

Antelope Valley Air Quality Management District Governing Board Regular Meeting

Agenda

LOCATION

**ANTELOPE VALLEY AQMD District Office
43301 Division Street, Suite 206
Lancaster, CA 93535
661.723.8070
TUESDAY, JUNE 18, 2019
10:00 A.M.**

BOARD MEMBERS

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

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, PUBLIC COMMENTS ARE LIMITED TO FIVE MINUTES PER SPEAKER. YOU MAY WISH TO MAKE YOUR COMMENTS IN WRITING TO ASSURE THAT YOU ARE ABLE TO EXPRESS YOURSELF ADEQUATELY.

Except where noted, all scheduled items will be heard in the District Office of the Governing Board, 43301 Division Street, Suite 206, Lancaster, CA 93535 and the teleconference location(s), if applicable. Please note that the Board may address items in the agenda in a different order than the order in which the item has been posted.

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.

CALL TO ORDER 10:00 A.M.

Pledge of Allegiance.

Roll Call

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 a member of the public request an item be held for discussion under DEFERRED ITEMS.

1. [Approve Minutes from Regular Governing Board Meeting of May 21, 2019.](#)
2. [Monthly Grant Funding Summary. Receive and file. Presenter: Bret Banks, Executive Director/APCO.](#)
3. [Monthly Activity Report. Receive and file. Presenter: Bret Banks, Executive Director/APCO.](#)
4. [Approve payment to MDAQMD in the total amount of \\$106,083.29, subject to availability of funds, for services provided during the month of April 2019. Presenter: Bret Banks, Executive Director/APCO.](#)
5. [Receive and file the Financial Report. The Financial Report is provided to the Governing Board for information concerning the fiscal status of the District at April 30, 2019, which provides financial information and budget performance concerning the current fiscal status of the District. Presenter: Bret Banks, Executive Director/APCO.](#)
6. [Approve the candidate selection for the Board of Directors of the Special District Risk Management Authority and delegate signature authority to the Executive Director/APCO for the ballot. Presenter: Bret Banks, Executive Director/APCO.](#)

ITEMS FOR DISCUSSION

DEFERRED ITEMS

NEW BUISNESS

7. Conduct a Continued Public Hearing to receive comments and staff presentation for the proposed AVAQMD Budget for FY 2019-20: a. Open public hearing; b. Receive staff report; c. Receive public testimony; d. Close public hearing; e. Adopt a resolution approving and adopting the budget for FY 2019-20. Presenter: Bret Banks, Executive Director/APCO.
8. Approve spending authority for the District consistent with the Fiscal Year 2018-19 Budget until the FY 2019-20 Budget is adopted. Presenter: Bret Banks, Executive Director/APCO.
9. 1) Award \$279,515 in Mobile Source Emission Reductions Program (AB 923) funds to Waste Management dba Antelope Valley Hauling (WM) toward the development of a compressed natural gas (CNG) vehicle refueling station; and 2) Authorize the Executive Director/APCO and staff to negotiate target time frames and technical project details and execute an agreement, approved as to legal form by the Office of District Counsel. Presenter: Bret Banks, Executive Director/APCO.
10. 1) Award \$10,000 in Mobile Source Emission Reductions Program (AB 923) funds to the City of Lancaster toward Electric Vehicle Charging Stations (Project); and 2) Authorize the Executive Director/APCO and staff to negotiate target time frames and technical project details and execute an agreement, approved as to legal form by the Office of District Counsel. Presenter: Julie McKeehan, Grants Analyst.
11. 1) Award an amount not to exceed \$214,111 in Carl Moyer Program funds to Alameda Metals to replace an older heavy-duty diesel equipment with new, clean technology; and 2) Authorize the Executive Director/APCO and staff to negotiate target time frames and technical project details, and execute an agreement, approved as to legal form by the Office of District Counsel. Presenter: Julie McKeehan, Grants Analyst.
12. Reports: Governing Board Counsel, Executive Director/APCO, Staff.
13. Board Member Reports and Suggestions for Future Agenda Items.
14. Adjourn to Regular Governing Board Meeting of Tuesday, July 16, 2019.

In compliance with the Americans with Disabilities Act, if special assistance is needed to participate in the Board Meeting, please contact the Executive Director during regular business hours at 661.723.8070 x2. 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 Deanna Hernandez at 760.245.1661 x6244 or by email at dhernandez@mdaqmd.ca.gov .

Mailed & Posted on: Tuesday, June 11, 2019.

Deanna Hernandez

The following page(s) contain the backup material for Agenda Item: [Approve Minutes from Regular Governing Board Meeting of May 21, 2019.](#)

**ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT
GOVERNING BOARD MEETING
TUESDAY, MAY 21, 2019
ANTELOPE VALLEY DISTRICT OFFICE
LANCASTER, CA**

Draft Minutes

Board Members Present:

Marvin Crist, Chair, City of Lancaster
Newton Chelette, Public Member
Howard Harris, Los Angeles County
Ron Hawkins, Los Angeles County
Kenneth Mann, City of Lancaster

Board Members Absent:

Austin Bishop, Vice Chair, City of Palmdale
Steven Hofbauer, City of Palmdale

CALL TO ORDER

Chair **CRIST** called the meeting to order at 10:02 a.m. Board Member **MANN** led the Pledge of Allegiance. Roll call was taken.

PUBLIC COMMENT

❖ None.

CONSENT CALENDAR

Agenda Item #1 – Approve Minutes from Regular Governing Board Meeting of April 16, 2019.

Upon Motion by **CHELETTE**, seconded by **HAWKINS**, and carried unanimously, the Board **Approved** Minutes from Regular Governing Board Meeting of April 16, 2019.

Agenda Item #2 – Monthly Grant Funding Summary. Receive and file.

Presenter: Bret Banks, Executive Director/APCO.

Upon Motion by **CHELETTE**, seconded by **HAWKINS**, and carried unanimously, the Board **Received and Filed** Monthly Grand Funding Summary.

Agenda Item #3 – Monthly Activity Report. Receive and file.

Presenter: Bret Banks, Executive Director/APCO.

Upon Motion by **CHELETTE**, seconded by **HAWKINS**, and carried unanimously, the Board **Received and Filed** Monthly Activity Report.

Agenda Item #4 - Approve payment to MDAQMD in the total amount of \$105,723.46, subject to availability of funds, for services provided during the month of March 2019.

Presenter: Bret Banks, Executive Director/APCO.

Upon Motion by **CHELETTE**, seconded by **HAWKINS**, and carried unanimously, the Board **Approved** payment to MDAQMD in the total amount of \$105,723.46, subject to availability of funds, for services provided during the month of March 2019.

Agenda Item #5 - The Financial Report is provided to the Governing Board for information concerning the fiscal status of the District at March 31, 2019, which provides financial information and budget performance concerning the current fiscal status of the District.

Presenter: Bret Banks, Executive Director/APCO.

Upon Motion by **CHELETTE**, seconded by **HAWKINS**, and carried unanimously, the Board **received and filed** the Financial Report. The Financial Report is provided to the Governing Board for information concerning the fiscal status of the District at March 31, 2019, which provides financial information and budget performance concerning the current fiscal status of the District.

ITEMS FOR DISCUSSION

DEFERRED ITEMS

None.

NEW BUSINESS

Agenda Item #6 – Ratify an amendment to the FY 18/19 budget to transfer budget from Capital Expense – Vehicles to Operating Expense – Dues and Subscriptions in the amount of \$25,000.

Presenter: Bret Banks, Executive Director/APCO

After discussion and upon Motion by **HARRIS**, seconded by **MANN**, and carried unanimously, the Board, **ratified** an amendment to the FY 18/19 budget to transfer budget from Capital Expense – Vehicles to Operating Expense – Dues and Subscriptions in the amount of \$25,000.

Agenda Item #7 – Conduct Public Hearing to consider the proposed AVAQMD Budget for FY 2019-20: a. Open public hearing; b. Receive staff report; c. Receive public testimony; d. Continue to the meeting of June 18, 2019 for adoption.

Presenter: Bret Banks, Executive Director/APCO.

Chair **CRIST** **opened** the public meeting. Executive Director/APCO Bret Banks **presented** the Staff Report and answered questions from the Board. Chair **CRIST** solicited public comment, being none, Chair **CRIST** **continued** public hearing to the meeting of June 18, 2019.

Agenda Item #8 – 1) Authorize the acceptance of AB 197 Emission Inventory District Grant Program Funding; 2) Accept the terms and conditions for the funds; and 3) Authorize the Executive Director/APCO and staff to execute the agreement, approved as to legal form, and carry out related activities to meet the requirements of AB 197.

Presenter: Bret Banks, Executive Director/APCO.

After discussion and upon Motion by **HARRIS**, seconded by **MANN**, and carried unanimously, the Board, 1) **Authorized** the acceptance of AB 197 Emission Inventory District Grant Program Funding; 2) **Accepted** the terms and conditions for the funds; and 3) **Authorized** the Executive Director/APCO and staff to execute the agreement, approved as to legal form, and carry out related activities to meet the requirements of AB 197.

Agenda Item #9 – 1) Award an amount not to exceed \$214,111 in Carl Moyer Program funds to Alameda Metals to replace an older heavy-duty diesel equipment with new, clean technology; and 2) Authorize the Executive Director/APCO and staff to negotiate target time frames and technical project details, and execute an agreement, approved as to legal form by the Office of District Counsel.

Agenda Item pulled by Governing Board Chair Crist.

Agenda Item #10 – Reports.

Governing Board Counsel –

- Publicly thanked the Board Members for completing their Form 700.

Executive Director/APCO –

- Notified the Board of the successful Lawn & Garden Event held in Lancaster April 27th and Palmdale May 18th and publicly thanked staff member Julie McKeehan for all her efforts with this project.

Staff –

- None.

Agenda Item #11 – Board Member Reports and Suggestions for Future Agenda Items.

- Board Member Harris asked if the Purple Air Sensors are available to Board Members and Bret Banks answered that they are and are available to the public as well.

Agenda Item #12 – Adjourn to Regular Governing Board Meeting of Tuesday, June 18, 2019.

Being no further business, the meeting adjourned at 10:41 a.m. to the next regularly scheduled Governing Board Meeting of Tuesday, June 18, 2019.

The following page(s) contain the backup material for Agenda Item: [Monthly Grant Funding Summary](#). [Receive and file](#). Presenter: [Bret Banks, Executive Director/APCO](#).

Item #2 – Grant Funds Project Summary

May

AB 2766 (\$4 DMV Fee)

\$426,500 Annually by Monthly Distribution

These fees fund the District’s Mobile Source Emission Reductions (MSER) Grant Program. The funds must be used “to reduce air pollution from motor vehicles and for related planning, monitoring, enforcement, and technical studies necessary for the implementation of the California Clean Air Act of 1988”.

Funding Limits: No surplus emission reductions or cost-effectiveness limit requirements.

Current Balance: \$ 61,858.80

PROPOSED PROJECTS

<u>Action Date</u>	<u>Project Description</u>	<u>Grant Award</u>	<u>Status</u>
	none	\$ 0.00	
BALANCE PENDING APPROVAL		\$ 0.00	

AB 2766 Approved Funding Awards			
<u>Action Date</u>	<u>Project Description</u>	<u>Grant Award</u>	<u>Status</u>
Feb-18	Kyle & Kyle Ranches On-road Vehicle Project	\$ 68,016.00	paid
Mar-18	Kyle & Kyle Ranches On-road Vehicle Project	31,984.00	paid
Mar-18	2018 Lawn Mower Exchange Program	10,000.00	paid
May-18	AFV Program Add'l Funds	15,000.00	paid
May-18	LBC – Bus Replacement Project	66,516.00	paid
Aug-18	AFV Program Add'l Funds	15,000.00	paid
Aug-18	Antelope Valley College - Student Pass Program	80,000.00	paid
Aug-18	Heritage Sign Company Vehicle Replacement Project	8,720.00	paid
Oct-18	LBC - Bus Replacement Project	5,332.00	paid
Oct-18	American Plumbing Services Vehicle Replacement	10,810.00	paid
Nov-18	UAV Vehicle Replacement Project	27,869.00	paid
Nov-18	AFV Program Add'l Funds	15,000.00	paid
Dec-18	AFV Program Add'l Funds	15,000.00	paid
Dec-18	Paraclete High School Vehicle Replacement Project	35,000.00	pending
Dec-18	LA County Sheriff's Palmdale Bio Diesel Truck Project	50,000.00	pending
Mar-19	AFV Program Add'l Funds	15,000.00	paid
Apr-19	AFV Program Add'l Funds	30,000.00	paid
Apr-19	Curb Crafters Vehicle Replacement	19,029.00	pending

AB 923 (\$2 DMV Fee)**\$609,500 Annually by Monthly Distribution**

These fees fund the District's Mobile Source Emission Reductions (MSER) Grant Program. The funds must be used to remediate air pollution harms created by motor vehicles.

Funding Limits: Carl Moyer eligible projects; unregulated agriculture vehicles and equipment; school bus projects; light-duty vehicle retirement program; and alternative fuel and electric infrastructure projects. Surplus emission reductions required. Subject to cost-effectiveness limit.

Current Balance: \$ 583,884.21

PROPOSED PROJECTS

<u>Action Date</u>	<u>Project Description</u>	<u>Grant Award</u>	<u>Status</u>
June-19	Waste Management-AV CNG Station	\$ 279,515.00	
June-19	City of Lancaster EV Charging City-MOAH	10,000.00	
BALANCE PENDING APPROVAL		\$ 294,369.21	

AB 923 Approved Funding Awards			
<u>Action Date</u>	<u>Project Description</u>	<u>Grant Award</u>	<u>Status</u>
Jan-18	Wilsona School District EV School Bus Charging Project	\$ 49,976.00	paid
Feb-18	Vehicle Retirement Program Add'l Funds	47,000.00	paid
Mar-18	2018 Lawn Mower Exchange Program	10,000.00	paid
Mar-18	Robertsons Palmdale Honda EV Charging Project	86,000.00	paid
May-18	Home2 Suites by Hilton Palmdale EV Charging Project	15,200.00	paid
May-18	Sierra Commons EV Charging Project	30,640.00	paid
Sep-18	AV Harley-Davidson EV Charging Project	20,000.00	paid
Nov-18	Vehicle Retirement Program Add'l Funds	50,000.00	paid
Dec-18	High Desert Dairy Equipment Replacement Project	54,918.00	paid
Dec-18	AVTA EV Charging Project	50,000.00	pending
Dec-18	AVSTA (3) New Electric School Buses	31,250.00	pending

Carl Moyer Program**\$701,500 Annually**

Carl Moyer Program (CMP) funds provide incentives to gain early or extra emission reductions by retrofitting, repowering, or replacing older more polluting engines with newer, cleaner engines including zero and near zero emission technologies. CMP funding categories include on-road heavy-duty vehicles, off-road equipment, locomotives, marine vessels, light-duty passenger vehicles, lawn mower replacement and alternative fuel infrastructure projects. Surplus emission reductions required. Subject to cost-effectiveness limit.

Current Balance: \$ 368,601.00

PROPOSED PROJECTS

<u>Action Date</u>	<u>Project Description</u>	<u>Grant Award</u>	<u>Status</u>
June-19	Alameda Metals Corporation	214,111.00	
BALANCE PENDING APPROVAL		\$ 154,490.00	

Carl Moyer Program Approved Funding Awards			
<u>Action Date</u>	<u>Project Description</u>	<u>Grant Award</u>	<u>Status</u>
Apr-18	McWhirter Steel Forklift Replacement Project	\$ 185,943.00	paid
May-18	McCarthy Steel Forklift Replacement Project	59,155.00	paid
June-18	Gall Brothers Engineering Equipment Replacement Proj	94,211.00	paid
Jul-18	Fine Grade Equipment Replacement Project	240,850.00	paid
Aug-18	Heritage Sign Company Vehicle Replacement Project	23,545.00	paid
Oct-18	American Plumbing Service Vehicle Replacement Proj	14,112.00	paid
Dec-18	Bills Landscaping Equipment Replacement Project	94,700.00	paid
Dec-18	High Desert Dairy Equipment Replacement Project	45,082.00	paid
Deposit	Carl Moyer Program Yr. 21 FY 18-19	661,741.00	received
Mar-19	Commercial Lawn and Garden Exchange Program	200,000.00	paid
Apr-19	AV Fair Assoc. ERP Aerial Lift Proj. 4	93,140.00	pending
Apr-19	Curb Crafters On-road Replacement Project	14,363.00	pending

AB 617 Community Air Protection (CAP) Admin.**\$79,305 FY 18/19 Allocation**

The purpose of AB 617 is to reduce emission sources in disadvantaged and low income communities by community-based air monitoring and local emission reduction programs. Funding is allocated to Air Districts to implement and administer all aspects of AB 617. These funds support community collaborative/community involved programs such as the deployment of air monitoring systems (i.e. Purple Air Sensors) and supporting local emission reductions programs. As a result, the AVAQMD is able to create new and enhance existing programs (i.e. lawn and garden equipment replacement, vehicle retirement, light-duty alternative fuel vehicle purchase incentive and residential electric vehicle charging) suggested by individual residents and group members as programs that best serve emission reductions within the community).

Current Balance: \$ 79,945.00

PROPOSED PROJECTS

<u>Action Date</u>	<u>Project Description</u>	<u>Grant Award</u>	<u>Status</u>
	none	\$ 0.00	
BALANCE PENDING APPROVAL		\$ 0.00	

AB 617 CAP Admin. Approved Funding Awards			
<u>Action Date</u>	<u>Project Description</u>	<u>Grant Award</u>	<u>Status</u>
Feb-19	Lawn Mower Exchange Events 2019	\$ 45,000.00	paid
Mar-19	Admin to implement AB 617	15,489.00	paid
Mar-19	Commercial Lawn and Garden Program	75,000.00	paid
Apr-19	Air Quality Sensors	4,440.00	paid
Deposit	AB 617 CAP Admin. FY 18-19	79,305.00	received

AB 134 Community Air Protection (CAP) Projects**\$468,750 FY 18/19 Allocation**

The purpose of AB 134 funds is to implement projects under the Carl Moyer Program specifically for projects that meet the goals of AB 617. These funds are focused on replacing older polluting engines operating in disadvantaged and low-income communities with newer, cleaner engines prioritizing zero-emission projects. CMP funding categories include on-road heavy-duty vehicles, off-road equipment, locomotives, marine vessels, light-duty passenger vehicles, lawn mower replacement and alternative fuel infrastructure projects. Surplus emission reductions required. Subject to cost-effectiveness limit.

Current Balance: \$ 0.00**PROPOSED PROJECTS**

<u>Action Date</u>	<u>Project Description</u>	<u>Grant Award</u>	<u>Status</u>
none		\$ 0.00	
BALANCE PENDING APPROVAL		\$ 0.00	

AB 134 CAP Projects Approved Funding Awards			
<u>Action Date</u>	<u>Project Description</u>	<u>Grant Award</u>	<u>Status</u>
Dec-18	AVSTA (3) New Electric School Buses	\$ 468,750.00	pending

NOx Remediation Measure (NRM)**\$53,644 FY 18/19 Allocation**

The purpose of NOx Remediation funds are to remediate any potential past emissions attributed to the Low Carbon Fuel Standard (LCFS) Regulation through a new NOx Remediation Measure (NRM) that replace diesel engines with low-NOx engines and tracks the progress of the NRM. Eligible projects are those eligible under the Carl Moyer Program with significant NOx emission reductions at a cost-effective limit of \$10,000/ton or less.

Current Balance: \$ 0.00**PROPOSED PROJECTS**

<u>Action Date</u>	<u>Project Description</u>	<u>Grant Award</u>	<u>Status</u>
none		\$ 0.00	
BALANCE PENDING APPROVAL		\$ 0.00	

NRM Approved Funding Awards			
<u>Action Date</u>	<u>Project Description</u>	<u>Grant Award</u>	<u>Status</u>
Jul-18	Fine Grade Equipment Replacement Project	\$ 53,644.00	paid

The following page(s) contain the backup material for Agenda Item: [Monthly Activity Report. Receive and file. Presenter: Bret Banks, Executive Director/APCO.](#)

Item #3 Monthly Activity Report – May 2019

	<u>MAY 2019</u>	<u>MAY 2018</u>	<u>YTD (7/1/19)</u>
Complaints	0	0	10
Complaint Investigations	0	0	10
Asbestos Notifications	10	13	100
Asbestos Inspections	0	0	0
Permit Inspections	120	63	1094
Permit Inspections in Compliance (%)	100	100	100
Notice of Violation (NOV)	0	0	6

***Outstanding NOVs**

- AV00000207, Issued 06/2017
- AV00000208, Issued 07/2017
- AV00000210, Issued 03/2018
- AV00000219 Issued 03/2019

Number of Active Companies: 292
Number of Active Facilities: 539
Number of Active Permits: 1,094

Project Comment Letters – May 2019

Attached

AVAQMD CEQA PROJECTS						
BOARD MEETING						
6/18/2019						
Date Rec'd	Location	Project Name	Description	Comment	Date Due	Date Sent
4/29/2019	Palmdale	Banquet Facility	Conditional Use Permit 19-007 Determination of Application Completeness/Condition Setting for a proposed banquet facility with Type 41 (on-sale beer and wine) ABC License located at 3030 East Palmdale Boulevard, Suite G	No Comment	5/14/2019	5/2/2019
5/6/2019	Palmdale	Residential Units-Avenue Q & Stanridge	Pre-Application 19-008 Conceptual Review for the request to develop 20 parcels into 18 residential units located at the northwest corner of Avenue Q and Stanridge	No Comment	5/14/2019	5/6/2019
5/10/2019	Palmdale	Tentative Tract Map	Tentative Tract Map 61731 Time Extension No. 2 Determination of Application Completeness/Condition Setting, to develop 10 acres into 37 single-family homes located at 60 th Street East and Avenue Q-12 (APN:3024-008-026,027 & 029)	DCP CARB Equipment	5/28/2019	5/14/2019
5/10/2019	Palmdale	TTM 65278	Tentative Tract Map 65278 Time Extension No. 2 Determination of Application Completeness/Condition Setting, to develop 5 acres into 17 single-family homes located at 30 th Street East and Avenue R-4 (APN:3019-003-007)	DCP CARB Equipment	5/28/2019	5/14/2019
4/24/2019	Lancaster	TTM 82572	TTM 82572. The proposed project is for the subdivision of a 22 acre parcel into 39 single-family lots, located at the southeast corner of 20 th Street East and Avenue K-8 (APN:3170-008-022)	DCP CARB Equipment	5/24/2019	5/15/2019
5/16/2019	Palmdale	Commercial building	Site Plan Review 18-017 Major Modification No. 1/ Determination of Application Completeness Condition Setting to build a 39, 600 square foot building on .5 acres located on the SWC of 11th Street West and Avenue M-14 (APN:3111-022-054 & 055)	No Comment	5/28/2019	5/6/2019
5/23/2019	Palmdale	Wireless Communication facility	AT & T wireless communication facility on approximately 2.5 acres located at 40861 50 th Street West	Rule 219 CARB Equip Aware of Rule 403	6/18/2019	5/28/2019

		AVAQMD CEQA PROJECTS				
		BOARD MEETING				
		6/18/2019				
Date Rec'd	Location	Project Name	Description	Comment	Date Due	Date Sent
6/3/2019	Palmdale	Assisted Living Facility	Site Plan Review 19-010/CUP 19-090 Determination of Application Completeness/Condition Setting for the request to build a 68,324 square foot assisted living facility on 4.14 acres located at Rancho Vista Boulevard and Delson Drive (APN:3001-141-005)	Rule 219 CARB Equip DCP		

The following page(s) contain the backup material for Agenda Item: [Approve payment to MDAQMD in the total amount of \\$106,083.29, subject to availability of funds, for services provided during the month of April 2019. Presenter: Bret Banks, Executive Director/APCO.](#)

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

AGENDA ITEM #4

DATE: June 18, 2019

RECOMMENDATION: Approve payment to MDAQMD in the total amount of \$106,083.29, subject to availability of funds, for services provided during the month of April 2019.

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

CONFLICT OF INTEREST: None

BACKGROUND: Key Expenses: Staffing costs \$91,666.67.

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 5, 2019.

FINANCIAL DATA: The contract and direct expenditure amounts are part of the approved District budget for FY 19. No change in appropriations is anticipated as a result of the approval of this item.

PRESENTER: Bret Banks, Executive Director/APCO.



Mojave Desert AQMD
 14306 Park Avenue
 Victorville, CA 92392
 760.245.1661

Due Date **DUE UPON RECEIPT**
 Invoice Date **4/30/2019**
 Invoice Number **42248**

INVOICE

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

FY19	Amount
Professional Services	9.63
Communications	1,072.79
Vehicles Expenses	306.43
Program Staff	91,666.67
Overhead	13,027.77
<p>TO INSURE PROPER CREDIT - PLEASE INCLUDE A COPY OF THE INVOICE WITH YOUR PAYMENT</p> <p>FOR CREDIT CARD PAYMENTS PLEASE VISIT www.mdaqmd.ca.gov</p>	
<p>MAKE CHECKS PAYABLE TO MOJAVE DESERT AQMD PLEASE INCLUDE THE INVOICE NUMBER ON THE CHECK</p>	Invoice Total 106,083.29
	Amount Paid 0.00
	Balance Due 106,083.29

Mojave Desert AQMD Expenditures AVAQMD

For Period Ending 4/30/2019

Financial Report

	<u>Monthly YTD</u>	<u>Actual YTD</u>	<u>Annual Budget</u>	<u>% of Budget</u>
<u>Services & Supplies</u>				
Professional Services				
Payroll Contract	9.63	252.17	420.00	0.60
Financial Services	0.00	7,750.00	32,500.00	0.24
Total Professional Svcs	9.63	8,002.17	32,920.00	0.24
Office Expenses				
Software	0.00	6,401.49	13,700.00	0.47
Supplies	0.00	0.00	500.00	0.00
Facility Leases	0.00	512.00	0.00	0.00
Postage	0.00	656.48	500.00	1.31
Meeting Expenses	0.00	51.76	0.00	0.00
Total Office Expenditures	0.00	7,621.73	14,700.00	0.52
Communications				
Computers	1,072.79	1,479.89	0.00	0.00
Total Communications	1,072.79	1,479.89	0.00	0.00
Dues & Subscriptions				
Publications & Subscriptions	0.00	204.61	0.00	0.00
Total Dues & Subscriptions	0.00	204.61	0.00	0.00
Travel				
Training	0.00	0.00	1,000.00	0.00
Travel	0.00	0.00	500.00	0.00
Total Travel	0.00	0.00	1,500.00	0.00
Program Costs				
Legal				
Maintenance & Repairs				
Vehicles				
Gas & Oil	306.43	1,222.87	1,000.00	1.22
Maintenance	0.00	97.75	0.00	0.00
Total Vehicles Expenses	306.43	1,320.62	1,000.00	1.32
Non-Depreciable Inventory				
Machinery & Equipment Exp	0.00	14.40	0.00	0.00
Safety Equipment Exp	0.00	108.47	0.00	0.00
Total Non-Depreciable Inventory	0.00	122.87	0.00	0.00
Miscellaneous Expense				
Suspense				
Total Services & Supplies	1,388.85	18,751.89	50,120.00	0.37
<u>Capital Expenditures</u>				
Total Expenditures	1,388.85	18,751.89	50,120.00	0.37

**ANTELOPE VALLEY AQMD
Program Staff
FY 2018-19**

Program	FY 17-18 Contracted Hours	Calendar Yr 2018 Actual Hours*	FY 18-19 Contracted Hours	Average Contract Cost/hr	Annual Contract Cost	FTE
Lancaster Office	12,480	11,680	10,400	\$80	\$832,000	5.00
Planning, Grants, and Rulemaking	175	146	175	\$84	\$14,700	0.08
Air Monitoring and Surveillance	300	279	300	\$100	\$30,000	0.14
Stationary Sources	300	273	300	\$90	\$27,000	0.14
Executive Management and Legal	250	302	400	\$133	\$53,200	0.19
Community Relations & Education	65	75	78	\$104	\$8,112	0.04
Administration	1,169	1,182	1,350	\$100	\$135,000	0.65
TOTAL	14,739	13,937	13,003		\$ 1,100,012	6.25
Full Time Equivalents (FTE) Administrative Costs	7.09%	6.70%	6.25% 14.00%			

Fiscal Year Comparison:	Contract Cost	FTE
Fiscal Year 18	\$ 1,100,000	7.09
Fiscal Year 19	\$ 1,100,000	6.25
Fiscal Year 19 Monthly	\$91,666.67	

*Hours for year 2018 are provided as a point of reference compared to last fiscal year and next fiscal year.

The following page(s) contain the backup material for Agenda Item: [Receive and file the Financial Report. The Financial Report is provided to the Governing Board for information concerning the fiscal status of the District at April 30, 2019, which provides financial information and budget performance concerning the curr](#)

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

AGENDA ITEM #5

DATE: June 18, 2019

RECOMMENDATION: Receive and file.

SUMMARY: The Financial Report is provided to the Governing Board for information concerning the fiscal status of the District at April 30, 2019, which provides financial information and budget performance concerning the current fiscal status of the District.

BACKGROUND: The Financial Reports provide financial and budget performance information for the District for the period referenced.

BALANCE SHEET. The balance sheet is a financial statement that summarizes the District's financial position as of April 30, 2019.

STATEMENT OF REVENUES & EXPENDITURES. A fund accounting report of all District revenue and related expenditures incurred in the day to day administration of District Operations.

STATEMENT OF ACTIVITY. The target variance for March is 83% of FY19.

District Wide reports details revenue and expenses for the District's operating account and grant funds. *Contracted Services* reports the expenses made by the (MDAQMD) and passed through to the District. *Report Recap* is consolidates both reports.

BANK REGISTERS. This report details the Districts bank activity.

DISTRICT CARDS. This report details purchases made using the District's credit cards.

REASON FOR RECOMMENDATION: Receive and file.

REVIEW BY OTHERS: This item was reviewed by Allison Burns, Special Counsel as to legal form and by Bret Banks, Executive Director/APCO (AVAQMD) on or about June 5, 2019.

PRESENTER: Bret Banks, Executive Director/APCO.

Antelope Valley AQMD
Balance Sheet - Governmental Funds
As of April 30, 2019

Financial Report

	<u>General Fund</u>	<u>AB2766 Mobile Emissions</u>	<u>AB923 Mobile Emissions</u>	<u>Carl Moyer</u>	<u>Total</u>
Assets					
Current Assets					
Cash	2,386,011.86	116,837.30	1,161,211.11	331,010.66	3,995,070.93
Cash Held For Other Fund	42,394.18	256,737.06	(299,131.24)	0.00	0.00
Receivables	194,981.14	0.00	0.00	0.00	194,981.14
Pre-Paid	4,647.77	0.00	0.00	0.00	4,647.77
Total Current Assets	2,628,034.95	373,574.36	862,079.87	331,010.66	4,194,699.84
Total Assets	2,628,034.95	373,574.36	862,079.87	331,010.66	4,194,699.84
Liabilities and Net Position					
Current Liabilities					
Payables	111,313.06	0.00	0.00	0.00	111,313.06
Due to Others	1,295.00	0.00	0.00	0.00	1,295.00
Unearned Revenue	0.00	0.00	0.00	268,673.82	268,673.82
Total Current Liabilities	112,608.06	0.00	0.00	268,673.82	381,281.88
Restricted Fund Balance	0.00	701,623.40	883,142.86	51,152.77	1,635,919.03
Cash Reserves	487,785.00	0.00	0.00	0.00	487,785.00
Unassigned Fund Balance	1,008,079.93	0.00	0.00	0.00	1,008,079.93
Pre-Paid	9,825.42	0.00	0.00	0.00	9,825.42
Change in Net Position	1,009,736.54	(328,049.04)	(21,062.99)	11,184.07	671,808.58
Total Liabilities & Net Position	2,628,034.95	373,574.36	862,079.87	331,010.66	4,194,699.84

Antelope Valley AQMD
Statement of Revenues & Expenditures
For the Period Ending April 30, 2019

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>
Revenues					
Application and Permit Fees	51,427.49	0.00	0.00	0.00	51,427.49
AB 2766 and Other Program Revenues	65,119.05	34,877.52	49,805.80	139,782.00	289,584.37
Fines	2,900.00	0.00	0.00	0.00	2,900.00
Investment Earnings	2,644.71	394.76	1,798.37	0.00	4,837.84
Federal and State	0.00	0.00	0.00	0.00	0.00
Miscellaneous Income	75.00	0.00	0.00	0.00	75.00
Total Revenues	122,166.25	35,272.28	51,604.17	139,782.00	348,824.70
Expenditures					
Program Staff	0.00	0.00	0.00	0.00	0.00
Services and Supplies	10,774.46	142,869.00	54,918.00	139,782.00	348,343.46
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
Total Expenditures	10,774.46	142,869.00	54,918.00	139,782.00	348,343.46
Excess Revenue Over (Under) Expenditures	111,391.79	(107,596.72)	(3,313.83)	0.00	481.24

Antelope Valley AQMD
Statement of Activity - MTD, MTM and YTD
For 4/30/2019

00 District Wide

	M-T-D Actual	Y-T-D Actual	Y-T-D Budget	% Budget to Actual
Revenues				
Permitting	45,999.53	941,595.64	842,150.00	(1.12)
Programs	289,459.37	1,828,877.42	2,603,044.00	(0.70)
Revenue - Other	75.00	75.00	0.00	0.00
Application Fees	6,308.00	36,656.00	42,000.00	(0.87)
State Revenue	0.00	721,308.97	141,500.00	(5.10)
Fines & Penalties	2,900.00	11,200.00	9,000.00	(1.24)
Interest Earned	4,837.84	58,171.94	14,300.00	(4.07)
Adjustments to Revenue	(880.04)	(20,852.52)	0.00	0.00
Total Revenues	348,699.70	3,577,032.45	3,651,994.00	(0.98)
Expenses				
Office Expenses	6,606.10	76,075.64	98,925.00	0.77
Communications	338.28	19,101.20	23,500.00	0.81
Vehicles	247.97	5,561.91	11,500.00	0.48
Program Costs	337,569.00	1,711,589.33	1,753,826.00	0.98
Travel	48.60	5,147.27	10,000.00	0.51
Professional Services				
Research Studies	0.00	0.00	6,000.00	0.00
Consulting Fees	0.00	0.00	3,000.00	0.00
Stipends	600.00	6,100.00	8,400.00	0.73
Maintenance & Repairs	225.00	4,135.01	6,500.00	0.64
Non-Depreciable Inventory	0.00	452.83	11,000.00	0.04
Dues & Subscriptions	850.00	6,520.00	35,500.00	0.18
Legal	1,813.04	13,941.74	19,000.00	0.73
Miscellaneous Expense	45.47	1,549.52	800.00	1.94
Suspense	0.00	15.38	0.00	0.00
Capital Expenditures	0.00	0.00	65,000.00	0.00
Other	0.00	(6,600.00)	0.00	0.00
Total Expenses	348,343.46	1,843,589.83	2,052,951.00	0.90
Program Staff				
Program Staff	0.00	0.00	100,218.00	0.00
Total Program Staff	0.00	0.00	100,218.00	0.00
Excess Revenue Over (Under) Expenditures	356.24	1,733,442.62	1,498,825.00	(1.16)

Antelope Valley AQMD
Statement of Activity - MTD, MTM and YTD
For 4/30/2019

10 Contracted Services

M-T-D Actual	Y-T-D Actual	Y-T-D Budget	% Budget to Actual
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Revenues**Expenses**

Office Expenses	0.00	7,062.69	8,500.00	0.83
Vehicles	0.00	916.44	500.00	1.83
Travel	0.00	0.00	1,000.00	0.00
Professional Services				
Payroll Contract	0.00	59.48	250.00	0.24
Financial Audit & Actuarial Svcs	0.00	229,095.42	190,000.00	1.21
Non-Depreciable Inventory	0.00	18.87	0.00	0.00
Dues & Subscriptions	0.00	204.61	0.00	0.00
Total Expenses	0.00	237,357.51	200,250.00	1.19
<u>Program Staff</u>				
Program Staff	0.00	824,999.53	1,100,000.00	0.75
Total Program Staff	0.00	824,999.53	1,100,000.00	0.75
Excess Revenue Over (Under) Expenditures	0.00	(1,062,357.04)	(1,300,250.00)	(0.82)

Antelope Valley AQMD
Statement of Activity - MTD, MTM and YTD
For 4/30/2019

Report Recap

	M-T-D Actual	Y-T-D Actual	Y-T-D Budget	% Budget to Actual
Revenues				
Permitting	45,999.53	941,595.64	842,150.00	(1.12)
Programs	289,459.37	1,828,877.42	2,603,044.00	(0.70)
Revenue - Other	75.00	75.00	0.00	0.00
Application Fees	6,308.00	36,656.00	42,000.00	(0.87)
State Revenue	0.00	721,308.97	141,500.00	(5.10)
Fines & Penalties	2,900.00	11,200.00	9,000.00	(1.24)
Interest Earned	4,837.84	58,171.94	14,300.00	(4.07)
Adjustments to Revenue	(880.04)	(20,852.52)	0.00	0.00
Total Revenues	348,699.70	3,577,032.45	3,651,994.00	(0.98)
Expenses				
Office Expenses	6,606.10	83,138.33	107,425.00	0.77
Communications	338.28	19,101.20	23,500.00	0.81
Vehicles	247.97	6,478.35	12,000.00	0.54
Program Costs	337,569.00	1,711,589.33	1,753,826.00	0.98
Travel	48.60	5,147.27	11,000.00	0.47
Professional Services				
Payroll Contract	0.00	59.48	250.00	0.24
Financial Audit & Actuarial Svcs	0.00	229,095.42	190,000.00	1.21
Research Studies	0.00	0.00	6,000.00	0.00
Consulting Fees	0.00	0.00	3,000.00	0.00
Stipends	600.00	6,100.00	8,400.00	0.73
Maintenance & Repairs	225.00	4,135.01	6,500.00	0.64
Non-Depreciable Inventory	0.00	471.70	11,000.00	0.04
Dues & Subscriptions	850.00	6,724.61	35,500.00	0.19
Legal	1,813.04	13,941.74	19,000.00	0.73
Miscellaneous Expense	45.47	1,549.52	800.00	1.94
Suspense	0.00	15.38	0.00	0.00
Capital Expenditures	0.00	0.00	65,000.00	0.00
Other	0.00	(6,600.00)	0.00	0.00
Total Expenses	348,343.46	2,080,947.34	2,253,201.00	0.92
Program Staff				
Program Staff	0.00	824,999.53	1,200,218.00	0.69
Total Program Staff	0.00	824,999.53	1,200,218.00	0.69
Excess Revenue Over (Under) Expenditures	356.24	671,085.58	198,575.00	(3.38)

Antelope Valley AQMD
Bank Register from 4/01/2019 to 4/30/2019
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>
0000001	4/01/2019	Credit Card Transaction - 7-Eleven	0.00	690.00	310,949.35
0000001	4/03/2019	Credit Card Transaction - 7-Eleven	0.00	69.00	311,018.35
0003802	4/04/2019	[10016] COUNTY OF LOS ANGELES-Bank Service Charges	119.29	0.00	310,899.06
0003803	4/04/2019	[10058] RONALD HAWKINS-Attendance Governing Board Meeting Tuesday, March 19, 2019.	100.00	0.00	310,799.06
R19-21	4/04/2019	Op Fund Rep #21	0.00	219.29	311,018.35
0000001	4/10/2019	Credit Card Transaction - Foresight Solar	0.00	661.00	311,679.35
0003804	4/11/2019	[10071] MAIL FINANCE-Postage Meter Rental	77.75	0.00	311,601.60
0003805	4/11/2019	[10260] QCS BUILDING SERVICES-Custodial service	225.00	0.00	311,376.60
0003806	4/11/2019	[10043] SOCALGAS-Gas Service	129.57	0.00	311,247.03
0003807	4/11/2019	[10039] SPARKLETTTS-Water Delivery Service	66.50	0.00	311,180.53
0003808	4/11/2019	[10592] SPECTRUM BUSINESS-Internet Service	770.00	0.00	310,410.53
0003809	4/11/2019	[10045] VERIZON BUSINESS-VOIP Service	427.75	0.00	309,982.78
0003810	4/11/2019	[10046] VERIZON CALIFORNIA-Long distance service	32.49	0.00	309,950.29
	4/11/2019	Service Charge	45.47	0.00	309,904.82
0082856	4/12/2019	Op Fund Rep #22	0.00	1,729.06	311,633.88
0000001	4/15/2019	Credit Card Transaction - Vulcan	0.00	69.00	311,702.88
0003811	4/18/2019	[10076] ANTELOPE VALLEY AQMD-Credit Card Transactions - March 2019	8,082.12	0.00	303,620.76
0003812	4/18/2019	[10405] CANON FINANCIAL SERVICES-Copier Lease	303.91	0.00	303,316.85
0003813	4/18/2019	[10055] NEWTON CHELETTE-Attendance Governing Board Meeting Tuesday, April 16, 2019.	100.00	0.00	303,216.85
0003814	4/18/2019	[10057] MARVIN CRIST-Attendance Governing Board Meeting Tuesday, April 16, 2019.	100.00	0.00	303,116.85
0003815	4/18/2019	[10599] HOWARD HARRIS-Attendance Governing Board Meeting Tuesday, April 16, 2019.	100.00	0.00	303,016.85
0003816	4/18/2019	[10058] RONALD HAWKINS-Attendance Governing Board Meeting Tuesday, April 16, 2019.	100.00	0.00	302,916.85
0003817	4/18/2019	[10503] STEVEN D HOFBAUER-Attendance Governing Board Meeting Tuesday, April 16, 2019.	111.60	0.00	302,805.25
0003818	4/18/2019	[10054] KENNETH MANN-Attendance Governing Board Meeting Tuesday, April 16, 2019.	100.00	0.00	302,705.25
0003819	4/18/2019	[10026] MOJAVE DESERT AQMD-FEB FY19	108,652.83	0.00	194,052.42
0003820	4/18/2019	[10455] STRADLING YOCCA CARLSON & RAUTH-District Counsel Services	1,250.00	0.00	192,802.42
0000001	4/24/2019	ACH - Zayo Group	0.00	0.01	192,802.43
0003821	4/25/2019	[10006] BANK OF THE WEST-CC Charges March	2,190.38	0.00	190,612.05
0003822	4/25/2019	[10069] BRET BANKS-Reimbursement for travel cost to attend the CAPCOA Rural Dsitrics meeting April 3-4, 2019.	37.00	0.00	190,575.05
0003823	4/25/2019	[10502] DIGITAL DEPLOYMENT INC-Web Hosting April 19	200.00	0.00	190,375.05
0003824	4/25/2019	[00069] SOUTHERN CALIFORNIA EDISON-Electric service	377.19	0.00	189,997.86
0003825	4/25/2019	[10050] WOELFL FAMILY TRUST-Office Lease May 2019	4,545.53	0.00	185,452.33
0000001	4/29/2019	Credit Card Transaction - Cal Valley Equipment	0.00	690.00	186,142.33
Total for Report:			128,244.38	4,127.36	

Antelope Valley AQMD
Bank Register from 4/01/2019 to 4/30/2019
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>
	4/01/2019	Interest Earned	0.00	2,644.71	2,046,141.20
0000339	4/03/2019	Daily Deposit	0.00	35,619.86	2,081,761.06
R19-21	4/04/2019	Op Fund Rep #21	219.29	0.00	2,081,541.77
0000340	4/09/2019	Daily Deposit	0.00	7,576.77	2,089,118.54
0000001	4/12/2019	Daily Depoist	0.00	3,036.00	2,092,154.54
0082856	4/12/2019	Op Fund Rep #22	1,729.06	0.00	2,090,425.48
0000001	4/15/2019	Daily Deposit	0.00	4,911.92	2,095,337.40
0000341	4/22/2019	Daily Deposit	0.00	166,798.49	2,262,135.89
0000001	4/23/2019	Daily Deposit	0.00	13,070.82	2,275,206.71
0082854	4/24/2019	Transfer AB923 - February 2019	49,805.80	0.00	2,225,400.91
0082855	4/24/2019	Transfer AB923 - February 2019	34,877.52	0.00	2,190,523.39
Total for Report:			86,631.67	233,658.57	

Antelope Valley AQMD
Bank Register from 4/01/2019 to 4/30/2019
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>
	4/01/2019	Interest Earned	0.00	394.76	224,828.78
M19-118	4/12/2019	[10710] JONES, THOMAS-AB2766 Grant	500.00	0.00	224,328.78
M19-119	4/12/2019	[10711] ARSENIAN, VARTOUHI-AB2766 Grant	500.00	0.00	223,828.78
M19-120	4/12/2019	[10712] HOWARD, PEGGY-AB2766 Grant	500.00	0.00	223,328.78
M19-121	4/12/2019	[10713] GRASHUIS, RANDON-AB2766 Grant	500.00	0.00	222,828.78
M19-122	4/12/2019	[10714] SETH, VINA-AB2766 Grant	500.00	0.00	222,328.78
M19-123	4/12/2019	[10715] NORCROSS, APRIL-AB2766 Grant	500.00	0.00	221,828.78
M19-124	4/12/2019	[10716] VENZ, ALEXANDER-AB2766 Grant	500.00	0.00	221,328.78
M19-125	4/12/2019	[10717] CARBAJAL, JULIAN SANCHEZ-AB2766 Grant	1,000.00	0.00	220,328.78
M19-126	4/12/2019	[10718] ARANA, ANTONIO-AB2766 Grant	500.00	0.00	219,828.78
M19-127	4/12/2019	[10719] GARCIA, ROBERT-AB2766 Grant	500.00	0.00	219,328.78
M19-128	4/12/2019	[10720] ERICSON, TODD-AB2766 Grant	500.00	0.00	218,828.78
M19-129	4/12/2019	[10679] LEWELLING, KEVIN-AB2766 Grant	500.00	0.00	218,328.78
M19-130	4/12/2019	[10721] HERNANDEZ, JONATHAN-AB2766 Grant	1,000.00	0.00	217,328.78
M19-131	4/12/2019	[10722] VAQUILAR, JESSICA-AB2766 Grant	1,000.00	0.00	216,328.78
M19-132	4/12/2019	[10723] MINIDIS, LYNN-AB2766 Grant	500.00	0.00	215,828.78
M19-133	4/12/2019	[10724] GREEN, LESLIE-AB2766 Grant	500.00	0.00	215,328.78
M19-134	4/12/2019	[10725] HOEY, CHARLES EDWIN-AB2766 Grant	1,000.00	0.00	214,328.78
M19-135	4/12/2019	[10726] GAMEROS, MOISES-AB2766 Grant	500.00	0.00	213,828.78
M19-136	4/12/2019	[10727] MURILLO, OSCAR-AB2766 Grant	500.00	0.00	213,328.78
M19-137	4/12/2019	[10728] SURI, RAJAT-AB2766 Grant	500.00	0.00	212,828.78
M19-138	4/12/2019	[10729] DARBARI, SHABD SARAN-AB2766 Grant	500.00	0.00	212,328.78
M19-139	4/23/2019	[10593] KYLE & KYLE RANCHES INC-AB2766 Grant	100,000.00	0.00	112,328.78
M19-140	4/23/2019	[10730] MCGUINNESS, EVELYN-AB2766 Grant	500.00	0.00	111,828.78
M19-141	4/23/2019	[10731] OZUNA, JORGE D-AB2766 Grant	500.00	0.00	111,328.78
M19-142	4/23/2019	[10732] MOHAMED, AHMED SAHER-AB2766 Grant	500.00	0.00	110,828.78
M19-143	4/23/2019	[10733] HELM, JAMES R-AB2766 Grant	1,000.00	0.00	109,828.78
0082855	4/24/2019	Transfer AB923 - February 2019	0.00	34,877.52	144,706.30
M19-144	4/29/2019	[10655] UNIVERISTY OF ANTELOPE VALLEY-AB2766 Grant	27,869.00	0.00	116,837.30
Total for Report:			142,869.00	35,272.28	

Antelope Valley AQMD
Bank Register from 4/01/2019 to 4/30/2019
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>
	4/01/2019	Interest Earned	0.00	1,798.37	1,166,323.31
M19-117	4/12/2019	[10230] HIGH DESERT DAIRY-AB923 Grant	54,918.00	0.00	1,111,405.31
0082854	4/24/2019	Transfer AB923 - February 2019	0.00	49,805.80	1,161,211.11
Total for Report:			54,918.00	51,604.17	

Antelope Valley AQMD
Bank Register from 4/01/2019 to 4/30/2019
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>
C19-18	4/12/2019	[10230] HIGH DESERT DAIRY-Moyer Grant	45,082.00	0.00	425,710.66
C19-17	4/12/2019	[10448] BILLS LANDSCAPING, INC-Moyer Grant	94,700.00	0.00	331,010.66
Total for Report:			139,782.00	0.00	

Antelope Valley AQMD
Bank Register from 4/01/2019 to 4/30/2019
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>
0000329	4/25/2019	[10705] BURBANK AIRPORT PARKING-Airport parking for travel to CAPCOA March 2019 Board meeting.	30.00	0.00	-2.11
0000330	4/25/2019	[10580] CUBESMART-Monthly lease payment for storage unit for long term storage of District records and documents.	139.00	0.00	-141.11
0000331	4/25/2019	[10707] HOTEL PACIFIC-hotel pacific 3-12-19/3-14-19 asbestos task force meeting	497.10	0.00	-638.21
0000332	4/25/2019	[10575] SOUTHWEST AIRLINES-Early bird check in for flight to CAPCOA Spring	40.00	0.00	-678.21
0000333	4/25/2019	[10575] SOUTHWEST AIRLINES-Airfare CAPCOA RURAL Districts Meeting 4/3 - 4/5	241.96	0.00	-920.17
0000334	4/25/2019	[10611] SPUDNUT DONUTS-Governing Board refreshments for the AVAQMD March 2019 Board meeting.	15.10	0.00	-935.27
0000335	4/25/2019	[10041] STAPLES INC-2 Laser Printers	268.26	0.00	-1,203.53
0000336	4/25/2019	[10708] UNIVERSAL ELECTRONIC ALARMS-Repairs and upgrades to Employee Only exterior door Access Control System.	650.00	0.00	-1,853.53
0000337	4/25/2019	[10706] VAGABOND INN-Lodging to attend CAPCOA March 2019 Board meetings.	308.96	0.00	-2,162.49
Total for Report:			2,190.38	0.00	

The following page(s) contain the backup material for Agenda Item: [Approve the candidate selection for the Board of Directors of the Special District Risk Management Authority and delegate signature authority to the Executive Director/APCO for the ballot.](#)
[Presenter: Bret Banks, Executive Director/APCO.](#)

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

AGENDA ITEM #6

PAGE 1

DATE: June 18, 2019

RECOMMENDATION: Approve the candidate selection for the Board of Directors of the Special District Risk Management Authority and delegate signature authority to the Executive Director/APCO for the Ballot.

SUMMARY: As a member agency of the Special Districts Risk Management Authority (SDRMA), the AVAQMD has the opportunity during the election cycle to elect members to that Board of Directors.

BACKGROUND: The AVAQMD is a member of the SDRMA risk management pool with other special districts for property, liability, and workers compensation coverage. As a member, the AVAQMD may elect members to that Board of Directors. Three of seven seats are up for election for four year terms beginning January 2020.

The Governing Board may elect up to three candidates. Staff recommends re-electing the two incumbents (**Bob Swan** and **Sandy Seifert-Raffelson**) and selecting James M. Hamlin, Board President, Burney Water District. The Ballot is included as Exhibit 1 and the Candidate Statements are included as Exhibit 2.

Staff recommendations are made considering the candidates' experience and the expertise they might bring to the existing Board which represents a wide variety of districts and public service activities.

REASON FOR RECOMMENDATION: The authority to elect directors to this Board of Directors rests with the governing body of each SDRMA member by resolution.

REVIEW BY OTHERS: This item was reviewed by Allison E. Burns, Special Counsel to the Governing Board, as to legal form and by Bret Banks, Executive Director/APCO – Antelope Valley Operations on or about June 4, 2019.

FINANCIAL DATA: This action has no financial impact.

PRESENTER: Bret Banks, Executive Director/APCO.

OFFICIAL 2019 ELECTION BALLOT
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
BOARD OF DIRECTORS

VOTE FOR ONLY THREE (3) CANDIDATES

Mark each selection directly onto the ballot, voting for no more than three (3) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than three (3) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery in the enclosed self-addressed, stamped envelope at SDRMA on or before 4:30 p.m., Wednesday, August 21, 2019. Faxes or electronic transmissions are NOT acceptable.

- BOB SWAN (INCUMBENT)**
Board Member, Groveland Community Services District
- JESSE D. CLAYPOOL**
Board Chair, Honey Lake Valley Resource Conservation District
- PATRICK K. O'ROURKE, MPA/CFRM**
Board Member, Redwood Region Economic Development Commission
- SANDY SEIFERT- RAFFELSON (INCUMBENT)**
Finance Manager/Treasurer, Herlong Public Utility District
- JAMES (Jim) M. HAMLIN**
Board President, Burney Water District

ADOPTED this ____ day of _____, 2019 by the Antelope Valley Air Quality Management District at a public meeting by the following votes:

AYES: _____
 NOES: _____
 ABSTAIN: _____
 ABSENT: _____

ATTEST:

APPROVED:

SDRMA'S BOARD OF DIRECTORS ELECTION BALLOT INSTRUCTIONS

Notification of nominations for three (3) seats on the Special District Risk Management Authority's (SDRMA's) Board of Directors was mailed to the membership in January 2019.

On May 2, 2019, SDRMA's Election Committee reviewed the nomination documents submitted by the candidates in accordance with SDRMA's Policy No. 2017-10 Establishing Guidelines for Director Elections. The Election Committee confirmed that five (5) candidates met the qualification requirements and those names are included on the Official Election Ballot.

Enclosed is the Official Election Ballot along with a Statement of Qualifications as submitted by each candidate. Election instructions are as follows:

1. The enclosed Official Election Ballot must be used to ensure the integrity of the balloting process.
2. After selecting up to three (3) candidates, your agency's governing body must approve the enclosed Official Election Ballot at a public meeting. **Ballots containing more than three (3) candidate selections will be considered invalid and not counted.**
3. The signed Official Election Ballot **MUST** be sealed and **received by mail or hand delivery at SDRMA's office on or before 4:30 p.m. on Wednesday, August 21, 2019 to the address below.** A self-addressed, stamped envelope is enclosed. Faxes or electronic transmissions are NOT acceptable.

Special District Risk Management Authority
Election Committee
1112 "I" Street, Suite 300
Sacramento, California 95814

4. The four-year terms for newly elected Directors will begin on January 1, 2020 and terminate on December 31, 2023.
5. Important balloting and election dates are:

August 21, 2019:	Deadline for members to return the signed Official Election Ballot
August 22, 2019:	Ballots are opened and counted
August 23, 2019:	Election results are announced, and candidates notified
September 25, 2019:	Newly elected Directors are introduced at the SDRMA Annual Breakfast to be held in Anaheim at the CSDA Annual Conference
November 6-7, 2019:	Newly elected Directors are invited to attend SDRMA board meeting (Sacramento)
January 2020:	Newly elected Directors are seated, and Board officer elections are held

If you have any questions regarding the election and balloting process, please do not hesitate to call SDRMA's Chief Operating Officer Paul Frydendal at 800.537.7790.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate* Bob Swan

District/Agency Groveland Community Services District (GCSD)

Work Address P.O. Box 350, Groveland, CA 95321

Work Phone (209) 962-7161

Home Phone (408) 398-4731

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I am a current Board member. I would like to be elected to a second term because:

1. As a board member of Groveland CSD, I am particularly aware of the great value that smaller districts get from SDRMA, and I'd like to continue to do my part to make sure that this important agency continues to operate smoothly and stably into the indefinite future.
2. The insurance market in California (and nationwide) is going through a period of rapid change. The Board and staff are engaged in a major re-evaluation of SDRMA's approach to fulfilling its mission of providing cost-effective risk management services to its members. I believe that it is important to maintain Board continuity in this effort.
3. SDRMA Board members are either board members ("electeds") or employees of a member agency. I think there is value in having a balance between elected and employee Board members. The Board seats that are NOT up for election are currently 3 employees / 1 elected. I'd like to make sure the new Board has at least 2 elected members.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

1. SDRMA Board Member since 2016. This year (2019), I serve as Secretary. During our "no CEO" period in late 2017 - early 2018, I was a member of the ad hoc Personnel Committee. I am also a member of the Alliance Executive Council, and a backup member of the Legislative Committee.
2. Groveland CSD Board Member since I was appointed in June 2013. For the years 2014-2018, I served as Board President. (We finally implemented mandatory rotation of the office in 2019).
3. Member of the Board of Southside Community Connections, a local nonprofit in Groveland that provides educational, social, and recreational services to seniors, as well as free transportation to those who cannot drive.
4. Board Member (currently Treasurer) of Pine Cone Performers, a local choral and acting group, since 2010.
5. Back during my work life, I was a corporate representative on an IEEE standards committee concerned with wireless networking. It was very educational being on a committee where the members had widely differing (competing) goals.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

History: BS Physics, MS Computer Science. 3 years in USAF. 30 years in the semiconductor industry, first as an engineering manager, later as a business unit manager. Now retired (so I have plenty of time).

Skills, etc.: Very familiar with financial reports, cost accounting, quantitative analysis. Working knowledge of modern computer and communications technology. Managed distributed organizations with up to 150 technical people and up to \$120M in annual sales. Pretty good at listening to different views, and helping to achieve consensus (or, at least, compromise).

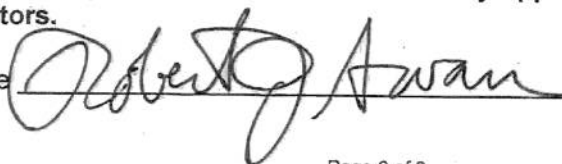
What is your overall vision for SDRMA? (Response Required)

Well, obviously I support our (newly revised) vision statement: "To be the exemplary public agency risk pool of choice for California special districts and other public agencies". In order to achieve this vision, I believe the key issues are:

1. Maintain long term financial stability. This includes ensuring that there is a fair allocation of cost versus risk across the pool membership.
2. Continue to retain / acquire highly qualified staff, and ensure that this is a desirable place to work.
3. Remember who are our target clientele, which in my opinion are small to mid-sized districts with limited options for insurance.
4. In light of ever-evolving California workers-compensation law, expand risk-management training even further than we now provide.
5. Maintain good relations with our re-insurers (who insulate us from catastrophe). In the long run, explore the possibility of joining a "captive" re-insurer to improve stability.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature

 Date 4-24-2019

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

My experience with special districts and governance, belief in the importance of quality governing policies, the ability to work effectively with the other board members and staff and a desire to give back to SDRMA and its membership will be what I bring to the SDRMA Board of Directors.

What is your overall vision for SDRMA? (Response Required)

For SDRMA to continually advance as an industry leader providing affordable solutions for special districts of any size enabling them to be effective within the communities they serve.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4-26-19

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate* Patrick K. O'Rourke, MPA/CFRM
District/Agency Redwood Region Economic Development Commission (RREDC)
Work Address 520 E Street Eureka, CA 95501
Work Phone 707-445-9651 Home Phone 707-726-6700

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I have considerable interest, knowledge, and experience in board leadership; board service; and board governance/policy development & oversight in for-profits, nonprofits, a joint powers authority/SDRMA member organization, and as an elected city councilman. I also have considerable experience (as a top-level executive board leader and manager) in organizational risk management and risk mitigation/prevention. I would like to share my knowledge, skills, abilities, and experience in service to SDRMA members, via my service on SDRMA's board of directors. I believe that my knowledge, experience, and dedication to excellence and implementation of best practices in governance and policy development/oversight will serve SDRMA well, and will assist SDRMA in maintaining its "Excellence" accreditation via the California Association of Joint Powers Authorities (CAJPA).

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

Having served in board leadership roles (25+ years in for-profit entities; 25+ years in nonprofit & private/public foundations; and 2+ years in a Joint Powers Authority [SDRMA member organization]), I am well-versed and experienced in board governance; policy development; financial statement analysis and budget review; executive management search/selection, oversight and evaluation; organizational risk management/mitigation; litigation oversight; and best practices in organizational governance. At SDRMA member organization, Redwood Region Economic Development Commission (RREDC), I have served as 2019 Immediate Past Chair; 2018 Board Chair; 2017 Vice Chair; Chair of Executive Committee; and Member of the Loan Committee. I have in-depth knowledge of policy governance (Culver, et al.); I am an advocate for transparency & best practices; and I am knowledgeable & experienced in California's Ralph M. Brown Act and Roberts Rules of Order. I have also served in board governance and board leadership roles in several nonprofit organizations and in both public and private foundations, including as Board Chair (12+ years) and in President & Vice President roles. I have also Chaired Search/Selection committees; Public Relations committees; Fund Development committees; and Finance/Audit committees.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

Besides holding a Master of Public Affairs degree, with a specialty in nonprofit management; having completed all coursework and written/oral exams (all except dissertation) for a PhD in Mass Communication, with a specialty in public relations and a cognate in organizational communication management, I have several other directly-relevant skills/talents/experience including: I am expertly adept at executive-level relationship development and stewardship, and have served as an organizational & industry advocate and liaison working closely with community organizations, local/county/state elected officials, and public/private entities/organizations and foundations. I am expertly adept at financial and operational analysis, and at asset/portfolio management and risk mitigation. I have taught for-credit university courses in corporate leadership; in entrepreneurial leadership research and practice; as well as having published peer-reviewed academic research on leadership in public relations.

What is your overall vision for SDRMA? (Response Required)

My vision for SDRMA would be for SDRMA to continue to add value to its members; operate with the highest ethical practices and transparency; continue in providing excellence in service, education, safety and compliance training; help members to mitigate and reduce risk; provide expedient claims review and response; provide members with state-of-the-art education and information; educate members to minimize losses/risk in member workplaces; and to continue to provide members with comprehensive coverage for property/liability, workers comp, and health benefits.

I would envision SDRMA management and staff enjoying a quality of life that will ensure their happiness and continue an atmosphere of dedicated service to SDRMA members. I would also envision that SDRMA will continue to operate with efficiencies that minimize costs/expenses, continue to enable SDRMA to maintain competitive premium rates, and (when possible) lower organizational and member costs. I would also envision a governing board that embraces and employs best governing practices in all areas of policy development; executive management oversight; financial review/audit; and in investing and spreading portfolio assets to minimize portfolio investment risks and maximize return on investments. Finally, I would envision SDRMA, and its management team/staff, operating in ways that will continue to earn accreditation "Excellence" from the California Association of Joint Powers Authorities (CAJPA).

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature _____

Date _____

3/25/1954 2019

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates. No statements are endorsed by SDRMA.

Candidate* Sandy Seifert-Raffelson

District/Agency Herlong Public Utility District

Work Address 447-855 Plumas St., P o Box 115, Herlong, CA 96113

Work Phone (530) 827-3150 Cell Phone (530) 310-4320

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors?

I am a current Board member of SDRMA and feel that I have added my financial background to make better informed decisions for our members. As a Board member, I continue to improve my education of insurance issues and look forward to representing small District's and Northern California as a voice on the SDRMA Board. I feel I am an asset to the Board with my degree in Business and my 30 plus years' experience in accounting and auditing.

I understand the challenges that small District face every day when it comes to managing liability insurance, worker's compensation and health insurance for a few employees with limit revenue and staff. My education and experience give me an appreciation of the importance of risk management services and programs, especially for smaller District that lack expertise with insurance issues on a daily basis.

I feel I am an asset to this Board, and would love a chance to stay on 4 more years!

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)

While serving on the SDRMA Board, I have been privilege to be Secretary of the Board for two years, and currently the Vice-President. I have served on CSDA's Audit and Financial Committee's for 6 years; I have served on the SDLF Board; Northeastern Rural Health Clinic Board; Fair Board; School and Church boards; 4-H Council and leader for 15 years; and UC Davis Equine Board. In the past 25 years, I have learn that there is no "I" in Board and it can be very rewarding to be part of a team that makes a difference for others.

As part of my many duties working with Herlong PUD, I worked to form the District and was directly involved with LAFCo, Lassen County Board of Supervisors and County Clerk to establish the initial Board of Directors and first Policies for HPUD. I have administered the financial portion of 2 large capital improvement project with USDA as well as worked on the first ever successful water utility privatization project with the US Army and Department of Defense. I am currently working on a 4.2 million grant from California for new infrastructure for the small District HPUD absorb through LAFCo in 2017. I am also the primary administrator of a federal contract for utility services with the Federal Bureau of Prison and the US Army.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

I have my Bachelor's Degree in Business with a minor in Sociology. I have audited Small Districts for 5 years, worked for a Small District for almost 15 years and have over 30 years of accounting experience. I am a good communicator and organizer. I have served on several Boards and feel I work well within groups or special committee. I am willing to go that extra mile to see things get completed.

I believe in recognition for jobs well done. I encourage incentive programs that get members motivated to participate and strive to do their very best to keep all losses at a minimum and reward those with no losses.

I have completed my Certificate for Special District Board Secretary/Clerk Program in both regular and advance course work through CSDA and co-sponsored by SDRMA. I have completed the CSDA Special District Leadership Academy and Special District Governance Academy. I am in the processes of getting my small District re-certified for their District of Transparency and hope one day to attain our District of Distinction.

I work for a District in Northeastern California that has under gone major changes from a Cooperative Company to a 501c12 Corporation, to finally a Public Utility District. I have worked with LAFCo to become a District. Also our small District consolidated another small District into our District. Through past experience I feel I make a great Board member representing the small districts of Northern California and their unique issues and will make decisions that would help all rural/small districts.

What is your overall vision for SDRMA?

For SDRMA to be at the top of the risk management field and to continue communicating and listening to the needs of all California Special Districts and meeting those needs at a reasonable price that Special Districts can afford. I would like to continue education and rewards for no claims and explore avenues of financial endeavors that will benefit our customers.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature Sandy Seifert-Raffelson Date 4/16/19

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates
– no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate* James (Jim) M. Hamlin
District/Agency Burney Water District
Work Address 20222 Hudson St. Burney, Ca. 96013
Work Phone (530) 335-3582 Cell Phone _____

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

Hope to serve and help with decisions being made to both strengthen SDRMA and
move into new areas. Our districts are facing new challenges constantly.

**What Board or committee experience do you have that would help you to be an effective Board Member?
(SDRMA or any other organization) (Response Required)**

See Next

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have? (Response Required)

September 1972 until January 2014, owned and operated a Insurance brokerage
Sold business and retired.

Board Member of Mayers Memorial Hospital District From 1990 until 2014
Served on the Associal of Hospital Districts for six years.

Served on the board of Burney Water District the previous six years. Current
Serving on Mayers Memorial Hospital Financial Board.

What is your overall vision for SDRMA? (Response Required)

SDRMA Board must be strong and protect the concerns of their members. Need
to have a listening ear for the districts that are represented. Need to
use caution when jumping into new areas, not jepordise their strong programs
and beliefs for new programs.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature James M. Hankle Date 3-27-2019

The following page(s) contain the backup material for Agenda Item: [Conduct a Continued Public Hearing to receive comments and staff presentation for the proposed AVAQMD Budget for FY 2019-20: a. Open public hearing; b. Receive staff report; c. Receive public testimony; d. Close public hearing; e. Adopt a resolution appr](#)

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

AGENDA ITEM #7

DATE: June 18, 2019

RECOMMENDATION: Conduct Public Hearing to consider the proposed AVAQMD Budget for FY 2019-20: a. Open public hearing; b. Receive staff report; c. Receive public testimony; d. Close public hearing; e. Adopt a resolution approving and adopting the budget for FY 2019-20.

SUMMARY: The AVAQMD Budget for FY 2019-20 is presented to the Governing Board for adoption beginning July 1, 2019.

BACKGROUND: The budget process includes a presentation to the Governing Board with staff recommendations for programs and projects for the new fiscal year. In addition, opportunity for public comment was incorporated into the process as required by law.

The Budget for Fiscal Year 2019-20 was published on April 19, 2019 and a notice was advertised in the local publication and mailed to each permit holder. The proposed budget was posted on the District's website and is presented for adoption on June 18, 2019.

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 21, 2019, and continued to this meeting.

REASON FOR RECOMMENDATION: Health and Safety Code §40131 requires that Districts adopt an annual budget.

REVIEW BY OTHERS: This item was reviewed by Allison Burns, Special Counsel to the Governing Board, as to legal form, and by Bret Banks, Executive Director/APCO (AVAQMD) on or about June 4, 2019.

FINANCIAL DATA: The FY 2019-20 Budget for expenses (all funds) and revenues of \$3,910,806. Operating Cash Reserves will be funded in the amount of \$774,216.

PRESENTER: Bret Banks, Executive Director/APCO.



ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT

FY19-20

ADOPTED BUDGET

ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT

43301 DIVISION ST., SUITE 206 • LANCASTER, CA 93535

661.723.8070 • www.avaqmd.ca.gov

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Executive Summary

This document presents the budget for the Antelope Valley Air Quality Management District for Fiscal Year (FY) 2020. The Air District will continue to fulfill its mission and objectives through activities which focus on core and mandated programs, fiscally conservative internal controls, long range financial planning and the development of short and long-term sustainable approaches toward achieving cleaner air to protect the public's health and the environment.

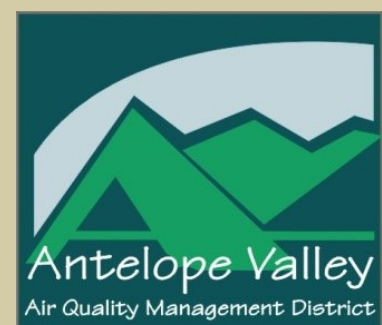
The General Fund Revenue Budget, in the amount of \$1,935,540 is a projected 7% increase from the prior fiscal year actuals, due in part to a recommended 10% increase imposed January 1, 2019, and a proposed 9.5% increase on annual renewal fees and applications (Rule 301) effective January 1, 2020.

The budget for FY 2020 reflects the priorities established by Federal and State governments, and the AVAQMD Governing Board including maintenance and enhancement of Air District core functions as well as programs within the following key policy objectives:

Key Objectives

- Community Protection Air Quality Grant Program (AB 617/134)
- Carl Moyer Program (CMP)
- Mobile Emission Reduction AB2766/AB923
- Lawn Mower Replacement Program

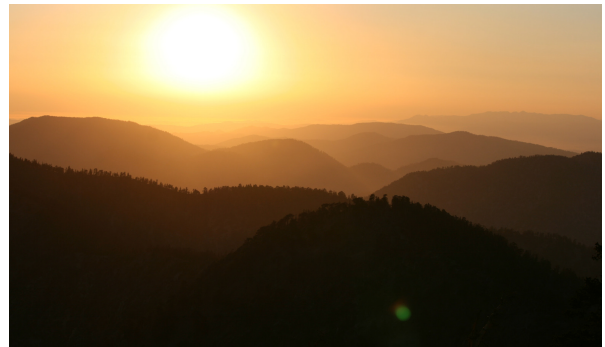
BRET S. BANKS
EXECUTIVE DIRECTOR



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About the AVAQMD



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.

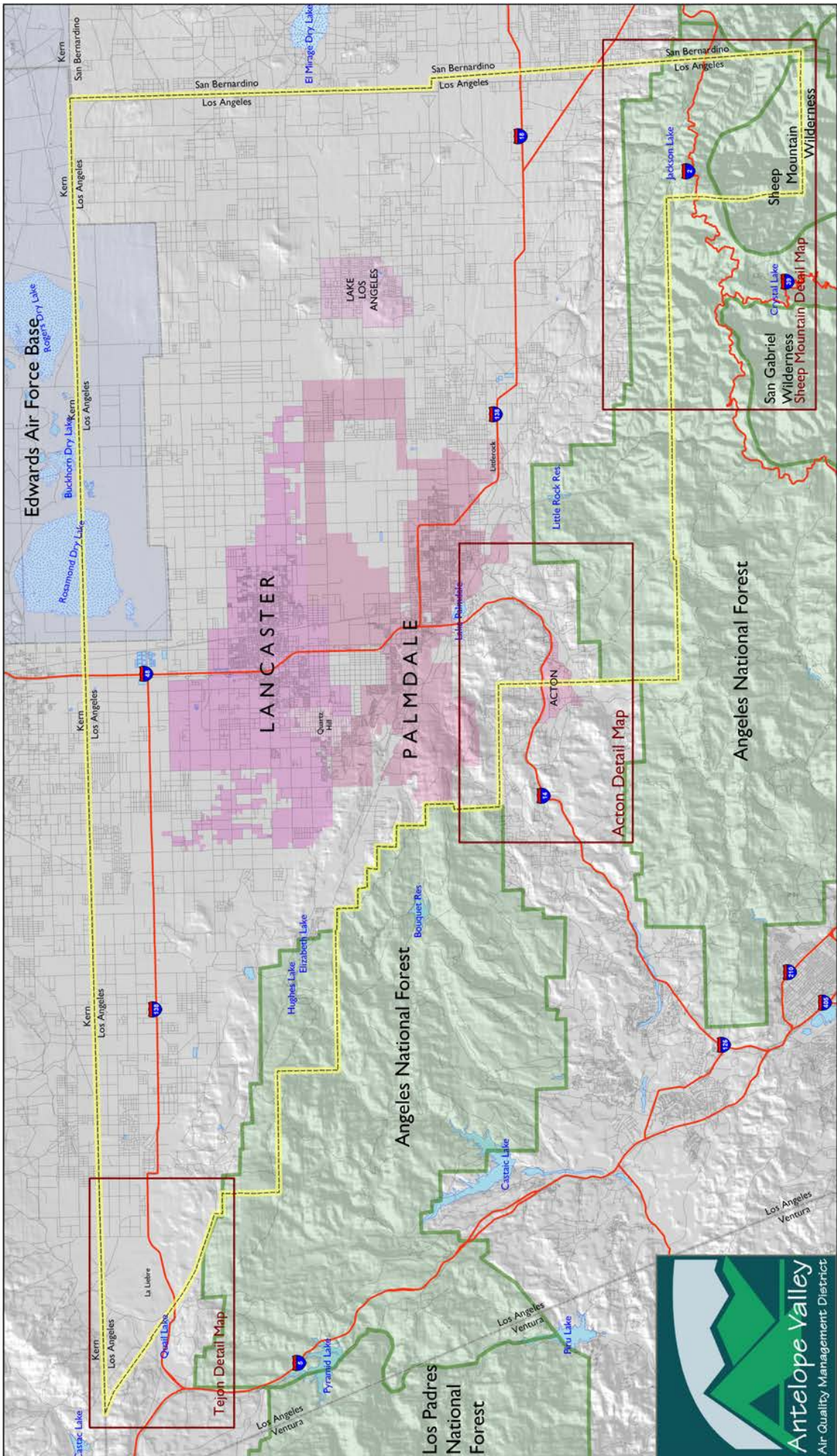
The District approaches air quality regulations in a manner that is responsive and accessible. Growth and new programs demand that the District continue to strive to streamline government, become more efficient, and conserve resources without limiting or decreasing the service provided to the regulated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

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.

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 Boundary

AVAQMD GOVERNING BOARD

THE ANTELOPE VALLEY AQMD
GOVERNING BOARD CONSISTS
OF 7 MEMBERS.

Marvin Crist, Chair

City of Lancaster

Austin Bishop, Vice Chair

City of Palmdale

Ronald A. Hawkins

Los Angeles County

Steven Hofbauer

City of Palmdale

Howard Harris

Los Angeles County

Ken Mann

City of Lancaster

Newton Chelette

Public Member

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What We Do

The AVAQMD works in partnership with the local communities to achieve and preserve a healthful environment through effective air quality programs by promoting community and individual responsibility for air quality while supporting strong-economic growth throughout the region.

- Adopt rules that limit pollution, issue permits to ensure compliance, and inspect pollution sources.
- Administer agricultural burning and dust plans to preserve the air quality in Antelope Valley, protect public health and safety, and to ensure agricultural activity continues in a safe regulated fashion.
- Inventory and assess the health risks of toxic air emissions.
- Monitor the county's air quality through the use of an air quality monitoring station.
- Administer the Motor Vehicle Emission Reduction Program funding projects which reduce air pollution from motor vehicles, and for related planning, monitoring, and enforcement.
- Prepare Clean Air Plans to identify how much pollution is in our air, where it comes from, and how to control it most effectively.
- Analyze the air quality impact of new businesses and land development projects.
- Respond to public complaints and inquiries.
- Work with other government agencies to ensure their decisions & coordinate with good air quality programs.
- Help individuals and businesses understand and comply with federal, state, and local air pollution control laws.
- Inform the public about air quality conditions and health implications.
- Issue permits to build, alter, and operate equipment to companies under our jurisdiction that either cause, contribute to, or control air pollution.

Antelope Valley AQMD
Budget Consolidated (All Funds)

	Budget FY 2019	EOY Estimate FY 2019	Budget FY 2020
Revenues			
Permit Fees	842,150	956,370	1,072,500
Application Fees	42,000	39,411	30,000
Fines & Penalties	9,000	8,300	9,000
Interest Income	14,300	22,311	22,435
Revenue from Programs	2,603,044	2,434,662	2,570,566
State Revenue	141,500	264,484	206,305
Total Revenues	3,651,994	3,725,538	3,910,806
Expenses			
Personnel Expenses			
Program Staff	1,200,218	1,199,999	1,338,000
Total Personnel Expenses	1,200,218	1,199,999	1,338,000
Operating Expenses			
Communications	23,500	22,636	20,500
Dues & Subscriptions	10,500	32,456	20,500
Non-Depreciable Inventory	11,000	238	10,000
Legal	19,000	16,033	19,000
Professional Services	207,650	219,706	217,400
Maintenance & Repairs	6,500	4,346	6,500
Training & Travel	11,000	6,045	10,150
Vehicles	12,000	6,397	10,000
Office Expenses	107,425	90,619	102,575
Program Expenses	1,753,826	1,929,744	2,060,266
Miscellaneous Expenses	800	742	915
Total Operating Expenses	2,163,201	2,328,962	2,477,806
Capital Expenses			
Furniture & Fixtures	25,000	25,006	0
Equipment	0	0	40,000
Vehicles	30,000	24,938	30,000
Computers	35,000	38,778	0
Software	0	0	25,000
Total Capital Expenses	90,000	88,722	95,000
Total Expenses	3,453,419	3,617,683	3,910,806
Cash To (From) Reserves	198,575	107,855	0

AVAQMD PROGRAMS

PROGRAM DESCRIPTIONS

PARTNERS

US EPA

U.S. Environmental Protection Agency

The sets nationwide air quality and emissions standards and oversees state efforts and enforcement.

CARB

California Air Resources Board

Focuses on unique air quality challenges by setting the state's emissions standards for a range of pollution sources including vehicles, fuels and consumer products.

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 brochures, public reports, 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.

"Low-cost" air quality sensors are an attractive means for local environmental groups and individuals to independently evaluate air quality. The AVAQMD will implement the installation of air quality sensors in specific areas within its jurisdiction to evaluate the performance of these devices while providing additional qualitative air quality data for various areas in the region.

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.

MOBILE SOURCE EMISSION REDUCTION PROGRAM

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.

STATIONARY SOURCES

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.

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:

COMPLIANCE



- 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.

PLANNING & RULE MAKING

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.

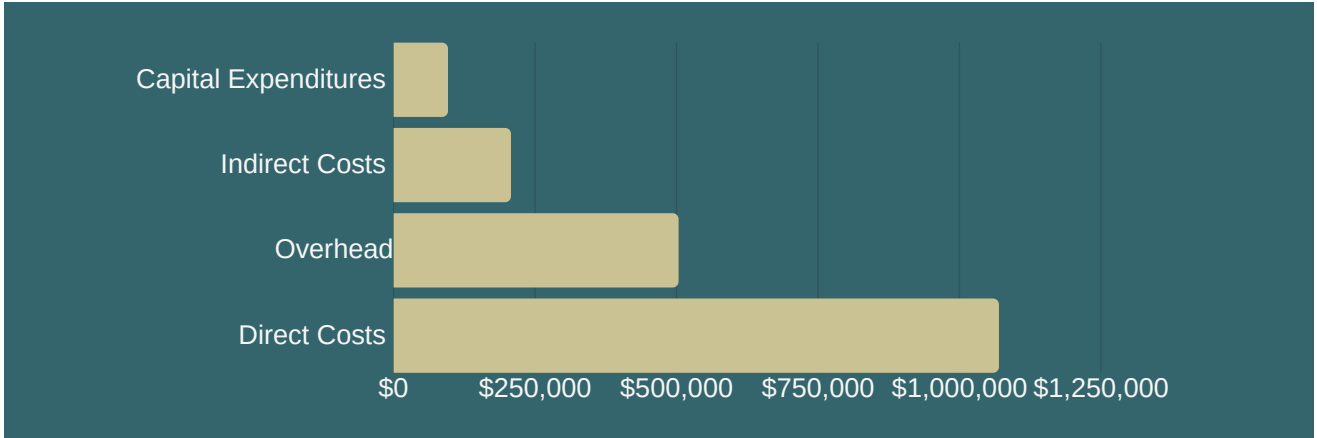
Planning staff serve as the District liaison with regional, State and Federal governments, ensuring District compliance with applicable requirements and significant developments. Planning staff also perform California Environmental Quality Act (CEQA) review and comment functions in the District's role 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 onehour 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

Antelope Valley AQMD
General Fund Consolidated Budget

	Budget FY 2019	EOY Estimates FY 2019	Budget FY 2020
Revenues			
Permit Fees	842,150	956,370	1,072,500
Application Fees	42,000	39,411	30,000
Fines & Penalties	9,000	8,300	9,000
Interest Income	4,000	6,311	6,435
Revenue from Programs	774,300	605,918	611,300
State Revenue	141,500	264,484	206,305
Total Revenues	1,812,950	1,880,794	1,935,540
Expenses			
Personnel Expenses			
Program Staff	1,100,000	1,199,999	1,338,000
Total Personnel Expenses	1,100,000	1,199,999	1,338,000
Operating Expenses			
Communications	23,500	22,636	20,500
Dues & Subscriptions	10,500	32,456	20,500
Non-Depreciable Inventory	11,000	238	10,000
Legal	19,000	16,033	19,000
Professional Services	207,650	219,706	217,400
Maintenance & Repairs	6,500	4,346	6,500
Training & Travel	11,000	6,045	10,150
Vehicles	12,000	6,397	10,000
Office Expenses	107,425	90,619	102,575
Program Expenses	15,000	85,000	85,000
Miscellaneous Expenses	800	742	915
Total Operating Expenses	424,375	484,218	502,540
Capital Expenses			
Furniture & Fixtures	25,000	25,006	0
Equipment	0	0	40,000
Vehicles	30,000	24,938	30,000
Computers	35,000	38,778	0
Software	0	0	25,000
Total Capital Expenses	90,000	88,722	95,000
Total Expenses	1,614,375	1,772,939	1,935,540
Cash To (From) Reserves	198,575	107,855	0

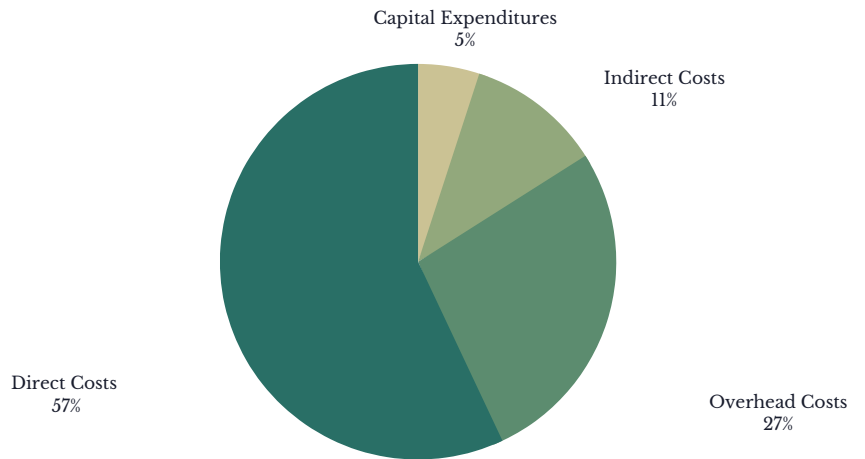
GENERAL FUND BUDGET



Operating Costs

The AVAQMD is a service based agency. Direct costs for permitting, compliance, stationary sources, and air monitoring staff make up 57% of the general fund budget. Administrative, executive, and public relations support staff make up 27% of the general fund budget.

Indirect costs include all operating expenditures and make up 11% while capital expenditures make up roughly 5% of the general fund budget.



Antelope Valley AQMD
General Fund Budget
Revenue Detail

	<u>Budget FY 2019</u>	<u>EOY Estimate FY 2019</u>	<u>Budget FY 2020</u>
Revenues			
Permit Fees			
Permit Fees Rev	719,750	809,000	925,000
Asbestos Demo/Reno Rev	68,000	90,587	90,000
Title V Rev	4,400	4,000	4,500
Rule Revenue	50,000	52,783	53,000
	<u>842,150</u>	<u>956,370</u>	<u>1,072,500</u>
Application Fees			
Permit Application Fees	40,000	37,461	28,000
AG Application Fees	2,000	1,950	2,000
	<u>42,000</u>	<u>39,411</u>	<u>30,000</u>
Fines & Penalties			
Notice of Violations Fee	9,000	8,300	9,000
	<u>9,000</u>	<u>8,300</u>	<u>9,000</u>
Interest Income			
Interest Revenue	4,000	6,311	6,435
	<u>4,000</u>	<u>6,311</u>	<u>6,435</u>
Other Revenue			
Revenue from Programs			
AB2766 Program	773,000	604,618	610,000
Hot Spots	1,300	1,300	1,300
	<u>774,300</u>	<u>605,918</u>	<u>611,300</u>
State Revenue			
PERP Regulation	35,000	26,796	30,000
State Contracts	7,500	140,569	79,305
State Subvention	99,000	97,119	97,000
	<u>141,500</u>	<u>264,484</u>	<u>206,305</u>
Total General Fund Revenues	<u>1,812,950</u>	<u>1,880,794</u>	<u>1,935,540</u>

REVENUE ANALYSIS

56%

Permitting revenue for FY20 is \$997.5k up 16% from the previous fiscal year due to a 10% fee increase Jan 2019 and new sources. Permitting revenue, applications, fines & penalties, and interest revenue make up 56% of operating revenue.

33%

Since 1991, local governments have received AB 2766 funds to implement programs to meet requirements of federal and state Clean Air Acts, and for implementation of motor vehicle measures in the AQMD Air Quality Management Plan (AQMP). AB2766 revenue makes up 33% of operating revenue.

11%

State revenue included in the FY20 operations budget includes revenue from the Portable Equipment Registration Program, AB617, and state subvention and makes up 11 % of operating revenue.

SUPPORT STAFF

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 six 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.

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 Consolidated Expense Budget Detail

	<u>Budget FY 2019</u>	<u>EOY Estimate FY 2019</u>	<u>Budget FY 2020</u>
Expenses			
Personnel Expenses			
Program Staff	1,100,000	1,199,999	1,338,000
Total Personnel Expenses	1,100,000	1,199,999	1,338,000
Operating Expenses			
Communications			
Telephones	5,000	8,503	6,000
Long Distance Charges	500	333	500
Internet	15,000	11,934	12,000
Tech Support	3,000	1,866	2,000
	<u>23,500</u>	<u>22,636</u>	<u>20,500</u>
Dues & Subscriptions			
Memberships & Sponsorships	10,000	32,226	20,000
Publications & Subscriptions	500	230	500
	<u>10,500</u>	<u>32,456</u>	<u>20,500</u>
Non-Depreciable Inventory			
Machinery & Equipment Exp	9,000	28	9,000
Safety Equipment Exp	2,000	210	1,000
	<u>11,000</u>	<u>238</u>	<u>10,000</u>
Legal			
Legal Notices	4,000	3,363	4,000
Legal Services	15,000	12,670	15,000
	<u>19,000</u>	<u>16,033</u>	<u>19,000</u>
Professional Services			
Payroll Contract	250	0	0
Financial Services	190,000	202,306	200,000
Research Studies	6,000	6,000	6,000
Consulting Fees	3,000	3,000	3,000
Stipends	8,400	8,400	8,400
	<u>207,650</u>	<u>219,706</u>	<u>217,400</u>
Maintenance & Repairs			
General Bldg. Maintenance	2,000	1,691	2,000
Custodial Services	3,000	2,655	3,000
Equipment Repair	1,500	0	1,500
	<u>6,500</u>	<u>4,346</u>	<u>6,500</u>
Training & Travel			
Training	3,500	312	3,000
Travel	7,500	5,615	7,000
Mileage	0	118	150
	<u>11,000</u>	<u>6,045</u>	<u>10,150</u>

Antelope Valley AQMD
General Fund Consolidated Expense Budget Detail

	<u>Budget FY 2019</u>	<u>EOY Estimate FY 2019</u>	<u>Budget FY 2020</u>
Vehicles			
Vehicle Gas & Oil	5,500	1,538	3,000
Vehicle Maintenance	1,500	2,416	4,000
Vehicle Repairs	1,000	681	1,000
Vehicle Insurance	4,000	1,762	2,000
	<u>12,000</u>	<u>6,397</u>	<u>10,000</u>
Office Expenses			
Software	11,000	2,379	7,000
Utilities	7,000	6,747	7,000
Supplies	3,300	2,815	2,800
Facility Leases	66,000	62,665	66,000
Equipment Lease	5,200	4,904	5,000
Postage	500	69	100
Courier	175	143	175
Printing/Shredding Services	1,000	966	1,000
Security	750	428	500
Liability Insurance	10,000	4,576	5,000
Meeting Expenses	500	256	500
Community Relations	2,000	4,671	7,500
	<u>107,425</u>	<u>90,619</u>	<u>102,575</u>
Program Expenses			
Program Expenditures	10,000	85,000	85,000
Contributions to Other Agencies	5,000	0	0
	<u>15,000</u>	<u>85,000</u>	<u>85,000</u>
Miscellaneous Expenses			
Bank Fees	800	742	800
Interest Expense	0	0	115
	<u>800</u>	<u>742</u>	<u>915</u>
Total Operating Expenses	<u>424,375</u>	<u>484,218</u>	<u>502,540</u>
Capital Expenses			
Furniture & Fixtures	25,000	25,006	0
Equipment	0	0	40,000
Vehicles	30,000	24,938	30,000
Computers	35,000	38,778	0
Software	0	0	25,000
Total Capital Expenses	<u>90,000</u>	<u>88,722</u>	<u>95,000</u>
Total Expenses	<u>1,614,375</u>	<u>1,772,939</u>	<u>1,935,540</u>

Antelope Valley AQMD
General Fund
District Wide Expense Budget Detail

	<u>Budget FY 2019</u>	<u>EOY Estimate FY 2019</u>	<u>Budget FY 2020</u>
Expenses			
Personnel Expenses			
Operating Expenses			
Communications			
Telephones	5,000	8,503	6,000
Long Distance Charges	500	333	500
Internet	15,000	11,934	12,000
Tech Support	3,000	1,866	2,000
	<u>23,500</u>	<u>22,636</u>	<u>20,500</u>
Dues & Subscriptions			
Memberships & Sponsorships	10,000	32,226	20,000
Publications & Subscriptions	500	230	500
	<u>10,500</u>	<u>32,456</u>	<u>20,500</u>
Non-Depreciable Inventory			
Machinery & Equipment Exp	9,000	28	9,000
Safety Equipment Exp	2,000	210	1,000
	<u>11,000</u>	<u>238</u>	<u>10,000</u>
Legal			
Legal Notices	4,000	3,363	4,000
Legal Services	15,000	12,670	15,000
	<u>19,000</u>	<u>16,033</u>	<u>19,000</u>
Professional Services			
Research Studies	6,000	6,000	6,000
Consulting Fees	3,000	3,000	3,000
Stipends	8,400	8,400	8,400
	<u>17,400</u>	<u>17,400</u>	<u>17,400</u>
Maintenance & Repairs			
General Bldg. Maintenance	2,000	1,691	2,000
Custodial Services	3,000	2,655	3,000
Equipment Repair	1,500	0	1,500
	<u>6,500</u>	<u>4,346</u>	<u>6,500</u>
Training & Travel			
Training	3,000	312	3,000
Travel	7,000	5,615	7,000
Mileage	0	118	150
	<u>10,000</u>	<u>6,045</u>	<u>10,150</u>

Antelope Valley AQMD
General Fund
District Wide Expense Budget Detail

	<u>Budget FY 2019</u>	<u>EOY Estimate FY 2019</u>	<u>Budget FY 2020</u>
Vehicles			
Vehicle Gas & Oil	5,000	1,538	3,000
Vehicle Maintenance	1,500	2,416	4,000
Vehicle Repairs	1,000	681	1,000
Vehicle Insurance	4,000	1,762	2,000
	<u>11,500</u>	<u>6,397</u>	<u>10,000</u>
Office Expenses			
Software	3,500	0	7,000
Utilities	7,000	6,747	7,000
Supplies	2,800	2,763	2,800
Facility Leases	66,000	62,014	66,000
Equipment Lease	5,200	4,904	5,000
Postage	0	69	100
Courier	175	143	175
Printing/Shredding Services	1,000	966	1,000
Security	750	428	500
Liability Insurance	10,000	4,576	5,000
Meeting Expenses	500	256	500
Community Relations	2,000	4,671	7,500
	<u>98,925</u>	<u>87,537</u>	<u>102,575</u>
Program Expenses			
Program Expenditures	10,000	85,000	85,000
Contributions to Other Agencies	5,000	0	0
	<u>15,000</u>	<u>85,000</u>	<u>85,000</u>
Miscellaneous Expenses			
Bank Fees	800	742	800
Interest Expense	0	0	115
	<u>800</u>	<u>742</u>	<u>915</u>
Total Operating Expenses	<u>224,125</u>	<u>278,830</u>	<u>302,540</u>
Capital Expenses			
Furniture & Fixtures	25,000	25,006	0
Equipment	0	0	40,000
Vehicles	30,000	24,938	30,000
Computers	35,000	38,778	0
Software	0	0	25,000
Total Capital Expenses	<u>90,000</u>	<u>88,722</u>	<u>95,000</u>
Total Expenses	<u>314,125</u>	<u>367,552</u>	<u>397,540</u>

CONTRACT WITH THE MOJAVE DESERT AQMD

PROGRAM STAFF: 15,080 HOURS • 7.25 FTE • \$1,275K

PERIOD JANUARY 1, 2016 - JUNE 30, 2021

TERMS AND CONDITIONS

The AVAQMD contracts with the MDAQMD for administrative and operations services as necessary to enable AVAQMD to meet the regulatory and legislated responsibilities of an air quality management district for compensation consistent with all applicable laws and regulations. This agreement is pursuant to the provisions of Title 1, Division 7, Chapter 5, Article 1 of the California Government Code (commencing with §6500).

On a monthly basis or as necessary, the MDAQMD shall deliver to the AVAQMD an invoice for materials and services provided. The invoice shall include a description of the materials and services provided.

AVAQMD STAFF

12,480 HOURS
\$80/hr • \$998.4k/yr • 6 FTE

PLANNING & RULE MAKING

175 HOURS
\$80/hr • \$14k/yr • FTE .08

AIR MONITORING

300 HOURS
\$100 • \$30k/yr • FTE .14

STATIONARY SOURCES

300 HOURS
\$90 • \$27k/yr • FTE .14

EXECUTIVE

300 HOURS
\$125 • \$37.5k/yr • FTE .14

COMMUNITY RELATIONS

125 HOURS
\$85 • \$10.6k/yr • FTE .06

ADMINISTRATION

1400 HOURS
\$113 • \$158.2k/yr • FTE .67

Antelope Valley AQMD
General Fund
Contracted Services Expense Budget Detail

	<u>Budget FY 2019</u>	<u>EOY Estimate FY 2019</u>	<u>Budget FY 2020</u>
Expenses			
Personnel Expenses			
Program Staff	1,100,000	1,199,999	1,338,000
Total Personnel Expenses	1,100,000	1,199,999	1,338,000
Operating Expenses			
Communications			
Dues & Subscriptions			
Non-Depreciable Inventory			
Legal			
Professional Services			
Payroll Contract	250	0	0
Financial Services	190,000	202,306	200,000
	<u>190,250</u>	<u>202,306</u>	<u>200,000</u>
Maintenance & Repairs			
Training & Travel			
Training	500	0	0
Travel	500	0	0
	<u>1,000</u>	<u>0</u>	<u>0</u>

Antelope Valley AQMD
General Fund
Contracted Services Expense Budget Detail

	<u>Budget FY 2019</u>	<u>EOY Estimate FY 2019</u>	<u>Budget FY 2020</u>
Vehicles			
Vehicle Gas & Oil	500	0	0
	<u>500</u>	<u>0</u>	<u>0</u>
Office Expenses			
Software	7,500	2,379	0
Supplies	500	52	0
Facility Leases	0	651	0
Postage	500	0	0
	<u>8,500</u>	<u>3,082</u>	<u>0</u>
Program Expenses			
Miscellaneous Expenses			
Total Operating Expenses	<u>200,250</u>	<u>205,388</u>	<u>200,000</u>
Capital Expenses			
Total Expenses	<u>1,300,250</u>	<u>1,405,387</u>	<u>1,538,000</u>

FUND BALANCE

The Antelope Valley AQMD Fund Balances are designated according to Governing Board Policy 07-01, summarized in the following: Committed, Restricted, and Unassigned. The Unassigned Fund Balance is the representation of the net resources not allocated to the categories described above.

COMMITTED FUND BALANCE

\$774,216

The amount is equivalent to 40% of the Operating Expenses. The fund may be increased to provide protection against uncertain economic times.

RESTRICTED FUND BALANCE

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.

Antelope Valley AQMD
Program Funds Consolidated Budget Detail

	<u>Budget FY 2019</u>	<u>EOY Estimate FY 2019</u>	<u>Budget FY 2020</u>
<u>Revenues</u>			
Administrative Funding	100,218	100,218	92,408
AB2766 Program	427,000	427,000	610,000
Carl Moyer Program	701,526	701,526	646,858
AB923 Program	600,000	600,000	610,000
Interest Revenue	10,300	16,000	16,000
	<hr/>	<hr/>	<hr/>
Total Consolidated Program Revenue	1,839,044	1,844,744	1,975,266
<u>Expenses</u>			
Program Staff	100,218	0	0
Program Expenditures	1,723,326	1,744,526	1,882,858
	15,500	100,218	92,408
	<hr/>	<hr/>	<hr/>
Total Consolidated Program Expense	1,839,044	1,844,744	1,975,266

AVAQMD Program Objectives

AB2766

\$610k in grant initiatives a \$183k increase of or 43% from FY19

AB923

\$610k in grant initiatives an increase of \$10k or 1.7% from FY19

CARL MOYER PROGRAM

\$647K in grant initiatives. a decrease of \$55k or 8% from FY19

Antelope Valley AQMD
Program Funds AB2766 Budget Detail

	<u>Budget FY 2019</u>	<u>EOY Estimate FY 2019</u>	<u>Budget FY 2020</u>
<u>Revenues</u>			
AB2766 Program	427,000	427,000	610,000
Interest Revenue	<u>2,700</u>	<u>3,000</u>	<u>3,000</u>
Total AB2766 Program Revenue	429,700	430,000	613,000
<u>Expenses</u>			
Program Expenditures	<u>429,700</u>	<u>430,000</u>	<u>613,000</u>
Total AB2766 Program Expense	429,700	430,000	613,000

Antelope Valley AQMD
Program Funds AB923 Budget Detail

	<u>Budget FY 2019</u>	<u>EOY Estimate FY 2019</u>	<u>Budget FY 2020</u>
<u>Revenues</u>			
AB923 Program	600,000	600,000	610,000
Interest Revenue	<u>5,600</u>	<u>9,000</u>	<u>9,000</u>
Total AB923 Program Revenue	605,600	609,000	619,000
<u>Expenses</u>			
Program Expenditures	590,100	609,000	619,000
Program Expenditures - Administrative Grants	<u>15,500</u>	<u>0</u>	<u>0</u>
Total AB923 Program Expense	605,600	609,000	619,000

Antelope Valley AQMD
Program Funds Carl Moyer Budget Detail

	<u>Budget FY 2019</u>	<u>EOY Estimate FY 2019</u>	<u>Budget FY 2020</u>
<u>Revenues</u>			
Administrative Funding	100,218	100,218	92,408
Carl Moyer Program	701,526	701,526	646,858
Interest Revenue	2,000	4,000	4,000
	<hr/>	<hr/>	<hr/>
Total Carl Moyer Program Revenue	803,744	805,744	743,266
<u>Expenses</u>			
Program Staff	100,218	0	0
Program Expenditures	703,526	705,526	650,858
Program Expenditures - Administrative Moyer Rnd 14	0	100,218	92,408
	<hr/>	<hr/>	<hr/>
Total Carl Moyer Program Expense	803,744	805,744	743,266

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

	Budget FY 2016	Budget FY 2017	Budget FY 2018	Budget FY 2019	Budget FY 2020
Revenues					
Permit Fees	635,000	614,480	701,000	792,150	1,019,500
Application Fees	37,000	47,500	51,450	42,000	30,000
Fines & Penalties	29,700	35,000	54,000	59,000	62,000
Interest Income	13,250	13,300	15,900	14,300	22,435
Revenue from Programs	2,346,346	2,396,065	2,537,404	2,603,044	2,570,566
State Revenue	135,000	126,000	129,000	141,500	206,305
Total Revenues	3,196,296	3,232,345	3,488,754	3,651,994	3,910,806
Expenses					
Personnel Expenses					
Salaries & Wages	1,237,940	1,205,592	1,193,926	1,200,218	1,338,000
Total Personnel Expenses	1,237,940	1,205,592	1,193,926	1,200,218	1,338,000
Operating Expenses					
Communications	19,750	23,500	43,500	23,500	20,500
Dues & Subscriptions	10,025	10,500	10,500	10,500	20,500
Non-Depreciable Inventory	6,300	6,300	8,000	11,000	10,000
Legal	2,000	17,000	19,000	19,000	19,000
Professional Services	85,900	185,335	221,750	207,650	217,400
Maintenance & Repairs	7,000	7,000	6,575	6,500	6,500
Training & Travel	8,000	9,500	11,000	11,000	10,150
Vehicles	11,000	10,000	10,500	12,000	10,000
Office Expenses	88,075	96,380	94,475	107,425	102,575
Program Expenses	1,704,235	1,637,438	1,784,228	1,753,826	2,060,266
Miscellaneous Expenses	1,071	800	800	800	915
Total Operating Expenses	1,943,356	2,003,753	2,210,328	2,163,201	2,477,806
Capital Expenses					
Furniture & Fixtures	0	0	25,000	25,000	0
Equipment	0	0	12,000	0	40,000
Vehicles	0	0	25,000	30,000	30,000
Computers	0	0	20,000	35,000	0
Software	15,000	23,000	2,500	0	25,000
Total Capital Expenses	15,000	23,000	84,500	90,000	95,000
Total Expenses	3,196,296	3,232,345	3,488,754	3,453,419	3,910,806

Antelope Valley AQMD
Budget Consolidated General Fund
Year to Year Comparison

	Budget FY 2016	Budget FY 2017	Budget FY 2018	Budget FY 2019	Budget FY 2020
Revenues					
Permit Fees	635,000	614,480	701,000	792,150	1,019,500
Application Fees	37,000	47,500	51,450	42,000	30,000
Fines & Penalties	29,700	35,000	54,000	59,000	62,000
Interest Income	3,200	3,300	3,500	4,000	6,435
Revenue from Programs	602,500	689,250	687,000	774,300	611,300
State Revenue	135,000	126,000	129,000	141,500	206,305
Total Revenues	1,442,400	1,515,530	1,625,950	1,812,950	1,935,540
Expenses					
Personnel Expenses					
Salaries & Wages	1,237,940	1,111,365	1,100,000	1,100,000	1,338,000
Total Personnel Expenses	1,237,940	1,111,365	1,100,000	1,100,000	1,338,000
Operating Expenses					
Communications	19,750	23,500	43,500	23,500	20,500
Dues & Subscriptions	10,025	10,500	10,500	10,500	20,500
Non-Depreciable Inventory	6,300	6,300	8,000	11,000	10,000
Legal	2,000	17,000	19,000	19,000	19,000
Professional Services	85,900	185,335	221,750	207,650	217,400
Maintenance & Repairs	7,000	7,000	6,575	6,500	6,500
Training & Travel	8,000	9,500	11,000	11,000	10,150
Vehicles	11,000	10,000	10,500	12,000	10,000
Office Expenses	87,725	96,380	94,475	107,425	102,575
Program Expenses	10,000	14,850	15,350	15,000	85,000
Miscellaneous Expenses	1,071	800	800	800	915
Total Operating Expenses	248,771	381,165	441,450	424,375	502,540
Capital Expenses					
Furniture & Fixtures	0	0	25,000	25,000	0
Equipment	0	0	12,000	0	40,000
Vehicles	0	0	25,000	30,000	30,000
Computers	0	0	20,000	35,000	0
Software	15,000	23,000	2,500	0	25,000
Total Capital Expenses	15,000	23,000	84,500	90,000	95,000
Total Expenses	1,501,711	1,515,530	1,625,950	1,614,375	1,935,540

ACRONYMS

AB2766	Enabling legislation for collection of fees for mobile source reduction projects
AIRS	Aerometric Information Retrieval System
APCD	Air Pollution Control District
APCO	Air Pollution Control Officer
AQMD	Air Quality Management District
ARB	Air Resources Board
AVAQMD	Antelope Valley Air Quality Management District
BACT	Best Available Control Technology
CAA	Clean Air Act
CAPCOA	California Air Pollution Control Officers Association
CAPP	Clean Air Patrol Program
CAPS	Compliance and Permit System (permit tracking database)
CARB	California Air Resources Board
CNGVC	California Natural Gas Vehicle Coalition
CRE	Community Relations and Education
CREEC	California Regional Environmental Education Community
CSDA	California Special Districts Association
DAPCO	Deputy Air Pollution Control Officer
EPA	Environmental Protection Agency
ERC	Emission Reduction Credit
FY	Fiscal Year
ICTC	Interstate Clean Transportation Corridor
MACT	Maximum Achievable Control for Toxics
MEEC	Mojave Environmental Education Consortium
MDAQMD	Mojave Desert Air Quality Management District
MOU	Memorandum of Understanding
NAAQS	National Ambient Air Quality Standards
NESHAP	National Emissions Standard for Hazardous Pollutants
NSPS	New Source Performance Standards
OPEB	Other Post Employment Benefits
PARS	Public Agency Retirement Services
PERP	Portable Equipment Registration Program
PSD	Prevention of Significant Deterioration
PTBS	Permit Tracking and Billing System
SDRMA	Special Districts Risk Management Authority
SLAMS	State and Local Air Monitoring Stations
TAC	Technical Advisory Committee
VPN	Virtual Private Network

BUDGET CATEGORIES

REVENUE

Permit Fees

Permit Fees Rev	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 Revenue	Interest on funds held on deposit, all funds

Revenue from Programs

Administrative Funding	Program pass thru funds for administration costs of the program
AB2766 Program	Revenue received through DMV vehicle registration
California Clean Air Act Fees	State mandated fee collected on behalf of Carb
Hot Spots	State mandated fee: "Air Toxic "Hot Spot"

State Revenue

PERP State Funds	Portable Engine Registration Program.
State Subvention	Funds received from state budget to supplement Permitting and Air Monitoring

EXPENSES

Program Staff

Contracted costs to provide staff for District operations

Operating Expenses

Communications	Telephones, teleconferencing, internet, cable, hosting, tech support
Dues & Subscriptions	District memberships and sponsorships, publications and subscriptions
Non-Depreciable Inventory	Furniture, equipment, machinery, and safety equipment < \$5,000
Legal	Legal services for Governing Board, Hearing Board; publication
Professional Services	Financial services, audit, research studies, consulting fees, stipends
Maintenance & Repairs	General building maintenance, custodial services, and repairs
Training & Travel	Employee training; professional development and related travel
Vehicles	Fuel and oil, maintenance and repair, insurance for District's fleet
Office Expenses	Software, utilities, supplies, leases, postage, courier, printing and shredding services, security, insurance, meeting expenses and community relations

PROGRAM EXPENSES

Expenses attributable to the use of special funds

CAPITAL EXPENSES

Furniture & fixtures, Equipment, vehicles, computers, and software over \$5k

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

AGENDA ITEM #7

DATE: June 18, 2019

RECOMMENDATION: Conduct Public Hearing to consider the proposed AVAQMD Budget for FY 2019-20: a. Open public hearing; b. Receive staff report; c. Receive public testimony; d. Close public hearing; e. Continue to the meeting of June 18, 2019 for adoption.

SUMMARY: A Public Hearing is required to receive comments regarding the proposed AVAQMD Budget for FY 2019-20.

BACKGROUND: The budget process includes a presentation to the Governing Board with staff recommendations for programs and projects for the new fiscal year. In addition, opportunity for public comment is incorporated into the process and is required by law.

The Budget for Fiscal Year 2019-20 was published on April 19, 2019 and a notice was advertised in the local publication and mailed to each permit holder. The proposed budget was posted on the District's website and will be presented for adoption on June 18, 2019.

The budget includes anticipated revenue to be derived from a proposed 9.5% fee increase. The fee increase is well within the provisions of Health & Safety Code §42311(a) and falls within the exemption found in Article XIIC §1(e)(3) of the California Constitution.

REASON FOR RECOMMENDATION: Opportunities for public comment about the District's proposed budget is required by statute.

REVIEW BY OTHERS: This agenda item was approved as to legal form by Allison Burns, Special Counsel on or before June 4, 2019.

FINANCIAL DATA: There is no additional financial impact resulting from this presentation and public hearing.

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 2019-20.

On June 18, 2019, 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 2019-20; 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 21, 2019 and continued to June 18, 2019; 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 2019-20 are \$3,910,806.00 (Three Million Nine Hundred Ten Thousand, Eight Hundred Six Dollars); and

WHEREAS, the revenue budgeted from all funds for fiscal year 2019-20 is \$3,910,806.00 (Three Million Nine Hundred Ten Thousand, Eight Hundred Six 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,

NOW, THEREFORE, BE IT RESOLVED, by the AVAQMD Governing Board, the

RESOLUTION NO.

1 following:

2 The Air Pollution Control Officer, or designee, is authorized and hereby directed to
3 execute the initial and final applications for potential State subvention funds and CAP funds
4 for Fiscal Year 2019-20.

5 The annual budget for the AVAQMD for the fiscal year 2019-20 is hereby approved
6 and adopted, and the amounts of proposed expenditures, as specified, are appropriate for the
7 account classifications as herein specified.

8 A. The 2019-20 Budget for expenses is hereby adopted, establishing the following:

<u>ACCOUNT CLASSIFICATION</u>	<u>2019-20 ADOPTED BUDGET</u>
Personnel Expenses	\$1,338,000
Operating Expenses	417,540
Program Expenses	2,060,266
Capital Expenses	<u>95,000</u>
TOTAL EXPENSE BUDGET	\$3,910,806

15 B. The 2019-20 Budget for revenue is hereby adopted, establishing a revenue base for the
16 expenditures noted above:

<u>ACCOUNT CLASSIFICATION</u>	<u>2019-20 ADOPTED BUDGET</u>
Permit Fees	\$1,019,500
Application Fees	30,000
Fines & Penalties	62,000
Interest Income	22,435
Revenue from (Grant) Programs	2,570,566
State Revenue	<u>206,305</u>
TOTAL REVENUE BUDGET	\$3,910,806
Committed Fund Balance for Cash Reserves	\$774,216

26 Pursuant to Section 53901 of the California Government Code, the Clerk of the Board shall
27 file a copy of this resolution with the Auditor of the County of Los Angeles, as required.
28

RESOLUTION NO.

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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, Deanna Hernandez, Senior Executive Analyst 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 18, 2019.

_____,
Deanna Hernandez
Senior Executive Analyst
Governing Board, Antelope Valley Air Quality Management District

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 2019-20.

On June 18, 2019, 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 2019-20; 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 21, 2019 and continued to June 18, 2019; 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 2019-20 are \$3,910,806.00 (Three Million Nine Hundred Ten Thousand, Eight Hundred Six Dollars); and

WHEREAS, the revenue budgeted from all funds for fiscal year 2019-20 is \$3,910,806.00 (Three Million Nine Hundred Ten Thousand, Eight Hundred Six 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,

NOW, THEREFORE, BE IT RESOLVED, by the AVAQMD Governing Board, the

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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 and CAP funds for Fiscal Year 2019-20.

The annual budget for the AVAQMD for the fiscal year 2019-20 is hereby approved and adopted, and the amounts of proposed expenditures, as specified, are appropriate for the account classifications as herein specified.

A. The 2019-20 Budget for expenses is hereby adopted, establishing the following:

<u>ACCOUNT CLASSIFICATION</u>	<u>2019-20 ADOPTED BUDGET</u>
Personnel Expenses	\$1,338,000
Operating Expenses	417,540
Program Expenses	2,060,266
Capital Expenses	<u>95,000</u>
TOTAL EXPENSE BUDGET	\$3,910,806

B. The 2019-20 Budget for revenue is hereby adopted, establishing a revenue base for the expenditures noted above:

<u>ACCOUNT CLASSIFICATION</u>	<u>2019-20 ADOPTED BUDGET</u>
Permit Fees	\$1,019,500
Application Fees	30,000
Fines & Penalties	62,000
Interest Income	22,435
Revenue from (Grant) Programs	2,570,566
State Revenue	<u>206,305</u>
TOTAL REVENUE BUDGET	\$3,910,806
Committed Fund Balance for Cash Reserves	\$774,216

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.

RESOLUTION NO.

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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, Deanna Hernandez, Senior Executive Analyst 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 18, 2019.

_____,
Deanna Hernandez
Senior Executive Analyst
Governing Board, Antelope Valley Air Quality Management District

The following page(s) contain the backup material for Agenda Item: [Approve spending authority for the District consistent with the Fiscal Year 2018-19 Budget until the FY 2019-20 Budget is adopted. Presenter: Bret Banks, Executive Director/APCO.](#)

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

AGENDA ITEM #8

DATE: June 18, 2019

RECOMMENDATION: Approve spending authority for the District consistent with the Fiscal Year 2018-19 Budget until the FY 2019-20 Budget is adopted.

SUMMARY: Spending authority under the FY 2018-19 Budget effectively expires June 30, 2019. This extension of spending authority will allow the District to continue business until the adoption of a budget for FY 2019-20.

BACKGROUND: In the event the Governing Board does not adopt a budget for FY 2019-20, this item will allow the District to continue conducting business until such time as a budget is adopted.

This action is consistent with Governing Board Policy 11-05 adopted by the Governing Board on January 18, 2011. This policy authorizes the amount in the budget from the preceding year to be deemed appropriate, excluding capital expenses and residual equity transfers unless specifically approved by the Governing Board.

REASON FOR RECOMMENDATION: The Governing Board has the authority to continue the spending authority of the current budget into the next fiscal year.

REVIEW BY OTHERS: This item was reviewed by Allison K. Burns, Special Counsel as to legal form on or about June 4, 2019.

FINANCIAL DATA: This action will not require any additional appropriation.

PRESENTER: Bret Banks, Executive Director/APCO.

The following page(s) contain the backup material for Agenda Item: [1\) Award \\$279,515 in Mobile Source Emission Reductions Program \(AB 923\) funds to Waste Management dba Antelope Valley Hauling \(WM\) toward the development of a compressed natural gas \(CNG\) vehicle refueling station; and 2\) Authorize the Executive Director/](#)

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

AGENDA ITEM #9

DATE: June 18, 2019

RECOMMENDATION: 1) Award \$279,515 in Mobile Source Emission Reductions Program (AB 923) funds to Waste Management dba Antelope Valley Hauling (WM) toward the development of a compressed natural gas (CNG) vehicle refueling station; and 2) Authorize the Executive Director/APCO and staff to negotiate target time frames and technical project details and execute an agreement, approved as to legal form by the Office of District Counsel.

SUMMARY: This item awards funding to WM towards infrastructure and installation of a compressed natural gas vehicle refueling station (CNG Station) with 85 dispensers to serve Waste Management's fleet of CNG refuse trucks t and one public access retail dispenser (with two fueling hoses) to support local/ regional fleets and passenger vehicles.

BACKGROUND: WM submitted an application to the District requesting grant support toward a CNG vehicle refueling station. WM is seeking \$279,515 approximately Nine (9) percent of the costs, to develop a public and privately accessible CNG Station in partnership with ET Environmental. The CNG Station will support WM's fleet of CNG-powered solid waste collection vehicles (SWCVs) as well as other fleet and passenger vehicles traveling throughout the region. WM will own and operate the new CNG Station to be located at its Antelope Valley Hauling Facility in Palmdale, California. WM has made a long term commitment to convert its fleet vehicles to natural gas nationwide, and has constructed 135 CNG Stations in California and throughout the country. In return, this project will greatly assist the District to displace petroleum use and criteria pollutant emissions from WM's existing fleet to clean burning natural gas. This project will also serve as a model for other large-scale refuse or station operators on how to successfully implement advanced technology alternative fuel infrastructure programs in collaboration with state agencies. Additionally, this project will help promote regional growth in alternative fuel vehicle deployments and the replacement of heavy-duty diesel trucks. District staff has evaluated the project to meet funding guidelines and supports this project to help the District's efforts in promoting regional growth in alternative fuel vehicle deployments.

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 #9

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REASON FOR RECOMMENDATION: Governing Board approval is needed to approve the grant and allocation from the District's Mobile Source Emission Reductions (AB 923) funds. Additionally, Governing Board authorization is needed for the Executive Director/APCO to negotiate and execute an agreement with the grant recipient.

REVIEW BY OTHERS: This item was reviewed by Allison E. Burns Special Counsel to the Governing Board as to legal form and by Bret Banks, Executive Director/APCO – Antelope Valley Operations on or about June 3, 2019.

FINANCIAL DATA: Funds are granted from the District's Mobile Source Emission Reductions (AB 923) funds.

PRESENTER: Bret Banks, Executive Director/APCO.

LNG Fueling Station November 2002



The following page(s) contain the backup material for Agenda Item: 1) Award \$10,000 in Mobile Source Emission Reductions Program (AB 923) funds to the City of Lancaster toward Electric Vehicle Charging Stations (Project); and 2) Authorize the Executive Director/APCO and staff to negotiate target time frames and technical

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

AGENDA ITEM #10

DATE: June 18, 2019

RECOMMENDATION: 1) Award \$10,000 in Mobile Source Emission Reductions Program (AB 923) funds to the City of Lancaster toward Electric Vehicle Charging Stations (Project); and 2) Authorize the Executive Director/APCO and staff to negotiate target time frames and technical project details and execute an agreement, approved as to legal form by the Office of District Counsel.

SUMMARY: This item awards funding to the City of Lancaster toward the purchase and installation of EV Charging Stations to be located at City Hall and Museum of Art and History (MOAH) . The City proposes to remove older EV chargers at City Hall and MOAH to install newer, intelligent, and more efficient EV charging technology. The project is to install (5) Level-II, single-port EV chargers at City Hall and (1) Level-II, single-port EV charger at MOAH with the most up to date management systems to better serve and accommodate consumers. AVAQMD will reimburse the costs at the completion of the Project in the amount of \$10,000 in Mobile Source Emission Reductions Program (AB 923) funds.

BACKGROUND: Over the years the City of Lancaster has deployed a number of EV charging stations throughout the City in efforts to encourage the adoption of electric vehicles. The City recognizes the increase in EV ownership and the need to accommodate the demand for EV charging options. The City has experience, expertise and knowledge of early EV charging technology and realizes the need for improved EV charging technology that offers intelligent management systems that have the ability to interface with the latest end user devices. The City proposes to remove older EV chargers at City Hall and MOAH to install newer, intelligent, and more efficient EV charging technology to accommodate consumers. The District has reviewed the project for eligibility for the use of AB 923 funding and proposes \$10,000 toward the proposed project. The City's efforts to improve EV charging options and increase the number of available EV charging units helps move California closer to the 2025 goal of putting 1.5 million zero-emission vehicles on the road as well as reducing greenhouse gases.

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 #10

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REASON FOR RECOMMENDATION: Governing Board approval is needed to approve the grant and allocation from the District's Mobile Source Emission Reductions (AB 923) funds. Additionally, Governing Board authorization is needed for the Executive Director/APCO to negotiate and execute an agreement with the grant recipient.

REVIEW BY OTHERS: This item was reviewed by Allison E. Burns, Special Counsel to the Governing Board, as to legal form and by Bret Banks, Executive Director/APCO – Antelope Valley Operations on or about June 3, 2019.

FINANCIAL DATA: Funds are granted from the District's Mobile Source Emission Reductions Program (AB 923) funds.

PRESENTER: Julie McKeehan, Grants Analyst.

The following page(s) contain the backup material for Agenda Item: 1) Award an amount not to exceed \$214,111 in Carl Moyer Program funds to Alameda Metals to replace an older heavy-duty diesel equipment with new, clean technology; and 2) Authorize the Executive Director/APCO and staff to negotiate target time frames and

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

AGENDA ITEM #11

DATE: June 18, 2019

RECOMMENDATION: 1) Award an amount not to exceed \$214,111 in Carl Moyer Program funds to Alameda Metals to replace an older heavy-duty diesel equipment with new, clean technology; and 2) Authorize the Executive Director/APCO and staff to negotiate target time frames and technical project details, and execute an agreement, approved as to legal form by the Office of District Counsel.

SUMMARY: This item awards an amount not to exceed \$214,111 of Carl Moyer Program and/or Mobile Source Emissions Reduction Program (AB 923) funds under the Carl Moyer Program to Alameda Metals for the replacement of a Tier 2, 2005 diesel material handler with new, cleaner technology certified to the Final Tier 4/current emission standards.

BACKGROUND: AVAQMD received an application from Alameda Metals requesting grant funding towards retirement and replacement of an older heavy-duty diesel material handler that operates 100% at a local metal recycling facility. Alameda Metals proposes voluntary participation in the Carl Moyer Equipment Replacement Program to reduce emissions by retiring their older material handler and replacing it with equipment that is certified to the current emission standards. Staff has evaluated the project for Carl Moyer eligibility pursuant to the guidelines for the use of Carl Moyer Program and Mobile Source Emissions Reduction Program (AB 923) funds. The District proposes a maximum of 44 percent or an amount not to exceed \$214,111 toward the replacement costs for replacement equipment certified to final tier 4 standards. Retirement of the proposed project produces 2.42 tons/yr. emissions reduction with a 5-year project life. Early fleet turnover provides emission reductions that help the Valley towards attainment of the national ambient air quality standards.

cc: Jean Bracy
Laquita Cole
Michelle Powell
Julie McKeenan

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

AGENDA ITEM #11

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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, Special Counsel to the Governing Board, as to legal form and by Bret Banks, Executive Director/APCO – Antelope Valley Operations on or before June 3, 2019.

FINANCIAL DATA: Funding is granted from the District's Carl Moyer Program that also includes the use of Mobile Source Emissions Reduction Program (AB 923) funds for Carl Moyer eligible projects.

PRESENTER: Julie McKeehan, Grants Analyst.