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

*Adopted*  
***BUDGET***  
*FISCAL YEAR 2016-17*

*July 1, 2016*

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July 1, 2016

Governing Board of the  
Antelope Valley Air Quality Management District

This is the budget of the Antelope Valley Air Quality Management District (AVAQMD) for Fiscal Year 2016-17. Adopted by the Governing Board on June 21, 2016, this document provides for the required, necessary and desired services as established by this Governing Board and various Federal, State, and local regulations. A budget is designed to provide the Board and staff with a tool from which sound fiscal management decisions may be made.

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

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

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

This budget represents a financial plan to meet this year's obligations and challenges and is effective July 1, 2016.

Bret S. Banks  
Executive Director/  
Air Pollution Control Officer

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

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

***INTRODUCTION***

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

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

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

***DISTRICT PROGRAMS AND PROJECTS***

***Community Outreach***

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

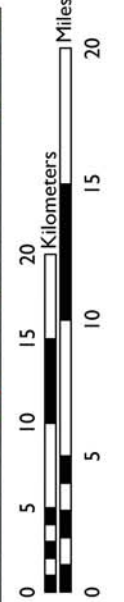
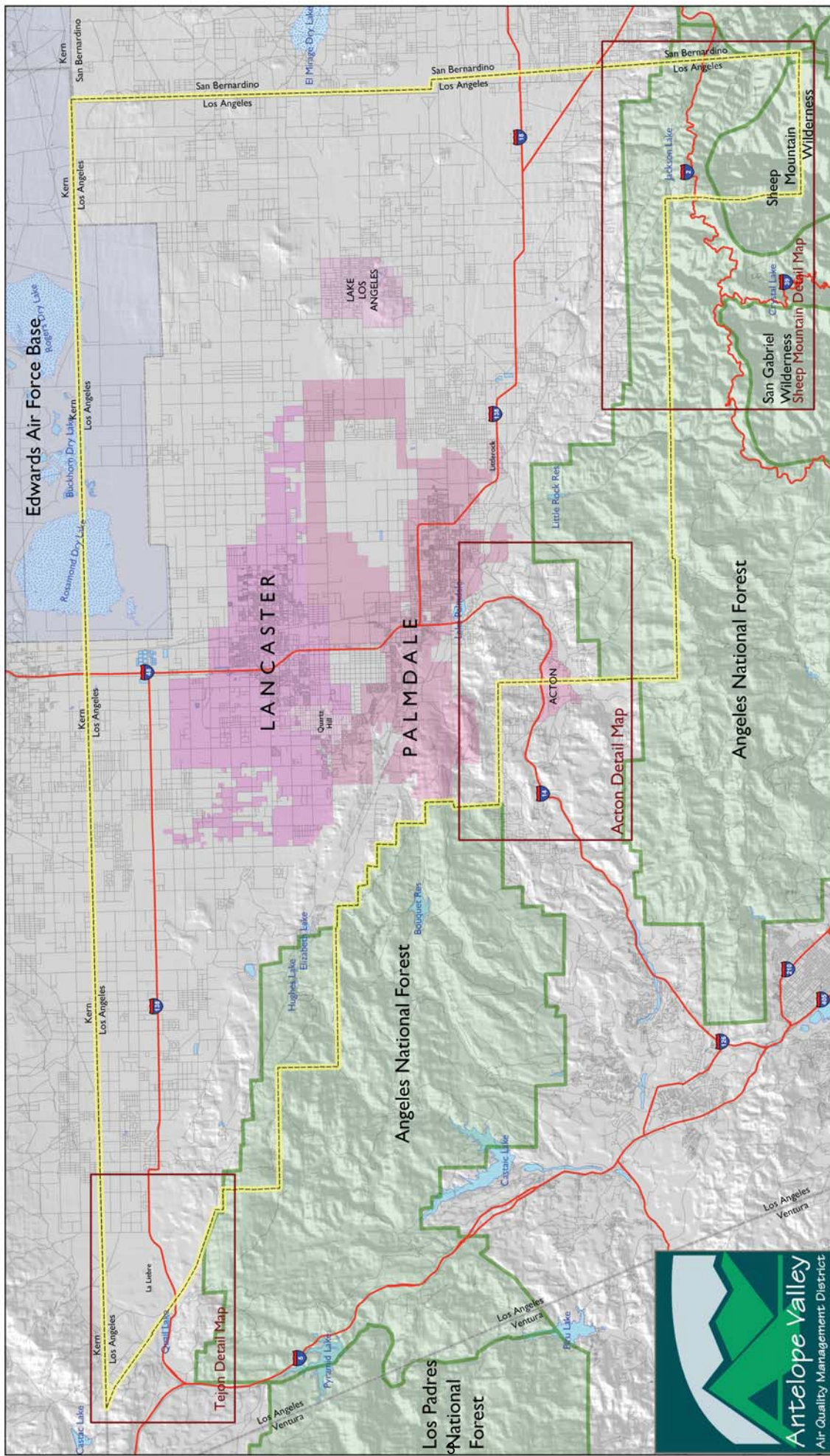
***Mobile Emissions Reduction Program***

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

***AVAQMD Website***

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





# Antelope Valley Air Quality Management District Boundary

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







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

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

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

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

**Ken Mann**  
*City of Lancaster*

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

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

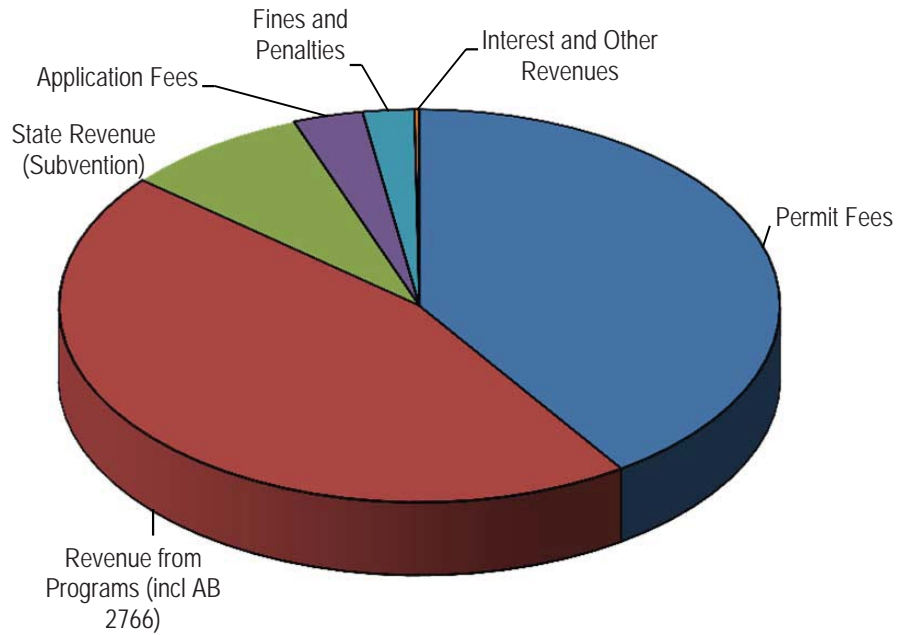
**Newton Chelette**  
*Public Member*

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

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

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



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

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

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

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

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

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

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

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

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

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

### ***Compliance Program***

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

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



**Stationary Sources Program**

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

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

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

**Planning, Rulemaking**

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

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

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

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

***Mobile Source Emission Reduction Program***

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

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

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

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

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

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

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

## **SUPPORT PROGRAM DESCRIPTIONS**

### ***Executive Office***

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

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

### ***Legal Counsel***

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

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

### ***Operations***

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

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

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

***Administrative Services***

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

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

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



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

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

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

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

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

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

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

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

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

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



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

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

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

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

**Antelope Valley AQMD  
Financial History & Summary**

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

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

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

### **COMMITTED**

#### **Operating Cash Reserves**

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

### **RESTRICTED**

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

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

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

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

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

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

#### **Unassigned Fund Balance**

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

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

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

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

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

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

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

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## BUDGET CATEGORY DESCRIPTIONS

### REVENUE

#### Permit Fees

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

#### Application Fees

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

#### Fine & Penalties

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

#### Interest Income

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

##### Revenue from Programs

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

#### State Revenue

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



## BUDGET CATEGORY DESCRIPTIONS

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### EXPENSES

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

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

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### CAPITAL EXPENSES

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

## ACRONYMS

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

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

*AGENDA ITEM 7*

**DATE:** June 21, 2016

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

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

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

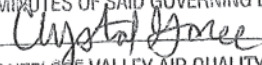
A proposed budget summary and supporting documentation was prepared and made available in accordance with the 30 day Public Notice Requirement of Health and Safety Code §40131(a)(1). All persons within the Antelope Valley Air Quality Management District jurisdiction who were subject to fees during the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

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

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

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

cc: Jean Bracy  
Laquita Cole  
Michelle Powell

I, CRYSTAL GOREE, DEPUTY CLERK OF THE GOVERNING BOARD  
OF THE ANTELOPE VALLEY AIR QUALITY MANAGEMENT  
DISTRICT, HEREBY CERTIFY THE FOREGOING TO BE A  
FULL, TRUE AND CORRECT COPY OF THE RECORD OF  
THE ACTION AS THE SAME APPEARS IN THE OFFICIAL  
MINUTES OF SAID GOVERNING BOARD MEETING  
 DEPUTY CLERK OF THE BOARD  
ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT

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

*AGENDA ITEM 7*

**PAGE 2**

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

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

**ACTION OF THE GOVERNING BOARD**

**APPROVED**

Upon Motion by LEDFORD, Seconded by MANN, as approved by the following vote:

**Ayes: 5 CRIST, HAWKINS, LAWSON, MANN, LEDFORD.**

**Noes:**

**Absent: 2 CHELETTE, DISPENZA.**

**Abstain:**

**Vacant:**

**CRYSTAL GOREE, DEPUTY CLERK OF THE GOVERNING BOARD**

BY *Crystal Goree*

**Dated: JUNE 21, 2016**

**Ref: Resolution #16-01 – “A RESOLUTION OF THE GOVERNING BOARD OF THE ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT APPROVING AND ADOPTING THE PROPOSED OPERATING BUDGET FOR FISCAL YEAR 2016-17.”**

RESOLUTION NO. 16-01

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

4           On June 21, 2016, on motion by Member LEDFORD, seconded by Member  
5           MANN, and carried, the following resolution is adopted:

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

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

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

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

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

21          **WHEREAS**, the expenses budgeted for all funds for fiscal year 2016-17 are  
22          \$3,232,345.00 (Three Million Two Hundred Thirty Two Thousand, Three Hundred Forty Five  
23          Dollars); and

24          **WHEREAS**, the revenue budgeted from all funds for fiscal year 2016-17 is  
25          \$3,232,345.00 (Three Million Two Hundred Thirty Two Thousand, Three Hundred Forty Five  
26          Dollars); and

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



**RESOLUTION NO. 16-01**

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

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

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

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

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

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

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

**RESOLUTION NO. 16-01**

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

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

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

AYES: 5 MEMBER: CRIST, LEDFORD, LAWSON, MANN, HAWKINS

NOES: MEMBER:

ABSENT: 2 MEMBER: DISPENZA, CHELETTE

ABSTAIN: MEMBER:

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

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

Crystal Goree, Deputy Clerk, of the Governing Board,  
Antelope Valley Quality Management District