



Adopted
BUDGET
FISCAL YEAR 2012-2013

“It’s a breath of fresh air”

June 19, 2012

Antelope Valley Air Quality Management District
43301 Division St., Suite 206, Lancaster, CA 93535
(661) 723-8070 Fax (661) 723-3450

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43301 Division St., Suite 206
Lancaster, CA 93535

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

Eldon Heaston, Executive Director

June 19, 2012

BUDGET FOR FISCAL YEAR 2012-13

The budget of the Antelope Valley Air Quality Management District (AVAQMD) for Fiscal Year 2012-13 was adopted by the Governing Board on June 19, 2012. 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. This document provides a guide to accomplish this goal.

This budget calls for appropriations totaling \$2,440,757; an overall increase of 1.86% from the budget for FY 2011-12 and includes continuing projects to help streamline government and regulatory functions. The AVAQMD contracts all of its services from the Mojave Desert Air Quality Management District.

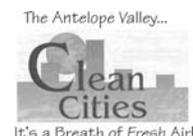
The AVAQMD is a service based agency in which program staff (salaries and benefits) will comprise 80% of the operations budget. The office is supported with six full time positions. Additional services are provided as needed under contract with the Mojave Desert AQMD. Revenues are projected at \$2,259,890, a 2.24% projected increase from the prior fiscal year.

A Public Hearing was held May 15, 2012 to receive public comments concerning this proposed budget; no comments were received.

This budget represents a financial plan to meet the year's obligations and challenges and is effective July 1, 2012.

Sincerely,

Eldon Heaston
Executive Director



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"It's a breath of fresh air"

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**ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT
FINANCIAL HISTORY**

	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 ACTUAL	Budget Information FY 2011-12			FY 2012-13 ADOPTED BUDGET
				FY 2012 APPROVED BUDGET	ACTUAL THRU 2/29/2012	ESTIMATED END OF YEAR	
REVENUE							
APPLICATION FEES	97,955	59,965	71,107	68,840	43,959	55,977	52,000
FINES AND FORFEITURES	6,102	38,668	8,951	7,680	8,650	8,950	7,500
INTEREST INCOME	(31,930) ¹	13,385	9,963	10,000	3,914	5,920	6,000
OTHER INCOME	99,415 ²	44,539	47,186	40,000	250,342	52,320	40,000
PERMIT FEES	385,658	388,096	388,955	388,960	363,407	461,630	471,890
PROGRAM FEES							
AB 923	582,643	523,532	513,191	530,000	269,908	526,990	520,000
AB 2766	1,018,329	1,047,065	1,026,382	1,060,000	539,815	1,083,980	1,040,000
OTHER	6,268	5,288	2,508	5,000	2,053	2,060	2,500
STATE CONTRACTS	3,880	30,836	26,976	5,000	32,319	32,320	25,000
STATE SUBVENTION	97,410	95,734	95,937	95,000	99,539	99,540	95,000
REVENUE SUBTOTAL	2,265,729	2,247,107	2,191,156	2,210,480	1,613,906	2,329,687	2,259,890
Unassigned Fund Balance from Prior Year	279,497	342,972	281,792	219,379		219,379	196,202
TOTAL REVENUE	2,545,227	2,590,080	2,472,947	2,429,859		2,549,066	2,456,092

1 Interest earnings to ARB

2 Carl Moyer Admin portion

APPROPRIATIONS							
CONTRACT COSTS							
PROGRAM STAFF (Salaries & Benefits)	937,735	952,951	975,969	990,826	660,551	990,826	1,034,632
SUPPLIES AND SERVICES	139,900	140,431	83,750	88,525	26,645	36,363	21,950
DIRECT COSTS	102,498	53,550	120,933	166,080	109,002	193,800	215,675
FIXED ASSETS	64,606	66,491	103,273	127,250	35,870	103,300	112,000
GRANT PROGRAM EXPENSES	1,067,315	1,047,065	923,744	1,007,000	512,824	1,007,000	1,040,000
OTHER CHARGES	45,200	47,800	55,900	16,500	(6,937)	16,575	16,500
TOTAL APPROPRIATIONS	2,357,254	2,308,288	2,263,568	2,396,181	1,337,955	2,347,864	2,440,757
FUND BALANCE	187,972	281,792	209,379	33,678		201,202	15,335
CHANGES TO FUND BALANCE DESIGNATIONS							
Committed Fund Balance							
Operating Cash Reserves	110,000	-	(10,000)	5,000		5,000	15,000
Assigned Fund Balance							
Special Project Reserves	(265,000)	-	-	-		-	-
Grants from the Fund Balance	-	-	-	-		-	-
Total Fund Balance Designations	(155,000)	-	(10,000)	5,000		5,000	15,000
TOTAL FUND BALANCE DESIGNATIONS (see p. 8)							
Operating Cash Reserves	310,000	310,000	300,000	305,000		305,000	320,000
Special Project Reserves	-	-	-	-		-	-
	310,000	310,000	300,000	305,000		305,000	320,000
UNASSIGNED FUND BALANCE	342,972	281,792	219,379	28,678		196,202	335

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ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT
SCHEDULE OF DESIGNATED FUND BALANCES AND DEFINITIONS

	6/30/2011	FY 11/12			FY 12/13	
	Audited Balance	Est. Additions to the Fund Balance	Estimated Distributions	Projected End of Year Balance	Budgeted Allocations	Projected End of Year Balance
FUND BALANCE DESIGNATIONS <i>(unrestricted)</i>						
Committed						
Operating Cash Reserves	300,000	5,000	-	305,000	15,000	320,000
Total Fund Balance Designations	300,000	5,000	-	305,000	15,000	320,000

RESTRICTED FUND BALANCE DESIGNATIONS (Trust Funds)	Audited Fund Balance	Est. Additions to the Fund Balance	Fund Balance Obligations	Est. Fund Balance End of Year	Est. Additions to Fund Balance	Est Fund Balance End of Year
<i>These are restricted funds which are received into the General Fund and a portion is transferred from the General Fund and held for restricted purposes as defined below.</i>						
Incentive Based Emission Reduction Funding (AB 923)	516,583	530,000	-	1,046,583	520,000	1,566,583
Mobile Emissions Reduction Grant Program (AB 2766)	1,463,056	477,000	(147,182)	1,792,874	520,000	2,312,874
<i>These are restricted funds received directly into the trust fund.</i>						
Carl Moyer Grant Program	52,877	532,732	(530,098)	55,511	532,732	588,242

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

Committed

Operating Cash Reserves. The amount is set equivalent to 25% of the operating expenses (the combined of budget totals for Salaries & Benefits and Supplies and Services). The fund may be increased to provide protection against uncertain economic times.

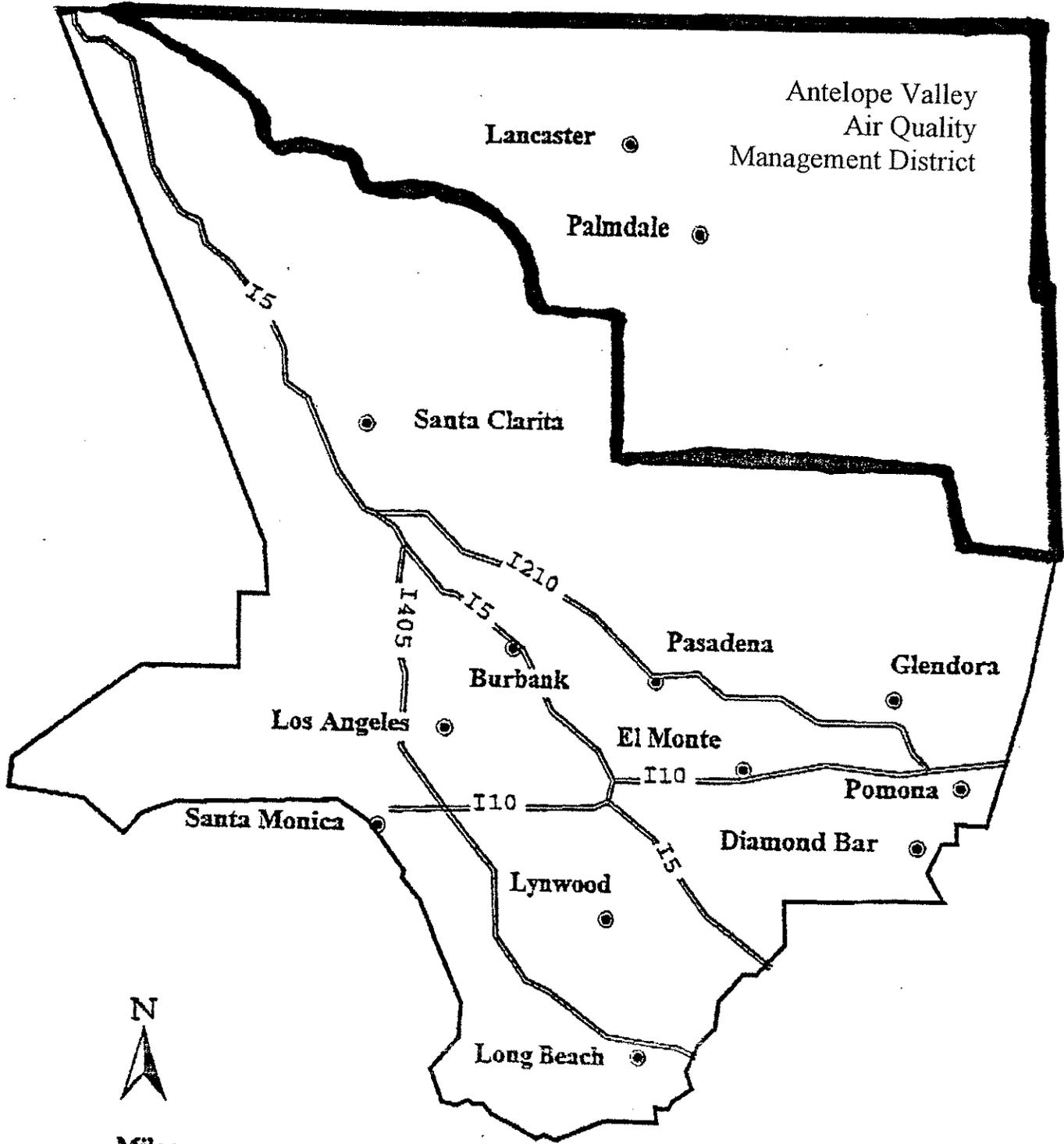
Restricted

Mobile Emissions Reduction Grant (AB 2766) Fund These funds are collected on motor vehicle registrations (\$4 each) in the Antelope Valley region. Funds "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. The table describes the funds received and obligated through grants awarded by the Governing Board.

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 set forth in the Health and Safety Code §44229 .

Carl Moyer Grant Program 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. The table describes the funds received and obligated through grants awarded by the Governing Board.

The Antelope Valley Air Quality Management District Regional Boundaries



Antelope Valley
Air Quality
Management District

Lancaster

Palmdale

Santa Clarita

Los Angeles

Burbank

Pasadena

Glendora

El Monte

Pomona

Santa Monica

Diamond Bar

Lynwood

Long Beach



Miles





Governing Board Members

June 2012

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
County District Supervisor Appointment

Ronald A. Hawkins
County District Supervisor Appointment

Ken McCoy
Public Member

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Antelope Valley Air Quality Management District

"It's a breath of fresh air"

INTRODUCTION

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

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

The AVAQMD contracts all 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 allow for a full service agency. Staff services are charged at a set hourly rate that includes the position's hourly rate, all associated benefits, and an administrative charge. Services and supplies purchased for the AVAQMD are charged at cost. Certain administrative functions and support of the AVAQMD are performed at the 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).

Dustbuster Task Force

The District is a partner in this local task force which is engaged in developing cost effective dust control solutions for the Antelope Valley. The task force continues sophisticated testing on selected test plots and plant physiology testing on vegetation plots.

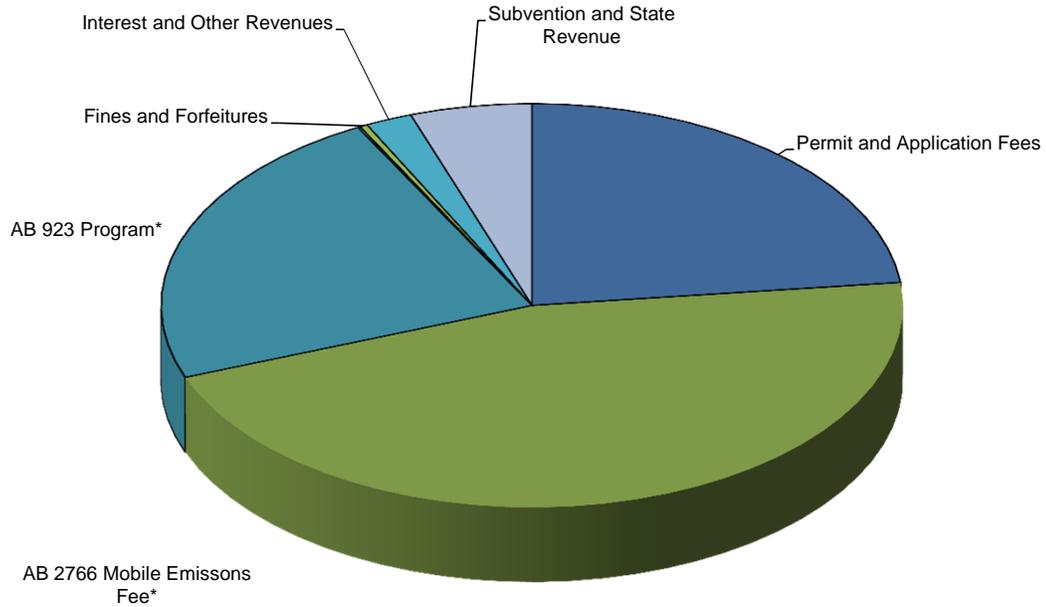
AVAQMD Website

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 Clean Cities Coalition

Clean Cities is a locally based voluntary government/industry partnership coordinated by the U.S. Department of Energy to expand the use of alternatives to gasoline and diesel fuel. The AVAQMD serves as a support agency for this partnership.

**ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT
FISCAL YEAR 2012-13
Sources of Estimated Revenue**



TOTAL REVENUE - ALL SOURCES

REVENUE TYPES	AMOUNT	% of Total
Permit and Application Fees	523,890	23.18%
AB 2766 Mobile Emissions Fee*	1,040,000	46.02%
AB 923 Program*	520,000	23.01%
Other Program Fees	2,500	0.11%
Fines and Forfeitures	7,500	0.33%
Interest and Other Revenues	46,000	2.04%
Subvention and State Revenue	120,000	5.31%
TOTAL	2,259,890	100%

TOTAL OPERATING REVENUE ONLY

REVENUE TYPES	AMOUNT	% of Total
Permit and Application Fees	523,890	42.95%
AB 2766 Mobile Emissions Fee	520,000	42.63%
AB 923 Program	-	0.00%
Other Program Fees	2,500	0.20%
Fines and Forfeitures	7,500	0.61%
Interest and Other Revenues	46,000	3.77%
Subvention and State Revenues	120,000	9.84%
TOTAL	1,219,890	100%

*a portion of AB 2766 receipts are reserved for the District's Grant Program; all of AB 923 receipts are reserved for the District's Grant Program

ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT
REVENUE DETAIL 2012-2013

Account Title	Approved Budget FY 2011/2012	Received Through February 2012	Estimated Revenue FY 11/12	Adopted Budget FY 2012/2013
<u>Application Fees</u>				
ERC Application Fees	-	-	630	-
Ag Engine Reg Rule 114	-	3,250	3,250	2,000
New Source Review	-	247	247	-
Asbestos Demo/Reno Fees	31,950	27,744	35,680	20,000
Operating Permit Applications	36,890	12,718	16,170	30,000
Petition for Variance	-	-	-	-
Total Application Fees	68,840	43,959	55,977	52,000
<u>Federal Grants/Agreements</u>				
	-	-	-	-
<u>Fines & Forfeitures</u>				
Excess Emissions Fees	-	-	-	-
Notice of Violation Fines	7,680	8,650	8,950	7,500
Total Fines	7,680	8,650	8,950	7,500
<u>Interest Income</u>				
	10,000	3,914	5,920	6,000
<u>Other Revenue</u>				
Contributions - Private Sources	-	-	-	-
Public Request Act	-	-	-	-
Rule Book Subscriptions	-	-	-	-
Carl Moyer Admin Cost Reimb	40,000	244,342	46,320	40,000
Other Revenue Other	-	6,000	6,000	-
Total Other Revenue	40,000	250,342	52,320	40,000
<u>Permit Fees</u>				
Operating Permit Fees	383,960	363,407	456,630	466,890
Title V Permit Fees	5,000	-	5,000	5,000
Total Permit Fees	388,960	363,407	461,630	471,890
<u>Program Fees</u>				
AB 923 Program	530,000	269,908	526,990	520,000
AB2766 Program	1,060,000	539,815	1,083,980	1,040,000
Toxic Hot Spot Program	5,000	2,053	2,060	2,500
Total Program Fees	1,595,000	811,776	1,613,030	1,562,500
<u>State Revenue</u>				
PERP Emergency Reg Fees	5,000	32,319	32,320	25,000
State Contracts	-	-	-	-
State Subvention	95,000	99,539	99,540	95,000
Total State Revenue	100,000	131,858	131,860	120,000
Total Revenue	2,210,480	1,613,906	2,329,687	2,259,890

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 inspections (annual for most sources) 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

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 for Title V facilities. Title V 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).
- Emissions Inventory. The purpose of this program is to maintain an active inventory of the sources of criteria air pollutants within the District which 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) The purpose of this program is to assess the amounts, types and health impacts of air toxics produced from stationary sources.
- Notification to Schools. Under AB 3205 the District is required by the State have in place a program notifying the community when a new or modified source will be located within one mile of elementary, middle or high school facilities.

Planning, Rulemaking & Grants

One of the District's primary responsibilities is to promulgate rules and plans in accordance with State and Federal attainment and maintenance planning requirements, to achieve and maintain regional compliance with the various ambient air quality standards. Related functions include rule adoptions and revisions, and State and Federal grant programs with direct and pass through funding.

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 Attainment Planning (NAAQSA), 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
- Carl Moyer, AB 923 and AB 2766 Grant Programs, grant incentive programs promoting reductions in mobile emissions.

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 includes AB 2766 funds (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.

Rideshare Outreach

The District offers assistance to employers through outreach activities, raising community and commuter awareness to increase commuter ridership and educates employees about the health impacts of motor vehicle pollution.

Dustbuster Task Force

This local task force is engaged in developing cost effective dust control solutions for the Antelope Valley. The District is a part of a collaborative effort that includes Southern California Edison, USDA Natural Resources Conservation Service, Palmdale Regional Airport, California Air Resources Board, San Diego State University, University of California at Riverside, South Coast Air Quality Management District and the Mojave Desert Air Quality Management District.

Antelope Valley Clean Cities Coalition

Clean Cities is a locally based voluntary government/industry partnership coordinated by the U.S. Department of Energy to expand the use of alternatives to gasoline and diesel fuel. As a participating agency the AVAQMD is a stakeholder with industry representatives to achieve the goals of the Five Year Plan. By combining the efforts of the AVAQMD and the AVCCC the benefits of the developing alternate fuel vehicles and infrastructure have been seen throughout the Antelope Valley in cleaner air, lower vehicle maintenance and operation costs and technology advancement.

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

The District Counsel serves as general legal counsel to the Governing Board, the Air Pollution Control Officer and the District, providing 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 also provides general public agency legal services regarding California Environmental Quality Act, the Brown Act, the Political Reform Act as well the Administrative Code, contracts, personnel matters, civil actions, and related litigation. It 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.

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

Operations Management

Operations Management is the daily operations of the District office located in Lancaster. 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, and partnerships with Antelope Valley Dustbusters and Antelope Valley Clean Cities Coalition.

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 Permit Tracking Billing System. This office manages the District's computer information systems, risk management, fleet and facility management, and fixed assets.

ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT
 SERVICE AND SUPPLIES
EXPENSE DETAIL
 FISCAL YEAR 2012-2013

Object Code Title	Total Budget FY 11-12	Total Expenses 2/29/2012	Estimated Expenditures FY 11-12	FY 2012-13 Budget		
				Contract Expenses	Direct Expenses	Total ADOPTED Budget
<u>Communications</u>						
Video/Teleconf Com	2,500	1,512	2,500	500	2,000	2,500
Cellular Phone Expense	1,000	341	1,000	-	1,000	1,000
T1 Framed Relay/Telco Srvc	7,200	4,800	7,200	200	-	200
Long Distance Charges	550	307	550	50	500	550
Telephone Services	7,600	7,740	7,550	100	7,500	7,600
	18,850	14,701	18,800	850	11,000	11,850
<u>Mbrshp/Pub/Sub/Trg</u>						
Membership	5,750	6,020	6,600	-	5,900	5,900
Publications	250	-	-	-	150	150
Subscriptions	400	218	400	-	350	350
Training	4,500	(1,264)	1,500	1,000	3,500	4,500
	10,900	4,974	8,500	1,000	9,900	10,900
<u>Equipment</u>						
Inventoriable Equipment >\$500	3,000	-	1,000	-	3,000	3,000
Network System Components	1,500	-	500	1,500	-	1,500
Non-Inventoriable Equipment <\$500	2,000	802	2,000	2,000	-	2,000
Safety Equipment	300	-	200	-	300	300
Small Tools & Instruments	200	-	50	-	50	50
	7,000	802	3,750	3,500	3,350	6,850
<u>Legal</u>						
Legal Notices	3,000	1,788	2,250	-	3,000	3,000
	3,000	1,788	2,250	-	3,000	3,000
<u>Maintenance</u>						
Auto - Minor Repairs/Fuel/Oil	5,000	3,293	5,338	500	4,500	5,000
Auto - Major Repairs	2,000	1,127	1,500	-	2,000	2,000
Custodial Services, Contract	2,400	1,600	2,400	-	2,400	2,400
General Equipment Maintenance	2,000	345	750	-	2,000	2,000
General Structure Maintenance	2,100	75	600	-	2,000	2,000
Security Monitoring Charges	500	120	500	-	500	500
	14,000	6,560	11,088	500	13,400	13,900
<u>Office Expenses</u>						
Computer Software Expenses	20,280	6,626	17,500	8,800	7,200	16,000
General Office Expenses	2,000	882	1,500	1,500	500	2,000
Postage/Courier Services	2,000	1,464	2,500	1,000	1,500	2,500
Printing Services	2,500	436	2,500	500	2,000	2,500
Special Department Expense	10,000	8,413	8,000	-	8,500	8,500
Educational Materials/Events	1,000	37	550	-	1,500	1,500
	37,780	17,858	32,550	11,800	21,200	33,000
<u>Rents & Leases</u>						
Rents & Leases, Equipment	8,550	6,100	8,000	-	8,550	8,550
Rents & Leases, Structures	46,200	30,330	46,200	-	46,600	46,600
	54,750	36,430	54,200	-	55,150	55,150

ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT
 SERVICE AND SUPPLIES
EXPENSE DETAIL
 FISCAL YEAR 2012-2013

Object Code Title	Total Budget FY 11-12	Total Expenses 2/29/2012	Estimated Expenditures FY 11-12	FY 2012-13 Budget		
				Contract Expenses	Direct Expenses	Total ADOPTED Budget
<u>Services</u>						
Internet Service Provider	8,000	3,362	8,000	-	8,000	8,000
Web Site Services	1,200	464	1,200	-	1,200	1,200
Dustbusters	10,000	-	10,000	-	10,000	10,000
Financial Audit	7,650	7,650	7,650	-	7,800	7,800
LA County Banking Fees	175	112	175	-	175	175
Network Technical Support	3,000	-	500	500	2,000	2,500
Research Studies	5,000	1,000	5,000	-	5,000	5,000
Other Prof Svcs - Other (incl contract fee)	35,000	20,000	35,000	-	35,000	35,000
Professional & Special Svcs (stipends)	7,000	2,000	7,000	-	7,000	7,000
	77,025	34,587	74,525	500	76,175	76,675
<u>Special District Liability</u>						
	10,500	10,010	10,200	-	10,500	10,500
	10,500	10,010	10,200	-	10,500	10,500
<u>Travel</u>						
Private Mileage - Non Employee	1,200	387	750	1,200	-	1,200
Travel & Meeting Expenses	12,500	3,493	6,500	2,500	5,000	7,500
	13,700	3,880	7,250	3,700	5,000	8,700
<u>Utilities</u>						
	7,100	4,058	7,050	100	7,000	7,100
	7,100	4,058	7,050	100	7,000	7,100
Total Services & Supplies	254,605	135,647	230,163	21,950	215,675	237,625
<u>Fixed Assets</u>						
Document & Record Storage Project	5,250	-	-	-	10,000	10,000
CAPS (Permit Database)	60,000	12,810	60,000	-	45,000	45,000
Equipment	32,000	4,765	25,000	-	39,000	39,000
Vehicles	30,000	18,295	18,300	-	18,000	18,000
	127,250	35,870	103,300	-	112,000	112,000
<u>Grant Program Expenses</u>						
AB 923 - Grants	530,000	269,908	530,000	-	520,000	520,000
AB 2766 - Grants	477,000	242,917	477,000	-	520,000	520,000
AB 2766 - Local Agencies	-	-	-	-	-	-
	1,007,000	512,824	1,007,000	-	1,040,000	1,040,000
<u>Other Charges</u>						
Contributions to Other Agencies	6,500	3,000	6,500	-	6,500	6,500
Other Charges (Lawnmower grants)	10,000	-	10,000	-	10,000	10,000
Interest Expense	-	63	75	-	-	-
	16,500	3,063	16,575	-	16,500	16,500
TOTAL EXPENSES	1,405,355	687,404	1,357,038	21,950	1,384,175	1,406,125

<u>Object Code Title</u>	<u>Project Expenditures and Description</u>
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), Clean Cities, Antelope Valley College President's Circle, Los Angeles County Farm Bureau; retail merchants
Training	Training consultant on air quality issues for permit holders, Environmental Cross Media, VEE Recertification, Asbestos, CARB Source Specific Training, Clerk of the Board, Board member development and training
Inventoriable Equipment (costs greater than \$500, less than \$1,000)	Small office equipment, tablet devices for inspectors
Non-Inventoriable Equipment (costs less than \$500)	
General Equipment Maintenance General Structure Maintenance	Equipment repairs, including air monitoring equipment Safety related and other improvements as needed
Computer Software Expense	Software purchases, upgrades, maintenance for server, network, and desktop database solutions, document imaging project, and air monitoring database
Printing Services	Includes costs for newsletters, public information pamphlets
Special Department Expense: Educational Materials/Events	Includes public service recognition 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.
Rents & Leases – Equipment	Copier/Scanner lease agreement
<u>Services:</u> Internet Service Provider Web Site Services	Outsource internet services, web hosting and maintenance
Dustbusters	Participation with a local task force engaged in developing cost effective dust control solutions for the Antelope Valley.
Network Technical Support	Outsource support as needed.

<u>Object Code Title</u>	<u>Project Expenditures and Description</u>
Research Studies	Funds designated for potential consultant fees to support strategies for specific alternate fuel projects in the Antelope Valley
Other Professional Services	Funds designated for outsource support: strategy consultant for long range planning, paralegal support for small claims collections, temporary support, or other, as needed
Professional & Special Services	Board member stipend based on maximum number of meetings (Governing Board and Hearing Board).
<u>Fixed Assets – Capital Projects</u>	
CAPS (Compliance and Permit database)	Implementation and ongoing development for permit tracking. Development costs shared with MDAQMD.
Equipment (greater than \$1,000)	Replace outdated air monitoring equipment, replace network server and equipment, desktop computer replacements.
Vehicles	Funds to replace a fleet vehicle
<u>Other Charges</u>	
AB 2766 – Grants	A portion (50%) of the receipts are transferred to the Mobile Emission Trust Fund for grant projects awarded by the Governing Board, and subvention to the local cities.
AB 923 – Grants	Funds collected to provide grants to incentive-based mobile emission reduction projects
Contributions to Other Agencies	Keystone Science School, sponsor one local teacher; Mojave Environmental Education Consortium (MEEC)
Contributions, Other	Funds designated from the General Fund for specific local areas grants: supporting wet cleaning equipment purchases and lawn mower exchange program.
MD Overhead Expenses	Management fee to the Mojave Desert Air Quality Management District for contract services.

ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT
RESTRICTED FUND
BUDGET DETAIL

RESTRICTED FUND
MOBILE SOURCE EMISSION REDUCTION PROGRAM

Object Code Title	Approved Budget FY 2011/12	Additions Through February 2012	Estimated Additions FY 2011/12	Adopted Budget FY 2012/13
<u>Income</u>				
Operating Transfers In AB 923	530,000	273,453	530,000	520,000
Operating Transfers In AB 2766	477,000	251,644	477,000	520,000
Note: Transfers from general fund				
	-	-	-	-
Total Income	1,007,000	525,098	1,007,000	1,040,000

Object Code Title	Approved Budget FY 2011/12	Decreases Through February 2012	Estimated Decreases FY 2011/12	Adopted Budget FY 2012/13
<u>Expenses</u>				
AB 923 Estimated Projects to be Completed	500,000	-	-	500,000
AB 2766 Estimated Projects to be Completed	425,000	96,877	147,182	425,000
	-	-	-	-
Total Expenses	925,000	96,877	147,182	925,000

The MOBILE SOURCE EMISSION REDUCTION Trust Fund was established by Governing Board action and is used to hold funds that have been designated for the District's competitive grant program. The source of these funds is the mobile emissions fee authorized under AB 2766 and a portion of revenue received by the District is segregated to this trust fund.

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 set forth in the Health and Safety Code §44229 .

ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT
RESTRICTED FUND
BUDGET DETAIL

RESTRICTED FUND
CARL MOYER PROGRAM

Object Code Title	Approved Budget FY 2011/12	Fund Balance Changes		Adopted Budget FY 2012/13
		Additions Through February 2012	Estimated Additions FY 2011/12	
<u>Income</u>				
Carl Moyer Program	457,432	69,612	532,732	532,732
	-	-	-	-
Total Income	457,432	69,612	532,732	532,732

Object Code Title	Approved Budget FY 2011/12	Decreases Through February 2012	Estimated Decreases FY 2011/12	Adopted Budget FY 2012/13
Estimated Projects to be Completed	457,432	69,113	530,098	532,732
	-	-	-	-
Total Expenses	457,432	69,113	530,098	532,732

Carl Moyer Grant Program 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. The table describes the funds received and obligated through grants awarded by the Governing Board.

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ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT

Program Staff
FY 2012-13

Program	FY 11/12 Contracted Hours	FY 12/13 Contracted Hours	Average Contract Cost/hr	Annual Contract Cost	FTE
Lancaster Office	12,480	12,480	59.88	\$ 747,260	6.00
Planning, Grants, and Rulemaking	507	520	51.33	27,440	0.25
Air Monitoring and Surveillance	247	156	55.44	7,272	0.08
Compliance	104	52	59.10	3,001	0.03
Stationary Sources	1,672	1,656	71.00	120,672	0.80
Executive Management and Legal	260	260	230.51	40,681	0.13
Community Relations & Education	104	52	71.62	4,167	0.03
Administration	1,274	1,472	56.35	84,139	0.71
TOTAL	16,648	16,648		\$ 1,034,633	8.00
Full Time Equivalents (FTE)	8.00	8.00			

Fiscal Year Comparison: FTE

Contract Cost

Fiscal Year 2011-12 8.00

990,826

Fiscal Year 2012-13 8.00

\$ 1,034,633

Percent Change: 0.00%

4.23%

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

AGENDA ITEM 9

DATE: June 19, 2012

RECOMMENDATION: Adopt a Resolution approving and adopting Budget for Fiscal Year 2012-13.

SUMMARY: The budget for Fiscal Year 2012-13 is presented to the Governing Board for adoption and implementation beginning July 1, 2012.

BACKGROUND: The Fiscal Year 2012-13 budget states the appropriations to perform the District's services, activities and projects and the revenues estimated to be available to the District. 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 15, 2012.

The AVAQMD contracts with the Mojave Desert Air Quality Management District for all 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 agenda item was approved as to legal form by Karen K. Nowak, District Counsel; and was reviewed by Eldon Heaston, Executive Director on or before June 4, 2012.

FINANCIAL DATA: The budget for FY 2012-13 sets forth appropriations totaling \$2,440,757, with anticipated revenues of \$2,456,092, using \$196,202 of the unassigned fund balance from the prior year. Allocations are designated for the Mobile Emissions Reduction Program in the amount of \$1,040,000 (contained within the Appropriations). Operating Cash Reserves are designated in the amount of \$330,000.

PRESENTER: Jean Bracy, Director of Administrative Services

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
Crystal Goree 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 9

Page 2

ACTION OF THE GOVERNING BOARD

APPROVED

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

Ayes: 5 CRIST, DISPENZA, HAWKINS, LAWSON, MANN

Noes:

Absent: 2 MCCOY, LEDFORD

Abstain:

Vacant:

CRYSTAL GOREE, DEPUTY CLERK OF THE GOVERNING BOARD

BY _____

Dated: June 19, 2012

Ref: Resolution #12-05, Titled "A RESOLUTION OF THE GOVERNING BOARD OF THE ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT APPROVING AND ADOPTING THE PROPOSED OPERATING BUDGET FOR FISCAL YEAR 2012-13."

RESOLUTION #12-05

A RESOLUTION OF THE GOVERNING BOARD OF THE ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT APPROVING AND ADOPTING THE PROPOSED OPERATING BUDGET FOR FISCAL YEAR 2012-13.

On June 19, 2012, on motion by Member LAWSON, seconded by Member MANN, and carried, the following resolution is adopted:

WHEREAS, the Executive Director has submitted to the Governing Board an annual budget for the Antelope Valley Air Quality Management District (AVAQMD) for the fiscal year 2012-13; 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 15, 2012; 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 estimated appropriations for the AVAQMD for fiscal year 2012-13 are \$2,440,757.00 (Two Million Four Hundred Forty Thousand, Seven Hundred Fifty Seven 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 Governing Board of the Antelope Valley Air Quality Management District, the following:

RESOLUTION #12-05

1 The annual budget for the AVAQMD for the fiscal year 2012-13 is hereby approved
2 and adopted, and the amounts of proposed expenditure, as specified, are appropriate for the
3 account classifications as herein specified.

4 A. The 2012-13 expenditure budget is hereby adopted, establishing the following
5 appropriations levels:

<u>ACCOUNT CLASSIFICATION</u>	<u>2012-13 ADOPTED BUDGET</u>
Program Staff (Salaries & Benefits)	\$1,034,632
Services & Supplies (Contract)	21,950
Direct Costs	215,675
Fixed Assets	112,000
Grant Program Expenses	1,040,000
Other Charges	<u>16,500</u>
TOTAL APPROPRIATIONS BUDGET	\$2,440,757

14 B. The 2012-13 Revenue Budget is hereby adopted, establishing a revenue base for
15 AVAQMD expenditures:

<u>ACCOUNT CLASSIFICATION</u>	<u>2012-13 ADOPTED BUDGET</u>
Application Fees	\$52,000
Fine & Forfeitures	7,500
Interest Income	6,000
Other Revenue (Carl Moyer Admin)	40,000
Permit Fees	471,890
Program Fees	1,562,500
State Contracts and State Subvention	120,000
Unassigned Fund Balance from Prior Year (est.)	<u>196,202</u>
TOTAL REVENUE BUDGET	\$2,456,092
Designated Operating Cash Reserves	320,000

27 Pursuant to Section 53901 of The California Government Code, within 60 days after the
28 beginning of the Fiscal Year, the Clerk of the Board shall file a copy of this resolution with the
Auditor of the County of Los Angeles.

RESOLUTION #12-05

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

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

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

6 NOES: MEMBER:

7 ABSENT: 2 MEMBER: LEDFORD, MCCOY

8 ABSTAIN MEMBER:

9
10 STATE OF CALIFORNIA)
11)
12) ss:
13 COUNTY OF LOS ANGELES)

14 I, Crystal Goree, Deputy Clerk of the Governing Board of the Antelope Valley Air
15 Quality Management District, hereby certify the foregoing to be a full, true and correct copy of
16 the record of the action as the same appears in the Official Minutes of said Governing Board at
17 its meeting of June 19, 2012.

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