

Antelope Valley Air Quality Management District Governing Board Regular Meeting

Agenda

LOCATION

**ANTELOPE VALLEY AQMD District Office
43301 Division Street, Suite 206
Lancaster, CA 93535
661.723.8070
TUESDAY, MAY 15, 2018
10:00 A.M.**

BOARD MEMBERS

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

IF YOU CHALLENGE ANY DECISION REGARDING ANY OF THE LISTED PROPOSALS IN COURT, YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUES YOU OR SOMEONE ELSE RAISED DURING THE PUBLIC TESTIMONY PERIOD REGARDING THAT PROPOSAL OR IN WRITTEN CORRESPONDENCE DELIVERED TO THE GOVERNING BOARD AT, OR PRIOR TO, THE PUBLIC HEARING.

DUE TO TIME CONSTRAINTS AND THE NUMBER OF PERSONS WISHING TO GIVE ORAL TESTIMONY, PUBLIC COMMENTS ARE LIMITED TO FIVE MINUTES PER SPEAKER. YOU MAY WISH TO MAKE YOUR COMMENTS IN WRITING TO ASSURE THAT YOU ARE ABLE TO EXPRESS YOURSELF ADEQUATELY.

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

Public Comments on any Agenda Item will be heard at the time of discussion of the Agenda Item. Public Comments not pertaining to Agenda Items will be heard during the PUBLIC COMMENT period below.

CALL TO ORDER 10:00 A.M.

Pledge of Allegiance.

Roll Call

PUBLIC COMMENT

CONSENT CALENDAR

The following consent items are expected to be routine and non-controversial and will be acted upon by the Board at one time without discussion unless a Board Member, staff member or a member of the public request an item be held for discussion under DEFERRED ITEMS.

1. [Approve Minutes from Regular Governing Board Meeting of April 17, 2018.](#)
2. [Monthly Activity Report. Receive and File. Presenter: Bret Banks.](#)
3. [Monthly Grant Fund Summary. Receive and File. Presenter: Bret Banks.](#)
4. [Amend Governing Board Policy 13-01 – Provision and Retention of Public Records. Presenter: Bret Banks.](#)
5. [Approve payment to MDAQMD in the total amount of \\$95,556.10, subject to availability of funds, for services provided during the month of March 2018. Presenter: Bret Banks.](#)

ITEMS FOR DISCUSSION

DEFERRED ITEMS

NEW BUSINESS

6. [Conduct Public Hearing to consider the proposed AVAQMD Budget for FY 2018-19: a. Open public hearing; b. Receive staff report; c. Receive public testimony; d. Continue to the meeting of June 19, 2018 for adoption. Presenter: Bret Banks.](#)
7. [1\) Authorize \\$15,000 in Mobile Emission Reductions Program \(AB 2766\) funds to the Alternative Fuel Vehicle Program; and 2\) Authorize the Executive Director/APCO and staff to execute the Alternative Fuel Vehicle Program as outlined in the Work Plan. Presenter: Julie McKeehan.](#)
8. [1\) Award an amount not to exceed \\$15,200 in Mobile Source Emission Reductions Program \(AB 923\) funds to Home2 Suites by Hilton Palmdale toward infrastructure and installation of Electric Vehicle Charging Stations; and 2\) Authorize the Executive Director/APCO and staff to negotiate target time frames and technical project details and execute an agreement, approved as to legal form by the Office of District Counsel. Presenter: Julie McKeehan.](#)
9. [1\) Award an amount not to exceed \\$59,155 in Carl Moyer Program funds to McCarthy Steel to replace an older diesel-powered heavy-duty forklift with new, clean technology; and 2\) Authorize the Executive Director/APCO and staff to negotiate target time frames and technical project details and execute an agreement.](#)

approved as to legal form by the Office of District Counsel. Presenter: Julie McKeehan.

10. 1) Award an amount not to exceed \$30,640 in Mobile Source Emission Reductions Program (AB 923) funds to Sierra Commons SPE, LLC toward infrastructure and installation of Electric Vehicle Charging Stations; and 2) Authorize the Executive Director/APCO and staff to negotiate target time frames and technical project details and execute an agreement, approved as to legal form by the Office of District Counsel. Presenter: Julie McKeehan.
11. Reports: Governing Board Counsel, Executive Director/APCO, Staff.
12. Board Member Reports and Suggestions for Future Agenda Items.
13. Adjourn to Regular Governing Board Meeting of Tuesday, June 19, 2018.

In compliance with the Americans with Disabilities Act, if special assistance is needed to participate in the Board Meeting, please contact the Executive Director during regular business hours at 661.723.8070 x2. Notification received 48 hours prior to the meeting will enable the District to make reasonable accommodations.

I hereby certify, under penalty of perjury, that this agenda has been posted 72 hours prior to the stated meeting in a place accessible to the public. Copies of this agenda and any or all additional materials relating thereto are available at the District Office at 43301 Division Street, Suite 206, Lancaster, CA 93535 or by contacting Deanna Hernandez at 760.245.1661 x6244 or by email at dhernandez@mdaqmd.ca.gov .

Mailed & Posted on: Tuesday, May 8, 2018.

Deanna Hernandez

The following page(s) contain the backup material for Agenda Item: [Approve Minutes from Regular Governing Board Meeting of April 17, 2018.](#)

**ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT
GOVERNING BOARD MEETING
TUESDAY, APRIL 17, 2018
ANTELOPE VALLEY DISTRICT OFFICE
LANCASTER, CA**

MINUTES

Board Members Present:

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

Board Members Absent:

CALL TO ORDER

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

PUBLIC COMMENT

Chair **MARVIN CRIST** called for PUBLIC COMMENT – Public Comment made by Jacqueline Ayer on a non-agenda item. Ms. Ayer, representing the Association of Rural Town Councils (ARTC), reported on the progress of the implementation of the Community Air Protection Program Assembly Bill 617 focusing on disadvantaged communities and sensitive receptor locations.

CONSENT CALENDAR – Consent items were acted upon by the Board at one time without discussion.

Agenda Item #1 - Approve Minutes from Regular Governing Board Meeting of March 20, 2018.

Upon motion by **HOFBAUER**, seconded by **HAWKINS**, and unanimously approved, the Board **Approved** Minutes from Regular Governing Board Meeting of March 20, 2018.

Agenda Item #2 – Monthly Activity Report. Receive and file. Presenter: Bret Banks.

Upon motion by **HOFBAUER**, seconded by **HAWKINS**, and unanimously approved, the Board **Received and Filed** the Monthly Activity Report.

Agenda Item #3 – Monthly Grant Fund Summary. Receive and file.

Presenter: Bret Banks.

Upon motion by **HOFBAUER**, seconded by **HAWKINS**, and unanimously approved, the Board **Received and Filed** the Monthly Grant Fund Summary.

Agenda Item #4 - 1) Rescind award amount not to exceed \$100,000 in Carl Moyer Program and Mobile Source Emission Reductions Program (AB 2766) funds to Kyle & Kyle Ranches for the replacement of an older heavy-duty on-road diesel Hay Squeeze with newer, cleaner diesel engine technology and authorize award to be fully funded with AB 2766 funds; and 2) Authorize the Executive Director/APCO and staff to negotiate target time frames and technical project details and execute an agreement, approved as to legal form by the Office of District Counsel. Presenter: Julie McKeehan.

Upon motion by **HOFBAUER**, seconded by **HAWKINS**, and unanimously approved, the Board **Rescinded** the award amount to Kyle & Kyle Ranches.

ITEMS FOR DISCUSSION

DEFERRED

None.

PUBLIC HEARINGS

None.

NEW BUSINESS

Agenda Item #5 - AVAQMD Budget Development Overview Discussion.

Presenter: Bret Banks.

Bret Banks shared background information and answered questions from the Board. Board discussion directed staff to focus on solar projects, application of imposed fines increases from 1% to 3% and increase reserves from a 10% increase to possibly 15% or 20%. No action taken by the Board as this item is informational only.

Agenda Item #6 - 1) Award an amount not to exceed \$185,943 in Carl Moyer Program funds to McWhirter Steel to replace two (2) older diesel-powered heavy-duty forklifts with new, clean technology; and 2) Authorize the Executive Director/APCO and staff to negotiate target time frames and technical project details and execute an agreement, approved as to legal form by the Office of District Counsel.

Presenter: Julie McKeehan.

Julie McKeehan shared background information and answered questions from the Board. After discussion and upon Motion by **BISHOP**, seconded by **CHELETTE**, and unanimously approved, the Board: 1) **Awarded** an amount not to exceed \$185,943 in Carl Moyer Program funds to McWhirter Steel to replace two (2) older diesel-powered heavy-duty forklifts with new, clean technology; and 2) **Authorized** the Executive Director/APCO and staff to negotiate target time frames and technical project details and execute an agreement, approved as to legal form by the Office of District Counsel.

Agenda Item #7 - Reports

Governing Board Counsel –

- Counsel Allison Burns thanked the Board for timely filing of their Form 700.

Executive Director/APCO –

- Bret Banks informed the Board the Annual Lawn Mower Exchange Event “Mow Down Air Pollution” will be held Saturday, June 2, 2018 at the Antelope Valley Environmental Collection Center in Palmdale and on Saturday, June 23, 2018 at the City of Lancaster Maintenance Yard in Lancaster.

Staff – None.

Agenda Item #8 - Board Member Reports and Suggestions for Future Agenda Items.

- Board Member **Hawkins** commented on dust mitigation within local neighborhoods; discussion led the subject matter is defined as a public nuisance issue.
- Board Member **Hofbauer** requested that a one-page fact sheet on services and programs available be prepared for distribution to the public.

Agenda Item #9 – Meeting Adjourned at 10:38 a.m. to Regular Governing Board Meeting of Tuesday, May 15, 2018.

The following page(s) contain the backup material for Agenda Item: [Monthly Activity Report. Receive and File. Presenter: Bret Banks.](#)

Item #2 Monthly Activity Report – April 2018

| | <u>APR 2018</u> | <u>APR 2017</u> | <u>YTD (7/1/18)</u> |
|--------------------------------------|-----------------|-----------------|---------------------|
| Complaints | 1 | 2 | 11 |
| Complaint Investigations | 1 | 2 | 11 |
| Asbestos Notifications | 4 | 8 | 57 |
| Asbestos Inspections | 0 | 0 | 0 |
| Permit Inspections | 136 | 123 | 981 |
| Permit Inspections in Compliance (%) | 100 | 99 | 100 |
| Notice of Violation (NOV) | 0 | 1 | 4 |

***Outstanding NOVs**

- AV00000187, Issued 02/2016
- AV00000207, Issued 06/2017
- AV00000208, Issued 07/2017
- AV00000210, Issued 02/2018
- AV00000211, Issued 03/2018

Number of Active Companies: 276
Number of Active Facilities: 519
Number of Active Permits: 1,071

Project Comment Letters – April 2018

Attached

| AVAQMD CEQA PROJECTS | | | | | | |
|----------------------|----------|------------------------------|---|--|-----------|-----------|
| BOARD MEETING | | | | | | |
| 5/15/2018 | | | | | | |
| Date Rec'd | Location | Project Name | Description | Comment | Date Due | Date Sent |
| 4/4/2018 | COL | sPower-Antelope Expansion 1B | CUP 18-09, GPA 18-04 ZC 18-04 25 mw Solar facility on 135 acres located at Avenue H, Avenue H-12, 67th Street West and 75th Street West | DCP ARB Construction Equip | 4/27/2018 | 4/9/2018 |
| 4/9/2018 | COP | Quail Valley, LLC | GPA 18-001, PD 18-001, TTM 65813 Subdivide 667 acres in to 791 lots for single family residence located south of Avenue S and 1.2 miles west of SR-14 | DCP ARB Construction Equip | 4/11/2018 | 4/9/2018 |
| 4/9/2018 | COP | T-Mobile Wireless | CUP 13-025 project is a request to expand an existing telecommunication facility by adding 216 sf located at 2270 E Palmdale Blvd | No Comment | 4/11/2018 | 4/9/2018 |
| 4/9/2018 | COP | Coastal Business Group | Pre-Application 18-009 for a wireless facility located on the roof of Ashley Furniture at 39626 10th Street West | No Comment | 4/11/2018 | 4/9/2018 |
| 4/9/2018 | COP | Verizon Wireless Facility | CUP 18-005 for the proposed construction of a Verizon telecommunication facility to be located at 1529 East Palmdale Blvd | DCP Permits if needed ARB Construction Equipment | 4/11/2018 | 4/9/2018 |
| 4/23/2018 | COP | Sprint Wireless Facility | CUP 18-007 for the proposed construction of a Sprint telecommunication facility to be located at 2531 Olive Dr | DCP Permits if needed ARB Construction Equipment | 4/25/2018 | 4/24/2018 |

| | | | | | | |
|-----------|-----|-------------------|---|---|-----------|-----------|
| 4/23/2018 | COP | Palm Motel | CUP 18-006 to legalize an existing motel located at 38535 6th Street East | Asbestos/Demo Permits if needed ARB Construction Equipment | 4/25/2018 | 4/24/2018 |
| 4/23/2018 | COP | Palmdale Place | SPR 5-85-1 and Major Mod to develop two commercial buildings totaling 21,566 square feet on 3.42 acres located at 2255 East Palmdale Blvd | DCP Permits if needed ARB Construction Equipment | 4/25/2018 | 4/24/2018 |
| 4/23/2018 | COP | 20th and Rancho | GPA 18-003, ZC 18-003, TTM 82174 requesting to subdivide 5 acres into 20 multi-family lots consisting of 60 units and one detention basin lot; TTM 82175 requesting to subdivide 10 acres in 48 single family lots with one detention basin; SPR 18-006 requesting to develop 33 acres into 20 single family residences, triplexes and apartments to be located at 20th Street West and Rancho Vista Blvd | DCP ARB Construction Equip | 4/25/2018 | 04/24/218 |
| 4/23/2018 | COP | 42nd and Avenue S | GPA 18-002, ZC 18-002, TTM 82173, SPR 18-005 request to subdivide 5 acres into 18 multi family lots with one detention basin and the construction of 18 townhome buildings totaling 4,206 sf per building to be located at Avenue S and 42nd Street East | DCP ARB Construction Equip | 4/25/2018 | 4/24/2018 |

The following page(s) contain the backup material for Agenda Item: [Monthly Grant Fund Summary. Receive and File. Presenter: Bret Banks.](#)

ITEM #3 - MONTHLY GRANT FUND SUMMARY

| | |
|---|--------------|
| AB 2766 (\$4 DMV Fee) Annual Allocation for Mobile Projects | \$419,724.00 |
| AB 923 (\$2 DMV Fee) Annual Allocation for Mobile Projects | \$599,375.00 |

AB 2766, AB 923 & Carl Moyer Program Projects & Balances

AB 2766 PROJECT FUNDS

| <i>Action Date</i> | <i>Project Name</i> | <i>Approved Action</i> |
|--------------------|--|------------------------|
| Jan-15 | R & R Pipeline, Inc. Grant Funds Returned | 20,700.00 rec'd |
| Jan-15 | AFV Program Add'l Funds AV0414#11 | -17,000.00 paid |
| Mar-15 | Projected AFV applications for 2015 | -60,000.00 paid |
| Apr-15 | Return of Truck Retrofit Funds | 6,718.00 rec'd |
| Jun-15 | AVTA - Public Transit Programs AV0615#11 /0715#S-1 | -200,000.00 paid |
| Oct-15 | AFV Program Add'l Funds AV0414#11 | -14,000.00 paid |
| Feb-16 | LA County Sheriff's Alt. Patrol Project AV0216#9 | -50,000.00 paid |
| Mar-16 | AVC Equipment Replacement AV0314#14 | -1,886.00 paid |
| Mar-16 | AVLAW, LLC EV Charging Repair AV0316#11 | -2,117.00 paid |
| Apr-16 | AV Produce TRU Replacement Project AV0416#12 | -16,203.00 paid |
| Apr-16 | LA County Sheriff's Bio Diesel Truck Project AV0416#11 | -50,000.00 paid |
| Jul-16 | City of Palmdale Electric Infrastructure ADA Req AV0716#10 | -59,700.00 paid |
| Aug-16 | AFV Program Add'l Funds AV0816#9 | -34,500.00 paid |
| Aug-16 | AVC Free Fare Pilot Program for Students AV0816#7 | -30,000.00 paid |
| Sep-16 | LA Cty Sheriff's Bike Patrol Proj. Palmdale/Lancaster AV0916#11 | -35,143.00 paid |
| Sep-16 | AVTA - Public Transit Programs AV0916#8 | 120,000.00 paid |
| Dec-16 | A-Z Engine Systems Repair AV1216#12 | 3,756.00 paid |
| Feb-17 | AFV Program Add'l Funds AV0117#8 | -40,000.00 paid |
| Mar-17 | VAVR Program - Projects to EES AV0317#9 | -60,000.00 paid |
| May-17 | American Plumbing Services AV0517#8 | -32,252.58 paid |
| May-17 | AV Fair Assoc. Forklift Replacement Project AV0517#9 | -21,616.00 pending |
| Jun-17 | Electric Commerical Grounds Keeping Pilot Program AV0617#13 | -127,500.00 paid |
| Jul-17 | Hemme Hay & Feed Off-road/On-road Vehicle Project AV0717# | -134,310.00 pending |
| Aug-17 | AV Fair Assoc. B20 Truck Project AV0817#7 | -50,000.00 pending |
| Aug-17 | LA County Sheriff's/AV BoostersOff-road Utility Equipment AV0817#S-1 | -35,000.00 pending |
| Sept.17 | AV Fair Assoc. ERP Electric Carts AV0917#13 | -9,253.00 pending |
| Oct-17 | AVTA Electric Transit Bus Project AV1017#7 | -58,406.14 pending |
| Dec-17 | LA County Sheriff's Bio Diesel Truck Project AV0416#11 | -50,000.00 pending |
| Feb-18 | Kyle & Kyle Ranches On-road Vehicle Project AV0218#8 | -68,016.00 pending |
| Mar-18 | Kyle & Kyle Ranches On-road Vehicle Project AV0318# | -31,984.00 pending |
| Mar-18 | 2018 Lawn Mower Exchange Program AV0318#12 | -10,000.00 pending |

AB 2766 PROJECTS CURRENT BALANCE

\$34,378.64

| <i>Action Date</i> | <i>Project Name</i> | <i>Pending Action</i> |
|--------------------|---------------------------------|-----------------------|
| May-18 | AFV Program Add'l Funds AV0517# | -15,000.00 |

\$19,378.64

AB 2766 PROJECTS BALANCE PENDING APPROVAL

AB 923 PROJECT FUNDS

| <i>Action Date</i> | <i>Project Name</i> | <i>Approved Action</i> |
|---------------------------|---|-------------------------------|
| Apr-15 | Calandri SonRise Farms ERP Project #3 AV0415#8 | -78,372.75 paid |
| Apr-15 | 2016 Lawn Mower Exchange Program | -11,200.00 paid |
| May-15 | Gene Wheeler Farms ERP Project #2 AV0515#10 | -142,010.00 paid |
| Aug-15 | VAVR Program - Projects & Admin. to EES AV0815#6 | -60,000.00 paid |
| Nov-15 | Calandri SonRise Farms Repower Project #4 AV1115#9 | -116,471.00 paid |
| Jan-16 | Antelope Valley Farming ERP Project #1 AV0116#8 | -181,530.00 paid |
| Mar-16 | Ebee Streetlight EV Charging Project AV0316#10 | -25,000.00 paid |
| Apr-16 | VAVR Program - Admin to EES AV0416#10 | -60,000.00 paid |
| Apr-16 | 2016 Lawn Mower Exchange Program | -11,200.00 paid |
| Aug-16 | Calandri SonRise Farms Harvesting Project AV0816#8 | -406,065.00 paid |
| Oct-16 | Antelope Valley Farming ERP Project #2 AV1016#10 | -12,940.38 paid |
| Dec-16 | AVSTA CNG Tank Replacement AV1216#11 | -63,377.00 paid |
| Dec-16 | SCE Charge Ready Pilot Project AV1216#10 | -37,635.11 paid |
| Feb-17 | City of Palmdale Vanpool/Infrastructure Project AV0117#12 | -124,137.00 pending |
| Feb-17 | City of Lancaster Vanpool/Infrastructure Project AV0117#11 | -61,925.00 pending |
| Mar-17 | 2017 Lawn Mower Exchange Program AV0317#10 | -10,730.00 paid |
| Jul-17 | Palmdale Water District EV Charging Project AV0717#9 | -18,520.00 paid |
| Sep-17 | City of Palmdale/SCE EV Charging Project AV0917#11 | -17,218.00 pending |
| Sep-17 | AVSTA CNG Tank Replacement AV0917#12 | -16,000.00 pending |
| Oct-17 | AV Farming ERP Project #1 AV1017#11 | -38,622.00 pending |
| Oct-17 | AVTA Electric Transit Bus Project AV1017#7 | -207,387.32 pending |
| Jan-18 | Wilsona School District EV School Bus Charging Project AV0118#8 | -49,976.00 pending |
| Feb-18 | VAVR Program - Projects to EES AV0218#7 | -47,000.00 paid |
| Mar-18 | 2018 Lawn Mower Exchange Program AV0318#12 | -10,000.00 pending |
| Mar-18 | Robertsons Palmdale Honda EV Charging Project AV0318#9 | -86,000.00 pending |

AB 923 PROJECTS CURRENT BALANCE

\$147,543.82

Action Date Project Name

Pending Action

AB 923 PROJECTS BALANCE PENDING APPROVAL

\$147,543.82

CARL MOYER PROGRAM PROJECT FUNDS

Action Date Project Name

Approved Action

| | | |
|--|-------------------|---------|
| Mar-15 Carl Moyer Prog. Funds Year 17 (FY 14-15) Deposit | 637,511.00 | recv'd |
| Mar-15 Carl Moyer Interest (FY 13-14) added to Year 17 Deposit | 834.45 | recv'd |
| Apr-15 Calandri SonRise Farms ERP Project #3 AV0415#8 | -284,211.25 | paid |
| Apr-15 High Desert Dairy ERP Project #3 AV0415#7 | -134,239.00 | paid |
| Nov-15 Bill's Landscaping ERP Project #1 AV1115#7 | -78,873.00 | paid |
| Nov-15 Gall Brothers Engineering ERP Project #1 AV1115#8 | -138,715.00 | paid |
| Feb-16 MDAQMD Year 16 Transfer AV0216#7 Deposit | 324,480.00 | recv'd |
| Mar-16 High Desert Dairy ERP Project #4 AV0316#8 | -139,224.00 | paid |
| Mar-16 Calandri SonRise Farms ERP Project #5 AV0316#9 | -83,983.00 | paid |
| Mar-15 Carl Moyer Prog. Funds Year 18 (FY 15-16) Deposit | 659,588.00 | recv'd |
| Mar-15 Carl Moyer Interest (FY 14-15) added to Year 18 Deposit | 1,573.18 | recv'd |
| Apr-16 Lane Ranch & Co. ERP Project AV0416#8 | -99,989.56 | paid |
| Apr-16 Bill's Landscaping ERP Project #2 AV0416#9 | -79,916.00 | paid |
| Jun-16 Calandri SonRise Farms Forklift Project #6 AV0616#8 | -60,985.00 | paid |
| Jun-16 Antelope Valley Fair Assoc. Forklift Project AV0616#9 | -51,460.00 | paid |
| Jul-16 Bolthouse ERP Project AV0716#11 | -18,927.00 | paid |
| Jul-16 South Pac Industries ERP Project AV0716#9 | -181,114.00 | paid |
| Sep-16 High Desert Dairy ERP Project #4 AV0916#9 | -158,663.00 | paid |
| Sep-16 Gall Brothers Engineering ERP Project #2 AV0916#10 | -77,896.00 | paid |
| Oct-16 Antelop Valley Farming ERP Project #2 AV1016#10 | -34,943.62 | paid |
| Apr-17 Carl Moyer Prog. Funds Year 19 (FY 16-17) Deposit | 669,301.00 | recv'd |
| Apr-17 Carl Moyer Interest (FY 15-16 & FY 16-17) added to Year 19 Depos | 7,375.00 | recv'd |
| May-17 AV Fair Assoc. AV0517#9 | -15,130.00 | pending |
| Jun-17 High Desert Dairy ERP Project #6 AV0617#12 | -170,159.00 | paid |
| Oct-17 AV Farming ERP Project #1 AV1017# | -9,814.00 | pending |
| Oct-17 Miller Equipment ERP Project #1 AV1017#11 | -284,887.00 | paid |
| Oct-17 New West Metals ERP Project #1 AV1017#6 | -98,581.00 | pending |
| Oct-17 Nick Van Dam Farms ERP Project #1 AV1017#10 | -49,600.00 | paid |
| Apr-18 Carl Moyer Prog. Funds Year 20 (FY 17-18) Deposit | 701,526.00 | recv'd |
| Apr-18 McWhirter Steel Forklift Repl. Proj. #1 AV0418#6 Rd. 19 | -50,000.05 | pending |
| Apr-18 McWhirter Steel Forklift Repl. Proj. #1 AV0418#6 Rd. 20 | -135,942.95 | pending |

CARL MOYER PROJECTS CURRENT BALANCE

\$565,583.05

Action Date Project Name

Pending Action

May-18 McCarthy Steel Forklift Repl. Proj. #1 AV0518# Rd. 20

-59,155.00

CARL MOYER PROJECTS BALANCE PENDING APPROVAL

\$506,428.05

The following page(s) contain the backup material for Agenda Item: [Amend Governing Board Policy 13-01 – Provision and Retention of Public Records](#). Presenter: [Bret Banks](#).

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

AGENDA ITEM #4

DATE: May 15, 2015

RECOMMENDATION: Amend Governing Board Policy 13-01 – Provision and Retention of Public Records.

SUMMARY: This item amends existing Governing Board Policy 93-2 – Provision and Retention of Public Records to clarify the Board’s policies on all public records and delegate specific implementation authority to the Air Pollution Control Officer.

BACKGROUND: In the effort to keep the Board familiar with the policies and practices which have been adopted to direct staff action and to facilitate the conduct of the business of the District Governing Board Policies will be brought before the Board from time to time with recommendations for amendments if such are needed.

The history of Governing Board Policy 93-2 – Provision and Retention of Public Records and the recommended revisions are further described in the following Exhibit 1. The recommended action clarifies the position of the Governing Board and directs the APCO to develop specific practices to implement the policy.

A redline copy of the proposed changes is attached.

REASON FOR RECOMMENDATION: Governing Board action is necessary to approve changes to the policies of the Governing Board.

REVIEW BY OTHERS: This item was reviewed by Allison Burns, Special Counsel to the Governing Board as to legal form and by Bret Banks, Executive Director/APCO (AVAQMD) on or about May 1, 2018.

FINANCIAL DATA: No increase in appropriation is anticipated

PRESENTER: Bret Banks, Executive Director/APCO

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

AGENDA ITEM #4

PAGE 2

Exhibit 1

Governing Board Policy 13-01 is the Governing Board Policy that sets forth the intent and policies of the District to comply with the California Public Records Act (CPRA). Staff is recommending that this be changed to cover the treatment of Public Records generally and to specifically reference records retention issues.

History

Governing Board Policy 13-01 was first adopted March 19, 2013. Prior to that time the AVAQMD followed the procedures and policies regarding the CPRA as adopted by the MDAQMD.

Recommended Revisions

As the District moves forward into the digital age more and more of its documents are stored electronically. This shift requires some minor modifications to the District's overall policy statement regarding compliance with the CPRA. Since the specifics of compliance with the CPRA vary widely depending upon the particular document type and format in which it is stored the direction to the APCO to develop and maintain a Standard Practice for CPRA compliance is retained. The District does have an existing Standard Practice for this purpose. This practice will be updated from time to time to reflect changes in both the law and District practices.

In addition the shift to digital formatting also requires some additions as well as a policy statement regarding the status and retention of public records. Currently the District has a Standard Practice which sets forth the record retention schedule for particular types of public records. Government Code section 60200 et. seq. allows official public records to be stored, maintained, retained, and ultimately disposed of in electronic format so long as certain conditions are met. A specific statement of intent regarding records retention and direction to the APCO will be helpful in meeting these conditions. This action will allow the Document Retention Standard Practice to be updated from time to time to reflect changes in law and District practices.

GOVERNING BOARD POLICY
Antelope Valley Air Quality Management District

Policy No: 13-01
Effective Date: March 19, 2013

Adopted: March 19, 2013
Amended: [May 15, 2018](#)

Last Review: ~~February 17, 2015~~[May 15, 2018](#)

SUBJECT: [REQUESTS FOR INSPECTION AND/OR COPYING-PROVISION AND RETENTION OF PUBLIC RECORDS](#)

POLICY:

It is the policy of the Governing Board of the Antelope Valley Air Quality Management District (District) to ensure that the District maintains ~~all~~ records, [and to provide for an orderly system of retention and disposition of records as provided for by law. Records which are retained and not otherwise exempted from disclosure by state law as records are](#) open for public inspection and ~~to~~ [will be provided such records](#) with the least possible delay and expense to the requesting party. [All officers, employees, and members of District Boards or committees are required to comply with the provisions of this policy and the Standard Practices established pursuant to same.](#)

AMPLIFICATION OF POLICY:

A. General:

[The District, pursuant to the provisions of Government Code §§60200 et seq may authorize the retention and disposition of its records. Since the specifics for retention of particular records or types of records may vary according to law, regulation or necessity to conduct the business of the District, the APCO is hereby authorized to develop and adopt a Standard Practice containing specific procedures regarding the retention of documents.](#)

~~1. —The District is also required, pursuant to the provisions of the California Public Records Act (California Government Code §§6250et seq) requires that to allow the public to have access to, and may demand copies of, non-confidential public information including that information stored on computer files. The APCO is also authorized to develop and adopt a Standard Practice containing specific procedures to be followed when making records available to the public pursuant to the Public Records Act. The Act defines the type of information that must be made available upon request and that which is confidential and may not be released.~~

~~2. — This Policy is established in accordance with Government Code section 6253.4, subdivision (a), which states: "Every agency may adopt regulations stating the procedures to be followed when making its records available in accordance with this section." This Policy and the Standard Practice developed and adopted as directed herein sets forth the District's policies and procedures for handling requests to inspect and/or copy public records. It is designed to be in~~

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~~compliance with the California Public Records Act and all existing laws pertaining to disclosure of public records.~~

~~3. The APCO is authorized to develop a Standard Practice setting forth the specific District procedures used to comply with this policy and the provisions of the California Public Records Act and all existing laws pertaining to disclosure of public records.~~

~~4. If any provision of this Policy or the Standard Practice(s) developed pursuant to this Policy is in conflicts with current State or federal law, the law shall take precedence.~~

B. ~~Definitions~~ Disclosable Public Records:

~~The California Public Records Act defines the types of information that must be made available upon request and that which is confidential and may not be released. Some records are specifically exempt from disclosure pursuant to statutory law. A partial listing of records exempt from disclosure may be found in the applicable Standard Practice. All definitions contained in the California Public Records Act (Gov. Code §§ 6250 et seq.) shall apply unless otherwise defined herein~~

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C. Public Right to Inspect/Obtain Copies:

~~Disclosable p~~Public records of the District are open to inspection by any person at all times during the normal business hours of the District offices, in accordance with this policy and ~~the~~ Standard Practice as developed pursuant to this policy. Copies of disclosable public records may be obtained by any person, in accordance with ~~the procedures set forth in this Policy and the applicable Standard Practice.~~ Any disclosable portion of a record that can be reasonably separated from any portions of the record that are exempt by law shall be made available for inspection and/or copying after the exempt portions have been deleted. Any request for records and any responding documents may be subject to review by the District's legal counsel prior to any inspection of the records or delivery of copies.

D. ~~Disclosable Public Records:~~

~~Records of the District which are disclosable under applicable law are listed in the California Public Records Act (Gov. Code §§ 6250 et seq.). A partial listing will be contained in Standard Practice.~~

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E. ~~Records Exempt from Disclosure:~~

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~~Records of the District which are exempt from disclosure under applicable law include, but are not limited to those listed in Standard Practice.~~

F. ~~Public Records Procedure:~~

GOVERNING BOARD POLICY
Antelope Valley Air Quality Management District

Policy No: 13-01
Effective Date: March 19, 2013

Adopted: March 19, 2013
Amended: May 15, 2018

Last Review: May 15, 2018

SUBJECT: PROVISION AND RETENTION OF PUBLIC RECORDS

POLICY:

It is the policy of the Governing Board of the Antelope Valley Air Quality Management District (District) to ensure that the District maintains records, and to provide for an orderly system of retention and disposition of records as provided for by law. Records which are retained and not otherwise exempted from disclosure by state law are open for public inspection and will be provided with the least possible delay and expense to the requesting party. All officers, employees, and members of District Boards or committees are required to comply with the provisions of this policy and the Standard Practices established pursuant to same.

AMPLIFICATION OF POLICY:

A. General:

The District, pursuant to the provisions of Government Code §§60200 et seq may authorize the retention and disposition of its records. Since the specifics for retention of particular records or types of records may vary according to law, regulation or necessity to conduct the business of the District, the APCO is hereby authorized to develop and adopt a Standard Practice containing specific procedures regarding the retention of documents.

The District is also required, pursuant to the provisions of the California Public Records Act (Government Code §§6250 et seq) to allow the public to have access to and demand copies of, non-confidential public information including that information stored on computer files. The APCO is also authorized to develop and adopt a Standard Practice containing specific procedures to be followed when making records available to the public pursuant to the Public Records Act. If any provision of this Policy or the Standard Practice(s) developed pursuant to this Policy is in conflict with current State or federal law, the law shall take precedence.

B. Disclosable Public Records:

The California Public Records Act defines the types of information that must be made available upon request and that which is confidential and may not be released. Some records are specifically exempt from disclosure pursuant to statutory law. A partial listing of records exempt from disclosure may be found in the applicable Standard Practice.

C. Public Right to Inspect/Obtain Copies:

Disclosable public records of the District are open to inspection by any person at all times during the normal business hours of the District offices, in accordance with this policy and Standard Practice as developed pursuant to this policy. Copies of disclosable public records may be obtained by any person, in accordance with this Policy and the applicable Standard Practice. Any disclosable portion of a record that can be reasonably separated from any portions of the record that are exempt by law shall be made available for inspection and/or copying after the exempt portions have been deleted. Any request for records and any responding documents may be subject to review by the District's legal counsel prior to any inspection of the records or delivery of copies.

D. Fees for Provision of Public Records:

The District may charge fees and recover costs for the provision of public records as provided by law. The amount and method of charging fees shall be set forth in a Standard Practice. In addition, fees for certain designated District publications shall also be as set forth in a designated Standard Practice.

Signed:

Marvin Crist, Chair
Antelope Valley Air Quality Management District

The following page(s) contain the backup material for Agenda Item: [Approve payment to MDAQMD in the total amount of \\$95,556.10, subject to availability of funds, for services provided during the month of March 2018. Presenter: Bret Banks.](#)

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

AGENDA ITEM #5

DATE: May 15, 2018

RECOMMENDATION: Approve payment to MDAQMD in the total amount of \$95,556.10, subject to availability of funds, for services provided during the month of March 2018.

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

CONFLICT OF INTEREST: None

BACKGROUND: Key expenses are staff; five positions are assigned to the local office. This payment request represents services rendered for March 2018 in the amount of \$95,556.10.

REASON FOR RECOMMENDATION: The AVAQMD Governing Board must authorize all payments to the MDAQMD.

REVIEW BY OTHERS: This item was reviewed by Allison Burns, Special Counsel as to legal form; and by Bret Banks, Executive Director/APCO, on or before May 15, 2018.

FINANCIAL DATA: The contract and direct expenditure amounts are part of the approved District budget for FY 18. No change in appropriations is anticipated as a result of the approval of this item.

PRESENTER: Bret Banks, Executive Director/APCO



Mojave Desert AQMD
 14306 Park Avenue
 Victorville, CA 92392
 760.245.1661

Due Date **DUE UPON RECEIPT**
 Invoice Date **3/31/2018**
 Invoice Number **41867**

INVOICE

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

| FY8 | Amount |
|---|--------------------------------|
| Program Staff | 83,266.67 |
| Overhead | 11,734.96 |
| Professional Services | 97.99 |
| Office Expenses | 456.48 |
| <p>TO INSURE PROPER CREDIT - PLEASE INCLUDE A COPY OF THE INVOICE WITH YOUR PAYMENT</p> <p>FOR CREDIT CARD PAYMENTS PLEASE VISIT www.mdaqmd.ca.gov</p> | |
| | Invoice Total 95,556.10 |
| MAKE CHECKS PAYABLE TO MOJAVE DESERT AQMD | Amount Paid 0.00 |
| PLEASE INCLUDE THE INVOICE NUMBER ON THE CHECK | Balance Due 95,556.10 |

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

| Program | FY 16-17 Contracted Hours | Calendar Yr 2016 Actual Hours* | FY 17-18 Contracted Hours | Average Contract Cost/hr | Annual Contract Cost | FTE |
|---|--|---|--|---|---------------------------------|---------------|
| Lancaster Office | 12,480 | 11,723 | 12,480 | \$70.00 | \$873,600 | 6.00 |
| Planning, Grants, and Rulemaking | 265 | 146 | 175 | 80 | \$14,000 | 0.08 |
| Air Monitoring and Surveillance | 440 | 279 | 300 | 95 | \$28,500 | 0.14 |
| Compliance | 310 | - | - | - | - | - |
| Stationary Sources | 270 | 273 | 300 | 85 | \$25,500 | 0.14 |
| Executive Management and Legal | 630 | 239 | 250 | 140 | \$35,000 | 0.12 |
| Community Relations & Education | 80 | 56 | 65 | 100 | \$6,500 | 0.03 |
| Administration | 1,115 | 1,139 | 1,169 | 100 | \$116,900 | 0.56 |
| TOTAL | 15,590 | 13,855 | 14,739 | | \$ 1,100,000 | 7.09 |
| Full Time Equivalents (FTE) Administrative Costs | 7.50 | 6.66 | 7.09 | | | 14.00% |

| Fiscal Year Comparison: | Contract Cost | FTE |
|--------------------------------|----------------------|------------|
| Fiscal Year 2016-17 | \$ 1,111,365 | 7.50 |
| Fiscal Year 2017-18 | \$ 1,100,000 | 7.09 |
| Fiscal Year 17-18 Monthly | \$91,666.67 | |

*Hours for year 2017 are provided as a point of reference compared to last fiscal year and next fiscal year.

The following page(s) contain the backup material for Agenda Item: [Conduct Public Hearing to consider the proposed AVAQMD Budget for FY 2018-19: a. Open public hearing; b. Receive staff report; c. Receive public testimony; d. Continue to the meeting of June 19, 2018 for adoption. Presenter: Bret Banks.](#)

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

AGENDA ITEM #6

PAGE 1

DATE: May 15, 2018

RECOMMENDATION: Conduct Public Hearing to consider the proposed AVAQMD Budget for FY 2018-19: a. Open public hearing; b. Receive staff report; c. Receive public testimony; d. Continue to the meeting of June 19, 2018 for adoption.

SUMMARY: A Public Hearing is required to receive comments regarding the proposed AVAQMD Budget for FY 2018-19.

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

The Budget for Fiscal Year 2018-19 was published on April 13, 2018 and a notice was advertised in the local publication and mailed to each permit holder. The proposed budget was posted on the District's website and will be presented for adoption on June 19, 2018.

The budget includes anticipated revenue to be derived from a proposed 5.0% fee increase or \$35,000. The fee increase is well within the provisions of Health & Safety Code §42311(a) and falls within the exemption found in Article XIIC §1(e)(3) of the California Constitution.

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

REVIEW BY OTHERS: This agenda item was approved as to legal form by Allison Burns, Special Counsel on or before May 15, 2018.

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

PRESENTER: Bret Banks, Executive Director/APCO

Antelope Valley Air Quality Management District



**Proposed Budget
Fiscal Year 2018/19**

43301 Division Street
Suite 206
Lancaster, CA 93535
(661) 723.8070 *ph*
(661) 723.3450 *fax*

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April 17, 2018

**Governing Board of the
Antelope Valley Air Quality Management District**

This is the budget of the Antelope Valley Air Quality Management District (AVAQMD) for Fiscal Year 2018-19. 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 \$1,777,950 is a projected 9.3% increase from the prior fiscal year, due in part to a recommended 7.5% increase imposed January 1, 2018, and a proposed 5% increase on annual renewal fees and applications (Rule 301) effective January 1, 2018.

The General Fund Expense Budget, in the amount of \$1,777,950 reflects an overall increase of 9.3% from the budget for FY 2017-18. The planned expenditures include continuing projects to help streamline government and regulatory functions and a proposed increase in reserves of \$198,575.

The AVAQMD is a service based agency in which program staff (salaries and benefits for 6.25 full time equivalent - FTE) will comprise 71% of the operations budget. The office is supported with five full time positions. Additional administrative and technical services are provided as needed under contract with the Mojave Desert AQMD.

This proposed budget represents a financial plan to meet obligations and challenges for Fiscal Year 2019.

Bret S. Banks
Executive Director/
Air Pollution Control Officer

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"It's a breath of fresh air"

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INTRODUCTION

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

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

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

DISTRICT PROGRAMS

Community Outreach

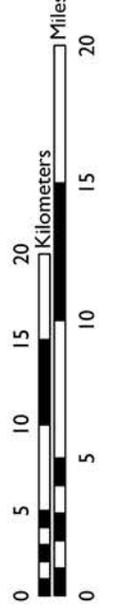
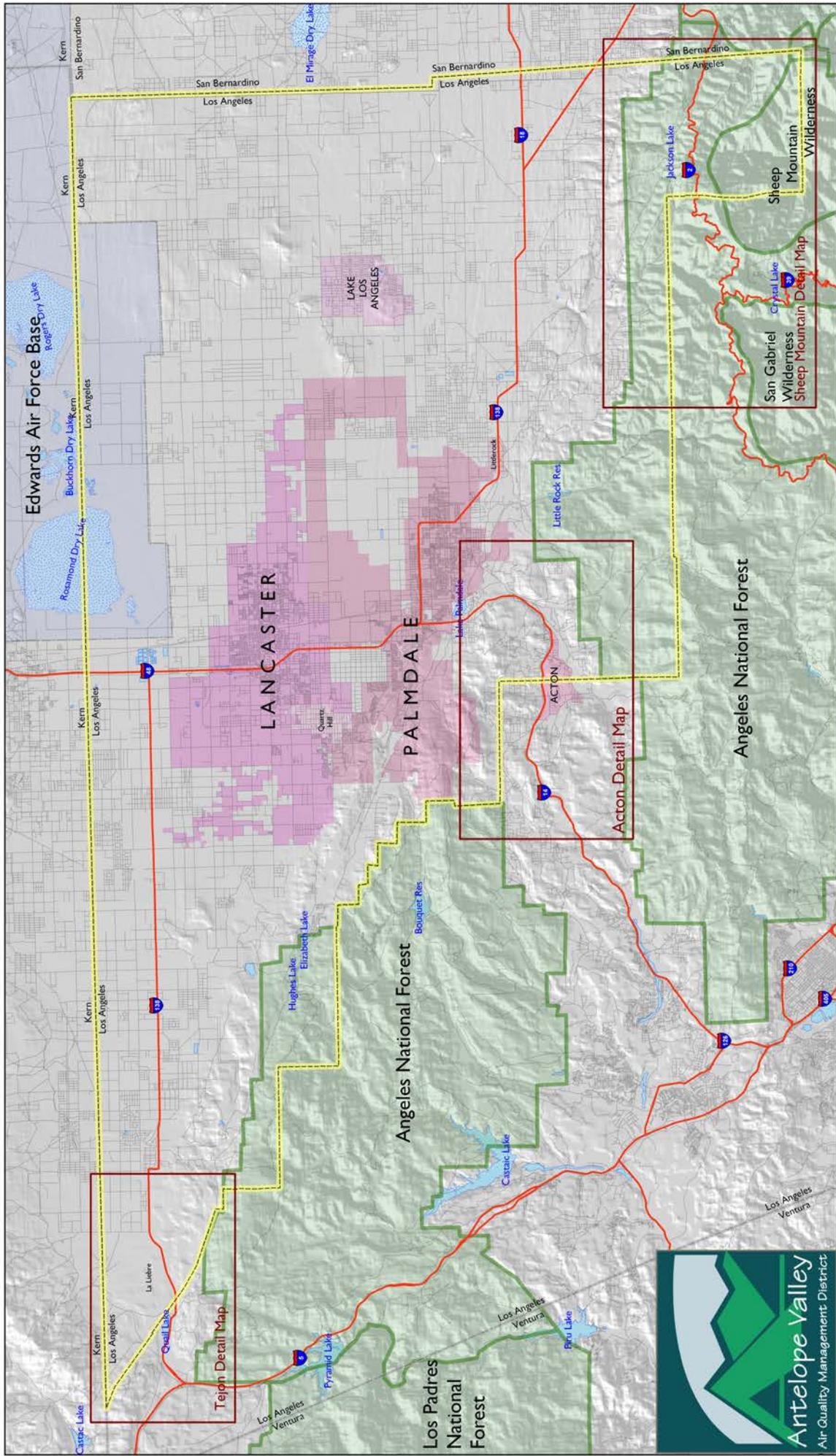
The District strives to be known throughout the community as a partner in the development of the local economy while protecting human health and the environment. This representation is achieved by providing information through participation in community events such as the Antelope Valley Board of Trade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

Mobile Emissions Reduction Program

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

AVAQMD Website

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



Antelope Valley Air Quality Management District Boundary

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





Governing Board Members
April 2017

Marvin Crist, Chair
City of Lancaster

Ronald A. Hawkins, Vice Chair
Los Angeles County
District Supervisor Appointment

Austin Bishop
City of Palmdale

Steven Hofbauer
City of Palmdale

Ken Mann
City of Lancaster

Vacant
Los Angeles County
District Supervisor Appointment

Newton Chelette
Public Member

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 brochures, public reports, public workshops and conferences, presentations, exhibits, and other multimedia promotions. In addition, press releases, press conferences and air quality forecasts are provided to the local media on an ongoing basis as a means of keeping the public informed.

Air Quality Monitoring Program

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

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

“Low-cost” air quality sensors have become an attractive means for local environmental groups and individuals to independently evaluate air quality. The Antelope Valley Air Quality Management District will implement the installation of air quality sensors in specific areas within the jurisdiction to evaluate the performance of these devices while providing additional qualitative air quality data for various areas in the Antelope Valley region.

Compliance Program

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

- Comprehensive annual (for most) inspections are performed to verify compliance to air quality regulations.
- Investigation of citizen complaints pertaining to air related matters
- Legal case development when necessary to address non-complying situations

- Federal Asbestos Demolition and Renovation Program
- State-mandated Variance Program
- Continuous Emissions Monitoring Programs
- Reporting to the Environmental Protection Agency's AIRS and Significant Violator programs
- Source testing or stack sampling is the process that evaluates the emissions for industrial facilities to determine compliance with permit conditions.

Stationary Sources Program

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

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

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

Planning, Rulemaking

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

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

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

Mobile Source Emission Reduction Program

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

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

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

Consolidated Budget (All Funds)
June 30, 2019

| | <u>Adopted</u> <u>Budget</u> <u>FY 2018</u> | <u>End-of-Year</u> <u>Estimate</u> <u>FY 2018</u> | <u>Proposed</u> <u>Budget</u> <u>FY 2019</u> |
|---------------------------------|---|---|--|
| <u>Revenues</u> | | | |
| Permit Fees | 740,000.00 | 783,831.00 | 807,200.00 |
| Application Fees | 51,450.00 | 41,677.00 | 41,950.00 |
| Fines & Penalties | 15,000.00 | 7,900.00 | 9,000.00 |
| Interest Income | 15,900.00 | 12,165.00 | 14,300.00 |
| Revenue from Programs | 2,537,404.00 | 2,488,626.00 | 2,603,044.00 |
| State Revenue | 129,000.00 | 135,946.00 | 141,500.00 |
| Total Revenues | 3,488,754.00 | 3,470,145.00 | 3,616,994.00 |
| <u>Expenses</u> | | | |
| Personnel Expenses | | | |
| Program Staff | 1,193,926.00 | 1,174,847.00 | 1,200,218.00 |
| Total Personnel Expenses | 1,193,926.00 | 1,174,847.00 | 1,200,218.00 |
| Operating Expenses | | | |
| Communications | 43,500.00 | 20,149.00 | 23,500.00 |
| Dues & Subscriptions | 10,500.00 | 12,112.00 | 10,500.00 |
| Non-Depreciable Inventory | 8,000.00 | 13,227.00 | 11,000.00 |
| Legal | 19,000.00 | 19,463.00 | 19,000.00 |
| Professional Services | 221,750.00 | 168,698.00 | 207,650.00 |
| Maintenance & Repairs | 6,575.00 | 6,357.00 | 6,500.00 |
| Training & Travel | 11,000.00 | 10,505.00 | 11,000.00 |
| Vehicles | 10,500.00 | 9,495.00 | 12,000.00 |
| Office Expenses | 94,475.00 | 101,318.00 | 107,425.00 |
| Program Expenses | 1,784,228.00 | 1,642,550.00 | 1,753,826.00 |
| Miscellaneous Expenses | 800.00 | 955.00 | 800.00 |
| Total Operating Expenses | 2,210,328.00 | 2,004,829.00 | 2,163,201.00 |
| Capital Expenses | | | |
| Furniture & Fixtures | 25,000.00 | 25,000.00 | 25,000.00 |
| Equipment | 12,000.00 | 12,000.00 | 0.00 |
| Vehicles | 25,000.00 | 25,000.00 | 30,000.00 |
| Computers | 20,000.00 | 20,000.00 | 0.00 |
| Software | 2,500.00 | 0.00 | 0.00 |
| Total Capital Expenses | 84,500.00 | 82,000.00 | 55,000.00 |
| Total Expenses | 3,488,754.00 | 3,261,676.00 | 3,418,419.00 |
| Cash To (From) Reserves | 0.00 | 208,469.00 | 198,575.00 |

BUDGET CATEGORY DESCRIPTIONS

REVENUE

Permit Fees

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

Application Fees

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

Fine & Penalties

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

Interest Income

| | |
|------------------|--|
| Interest Revenue | Interest on funds held on deposit, all funds |
|------------------|--|

Other Revenue

Revenue from Programs

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

State Revenue

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

EXPENSES

| | |
|------------------------------------|---|
| Personnel Expenses (Program Staff) | Contracted costs to provide staff for District operations |
|------------------------------------|---|

Operating Expenses

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

CAPITAL EXPENSES

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

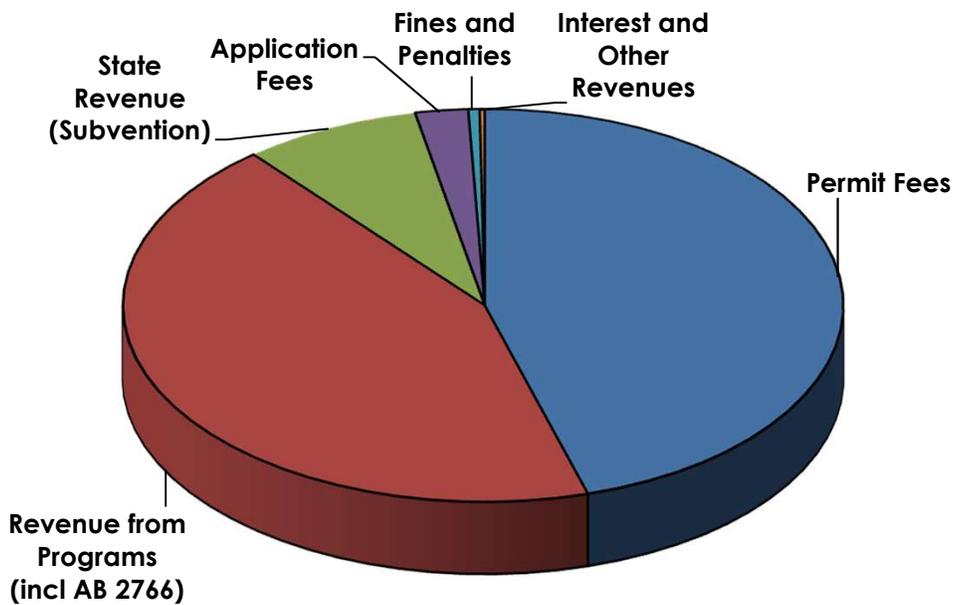
General Fund Consolidated Budget June 30, 2019

| | <u>Adopted</u> <u>Budget</u> <u>FY 2018</u> | <u>End-of-Year</u> <u>Estimate</u> <u>FY 2018</u> | <u>Proposed</u> <u>Budget</u> <u>FY 2019</u> |
|---------------------------------|---|---|--|
| <u>Revenues</u> | | | |
| Permit Fees | 740,000.00 | 783,831.00 | 807,200.00 |
| Application Fees | 51,450.00 | 41,677.00 | 41,950.00 |
| Fines & Penalties | 15,000.00 | 7,900.00 | 9,000.00 |
| Interest Income | 3,500.00 | 3,965.00 | 4,000.00 |
| Revenue from Programs | 687,000.00 | 774,700.00 | 774,300.00 |
| State Revenue | 129,000.00 | 135,946.00 | 141,500.00 |
| Total Revenues | 1,625,950.00 | 1,748,019.00 | 1,777,950.00 |
| <u>Expenses</u> | | | |
| Personnel Expenses | | | |
| Program Staff | 1,100,000.00 | 1,080,921.00 | 1,100,000.00 |
| Total Personnel Expenses | 1,100,000.00 | 1,080,921.00 | 1,100,000.00 |
| Operating Expenses | | | |
| Communications | 43,500.00 | 20,149.00 | 23,500.00 |
| Dues & Subscriptions | 10,500.00 | 12,112.00 | 10,500.00 |
| Non-Depreciable Inventory | 8,000.00 | 13,227.00 | 11,000.00 |
| Legal | 19,000.00 | 19,463.00 | 19,000.00 |
| Professional Services | 221,750.00 | 168,698.00 | 207,650.00 |
| Maintenance & Repairs | 6,575.00 | 6,357.00 | 6,500.00 |
| Training & Travel | 11,000.00 | 10,505.00 | 11,000.00 |
| Vehicles | 10,500.00 | 9,495.00 | 12,000.00 |
| Office Expenses | 94,475.00 | 100,818.00 | 107,425.00 |
| Program Expenses | 15,350.00 | 14,850.00 | 15,000.00 |
| Miscellaneous Expenses | 800.00 | 955.00 | 800.00 |
| Total Operating Expenses | 441,450.00 | 376,629.00 | 424,375.00 |
| Capital Expenses | | | |
| Furniture & Fixtures | 25,000.00 | 25,000.00 | 25,000.00 |
| Equipment | 12,000.00 | 12,000.00 | 0.00 |
| Vehicles | 25,000.00 | 25,000.00 | 30,000.00 |
| Computers | 20,000.00 | 20,000.00 | 0.00 |
| Software | 2,500.00 | 0.00 | 0.00 |
| Total Capital Expenses | 84,500.00 | 82,000.00 | 55,000.00 |
| Total Expenses | 1,625,950.00 | 1,539,550.00 | 1,579,375.00 |
| Cash To (From) Reserves | 0.00 | 208,469.00 | 198,575.00 |

General Fund Revenue Budget (Detail)
Revenue Detail
June 30, 2019

| | <u>Adopted</u> <u>Budget</u> <u>FY 2018</u> | <u>End-of-Year</u> <u>Estimates</u> <u>FY 2018</u> | <u>Proposed</u> <u>Budget</u> <u>FY 2019</u> |
|------------------------------------|---|--|--|
| Revenues | | | |
| Permit Fees | | | |
| Permit Fees Rev | 625,000.00 | 657,052.00 | 685,000.00 |
| Asbestos Demo/Reno Rev | 72,000.00 | 68,855.00 | 68,000.00 |
| Title V Rev | 4,000.00 | 4,000.00 | 4,200.00 |
| Rule Revenue | 39,000.00 | 53,924.00 | 50,000.00 |
| | <u>740,000.00</u> | <u>783,831.00</u> | <u>807,200.00</u> |
| Application Fees | | | |
| ERC Application Fees | 0.00 | 865.00 | 0.00 |
| Permit Application Fees | 49,450.00 | 38,052.00 | 39,950.00 |
| AG Application Fees | 2,000.00 | 2,760.00 | 2,000.00 |
| | <u>51,450.00</u> | <u>41,677.00</u> | <u>41,950.00</u> |
| Fines & Penalties | | | |
| Notice of Violations Fee | 15,000.00 | 7,900.00 | 9,000.00 |
| | <u>15,000.00</u> | <u>7,900.00</u> | <u>9,000.00</u> |
| Interest Income | | | |
| Interest Revenue | 3,500.00 | 3,965.00 | 4,000.00 |
| | <u>3,500.00</u> | <u>3,965.00</u> | <u>4,000.00</u> |
| Revenue from Programs | | | |
| AB2766 Program | 685,000.00 | 773,000.00 | 773,000.00 |
| Hot Spots | 2,000.00 | 1,700.00 | 1,300.00 |
| | <u>687,000.00</u> | <u>774,700.00</u> | <u>774,300.00</u> |
| State Revenue | | | |
| PERP Regulation | 30,000.00 | 36,595.00 | 35,000.00 |
| State Contracts | 0.00 | 0.00 | 7,500.00 |
| State Subvention | 99,000.00 | 99,351.00 | 99,000.00 |
| | <u>129,000.00</u> | <u>135,946.00</u> | <u>141,500.00</u> |
| Total General Fund Revenues | <u>1,625,950.00</u> | <u>1,748,019.00</u> | <u>1,777,950.00</u> |

**Antelope Valley AQMD
General Fund
Sources of Estimated Revenue
Fiscal Year 2017-18**



| REVENUE TYPES | AMOUNT | % of Total |
|--------------------------------------|------------------|-------------------|
| Permit Fees | 807,200 | 45.40% |
| Revenue from Programs (incl AB 2766) | 774,300 | 43.55% |
| State Revenue (Subvention) | 141,500 | 7.96% |
| Application Fees | 41,950 | 2.36% |
| Fines and Penalties | 9,000 | 0.51% |
| Interest and Other Revenues | 4,000 | 0.22% |
| TOTAL | 1,777,950 | 100% |

General Fund Expense Budget (Detail)
June 30, 2019

| | <u>Adopted</u> <u>Budget</u> <u>FY 2018</u> | <u>End-of-Year</u> <u>Estimates</u> <u>FY 2018</u> | <u>Proposed</u> <u>Budget</u> <u>FY 2019</u> |
|----------------------------------|---|--|--|
| <u>Expenses</u> | | | |
| Personnel Expenses | | | |
| Program Staff | 1,100,000.00 | 1,080,921.00 | 1,100,000.00 |
| Total Personnel Expenses | 1,100,000.00 | 1,080,921.00 | 1,100,000.00 |
| <u>Operating Expenses</u> | | | |
| Communications | | | |
| Telephones | 2,000.00 | 5,043.00 | 5,000.00 |
| Long Distance Charges | 500.00 | 324.00 | 500.00 |
| Internet | 15,000.00 | 12,382.00 | 15,000.00 |
| Web Hosting | 4,000.00 | 0.00 | 0.00 |
| Tech Support | 22,000.00 | 2,400.00 | 3,000.00 |
| | <u>43,500.00</u> | <u>20,149.00</u> | <u>23,500.00</u> |
| Dues & Subscriptions | | | |
| Memberships & Sponsorships | 10,000.00 | 11,806.00 | 10,000.00 |
| Publications & Subscriptions | 500.00 | 306.00 | 500.00 |
| | <u>10,500.00</u> | <u>12,112.00</u> | <u>10,500.00</u> |
| Non-Depreciable Inventory | | | |
| Furniture & Fixtures Exp | 2,500.00 | 2,500.00 | 0.00 |
| Machinery & Equipment Exp | 3,500.00 | 8,727.00 | 9,000.00 |
| Safety Equipment Exp | 2,000.00 | 2,000.00 | 2,000.00 |
| | <u>8,000.00</u> | <u>13,227.00</u> | <u>11,000.00</u> |
| Legal | | | |
| Legal Notices | 4,000.00 | 2,421.00 | 4,000.00 |
| Legal Services | 15,000.00 | 17,042.00 | 15,000.00 |
| | <u>19,000.00</u> | <u>19,463.00</u> | <u>19,000.00</u> |
| Professional Services | | | |
| County Services | 0.00 | 75.00 | 0.00 |
| Payroll Contract | 150.00 | 80.00 | 250.00 |
| Financial Services | 204,200.00 | 152,343.00 | 190,000.00 |
| Research Studies | 6,000.00 | 6,000.00 | 6,000.00 |
| Consulting Fees | 3,000.00 | 3,000.00 | 3,000.00 |
| Stipends | 8,400.00 | 7,200.00 | 8,400.00 |
| | <u>221,750.00</u> | <u>168,698.00</u> | <u>207,650.00</u> |
| Maintenance & Repairs | | | |
| General Bldg. Maintenance | 2,000.00 | 2,000.00 | 2,000.00 |
| Custodial Services | 3,000.00 | 2,782.00 | 3,000.00 |
| Equipment Repair | 1,575.00 | 1,575.00 | 1,500.00 |
| | <u>6,575.00</u> | <u>6,357.00</u> | <u>6,500.00</u> |

Training & Travel

| | | | |
|----------|------------------|------------------|------------------|
| Training | 3,500.00 | 3,020.00 | 3,500.00 |
| Travel | 7,500.00 | 7,485.00 | 7,500.00 |
| | <u>11,000.00</u> | <u>10,505.00</u> | <u>11,000.00</u> |

Vehicles

| | | | |
|---------------------|------------------|-----------------|------------------|
| Vehicle Gas & Oil | 5,000.00 | 3,646.00 | 5,500.00 |
| Vehicle Maintenance | 2,500.00 | 630.00 | 1,500.00 |
| Vehicle Repairs | 0.00 | 1,115.00 | 1,000.00 |
| Vehicle Insurance | 3,000.00 | 4,104.00 | 4,000.00 |
| | <u>10,500.00</u> | <u>9,495.00</u> | <u>12,000.00</u> |

Office Expenses

| | | | |
|-----------------------------|------------------|-------------------|-------------------|
| Software | 6,950.00 | 5,678.00 | 11,000.00 |
| Utilities | 6,600.00 | 7,173.00 | 7,000.00 |
| Supplies | 3,650.00 | 3,155.00 | 3,300.00 |
| Facility Leases | 58,000.00 | 66,816.00 | 66,000.00 |
| Equipment Lease | 7,000.00 | 5,216.00 | 5,200.00 |
| Postage | 1,300.00 | 348.00 | 500.00 |
| Courier | 175.00 | 33.00 | 175.00 |
| Printing/Shredding Services | 550.00 | 1,231.00 | 1,000.00 |
| Security | 750.00 | 390.00 | 750.00 |
| Liability Insurance | 7,000.00 | 9,709.00 | 10,000.00 |
| Meeting Expenses | 500.00 | 325.00 | 500.00 |
| Community Relations | 2,000.00 | 744.00 | 2,000.00 |
| | <u>94,475.00</u> | <u>100,818.00</u> | <u>107,425.00</u> |

Program Expenses

| | | | |
|---------------------------------|------------------|------------------|------------------|
| Program Expenditures | 10,500.00 | 10,000.00 | 10,000.00 |
| Contributions to Other Agencies | 4,850.00 | 4,850.00 | 5,000.00 |
| | <u>15,350.00</u> | <u>14,850.00</u> | <u>15,000.00</u> |

Miscellaneous Expenses

| | | | |
|-----------|--------|--------|--------|
| Bank Fees | 800.00 | 955.00 | 800.00 |
|-----------|--------|--------|--------|

| | | | |
|---------------------------------|-------------------|-------------------|-------------------|
| Total Operating Expenses | 441,450.00 | 376,629.00 | 424,375.00 |
|---------------------------------|-------------------|-------------------|-------------------|

Capital Expenses

| | | | |
|----------------------|-----------|-----------|-----------|
| Furniture & Fixtures | 25,000.00 | 25,000.00 | 25,000.00 |
| Equipment | 12,000.00 | 12,000.00 | 0.00 |
| Vehicles | 25,000.00 | 25,000.00 | 30,000.00 |
| Computers | 20,000.00 | 20,000.00 | 0.00 |
| Software | 2,500.00 | 0.00 | 0.00 |

| | | | |
|-------------------------------|------------------|------------------|------------------|
| Total Capital Expenses | 84,500.00 | 82,000.00 | 55,000.00 |
|-------------------------------|------------------|------------------|------------------|

| | | | |
|-----------------------|---------------------|---------------------|---------------------|
| Total Expenses | 1,625,950.00 | 1,539,550.00 | 1,579,375.00 |
|-----------------------|---------------------|---------------------|---------------------|

General Fund
District Wide Expense Budget Detail
June 30, 2019

| | <u>Adopted</u> <u>Budget</u> <u>FY 2018</u> | <u>End-of-Year</u> <u>Estimates</u> <u>FY 2018</u> | <u>Proposed</u> <u>Budget</u> <u>FY 2019</u> |
|----------------------------------|---|--|--|
| <u>Expenses</u> | | | |
| Communications | | | |
| Telephones | 2,000.00 | 5,043.00 | 5,000.00 |
| Long Distance Charges | 500.00 | 324.00 | 500.00 |
| Internet | 15,000.00 | 12,382.00 | 15,000.00 |
| Web Hosting | 4,000.00 | 0.00 | 0.00 |
| Tech Support | 22,000.00 | 2,400.00 | 3,000.00 |
| | 43,500.00 | 20,149.00 | 23,500.00 |
| Dues & Subscriptions | | | |
| Memberships & Sponsorships | 10,000.00 | 11,806.00 | 10,000.00 |
| Publications & Subscriptions | 500.00 | 306.00 | 500.00 |
| | 10,500.00 | 12,112.00 | 10,500.00 |
| Non-Depreciable Inventory | | | |
| Furniture & Fixtures Exp | 2,500.00 | 2,500.00 | 0.00 |
| Machinery & Equipment Exp | 3,500.00 | 8,727.00 | 9,000.00 |
| Safety Equipment Exp | 2,000.00 | 2,000.00 | 2,000.00 |
| | 8,000.00 | 13,227.00 | 11,000.00 |
| Legal | | | |
| Legal Notices | 4,000.00 | 2,421.00 | 4,000.00 |
| Legal Services | 15,000.00 | 17,042.00 | 15,000.00 |
| | 19,000.00 | 19,463.00 | 19,000.00 |
| Professional Services | | | |
| County Services | 0.00 | 75.00 | 0.00 |
| Research Studies | 6,000.00 | 6,000.00 | 6,000.00 |
| Consulting Fees | 3,000.00 | 3,000.00 | 3,000.00 |
| Stipends | 8,400.00 | 7,200.00 | 8,400.00 |
| | 17,400.00 | 16,275.00 | 17,400.00 |
| Maintenance & Repairs | | | |
| General Bldg. Maintenance | 2,000.00 | 2,000.00 | 2,000.00 |
| Custodial Services | 3,000.00 | 2,782.00 | 3,000.00 |
| Equipment Repair | 1,575.00 | 1,575.00 | 1,500.00 |
| | 6,575.00 | 6,357.00 | 6,500.00 |
| Training & Travel | | | |
| Training | 3,000.00 | 3,000.00 | 3,000.00 |
| Travel | 7,000.00 | 7,000.00 | 7,000.00 |
| | 10,000.00 | 10,000.00 | 10,000.00 |

Vehicles

| | | | |
|---------------------|------------------|-----------------|------------------|
| Vehicle Gas & Oil | 5,000.00 | 3,209.00 | 5,000.00 |
| Vehicle Maintenance | 2,500.00 | 630.00 | 1,500.00 |
| Vehicle Repairs | 0.00 | 1,115.00 | 1,000.00 |
| Vehicle Insurance | 3,000.00 | 4,104.00 | 4,000.00 |
| | <u>10,500.00</u> | <u>9,058.00</u> | <u>11,500.00</u> |

Office Expenses

| | | | |
|-----------------------------|------------------|------------------|------------------|
| Software | 3,500.00 | 0.00 | 3,500.00 |
| Utilities | 6,600.00 | 7,173.00 | 7,000.00 |
| Supplies | 3,500.00 | 2,807.00 | 2,800.00 |
| Facility Leases | 58,000.00 | 66,816.00 | 66,000.00 |
| Equipment Lease | 7,000.00 | 5,216.00 | 5,200.00 |
| Postage | 300.00 | 0.00 | 0.00 |
| Courier | 175.00 | 33.00 | 175.00 |
| Printing/Shredding Services | 450.00 | 1,231.00 | 1,000.00 |
| Security | 750.00 | 390.00 | 750.00 |
| Liability Insurance | 7,000.00 | 9,709.00 | 10,000.00 |
| Meeting Expenses | 500.00 | 325.00 | 500.00 |
| Community Relations | 2,000.00 | 744.00 | 2,000.00 |
| | <u>89,775.00</u> | <u>94,444.00</u> | <u>98,925.00</u> |

Program Expenses

| | | | |
|---------------------------------|------------------|------------------|------------------|
| Program Expenditures | 10,000.00 | 10,000.00 | 10,000.00 |
| Contributions to Other Agencies | 4,850.00 | 4,850.00 | 5,000.00 |
| | <u>14,850.00</u> | <u>14,850.00</u> | <u>15,000.00</u> |

Miscellaneous Expenses

| | | | |
|-----------|---------------|---------------|---------------|
| Bank Fees | <u>800.00</u> | <u>955.00</u> | <u>800.00</u> |
|-----------|---------------|---------------|---------------|

| | | | |
|---------------------------------|--------------------------|--------------------------|--------------------------|
| Total Operating Expenses | <u>230,900.00</u> | <u>216,890.00</u> | <u>224,125.00</u> |
|---------------------------------|--------------------------|--------------------------|--------------------------|

Capital Expenses

| | | | |
|-------------------------------|--------------------------|--------------------------|--------------------------|
| Furniture & Fixtures | 25,000.00 | 25,000.00 | 25,000.00 |
| Equipment | 12,000.00 | 12,000.00 | 0.00 |
| Vehicles | 25,000.00 | 25,000.00 | 30,000.00 |
| Computers | 20,000.00 | 20,000.00 | 0.00 |
| Total Capital Expenses | <u>82,000.00</u> | <u>82,000.00</u> | <u>55,000.00</u> |
| Total Expenses | <u>312,900.00</u> | <u>298,890.00</u> | <u>279,125.00</u> |

SUPPORT PROGRAM DESCRIPTIONS

Executive Office

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

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

Legal Counsel

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

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

Operations

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

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

The Clerk of the Board records official minutes of all meetings of the Governing Board; maintains the files for all actions of the Governing Board and distributes copies of orders and directives of the Board to appropriate agencies and members of the public; schedules, prepares and distributes the Board agenda. The Clerk also

serves the Hearing Board, gives notice of hearings, distributes recommendations of particular boards and maintains the conflict of interest files for the District.

Administrative Services

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

**General Fund
Contracted Services Expense Budget Detail
June 30, 2019**

| | <u>Adopted Budget FY 2018</u> | <u>End-of-Year Estimates FY 2018</u> | <u>Proposed Budget FY 2019</u> |
|---------------------------------|---------------------------------------|--|--|
| Personnel Expenses | | | |
| Program Staff | 1,100,000.00 | 1,080,921.00 | 1,100,000.00 |
| Total Personnel Expenses | 1,100,000.00 | 1,080,921.00 | 1,100,000.00 |
| Operating Expenses | | | |
| Professional Services | | | |
| Payroll Contract | 150.00 | 80.00 | 250.00 |
| Financial Services | 204,200.00 | 152,343.00 | 190,000.00 |
| | <u>204,350.00</u> | <u>152,423.00</u> | <u>190,250.00</u> |
| Training & Travel | | | |
| Training | 500.00 | 20.00 | 500.00 |
| Travel | 500.00 | 485.00 | 500.00 |
| | <u>1,000.00</u> | <u>505.00</u> | <u>1,000.00</u> |
| Vehicles | | | |
| Vehicle Gas & Oil | 0.00 | 437.00 | 500.00 |
| | <u>0.00</u> | <u>437.00</u> | <u>500.00</u> |
| Office Expenses | | | |
| Software | 3,450.00 | 5,678.00 | 7,500.00 |
| Supplies | 150.00 | 348.00 | 500.00 |
| Postage | 1,000.00 | 348.00 | 500.00 |
| Printing/Shredding Services | 100.00 | 0.00 | 0.00 |
| | <u>4,700.00</u> | <u>6,374.00</u> | <u>8,500.00</u> |
| Program Expenses | | | |
| Program Expenditures | 500.00 | 0.00 | 0.00 |
| Total Operating Expenses | 210,550.00 | 159,739.00 | 200,250.00 |
| Capital Expenses | | | |
| Software | 2,500.00 | 0.00 | 0.00 |
| Total Capital Expenses | 2,500.00 | 0.00 | 0.00 |
| Total Expenses | 1,313,050.00 | 1,240,660.00 | 1,300,250.00 |

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

| Program | FY 18-19 Contracted Hours | Calendar Yr 2018 Actual Hours* | FY 17-18 Contracted Hours | Average Contract Cost/hr | Annual Contract Cost | FTE |
|---|--|---|--|---|---------------------------------|---------------|
| Lancaster Office | 12,480 | 11,680 | 10,400 | \$80 | \$832,000 | 5.00 |
| Planning, Grants, and Rulemaking | 175 | 146 | 175 | \$84 | \$14,700 | 0.08 |
| Air Monitoring and Surveillance | 300 | 279 | 300 | \$100 | \$30,000 | 0.14 |
| Stationary Sources | 300 | 273 | 300 | \$90 | \$27,000 | 0.14 |
| Executive Management and Legal | 250 | 302 | 400 | \$133 | \$53,200 | 0.19 |
| Community Relations & Education | 65 | 75 | 78 | \$104 | \$8,112 | 0.04 |
| Administration | 1,169 | 1,182 | 1,350 | \$100 | \$135,000 | 0.65 |
| TOTAL | 14,739 | 13,937 | 13,003 | | \$ 1,100,012 | 6.25 |
| Full Time Equivalents (FTE) Administrative Costs | 7.09% | 6.70% | 6.24% | | | 14.00% |

| Fiscal Year Comparison: | <u>Contract Cost</u> | <u>FTE</u> |
|--------------------------------|-----------------------------|-------------------|
| Fiscal Year 2017-18 | \$ 1,100,000 | 7.09 |
| Fiscal Year 2017-18 | \$ 1,100,000 | 6.25 |
| Fiscal Year 18-19 Monthly | \$91,666.67 | |

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

**Program Budget (All Programs)
June 30, 2019**

| | <u>Adopted Budget FY 2018</u> | <u>End-of-Year Estimates FY 2018</u> | <u>Proposed Budget FY 2019</u> |
|---------------------------------------|---------------------------------------|--|--|
| <u>Revenues</u> | | | |
| Administrative Funding | 93,926.00 | 93,926.00 | 100,218.00 |
| AB2766 Program | 505,000.00 | 407,000.00 | 427,000.00 |
| Carl Moyer Program | 657,478.00 | 618,000.00 | 701,526.00 |
| AB923 Program | 594,000.00 | 595,000.00 | 600,000.00 |
| Interest Revenue | 12,400.00 | 8,200.00 | 10,300.00 |
| Consolidated Program Revenue | 1,862,804.00 | 1,722,126.00 | 1,839,044.00 |
| <u>Expenses</u> | | | |
| Program Staff | 93,926.00 | 93,926.00 | 100,218.00 |
| Program Expenditures | 1,763,378.00 | 1,612,200.00 | 1,723,326.00 |
| Program Expenditures - Administrative | 5,500.00 | 15,500.00 | 15,500.00 |
| Consolidated Program Expense | 1,862,804.00 | 1,722,126.00 | 1,839,044.00 |

**AB2766 Budget Detail
June 30, 2019**

| | <u>Adopted Budget FY 2018</u> | <u>End-of-Year Estimates FY 2018</u> | <u>Proposed Budget FY 2019</u> |
|------------------------|---------------------------------------|--|--|
| <u>Revenues</u> | | | |
| AB2766 Program | 505,000.00 | 407,000.00 | 427,000.00 |
| Interest Revenue | 3,000.00 | 1,600.00 | 2,700.00 |
| Total Revenue | 508,000.00 | 408,600.00 | 429,700.00 |
| <u>Expenses</u> | | | |
| Program Expenditures | 508,000.00 | 408,100.00 | 429,700.00 |
| Community Relations | 0.00 | 500.00 | 0.00 |
| Total Expenses | 508,000.00 | 408,600.00 | 429,700.00 |

**AB923 Budget Detail
June 30, 2019**

| | <u>Adopted Budget FY 2018</u> | <u>End-of-Year Estimates FY 2018</u> | <u>Proposed Budget FY 2019</u> |
|--|---------------------------------------|--|--|
| <u>Revenues</u> | | | |
| AB923 Program | 594,000.00 | 595,000.00 | 600,000.00 |
| Interest Revenue | 5,500.00 | 5,500.00 | 5,600.00 |
| Total Revenue | 599,500.00 | 600,500.00 | 605,600.00 |
| <u>Expenses</u> | | | |
| Program Expenditures | 594,000.00 | 600,500.00 | 590,100.00 |
| Program Expenditures - Administrative | 5,500.00 | 0.00 | 15,500.00 |
| Total Expenses | 599,500.00 | 600,500.00 | 605,600.00 |

Carl Moyer Budget Detail
June 30, 2019

| | <u>Adopted</u> <u>Budget</u> <u>FY 2018</u> | <u>End-of-Year</u> <u>Estimates</u> <u>FY 2018</u> | <u>Proposed</u> <u>Budget</u> <u>FY 2019</u> |
|---------------------------------------|---|--|--|
| <u>Revenues</u> | | | |
| Administrative Funding | 93,926.00 | 93,926.00 | 100,218.00 |
| Carl Moyer Program | 657,478.00 | 618,000.00 | 701,526.00 |
| Interest Revenue | 3,900.00 | 1,100.00 | 2,000.00 |
| Total Revenue | 755304 | 713026 | 803744 |
| <u>Expenses</u> | | | |
| Program Staff | 93,926.00 | 93,926.00 | 100,218.00 |
| Program Expenditures | 661,378.00 | 603,600.00 | 703,526.00 |
| Program Expenditures - Administrative | 0.00 | 15,500.00 | 0.00 |
| Total Expenses | 755,304.00 | 713,026.00 | 803,744.00 |

**Consolidated Budget (All Funds)
Year to Year Comparison
June 30, 2019**

| | <u>Adopted</u> <u>Budget</u> <u>FY 2015</u> | <u>Adopted</u> <u>Budget</u> <u>FY 2016</u> | <u>Adopted</u> <u>Budget</u> <u>FY 2017</u> | <u>Adopted</u> <u>Budget</u> <u>FY 2018</u> | <u>Proposed</u> <u>Budget</u> <u>FY 2019</u> |
|---------------------------------|---|---|---|---|--|
| Revenues | | | | | |
| Permit Fees | 619,000.00 | 635,000.00 | 614,480.00 | 701,000.00 | 757,200.00 |
| Application Fees | 35,500.00 | 37,000.00 | 47,500.00 | 51,450.00 | 41,950.00 |
| Fines & Penalties | 11,700.00 | 29,700.00 | 35,000.00 | 54,000.00 | 59,000.00 |
| Interest Income | 3,500.00 | 3,200.00 | 3,300.00 | 3,500.00 | 4,000.00 |
| Revenue from Programs | 612,000.00 | 602,500.00 | 689,250.00 | 687,000.00 | 774,300.00 |
| State Revenue | 126,000.00 | 135,000.00 | 126,000.00 | 129,000.00 | 141,500.00 |
| Total Revenues | 1,407,700.00 | 1,442,400.00 | 1,515,530.00 | 1,625,950.00 | 1,777,950.00 |
| Expenses | | | | | |
| Personnel Expenses | | | | | |
| Salaries & Wages | 1,170,000.00 | 1,237,940.00 | 1,111,365.00 | 1,100,000.00 | 1,100,000.00 |
| Total Personnel Expenses | 1,170,000.00 | 1,237,940.00 | 1,111,365.00 | 1,100,000.00 | 1,100,000.00 |
| Operating Expenses | | | | | |
| Communications | 25,400.00 | 19,750.00 | 23,500.00 | 43,500.00 | 23,500.00 |
| Dues & Subscriptions | 6,700.00 | 10,025.00 | 10,500.00 | 10,500.00 | 10,500.00 |
| Non-Depreciable Inventory | 6,300.00 | 6,300.00 | 6,300.00 | 8,000.00 | 11,000.00 |
| Legal | 2,500.00 | 2,000.00 | 17,000.00 | 19,000.00 | 19,000.00 |
| Professional Services | 117,400.00 | 85,900.00 | 185,335.00 | 221,750.00 | 207,650.00 |
| Maintenance & Repairs | 7,000.00 | 7,000.00 | 7,000.00 | 6,575.00 | 6,500.00 |
| Training & Travel | 11,500.00 | 8,000.00 | 9,500.00 | 11,000.00 | 11,000.00 |
| Vehicles | 16,650.00 | 11,000.00 | 10,000.00 | 10,500.00 | 12,000.00 |
| Office Expenses | 96,300.00 | 87,725.00 | 96,380.00 | 94,475.00 | 107,425.00 |
| Program Expenses | 16,500.00 | 10,000.00 | 14,850.00 | 15,350.00 | 15,000.00 |
| Miscellaneous Expenses | 1,000.00 | 1,071.00 | 800.00 | 800.00 | 800.00 |
| Total Operating Expenses | 307,250.00 | 248,771.00 | 381,165.00 | 441,450.00 | 424,375.00 |
| Capital Expenses | | | | | |
| Furniture & Fixtures | 0.00 | 0.00 | 0.00 | 25,000.00 | 25,000.00 |
| Equipment | 15,000.00 | 0.00 | 0.00 | 12,000.00 | 0.00 |
| Vehicles | 0.00 | 0.00 | 0.00 | 25,000.00 | 30,000.00 |
| Computers | 0.00 | 0.00 | 0.00 | 20,000.00 | 0.00 |
| Software | 35,000.00 | 15,000.00 | 23,000.00 | 2,500.00 | 0.00 |
| Total Capital Expenses | 50,000.00 | 15,000.00 | 23,000.00 | 84,500.00 | 55,000.00 |
| Total Expenses | 1,527,250.00 | 1,501,711.00 | 1,515,530.00 | 1,625,950.00 | 1,579,375.00 |

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

| | |
|---|--|
| Vehicles | Fuel, oil, maintenance for the District's fleet of four light duty vehicles |
| <u>Office Expenses</u> Software | Annual maintenance contracts, network server maintenance, and desktop solutions |
| Liability insurance | The District is a member of the Special District Risk Management Authority (SDRMA), a risk management pool for liability insurance and related coverage. |
| Community Relations service | Products, events, and publications (public Recognition such as the AIRE awards, promotional items for community outreach events; special event fees for Looking Good Lancaster, Antelope Valley Board of Trade Business Outlook Conference, and Salute to Youth) |
| <u>Program Expenses</u> Program Expenditures | Expenses and activities eligible for use of restricted funds |
| Contributions to Others | Keystone Science School, sponsor one local teacher; Mojave Environmental Educational Consortium (MEEC); funds designated from the General Fund for specific local area grants (annual lawn mower exchange program |
| <u>Capital Expenditures</u> Furniture & Fixtures | Update District's phone system |
| Equipment | Replace –as needed - air monitoring equipment (greater than \$5,000) |
| Vehicles | Replace one fleet vehicle |
| Computers | Upgrade or replace District network computer components |

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

ACRONYMS

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

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The following page(s) contain the backup material for Agenda Item: [1\) Authorize \\$15,000 in Mobile Emission Reductions Program \(AB 2766\) funds to the Alternative Fuel Vehicle Program; and 2\) Authorize the Executive Director/APCO and staff to execute the Alternative Fuel Vehicle Program as outlined in the Work Plan. Pres](#)

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

AGENDA ITEM #7

DATE: May 15, 2018

RECOMMENDATION: 1) Authorize \$15,000 in Mobile Emission Reductions Program (AB 2766) funds to the Alternative Fuel Vehicle Program; and 2) Authorize the Executive Director/APCO and staff to execute the Alternative Fuel Vehicle Program as outlined in the Work Plan.

SUMMARY: This item authorizes \$15,000 in Mobile Emission Reductions Program (AB 2766) funds to the District's ongoing grant program used to incentivize the purchase of light-duty alternative fuel vehicles.

BACKGROUND: In June 2006, the AVAQMD Board (the Board) established an incentive program to off-set the incremental cost associated with the purchase of natural gas-fueled vehicles and refueling units. In April 2011, the Board expanded the Alternative Fuel Vehicle (AFV) program to include all alternative fuel vehicles including electric and electric/hybrid vehicles. In March 2013, the Board approved new eligibility criteria limiting the District incentives to new AFV purchase or lease agreements made with local Dealerships, and one incentive per household. In September 2013, the Board approved to offer up to 50 percent of the current incentive to local residents who purchase or lease with Dealerships outside the District due to availability. In June 2014, the Board approved to continue the AFV program decreasing the incentive to \$1,000 and discontinuing the home refueling and charging incentives. Since inception, the AFV incentive program has provided incentives towards 464 vehicles and 139 home refueling/charging units totaling approx. \$1.5 million to local residents.

REASON FOR RECOMMENDATION: Governing Board authorization is needed to allocate Mobile Source Emission Reductions Program funds and/or changes to the guidelines.

REVIEW BY OTHERS: This item was reviewed by Allison E. Burns Special Counsel to the Governing Board as to legal form and by Bret Banks, Executive Director/APCO on or before May 1, 2018.

FINANCIAL DATA: Sufficient funds are available from the District's Mobile Source Emission Reductions (AB 2766) funds.

PRESENTER: Julie McKeehan, Grants Analyst

cc: Jean Bracy
Laquita Cole
Michelle Powell
Julie McKeehan

The following page(s) contain the backup material for Agenda Item: 1) Award an amount not to exceed \$15,200 in Mobile Source Emission Reductions Program (AB 923) funds to Home2 Suites by Hilton Palmdale toward infrastructure and installation of Electric Vehicle Charging Stations; and 2) Authorize the Executive Director/A

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

AGENDA ITEM #8

DATE: May 15, 2018

RECOMMENDATION: 1) Award an amount not to exceed \$15,200 in Mobile Source Emission Reductions Program (AB 923) funds to Home2 Suites by Hilton Palmdale toward infrastructure and installation of Electric Vehicle Charging Stations; and 2) Authorize the Executive Director/APCO and staff to negotiate target time frames and technical project details and execute an agreement, approved as to legal form by the Office of District Counsel.

SUMMARY: This item awards funding to Home2 Suites towards infrastructure and installation of four (4) Level II single-port Electric Vehicle Charging Stations.

BACKGROUND: Home2 Suites, by Hilton Palmdale, submitted an application to the District requesting grant funds towards infrastructure and installation of donated Electric Vehicle (EV) Charging Stations. Home2 Suites proposes to own, operate, monitor and maintain the infrastructure and charging stations, and, allow for 24/7 public access to (4) Level II single-port chargers to be located at Home2 Suites at 38750 5th Street, Palmdale (Site Host). Home2 Suites supports the District goals of reducing sources of regional air pollution by the installation of electric vehicle charging stations accessible to the public and for support of growing increase in zero-emission vehicles.

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

REVIEW BY OTHERS: This item was reviewed by Allison E. Burns Special Counsel to the Governing Board as to legal form and by Bret Banks, Executive Director/APCO – Antelope Valley Operations on or about May 1, 2018.

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

PRESENTER: Julie McKeehan, Grants Analyst

cc: Jean Bracy
Laquita Cole
Michelle Powell
Julie McKeehan

The following page(s) contain the backup material for Agenda Item: 1) Award an amount not to exceed \$59,155 in Carl Moyer Program funds to McCarthy Steel to replace an older diesel-powered heavy-duty forklift with new, clean technology; and 2) Authorize the Executive Director/APCO and staff to negotiate target time frame

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

AGENDA ITEM #9

DATE: May 15, 2018

RECOMMENDATION: 1) Award an amount not to exceed \$59,155 in Carl Moyer Program funds to McCarthy Steel to replace an older diesel-powered heavy-duty forklift with new, clean technology; and 2) Authorize the Executive Director/APCO and staff to negotiate target time frames and technical project details and execute an agreement, approved as to legal form by the Office of District Counsel.

SUMMARY: This item awards an amount not to exceed \$59,155 in Carl Moyer Program funds to McCarthy Steel for the replacement of one (1) diesel-powered heavy-duty forklift used in their daily handling of steel materials. The new forklift is certified to the current off-road emissions standards.

BACKGROUND: AVAQMD received an application from McCarthy Steel requesting grant funding towards retirement and replacement of an older diesel-powered heavy-duty forklift. McCarthy Steel proposes voluntary participation in the Carl Moyer Equipment Replacement Program to reduce emissions by retiring (1) 1987 CAT R80 forklift to receive grant funding to off-set the costs to purchase a new diesel-powered heavy-duty forklift certified to the current off-road emissions standards. McCarthy Steel is in compliance with the off-road regulation and is taking the opportunity to receive grant funding to incorporate cleaner equipment into their fleet. The proposed project is estimated to reduce 0.40 tons of early emissions reductions for a proposed 5-year project term. Early fleet turnover provides emission reductions that help the Valley towards attainment of the national ambient air quality standards.

cc: Jean Bracy
Laquita Cole
Michelle Powell
Julie McKeenan

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

AGENDA ITEM #9

PAGE 2

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

REVIEW BY OTHERS: This item was reviewed by Allison E. Burns, Special Counsel to the Governing Board, as to legal form and by Bret Banks, Executive Director/APCO – Antelope Valley Operations on or before May 1, 2018.

FINANCIAL DATA: Project to be funded through the District's Carl Moyer Program with Year 20 funds.

PRESENTER: Julie McKeehan, Grants Analyst

The following page(s) contain the backup material for Agenda Item: 1) Award an amount not to exceed \$30,640 in Mobile Source Emission Reductions Program (AB 923) funds to Sierra Commons SPE, LLC toward infrastructure and installation of Electric Vehicle Charging Stations; and 2) Authorize the Executive Director/APCO and

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

AGENDA ITEM #10

DATE: May 15, 2018

RECOMMENDATION: 1) Award an amount not to exceed \$30,640 in Mobile Source Emission Reductions Program (AB 923) funds to Sierra Commons SPE, LLC toward infrastructure and installation of Electric Vehicle Charging Stations; and 2) Authorize the Executive Director/APCO and staff to negotiate target time frames and technical project details and execute an agreement, approved as to legal form by the Office of District Counsel.

SUMMARY: This item awards funding to Sierra Commons SPE, LLC towards infrastructure and installation of one (1) ADA compliant Level II single-port and three (3) Level II single-port Electric Vehicle Charging Stations.

BACKGROUND: Sierra Commons SPE, LLC submitted an application to the District requesting grant funds towards infrastructure and installation of donated Electric Vehicle (EV) Charging Stations. Sierra Commons proposes to own, operate, monitor and maintain the infrastructure and charging stations, and, allow for 24/7 public access to (4) Level II single-port chargers to be located at The Commons, 39605 10th Street West, Palmdale. Sierra Commons SPE, LLC, landlord of The Commons, supports the District goals of reducing sources of regional air pollution by the installation of electric vehicle charging stations accessible to the public and for support of growing increase in zero-emission vehicles.

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

REVIEW BY OTHERS: This item was reviewed by Allison E. Burns Special Counsel to the Governing Board as to legal form and by Bret Banks, Executive Director/APCO – Antelope Valley Operations on or about May 1, 2018.

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

PRESENTER: Julie McKeehan, Grants Analyst

cc: Jean Bracy
Laquita Cole
Michelle Powell
Julie McKeehan