, and associated travel costs.

Expense Category	Expense Description
Vehicles	Fuel, oil, maintenance for the District's fleet of four light duty vehicles
<u>Office Expenses</u>	
Software	Annual maintenance contracts, network server maintenance, and desktop solutions
Liability insurance	The District is a member of the Special District Risk Management Authority (SDRMA), a risk management pool for liability insurance and related coverage.
Community Relations	Products, events, and publications (public service Recognition such as the AIRE awards, promotional items for community outreach events; special event fees for Looking Good Lancaster, Antelope Valley Board of Trade Business Outlook Conference, and Salute to Youth)
<u>Program Expenses</u>	
Program Expenditures	Expenses and activities eligible for use of restricted funds
Contributions to Other	Keystone Science School, sponsor one local teacher; Mojave Environmental Education Consortium (MEEC); funds designated from the General Fund for specific local area grants (annual lawn mower exchange program
Agencies	
<u>Capital Expenditures</u>	
Equipment	Replace –as needed - air monitoring equipment (greater than \$5,000)
Software	<u>District wide:</u> Develop new website <u>Contracted:</u> CAPS (Compliance and Permit database) Maintenance and ongoing development for permit tracking; Development costs shared with MDAQMD.

**Antelope Valley AQMD**  
**Program Funds Consolidated Budget Detail**

	<b>Adopted Budget FY 2016</b>	<b>End-of-Year Estimates FY 2016</b>	<b>Proposed Budget FY 2017</b>
<b><u>Revenues</u></b>			
Administrative Funding	70,835	70,835	94,227
AB2766 Program	490,500	391,700	391,000
Carl Moyer Program	637,511	637,511	659,588
AB923 Program	545,000	561,990	562,000
Interest Revenue	10,050	9,800	10,000
	<hr/>	<hr/>	<hr/>
<b>Total Consolidated Program Revenue</b>	<b>1,753,896</b>	<b>1,671,836</b>	<b>1,716,815</b>
<b><u>Expenses</u></b>			
Program Expenditures	1,623,400	1,580,461	1,622,588
Program Expenditures - Administrative Grants	70,835	91,025	0
Community Relations	350	350	0
	<hr/>	<hr/>	<hr/>
<b>Total Consolidated Program Expense</b>	<b>1,694,585</b>	<b>1,671,836</b>	<b>1,622,588</b>

**Antelope Valley AQMD**  
**Program Funds AB2766 Budget Detail**

	Adopted Budget FY 2016	End-of-Year Estimates FY 2016	Proposed Budget FY 2017
<b><u>Revenues</u></b>			
AB2766 Program	490,500	391,700	391,000
Interest Revenue	2,250	2,500	2,500
<b>Total AB2766 Program Revenue</b>	<b>492,750</b>	<b>394,200</b>	<b>393,500</b>
 <b><u>Expenses</u></b>			
Program Expenditures	492,750	394,200	393,500
<b>Total AB2766 Program Expense</b>	<b>492,750</b>	<b>394,200</b>	<b>393,500</b>

**Antelope Valley AQMD**  
**Program Funds AB923 Budget Detail**

	<u>Adopted Budget FY 2016</u>	<u>End-of-Year Estimates FY 2016</u>	<u>Proposed Budget FY 2017</u>
<b><u>Revenues</u></b>			
AB923 Program	545,000	561,990	562,000
Interest Revenue	6,300	5,200	5,500
<b>Total AB923 Program Revenue</b>	<b>551,300</b>	<b>567,190</b>	<b>567,500</b>
<b><u>Expenses</u></b>			
Program Expenditures	491,989	547,000	567,500
Program Expenditures - Administrative Grants	0	20,190	0
<b>Total AB923 Program Expense</b>	<b>491,989</b>	<b>567,190</b>	<b>567,500</b>

**Antelope Valley AQMD**  
**Program Funds Carl Moyer Budget Detail**

	<u>Adopted Budget FY 2016</u>	<u>End-of-Year Estimates FY 2016</u>	<u>Proposed Budget FY 2017</u>
<b><u>Revenues</u></b>			
Administrative Funding	70,835	70,835	94,227
Carl Moyer Program	637,511	637,511	659,588
Interest Revenue	1,500	2,100	2,000
	<hr/>	<hr/>	<hr/>
<b>Total Carl Moyer Program Revenue</b>	<b>709,846</b>	<b>710,446</b>	<b>755,815</b>
<b><u>Expenses</u></b>			
Program Expenditures	638,661	639,261	661,588
Program Expenditures - Administrative Moyer Rnd 14	70,835	70,835	0
Community Relations	350	350	0
	<hr/>	<hr/>	<hr/>
<b>Total Carl Moyer Program Expense</b>	<b>709,846</b>	<b>710,446</b>	<b>661,588</b>



**Antelope Valley AQMD  
Financial History & Summary**

	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 ACTUAL
<b>REVENUE</b>						General Fund Only	General Fund Only
APPLICATION FEES	97,955	59,965	71,107	68,607	70,071	37,070	70,157
FINES AND FORFEITURES	6,102	38,668	8,951	8,850	41,040	57,123	15,263
INTEREST INCOME	(31,930)	13,385	9,963	6,490	4,008	3,645	3,891
OTHER INCOME	99,415	44,539	47,186	37,062	34,673	15	477
PERMIT FEES	385,658	388,096	388,955	456,964	484,004	559,821	640,901
PROGRAM FEES							
AB 923	582,643	523,532	513,191	546,078	530,545	-	-
AB 2766	1,018,329	1,047,065	1,026,382	1,092,156	1,061,091	623,966	555,053
OTHER	6,268	5,288	2,508	2,053	1,913	-	40,856
STATE CONTRACTS	3,880	30,836	26,976	32,319	22,635	35,618	36,124
STATE SUBVENTION	97,410	95,734	95,937	99,539	99,741	99,287	99,115
	<u>2,265,729</u>	<u>2,247,107</u>	<u>2,191,156</u>	<u>2,350,118</u>	<u>2,349,721</u>	<u>1,416,544</u>	<u>1,461,837</u>
Unassigned General Fund Balance from Prior Year	279,497	342,972	281,792	219,379	225,270	-	-
<b>TOTAL REVENUE AND UNASSIGNED FUND BALANCE</b>	<b>2,545,227</b>	<b>2,590,080</b>	<b>2,472,947</b>	<b>2,569,497</b>	<b>2,574,991</b>	<b>1,416,544</b>	<b>1,461,837</b>
<b>EXPENSES</b>							
CONTRACT COSTS							
PROGRAM STAFF (Salaries & Benefits)	937,735	952,951	975,969	990,826	1,034,633	1,082,353	1,168,959
OPERATING EXPENSES	139,900	140,431	83,750	68,991	31,157		
CONTRACT EXPENSES						49,218	42,751
DISTRICT WIDE (DIRECT) EXPENSES						188,407	151,426
CAPITAL EXPENDITURES						73,609	32,471
DIRECT COSTS	102,498	53,550	120,933	138,303	172,083		
CAPITAL EXPENDITURES	64,606	66,491	103,273	103,178	69,324		
GRANT PROGRAM EXPENSES	1,067,315	1,047,065	923,744	1,037,549	1,060,881		
OTHER CHARGES	45,200	47,800	55,900	5,378	16,877	-	-
	<u>2,357,254</u>	<u>2,308,288</u>	<u>2,263,568</u>	<u>2,344,224</u>	<u>2,384,955</u>	<u>1,393,587</u>	<u>1,395,607</u>
<b>FUND BALANCE</b>	<b>187,972</b>	<b>281,792</b>	<b>209,379</b>	<b>225,273</b>	<b>190,037</b>		
<b>TOTAL FUND BALANCE DESIGNATIONS (see p. 28)</b>							
Operating Cash Reserves	310,000	310,000	300,000	300,000	320,000	370,000	370,000
Unassigned Fund Balance (3-31-2016)						141,693	202,013
Prepaid Expenses (3-31-2016)						1,300	7,210
Restricted	-	-	-	-	-	-	-
<b>FUND BALANCE</b>	<b>310,000</b>	<b>310,000</b>	<b>300,000</b>	<b>300,000</b>	<b>320,000</b>	<b>512,994</b>	<b>579,223</b>
<b>UNASSIGNED FUND BALANCE</b>	<b>342,972</b>	<b>281,792</b>	<b>219,379</b>	<b>225,270</b>	<b>170,036</b>		
Applied increases to application and annual permit renewal fees (applied January 1)	3.1%	0.0%	2.0%	2.3%	12.0%	15.0%	15.0%

## **ANTELOPE VALLEY AQMD FUND BALANCE DESCRIPTIONS**

The Antelope Valley AQMD Fund Balances are designated according to Governing Board Policy 07-01, summarized in the following:

### **COMMITTED**

#### **Operating Cash Reserves**

The amount is equivalent to 25% of the Operating Expenses. The fund may be increased to provide protection against uncertain economic times.

### **RESTRICTED**

#### **Mobile Emissions Reduction Grant (AB 2766) Fund**

These funds are collected on motor vehicle registrations (\$4 each) in the Antelope Valley region. Funds are "allocated on a competitive basis to local government entities and other organizations capable of effectively using funds to reduce mobile emissions." A Work Plan adopted by the Governing Board provides the grant program guidelines.

#### **Incentive Based Emission Reduction Funding (AB 923)**

These funds are collected on motor vehicle registrations (\$2 each) in the Antelope Valley region beginning October 1, 2005. Funds are granted by the Governing Board for specific projects as allowed in the Health and Safety Code §44229.

#### **Carl Moyer Grant Program Funds**

These funds may be distributed by the California Air Resources Board for projects obligated by the District under this state regulated program. Projects are awarded on a competitive basis.

#### **Unassigned Fund Balance**

The Unassigned Fund Balance is the representation of the net resources not allocated to the categories described above. This category appears only on the agency Balance Sheet.

**Antelope Valley AQMD**  
**Consolidated Budget (All Funds)**  
**Year to Year Comparison**

	Approved Budget FY 2016	Estimated Year End FY 15-16	Budget to Actual Change	Adopted Budget FY 16-17	FY16 Budget FY17 Budget Change
<b>Revenues</b>					
Permit Fees	635,000	604,251	(30,749)	614,480	(20,520)
Application Fees	37,000	44,936	7,936	47,500	10,500
Fines & Penalties	29,700	63,800	34,100	35,000	5,300
Interest Income	13,250	13,605	355	13,300	50
Other Revenue	0	2,755	2,755	0	0
Revenue from Programs	2,346,346	2,386,036	39,690	2,396,065	49,719
State Revenue	135,000	126,422	(8,578)	126,000	(9,000)
<b>Total Revenues</b>	<b>3,196,296</b>	<b>3,241,805</b>	<b>45,509</b>	<b>3,232,345</b>	<b>36,049</b>
<b>Expenses</b>					
<b>Personnel Expenses</b>					
Salaries & Wages	1,237,940	1,237,184	(756)	1,205,592	(32,348)
<b>Total Personnel Expenses</b>	<b>1,237,940</b>	<b>1,237,184</b>	<b>(756)</b>	<b>1,205,592</b>	<b>(32,348)</b>
<b>Operating Expenses</b>					
Communications	19,750	20,276	526	23,500	3,750
Dues & Subscriptions	10,025	11,497	1,472	10,500	475
Non-Depreciable Inventory	6,300	1,114	(5,186)	6,300	0
Legal	2,000	3,007	1,007	17,000	15,000
Professional Services	85,900	69,820	(16,080)	185,335	99,435
Maintenance & Repairs	7,000	2,668	(4,332)	7,000	0
Training & Travel	8,000	4,649	(3,351)	9,500	1,500
Vehicles	11,000	6,003	(4,997)	10,000	(1,000)
Office Expenses	88,075	81,251	(6,824)	96,380	8,305
Program Expenses	1,704,235	1,685,086	(19,149)	1,637,438	(66,797)
Miscellaneous Expenses	1,071	692	(379)	800	(271)
<b>Total Operating Expenses</b>	<b>1,943,356</b>	<b>1,886,063</b>	<b>(57,293)</b>	<b>2,003,753</b>	<b>60,397</b>
<b>Capital Expenses</b>					
Software	15,000	30,950	15,950	23,000	8,000
<b>Total Capital Expenses</b>	<b>15,000</b>	<b>30,950</b>	<b>15,950</b>	<b>23,000</b>	<b>8,000</b>
<b>Total Expenses</b>	<b>3,196,296</b>	<b>3,154,197</b>	<b>(42,099)</b>	<b>3,232,345</b>	<b>36,049</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.

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## BUDGET CATEGORY DESCRIPTIONS

### REVENUE

#### Permit Fees

Permit Fees Rev	Initial Operating and Annual Renewal Permit Fees
Asbestos Demo/Reno Rev	Fees for Permits related to Asbestos Removal - Rule 302
Title V Permit Rev	Permit fees for Federal Permit Program

#### Application Fees

ERC Application Fees	Emission Reduction Credit
New Source Review	Project Evaluation for Complex Source-Rule 301
Permit Application Fees	Filing of new permits and permit changes
Variance Filing Fees	Filing fee for each petition to District Hearing Board -Rule 303
AG Application Fees	

#### Fine & Penalties

Excess Emissions Fees	Fee charged when a variance is granted by Hearing Board - Rule 303
Notice of Violations Fees	Fee Charged for unpermitted source, or violation of permit condition

#### Interest Income

Interest Revenue	Interest on funds held on deposit, all funds
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#### Other Revenue

##### Revenue from Programs

Administrative Funding	A portion of the Carl Moyer Program pass thru funds are allowed to cover administration costs to administer the program
AB2766 Mobile Emissions Program	Revenue received through DMV vehicle registration
Carl Moyer Admin Funding	A portion of the Carl Moyer Program pass thru funds are allowed to cover administration costs to administer the program
California Clean Air Act Fees	State mandated fee collected on behalf of California Air Resources Board.
Hot Spots	State mandated fee: "Air Toxic "Hot Spot" Information and Assessment Act of 1987

#### State Revenue

PERP State Funds	Portable Engine Registration Program. The State of California collects fees from owners of portable engines and the District provides periodic compliance inspections
State Subvention	Funds received from state budget to supplement Permitting and Air Monitoring/District activities

## BUDGET CATEGORY DESCRIPTIONS

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### EXPENSES

Personnel Expenses (Program Staff)	Contracted costs to provide staff for District operations
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### OPERATING EXPENSES

Communications	Telephones, cellular phones, video teleconferencing, internet, cable service, web hosting, and related tech support
Dues & Subscriptions	District memberships and sponsorships, publications and subscriptions
Non-Depreciable Inventory	Items purchased for furniture, equipment, machinery, and safety equipment costing less than \$5,000
Legal	Outsourced legal services for Governing Board, Hearing Board; publication costs for required notices
Professional Services	Support contract expenses: financial services including annual fiscal audit, research studies consulting fees, Board stipends
Maintenance & Repairs	General building maintenance, custodial services, on site equipment repair
Training & Travel	Employee training; professional development and related travel expenses; general travel expenses
Vehicles	Fuel and oil, maintenance and repair, insurance for District's fleet
Office Expenses	Software, utilities, Supplies, equipment leases, postage, courier, printing and shredding services, security, liability insurance, meeting expenses and community relations
Program Expenses	Expenses attributable to the use of special funds: AB 2766 eligible expenses, Carl Moyer grant program expenses, Board authorized grants from the General Fund (such as

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### CAPITAL EXPENSES

Furniture & Fixtures	Threshold: \$5,000
Equipment	Threshold: \$5,000
Vehicles	Vehicles purchased
Computers	Threshold: \$5,000
Software	Capitalized costs associated with major application software

## ACRONYMS

<b>AB2766</b>	Enabling legislation of 1990 for collection of fees for mobile source reduction projects (Assembly Bill 2766 was codified in the Health & Safety Code §44220ff)
<b>AIRS</b>	Aerometric Information Retrieval System - Compliance data reporting to EPA
<b>APCD</b>	Air Pollution Control District
<b>APCO</b>	Air Pollution Control Officer
<b>AQMD</b>	Air Quality Management District
<b>ARB</b>	Air Resources Board
<b>AVAQMD</b>	Antelope Valley Air Quality Management District
<b>BACT</b>	Best Available Control Technologoy
<b>CAA</b>	Clean Air Act
<b>CAPCOA</b>	California Air Pollution Control Officers Association
<b>CAPP</b>	Clean Air Patrol Program
<b>CAPS</b>	Compliance and Permit System (permit tracking database)
<b>CARB</b>	California Air Resources Board
<b>CNGVC</b>	California Natural Gas Vehicle Coalition
<b>CRE</b>	Community Relations and Education
<b>CREEC</b>	California Regional Environmental Education Community
<b>CSDA</b>	California Special Districts Association
<b>DAPCO</b>	Deputy Air Pollution Control Officer
<b>EPA</b>	Environmental Protection Agency
<b>ERC</b>	Emmission Reduction Credit
<b>FY</b>	Fiscal Year
<b>ICTC</b>	Interstate Clean Transportation Corridor - a geographic area targeted for providing alternate fuel to goods movement vehicles.
<b>MACT</b>	Maximum Achievable Control for Toxics
<b>MEEC</b>	Mojave Environmental Education Consortium
<b>MDAQMD</b>	Mojave Desert Air Quality Management District
<b>MOU</b>	Memorandum of Understanding between the District and non exempt employees represented by the San Bernardino Public Employees Association
<b>NAAQS</b>	National Ambient Air Quality Standards
<b>NESHAP</b>	National Emissions Standard for Hazardous Pollutants
<b>NSPS</b>	New Source Performance Standards
<b>OPEB</b>	Other Post Employment Benefits
<b>PARS</b>	Public Agency Retirement Services
<b>PERP</b>	Portable Equipment Registration Program
<b>PSD</b>	Prevention of Significant Deterioration
<b>PTBS</b>	Permit Tracking and Billing System
<b>SDRMA</b>	Special Districts Risk Management Authority
<b>SLAMS</b>	State and Local Air Monitoring Stations
<b>TAC</b>	Technical Advisory Committee
<b>VPN</b>	Virtual Private Network - a secure method of transmitting data via the internet



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

*AGENDA ITEM **8***

**DATE:** June 21, 2016

**RECOMMENDATION:** 1) Award an amount not to exceed \$60,985 in Carl Moyer Program funds to Calandri SonRise Farms for the replacement of one (1) older diesel-powered forklift with newer, cleaner technology; and 2) Authorize the Executive Director/APCO and staff to negotiate target time frames, technical project details and execute an agreement, approved as to legal form by the Office of District Counsel.

**SUMMARY:** This item awards an amount not to exceed \$60,985 in Carl Moyer Program funding to Calandri SonRise Farms for the retirement of one (1) 2000 Master Craft Forklift toward the purchase of one (1) new lower-emission diesel engine certified to the Final Tier 4/current emission standards.

**BACKGROUND:** Calandri SonRise voluntarily participates in the Carl Moyer Equipment Replacement Program in effort to reduce emissions from older heavy-duty diesel equipment used in farming operations. To date Calandri SonRise Farms has retired nine (9) older pieces of diesel-powered farm equipment before their normal life expectancy and replaced them with cleaner technology certified to the Final Tier 4 standards. The proposed forklift replacement project is one of the last remaining pieces of older heavy-duty diesel farming equipment in their fleet to be replaced. Staff has evaluated the project and found the proposed replacement to satisfy the Carl Moyer eligibility requirements including for cost-effectiveness which is substantially below the maximum limit making the project eligible for the maximum award of 80 percent toward the replacement costs. The removal and destruction of the older diesel forklift will provide early emission reductions that help the Valley towards attainment of the national ambient air quality standards.

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cc: Jean Bracy  
Laquita Cole  
Michelle Powell  
Julie McKeehan

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

*AGENDA ITEM 8*

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**REASON FOR RECOMMENDATION:** Governing Board approval is needed to fund Carl Moyer projects. Additionally, Governing Board authorization is needed for the Executive Director/APCO and staff to negotiate and execute an agreement with the grant recipient.

**REVIEW BY OTHERS:** This item was reviewed by Allison E. Burns, Governing Counsel and by Bret Banks, Executive Director/APCO – Antelope Valley Operations on or before June 6, 2016.

**FINANCIAL DATA:** This project will be funded with available Carl Moyer Program funds. Carl Moyer Program funds are supplementary to the AVAQMD budget.

**PRESENTER:** Julie McKeehan, Air Quality Specialist

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

*AGENDA ITEM 2*

**DATE:** June 21, 2016

**RECOMMENDATION:** 1) Award an amount not to exceed \$51,460 in Carl Moyer Program funds to Antelope Valley Fair Association to retire two (2) diesel forklifts with newer, cleaner technology; and 2) 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.

**SUMMARY:** This item awards an amount not to exceed a total of \$51,460 in Carl Moyer Program funding to Antelope Valley Fair Association for the retirement of two (2) diesel forklifts with new lower-emission engines certified to the current emission standards.

**BACKGROUND:** AVAQMD received an application from Antelope Valley Fair Association requesting grant funding towards retirement and replacement of older heavy-duty diesel equipment. Antelope Valley Fair Association voluntarily participates in the District's emission reduction programs such as the Carl Moyer Equipment Replacement Program in effort to provide early emission reductions from older heavy-duty diesel equipment and early compliance for emission standards set for December 31, 2025. Staff has evaluated the project and found the proposed replacement projects to satisfy the eligibility requirements for the use of Carl Moyer Program funds. The District proposes 80 percent toward the replacement costs of two (2) forklift replacements not to exceed \$51,460. The removal and destruction of the existing older diesel forklifts will provide early emission reductions that help the Valley towards attainment of the national ambient air quality standards.

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cc: Jean Bracy  
Laquita Cole  
Michelle Powell  
Julie McKeehan

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

*AGENDA ITEM 2*

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**REASON FOR RECOMMENDATION:** Governing Board approval is needed to fund Carl Moyer projects and any allocations from the District's Mobile Source Emission Reductions (AB 2766) funds. Additionally, Governing Board authorization is needed for the Deputy Director to negotiate and execute an agreement with the grant recipient.

**REVIEW BY OTHERS:** This item was reviewed by Karen Nowak, District Counsel as to legal form and by Bret Banks, Deputy Director – Antelope Valley Operations on or about June 6, 2016.

**FINANCIAL DATA:** This project will be funded with available Carl Moyer Program funds. Carl Moyer Program funds are supplementary to the AVAQMD budget.

**PRESENTER:** Julie McKeehan, Air Quality Specialist