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

*Adopted*  
***BUDGET***  
*FISCAL YEAR 2014-15*

*July 1, 2014*

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Fax (661) 723-3450

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July 1, 2014

Governing Board of the  
Antelope Valley Air Quality Management District

## **PROPOSED BUDGET FOR FISCAL YEAR 2014-15**

This is the budget of the Antelope Valley Air Quality Management District (AVAQMD) for Fiscal Year 2014-15. 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 \$1,407,700 is a projected 10.67% increase from the prior fiscal year, due in part to a recommended 12% increase imposed January 1, 2014, and a proposed 15% fee increase effective January 1, 2015. This adopted budget anticipates using \$119,550 from the Unassigned Fund Balance as additional resource.

The General Fund Expense Budget, in the amount of \$1,527,250, reflects an overall increase of 10.7% from the budget for FY 2013-14. The planned expenditures include 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 for 8 full time equivalent - FTE) will comprise 76.6% 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.

A Public Hearing was held May 20, 2014 to receive public comments concerning this proposed budget and receive staff presentation. The Budget, as presented here, was adopted by the Governing Board on June 17, 2014.

This budget represents a financial plan to meet the year's obligations and challenges and is effective July 1, 2014.

Sincerely,

Bret S. Banks  
Deputy Director/Antelope Valley Operations

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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 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 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).

### ***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/>

# The Antelope Valley Air Quality Management District Regional Boundaries





***Governing Board Members***  
*April 2014*

**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*

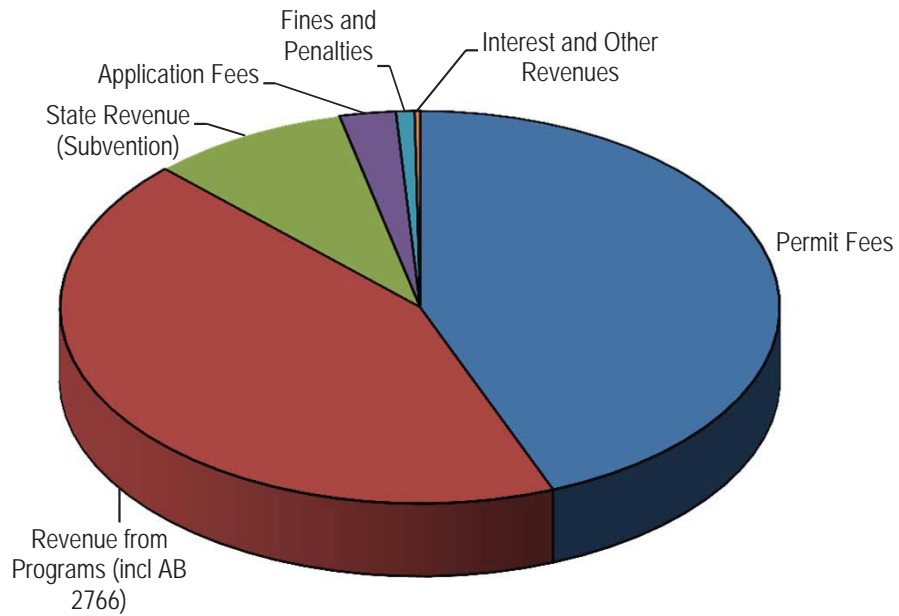
**Newton Chelette**  
*Public Member*

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**Antelope Valley AQMD**  
**Consolidated Budget (All Funds)**  
**Fiscal Year 2014-15**

	<u>Approved Budget FY 2014</u>	<u>Estimated Actuals FY 13-14</u>	<u>Adopted Budget FY 14-15</u>
<b>Revenues</b>			
Permit Fees	524,310	547,020	619,000
Application Fees	32,000	31,700	35,500
Fines & Penalties	9,500	57,130	11,700
Interest Income	6,000	17,950	19,335
Other Revenue	0	15	0
Revenue from Programs	2,231,719	2,655,175	2,499,879
State Revenue	<u>125,000</u>	<u>134,910</u>	<u>126,000</u>
<b>Total Revenues</b>	<u><b>2,928,529</b></u>	<u><b>3,443,900</b></u>	<u><b>3,311,414</b></u>
<b>Expenses</b>			
<b>Personnel Expenses</b>			
Program Staff	<u>1,082,353</u>	<u>1,082,353</u>	<u>1,170,000</u>
<b>Total Personnel Expenses</b>	<u><b>1,082,353</b></u>	<u><b>1,082,353</b></u>	<u><b>1,170,000</b></u>
<b>Operating Expenses</b>			
Communications	20,570	16,900	25,400
Dues & Subscriptions	6,500	7,600	6,700
Non-Depreciable Inventory	5,850	1,200	6,300
Legal	2,000	2,500	2,500
Professional Services	67,500	74,480	117,400
Maintenance & Repairs	6,400	5,400	7,000
Training & Travel	11,000	8,760	11,500
Vehicles	11,000	13,650	16,650
Office Expenses	99,550	95,710	96,650
Program Expenses	1,673,039	2,823,000	1,920,214
Miscellaneous Expenses	<u>270</u>	<u>900</u>	<u>1,000</u>
<b>Total Operating Expenses</b>	<u><b>1,903,679</b></u>	<u><b>3,050,100</b></u>	<u><b>2,211,314</b></u>
<b>Capital Expenses</b>			
Equipment	15,000	15,000	15,000
Software	<u>35,000</u>	<u>35,000</u>	<u>35,000</u>
<b>Total Capital Expenses</b>	<u><b>50,000</b></u>	<u><b>50,000</b></u>	<u><b>50,000</b></u>
<b>Total Expenses</b>	<u><b>3,036,032</b></u>	<u><b>4,182,453</b></u>	<u><b>3,431,314</b></u>
<b>Cash To (From) Reserves</b>	<u><u><b>(107,503)</b></u></u>	<u><u><b>(738,553)</b></u></u>	<u><u><b>(119,900)</b></u></u>

**Antelope Valley AQMD**  
**General Fund Sources of Estimated Revenue**  
**Fiscal Year 2014-15**



REVENUE TYPES	AMOUNT	% of Total
Permit Fees	619,000	43.97%
Revenue from Programs (incl AB 2766)	612,000	43.48%
State Revenue (Subvention)	126,000	8.95%
Application Fees	35,500	2.52%
Fines and Penalties	11,700	0.83%
Interest and Other Revenues	3,500	0.25%
<b>TOTAL</b>	<b>1,407,700</b>	<b>100%</b>

**Antelope Valley AQMD**  
**General Fund Revenue Budget Detail**  
**Fiscal Year 2014-15**

	<u>Approved Budget FY 2014</u>	<u>Estimated Actuals FY 13-14</u>	<u>Adopted Budget FY 14-15</u>
<b>Revenues</b>			
Permit Fees			
Permit Fees Rev	499,310	512,020	584,000
Asbestos Demo/Reno Rev	20,000	30,000	30,000
Title V Rev	5,000	5,000	5,000
	<u>524,310</u>	<u>547,020</u>	<u>619,000</u>
Application Fees			
ERC Application Fees	0	200	0
Permit Application Fees	30,000	30,000	34,000
AG Application Fees	2,000	1,500	1,500
	<u>32,000</u>	<u>31,700</u>	<u>35,500</u>
Federal Revenue			
Fines & Penalties			
Notice of Violations Fee	9,500	40,000	11,700
Rule 300	0	17,130	0
	<u>9,500</u>	<u>57,130</u>	<u>11,700</u>
Interest Income			
Interest Revenue	6,000	3,500	3,500
	<u>6,000</u>	<u>3,500</u>	<u>3,500</u>
Other Revenue			
Unidentified Income	0	15	0
	<u>0</u>	<u>15</u>	<u>0</u>
Revenue from Programs			
Administrative Funding	37,000	66,000	66,000
AB2766 Program	535,275	546,000	543,000
Hot Spots	2,900	3,000	3,000
	<u>575,175</u>	<u>615,000</u>	<u>612,000</u>
State Revenue			
PERP Regulation	26,000	35,620	26,000
State Subvention	99,000	99,290	100,000
	<u>125,000</u>	<u>134,910</u>	<u>126,000</u>
<b>Total General Fund Revenues</b>	<u><b>1,271,985</b></u>	<u><b>1,389,275</b></u>	<u><b>1,407,700</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 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 of the Antelope Valley Resource Conservation District 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 AQMD**  
**General Fund District Wide Expense Budget Detail**  
**Fiscal Year 2014-15**

	<u>Approved Budget FY 2014</u>	<u>Estimated Actuals FY 13-14</u>	<u>Adopted Budget FY 14-15</u>
<b>Expenses</b>			
<b>Personnel Expenses</b>			
<b>Operating Expenses</b>			
Communications			
Telephones	4,800	4,500	5,000
Long Distance Charges	500	700	500
Cellular Phones	1,000	0	500
Video/Teleconference	2,000	0	0
Internet	7,500	10,000	9,000
Web Hosting	1,200	1,200	2,400
Tech Support	2,000	0	8,000
	<u>19,000</u>	<u>16,400</u>	<u>25,400</u>
Dues & Subscriptions			
Memberships & Sponsorships	6,000	7,100	6,200
Publications & Subscriptions	500	500	500
	<u>6,500</u>	<u>7,600</u>	<u>6,700</u>
Non-Depreciable Inventory			
Furniture & Fixtures Exp	4,500	1,000	2,500
Machinery & Equipment Exp	50	0	3,500
Safety Equipment Exp	300	150	300
	<u>4,850</u>	<u>1,150</u>	<u>6,300</u>
Legal			
Legal Notices	2,000	2,500	2,500
	<u>2,000</u>	<u>2,500</u>	<u>2,500</u>
Professional Services			
Financial Services	9,100	11,000	10,500
Research Studies	5,000	6,000	6,000
Consulting Fees	10,000	10,000	60,000
Stipends	8,400	8,000	8,400
	<u>32,500</u>	<u>35,000</u>	<u>84,900</u>
Maintenance & Repairs			
General Bldg. Maintenance	2,000	2,000	2,000
Custodial Services	2,400	2,400	3,000
Equipment Repair	2,000	1,000	2,000
	<u>6,400</u>	<u>5,400</u>	<u>7,000</u>
Training & Travel			
Training	3,500	1,000	3,000
Travel	0	2,500	2,500
Mileage	2,500	0	500
	<u>6,000</u>	<u>3,500</u>	<u>6,000</u>

**Antelope Valley AQMD**  
**General Fund District Wide Expense Budget Detail**  
**Fiscal Year 2014-15**

	Approved Budget FY 2014	Estimated Actuals FY 13-14	Adopted Budget FY 14-15
Vehicles			
Vehicle Gas & Oil	7,400	7,000	8,500
Vehicle Maintenance	1,100	1,800	2,000
Vehicle Repairs	2,000	1,000	2,000
Vehicle Insurance	0	3,200	3,500
	<u>10,500</u>	<u>13,000</u>	<u>16,000</u>
Office Expenses			
Software	6,400	5,000	6,200
Utilities	7,500	7,500	7,500
Supplies	4,000	4,000	4,000
Facility Leases	47,570	47,570	47,000
Equipment Lease	6,180	7,000	7,000
Postage	575	500	575
Courier	175	100	175
Printing/Shredding Services	1,500	1,000	1,500
Security	500	240	500
Liability Insurance	10,800	6,000	6,500
Meeting Expenses	0	750	1,000
Community Relations	1,500	3,750	2,000
	<u>86,700</u>	<u>83,410</u>	<u>83,950</u>
Program Expenses			
Program Expenditures	10,000	11,500	10,000
Contributions to Other Agencies	6,500	6,500	6,500
	<u>16,500</u>	<u>18,000</u>	<u>16,500</u>
Miscellaneous Expenses			
Bank Fees	270	900	1,000
	<u>270</u>	<u>900</u>	<u>1,000</u>
<b>Total Operating Expenses</b>	<b>191,220</b>	<b>186,860</b>	<b>256,250</b>
<b>Capital Expenses</b>			
Equipment	15,000	15,000	15,000
Software	35,000	28,500	35,000
<b>Total Capital Expenses</b>	<b>50,000</b>	<b>43,500</b>	<b>50,000</b>
<b>Total Expenses</b>	<b><u>241,220</u></b>	<b><u>230,360</u></b>	<b><u>306,250</u></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***

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/Antelope Valley Resource Conservation District.

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 AQMD**  
**General Fund Contracted Services Expense Budget Detail**  
**Fiscal Year 2014-15**

	<u>Approved Budget FY 2014</u>	<u>Estimated Actuals FY 13-14</u>	<u>Adopted Budget FY 14-15</u>
<b>Expenses</b>			
<b>Personnel Expenses</b>			
Program Staff	1,082,353	1,082,353	1,170,000
<b>Operating Expenses</b>			
Communications			
Telephones	100	0	0
Long Distance Charges	50	0	0
Video/Teleconference	500	0	0
Internet	420	0	0
Tech Support	500	500	0
	<u>1,570</u>	<u>500</u>	<u>0</u>
<b>Dues &amp; Subscriptions</b>			
Non-Depreciable Inventory			
Furniture & Fixtures Exp	1,000	0	0
Machinery & Equipment Exp	0	50	0
	<u>1,000</u>	<u>50</u>	<u>0</u>
<b>Legal</b>			
Professional Services			
Financial Services	0	3,280	0
Consulting Fees	35,000	36,200	32,500
	<u>35,000</u>	<u>39,480</u>	<u>32,500</u>
<b>Maintenance &amp; Repairs</b>			
Training & Travel			
Training	1,000	2,260	2,500
Travel	1,000	2,000	2,500
Mileage	3,000	1,000	500
	<u>5,000</u>	<u>5,260</u>	<u>5,500</u>

**Antelope Valley AQMD**  
**General Fund Contracted Services Expense Budget Detail**  
**Fiscal Year 2014-15**

	<u>Approved Budget FY 2014</u>	<u>Estimated Actuals FY 13-14</u>	<u>Adopted Budget FY 14-15</u>
Vehicles			
Vehicle Gas & Oil	400	500	500
Vehicle Maintenance	100	150	150
	<u>500</u>	<u>650</u>	<u>650</u>
Office Expenses			
Software	11,000	11,000	11,500
Utilities	100	0	0
Supplies	500	250	100
Postage	575	400	450
Courier	175	50	100
Printing/Shredding Services	500	50	0
Meeting Expenses	0	100	100
Community Relations MDAQMD	0	100	100
	<u>12,850</u>	<u>11,950</u>	<u>12,350</u>
Program Expenses			
Miscellaneous Expenses			
<b>Total Operating Expenses</b>	<u>55,920</u>	<u>57,890</u>	<u>51,000</u>
<b>Capital Expenses</b>			
Software	0	6,500	0
<b>Total Capital Expenses</b>	<u>0</u>	<u>6,500</u>	<u>0</u>
<b>Total Expenses</b>	<u><u>1,138,273</u></u>	<u><u>1,146,743</u></u>	<u><u>1,221,000</u></u>

**Antelope Valley AQMD**  
**General Fund Consolidated Expense Budget Detail**  
**Fiscal Year 2014-15**

	<u>Approved Budget FY 2014</u>	<u>Estimated Actuals FY 13-14</u>	<u>Adopted Budget FY 14-15</u>
<b>Expenses</b>			
<b>Personnel Expenses</b>			
Program Staff	1,082,353	1,082,353	1,170,000
<b>Operating Expenses</b>			
Communications			
Telephones	4,900	4,500	5,000
Long Distance Charges	550	700	500
Cellular Phones	1,000	0	500
Video/Teleconference	2,500	0	0
Internet	7,920	10,000	9,000
Web Hosting	1,200	1,200	2,400
Tech Support	2,500	500	8,000
	<u>20,570</u>	<u>16,900</u>	<u>25,400</u>
Dues & Subscriptions			
Memberships & Sponsorships	6,000	7,100	6,200
Publications & Subscriptions	500	500	500
	<u>6,500</u>	<u>7,600</u>	<u>6,700</u>
Non-Depreciable Inventory			
Furniture & Fixtures Exp	5,500	1,000	2,500
Machinery & Equipment Exp	50	50	3,500
Safety Equipment Exp	300	150	300
	<u>5,850</u>	<u>1,200</u>	<u>6,300</u>
Legal			
Legal Notices	2,000	2,500	2,500
	<u>2,000</u>	<u>2,500</u>	<u>2,500</u>
Professional Services			
Financial Services	9,100	14,280	10,500
Research Studies	5,000	6,000	6,000
Consulting Fees	45,000	46,200	92,500
Stipends	8,400	8,000	8,400
	<u>67,500</u>	<u>74,480</u>	<u>117,400</u>
Maintenance & Repairs			
General Bldg. Maintenance	2,000	2,000	2,000
Custodial Services	2,400	2,400	3,000
Equipment Repair	2,000	1,000	2,000
	<u>6,400</u>	<u>5,400</u>	<u>7,000</u>
Training & Travel			
Training	4,500	3,260	5,500
Travel	1,000	4,500	5,000
Mileage	5,500	1,000	1,000
	<u>11,000</u>	<u>8,760</u>	<u>11,500</u>

**Antelope Valley AQMD**  
**General Fund Consolidated Expense Budget Detail**  
**Fiscal Year 2014-15**

	Approved Budget FY 2014	Estimated Actuals FY 13-14	Adopted Budget FY 14-15
Vehicles			
Vehicle Gas & Oil	7,800	7,500	9,000
Vehicle Maintenance	1,200	1,950	2,150
Vehicle Repairs	2,000	1,000	2,000
Vehicle Insurance	0	3,200	3,500
	<u>11,000</u>	<u>13,650</u>	<u>16,650</u>
Office Expenses			
Software	17,400	16,000	17,700
Utilities	7,600	7,500	7,500
Supplies	4,500	4,250	4,100
Facility Leases	47,570	47,570	47,000
Equipment Lease	6,180	7,000	7,000
Postage	1,150	900	1,025
Courier	350	150	275
Printing/Shredding Services	2,000	1,050	1,500
Security	500	240	500
Liability Insurance	10,800	6,000	6,500
Meeting Expenses	0	850	1,100
Community Relations	1,500	3,850	2,100
	<u>99,550</u>	<u>95,360</u>	<u>96,300</u>
Program Expenses			
Program Expenditures	10,000	11,500	10,000
Contributions to Other Agencies	6,500	6,500	6,500
	<u>16,500</u>	<u>18,000</u>	<u>16,500</u>
Miscellaneous Expenses			
Bank Fees	270	900	1,000
	<u>270</u>	<u>900</u>	<u>1,000</u>
<b>Total Operating Expenses</b>	<b>247,140</b>	<b>244,750</b>	<b>307,250</b>
<b>Capital Expenses</b>			
Equipment	15,000	15,000	15,000
Software	35,000	35,000	35,000
<b>Total Capital Expenses</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>Total Expenses</b>	<b><u>1,379,493</u></b>	<b><u>1,377,103</u></b>	<b><u>1,527,250</u></b>

<u>Object Code Title</u>	<u>Expenditure Description</u>
Communications	Services for telephone, internet, video teleconferencing, web hosting, cloud backup and 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, replace scanning PC, safety equipment
<u>Professional Services</u>	
Research Studies	Contribution to CAPCOA to produce air quality video; 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> Contributions to Dustbusters - Participation with a local task force engaged in developing cost-effective dust control solutions for the Antelope Valley; Funds reserved for strategy consultant. <u>Contracted:</u> Management fee to the Mojave Desert Air Quality Management District for contract services; legislative analyst services
Stipends	Board member stipend based on maximum number of meetings (Governing Board and Hearing Board).
Training & Travel	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), Clerk of the Board, Board member development and training, and associated travel costs.

<u>Object Code Title</u>	<u>Expenditure Description</u>
<u>Office Expenses</u>	
Software	Annual contacts for upgrades, maintenance for server, network, and desktop solutions, document imaging/ content management (Questys), and air monitoring database and reporting module (AirVision); accounting (AccuFund).
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 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	A cost accounting mechanism to track the activities that are eligible for use of restricted funds
Contributions to Other Agencies Program Expenditures	Keystone Science School, sponsor one local teacher; Mojave Environmental Education Consortium (MEEC) Funds designated from the General Fund for specific local areas grants (annual lawn mower exchange program)
<u>Capital Expenditures</u>	
Equipment (greater than \$5,000)	Replace –as needed - air monitoring equipment
Software	CAPS (Compliance and Permit database) Maintenance and ongoing development for permit tracking. Development costs shared with MDAQMD.

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**Antelope Valley AQMD**  
**Program Funds Consolidated Fund Budget Detail**  
**Fiscal Year 2014-15**

	<u>Approved Budget FY 2014</u>	<u>Estimated Actuals FY 13-14</u>	<u>Adopted Budget FY 14-15</u>
<b>Revenues</b>			
Administrative Funding	0	0	68,188
AB2766 Program	535,275	540,000	543,000
Carl Moyer Program	585,989	960,175	733,691
AB923 Program	535,280	540,000	543,000
Interest Revenue	<u>0</u>	<u>14,450</u>	<u>15,835</u>
 <b>Total Consolidated Program Revenue</b>	 <b>1,656,544</b>	 <b>2,054,625</b>	 <b>1,903,714</b>
 <b>Expenses</b>			
Program Expenditures	1,656,539	2,805,000	1,835,526
Program Expenditures - Administrative Moyer Rnd 16	<u>0</u>	<u>0</u>	<u>68,188</u>
 <b>Total Consolidated Program Expense</b>	 <b>1,656,539</b>	 <b>2,805,000</b>	 <b>1,903,714</b>

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# Antelope Valley AQMD

## Consolidated Budget (All Funds)

### Year to Year Comparison

	Approved Budget FY 2014	Estimated Actuals FY 13-14	Budget to Actual Change	Adopted Budget FY 14-15	FY14 Budget FY15 Budget Change
<b>Revenues</b>					
Permit Fees	524,310	547,020	22,710	619,000	94,690
Application Fees	32,000	31,700	(300)	35,500	3,500
Fines & Penalties	9,500	57,130	47,630	11,700	2,200
Interest Income	6,000	17,950	11,950	19,335	13,335
Other Revenue	0	15	15	0	0
Revenue from Programs	2,231,719	2,655,175	423,456	2,499,879	268,160
State Revenue	125,000	134,910	9,910	126,000	1,000
<b>Total Revenues</b>	<b>2,928,529</b>	<b>3,443,900</b>	<b>515,371</b>	<b>3,311,414</b>	<b>382,885</b>
<b>Expenses</b>					
<b>Personnel Expenses</b>					
Salaries & Wages	1,082,353	1,082,353	0	1,170,000	87,647
<b>Total Personnel Expenses</b>	<b>1,082,353</b>	<b>1,082,353</b>	<b>0</b>	<b>1,170,000</b>	<b>87,647</b>
<b>Operating Expenses</b>					
Communications	20,570	16,900	(3,670)	25,400	4,830
Dues & Subscriptions	6,500	7,600	1,100	6,700	200
Non-Depreciable Inventory	5,850	1,200	(4,650)	6,300	450
Legal	2,000	2,500	500	2,500	500
Professional Services	67,500	74,480	6,980	117,400	49,900
Maintenance & Repairs	6,400	5,400	(1,000)	7,000	600
Training & Travel	11,000	8,760	(2,240)	11,500	500
Vehicles	11,000	13,650	2,650	16,650	5,650
Office Expenses	99,550	95,710	(3,840)	96,650	(2,900)
Program Expenses	1,673,039	2,823,000	1,149,961	1,920,214	247,175
Miscellaneous Expenses	270	900	630	1,000	730
<b>Total Operating Expenses</b>	<b>1,903,679</b>	<b>3,050,100</b>	<b>1,146,421</b>	<b>2,211,314</b>	<b>307,635</b>
<b>Capital Expenses</b>					
Equipment	15,000	15,000	0	15,000	0
Software	35,000	35,000	0	35,000	0
<b>Total Capital Expenses</b>	<b>50,000</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	<b>0</b>
<b>Total Expenses</b>	<b>3,036,032</b>	<b>4,182,453</b>	<b>1,146,421</b>	<b>3,431,314</b>	<b>395,282</b>

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**Antelope Valley AQMD  
Financial History**

	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 ACTUAL
<b>REVENUE</b>							
APPLICATION FEES	61,091	104,332	97,955	59,965	71,107	68,607	70,071
FINES AND FORFEITURES	34,352	17,707	6,102	38,668	8,951	8,850	41,040
INTEREST INCOME	61,261	47,958	(31,930) <sup>1</sup>	13,385	9,963	6,490	4,008
OTHER INCOME	178	235	99,415 <sup>2</sup>	44,539	47,186	37,062	34,673
PERMIT FEES	311,725	315,662	385,658	388,096	388,955	456,964	484,004
PROGRAM FEES							
AB 923	538,487	539,499	582,643	523,532	513,191	546,078	530,545
AB 2766	1,076,974	1,078,997	1,018,329	1,047,065	1,026,382	1,092,156	1,061,091
OTHER	15,601	(1,290)	6,268	5,288	2,508	2,053	1,913
STATE CONTRACTS	5,934	15,338	3,880	30,836	26,976	32,319	22,635
STATE SUBVENTION	92,677	95,730	97,410	95,734	95,937	99,539	99,741
<b>REVENUE SUBTOTAL</b>	<b>2,198,278</b>	<b>2,214,167</b>	<b>2,265,729</b>	<b>2,247,107</b>	<b>2,191,156</b>	<b>2,350,118</b>	<b>2,349,721</b>
Unassigned Fund Balance from Prior Year	340,819	362,737	279,497	342,972	281,792	219,379	225,270
<b>TOTAL REVENUE</b>	<b>2,539,097</b>	<b>2,576,904</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>

1 Interest earnings to ARB

2 Carl Moyer Admin portion

<b>APPROPRIATIONS</b>							
CONTRACT COSTS							
PROGRAM STAFF (Salaries & Benefits)	795,172	876,313	937,735	952,951	975,969	990,826	1,034,633
SUPPLIES AND SERVICES	127,483	162,862	139,900	140,431	83,750	68,991	31,157
DIRECT COSTS	73,136	71,271	102,498	53,550	120,933	138,303	172,083
FIXED ASSETS	55,595	55,076	64,606	66,491	103,273	103,178	69,324
GRANT PROGRAM EXPENSES	1,076,974	1,078,997	1,067,315	1,047,065	923,744	1,037,549	1,060,881
OTHER CHARGES	48,000	25,388	45,200	47,800	55,900	5,378	16,877
<b>TOTAL APPROPRIATIONS</b>	<b>2,176,360</b>	<b>2,269,907</b>	<b>2,357,254</b>	<b>2,308,288</b>	<b>2,263,568</b>	<b>2,344,224</b>	<b>2,384,955</b>
<b>FUND BALANCE</b>	<b>362,737</b>	<b>306,997</b>	<b>187,972</b>	<b>281,792</b>	<b>209,379</b>	<b>225,273</b>	<b>190,037</b>
<b>CHANGES TO FUND BALANCE DESIGNATIONS</b>							
<b>Committed Fund Balance</b>							
Operating Cash Reserves	-	-	110,000	-	(10,000)	-	20,000
<b>Assigned Fund Balance</b>							
Special Project Reserves	-	15,000	(265,000)	-	-	-	-
Grants from the Fund Balance	-	12,500	-	-	-	-	-
<b>Total Fund Balance Designations</b>	<b>-</b>	<b>27,500</b>	<b>(155,000)</b>	<b>-</b>	<b>(10,000)</b>	<b>-</b>	<b>20,000</b>

<b>TOTAL FUND BALANCE DESIGNATIONS (see p. 8)</b>							
Operating Cash Reserves	200,000	200,000	310,000	310,000	300,000	300,000	320,000
Special Project Reserves	250,000	265,000	-	-	-	-	-
	<u>450,000</u>	<u>465,000</u>	<u>310,000</u>	<u>310,000</u>	<u>300,000</u>	<u>300,000</u>	<u>320,000</u>
<b>UNASSIGNED FUND BALANCE</b>	<b>362,737</b>	<b>279,497</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)*	0.0%	7.0%	3.1%	0.0%	2.0%	2.3%	12.0%
		*FY 2006: 14%					

**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**  
**Schedule of Fund Balances**

	General Fund			AB 2766			AB 923			Carl Moyer		
	Actual 6/30/2013	Estimated 6/30/14	Projected 6/30/2015	Actual 6/30/2013	Estimated 6/30/14	Projected 6/30/2015	Actual 6/30/2013	Estimated 6/30/14	Projected 6/30/2015	Actual 6/30/2013	Estimated 6/30/14	Projected 6/30/2015
<b>Beginning Fund Balance</b>	525,270	490,037	502,209	1,662,390	1,244,060	706,560	1,068,610	1,605,232	1,401,232	36,140	37,343	-
Revenues	1,288,735	1,389,275	1,407,700	537,508	547,500	551,000	536,622	546,000	549,800	178,735	961,125	802,914
Expenses	<u>(1,323,969)</u>	<u>(1,377,103)</u>	<u>(1,527,250)</u>	<u>(955,837)</u>	<u>(1,085,000)</u>	<u>(551,000)</u>	-	<u>(750,000)</u>	<u>(549,800)</u>	<u>(177,533)</u>	<u>(998,468)</u>	<u>(802,914)</u>
Net Increase (Decrease) in Fund Balance	(35,233)	12,172	(119,550)	(418,330)	(537,500)	-	536,622	(204,000)	-	1,203	(37,343)	-
Projected Ending Fund Balance, June 30	490,037	502,209	382,659	1,244,060	706,560	706,560	1,605,232	1,401,232	1,401,232	37,343	-	-
<b>Fund Balance Designations</b>												
Reserved for Grants				825,732	514,942	706,560	2,141,854	1,135,149	1,401,232	37,343	-	-
Committed: Operating Cash Reserves	320,000	330,000	370,000	-	-	-	-	-	-	-	-	-
Unassigned Fund Balance	170,037	172,209	12,659	418,328	191,618	-	(536,622)	266,083	-	-	-	-
Projected Total: Reserved and Unassigned Fund Balances	490,037	502,209	382,659	1,244,060	706,560	706,560	1,605,232	1,401,232	1,401,232	37,343	-	-

The Carl Moyer Grant program requires that granted funds are obligated in the year they are awarded. Funds are never allowed to "carry over."

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**ANTELOPE VALLEY AQMD**  
**Program Staff**  
**FY 2014-15**

<b>Program</b>	<b>FY 13-14 Contracted Hours</b>	<b>FY 14-15 Contracted Hours</b>	<b>Average Contract Cost/hr</b>	<b>Annual Contract Cost</b>	<b>FTE</b>
Lancaster Office	12,480	12,480	\$ 68.61	\$ 856,259	6.00
Planning, Grants, and Rulemaking	390	260	61.07	19,386.96	0.13
Air Monitoring and Surveillance	208	208	62.15	12,927.88	0.10
Compliance	52	156	66.33	15,171.14	0.08
Stationary Sources	1,391	858	84.70	70,185.03	0.41
Executive Management and Legal	234	546	237.92	51,734.56	0.26
Community Relations & Education	52	273	72.43	24,279.68	0.13
Administration	1,521	1,859	68.50	119,014.07	0.89
<b>TOTAL</b>	<b>16,328</b>	<b>16,640</b>		<b>\$ 1,168,959</b>	<b>8.00</b>

Full Time Equivalents (FTE)      7.85      8.00

<b>Fiscal Year Comparison:</b>	<b><u>Contract Cost</u></b>	<b><u>FTE</u></b>
Fiscal Year 2013-14	\$ 1,082,353	7.85
Fiscal Year 2014-15	\$ 1,168,959	8.00
Percent Change:	7.41%	1.88%

## 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 306
Title V Permit Rev	Permit fees for Federal Permit Program

#### Application Fees

ERC Application Fees	Emission Reduction Credit-Rule 313
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	

#### Federal Revenue

ARB (PM <sub>2.5</sub> Program)	Federal 103 grant pass through (via CAPCOA) funding to support PM <sub>2.5</sub> monitoring
Section 105 (PSD)	Federal EPA 105 Pilot Grant (established FY 12) to develop PSD Program
Federal Grants and Agreements	Grant awards and fee for services with federal agencies.

#### 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 or in trust, all funds
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#### Other Revenue

Contracts	Reimbursement for contracted services: Antelope Valley AQMD, Ft. Irwin, Twentynine Palms Marine Base
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#### 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

#### State Revenue

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

## BUDGET CATEGORY DESCRIPTIONS

<b>EXPENSES</b>	
Program Staff	Contracted costs to provide staff for District operations
<b>OPERATING EXPENSES</b>	
Communications	Telephones, cellular phones, video teleconferencing, internet, cable service, web hosting, and related tech support
Dues & Subscriptions	District memberships and sponsorships, publications and subscriptions, allowances for professional dues (negotiated two per employee)
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, personnel and labor relations; publication costs for required notices
Professional Services	Support contract expenses: San Bernardino County, third party payroll services, financial services including annual fiscal audit, research studies consulting fees, Board stipends
Maintenance & Repairs	General building maintenance, custodial services, landscaping, on site equipment repair
Training & Travel	Employee training; professional development and related travel expenses; general travel expenses
Vehicles	Lease costs, gas and oil, maintenance and repair, insurance for District's fleet
Office Expenses	Software, utilities, Supplies, facility leases, 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, OPEB (retiree health benefits program) related
<b>CAPITAL EXPENSES</b>	
Furniture & Fixtures	Threshold: \$5,000
Equipment	Threshold: \$5,000
Vehicles	Vehicles not otherwise leased
Computers	Threshold: \$5,000
Software	Capitalized costs associated with major application software (CAPS, Questys, AccuFund)

## ACRONYMS

<b>AB 923</b>	Incentive based emission reduction funding collected for specific projects as allowed in the Health and Safety code §44229.
<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 §44220 <i>ff</i> )
<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>H&amp;S</b>	California Health & Safety Code
<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>PERP</b>	Portable Equipment Registration Program
<b>PSD</b>	Prevention of Significant Deterioration
<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
<b>WAN</b>	Wide Area Network - a system to connect remote computers for data exchange

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

***AGENDA ITEM 9***

**DATE:** June 17, 2014

**RECOMMENDATION:** Adopt a Resolution approving and adopting Budget for Fiscal Year 2014-15.

**SUMMARY:** The budget for Fiscal Year 2014-15 is presented to the Governing Board for adoption and implementation beginning July 1, 2014.

**BACKGROUND:** A budget represents a financial plan to meet the anticipated obligations and challenges for the fiscal year beginning July 1. The proposed FY 2014-15 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, 2014.


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 20, 2014, and continued to this meeting.

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 2, 2014.

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 9*

**PAGE 2**

**FINANCIAL DATA:** The FY 2014-15 Budget for expenses (all funds) totals \$3,431,314, with anticipated revenues of \$3,431,314, using \$119,900 of the unassigned fund balance. A Committed Fund Balance designated for Operating Cash Reserves is funded in the amount of \$370,000.

**PRESENTER:** Jean Bracy, Director of Administrative Services

**ACTION OF THE GOVERNING BOARD**

**APPROVED**

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

**Ayes: 5 CRIST, CHELETTE, HAWKINS, LAWSON, MANN**

**Noes: 2 DISPENZA, LEDFORD**

**Absent:**

**Abstain:**

**Vacant:**

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

**BY** Crystal Goree

**Dated: June 17, 2014**

**Ref: Resolution 14-03 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 2014-15."**

**RESOLUTION NO. 14-03**

**A RESOLUTION OF THE GOVERNING BOARD OF THE ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT APPROVING AND ADOPTING THE PROPOSED OPERATING BUDGET FOR FISCAL YEAR 2014-15.**

On June 17, 2014, on motion by Member **HAWKINS**, seconded by Member **MANN**, and carried, the following resolution is adopted:

**WHEREAS**, the Operations Manager has submitted to the Governing Board an annual budget for the Antelope Valley Air Quality Management District (AVAQMD) for the fiscal year 2014-15; 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 20, 2014 and continued to June 17, 2014; and

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

**WHEREAS**, the expenses budgeted for all funds for fiscal year 2014-15 are \$3,431,314 (Three Million Four Hundred Thirty One Thousand, Three Hundred Fourteen Dollars); and

**WHEREAS**, the revenue budgeted from all funds for fiscal year 2014-15 is \$3,311,414 (Three Million Three Hundred Eleven Thousand Four Hundred Fourteen Dollars) with resources available from the Unassigned Fund Balances in the amount of \$119,900 (One Hundred Nineteen Thousand Nine Hundred Dollars); and

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

**RESOLUTION NO. 14-03**

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Board of the Antelope Valley Air Quality Management District, the following:

The annual budget for the AVAQMD for the fiscal year 2014-15 is hereby approved and adopted, and the amounts of proposed expenditures, as specified, are appropriate for the account classifications as herein specified.

A. The 2014-15 Budget for expenses is hereby adopted, establishing the following:

<u>ACCOUNT CLASSIFICATION</u>	<u>2014-15 ADOPTED BUDGET</u>
Program Staff (Personnel Expenses)	\$1,170,000
Operating Expenses	291,100
Program (Grant) Expenses	1,920,214
Fixed Assets	<u>50,000</u>
<b>TOTAL APPROPRIATIONS BUDGET</b>	<b>\$3,431,314</b>

B. The 2014-15 Budget for revenue is hereby adopted, establishing a revenue base for the expenditures noted above:

<u>ACCOUNT CLASSIFICATION</u>	<u>2014-15 ADOPTED BUDGET</u>
Permit Fees	\$619,000
Application Fees	35,500
Fines & Penalties	11,700
Interest Income (all funds)	19,335
Revenue from (Grant) Programs	2,499,879
State Revenue	<u>126,000</u>
<b>SUBTOTAL</b>	<b>\$3,311,414</b>
Transfer from Unassigned Fund Balances	119,900
<b>TOTAL REVENUE BUDGET</b>	<b>\$3,431,314</b>
Committed Fund Balance for Cash Reserves	370,000

Pursuant to Section 53901 of The California Government Code, within 60 days after the 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 NO. 14-03**

**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, MANN, LAWSON, CHELETTE, HAWKINS**

**NOES: 2 MEMBER: LEDFORD, DISPENZA**

**ABSENT: MEMBER:**

**ABSTAIN: MEMBER:**

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

I, Crystal Goree, Deputy Clerk of the Governing Board of the Antelope Valley Air Quality Management District, hereby certify the foregoing to be a full, true and correct copy of the record of the action as the same appears in the Official Minutes of said Governing Board at its meeting of June 17, 2014.

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