

**ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT
GOVERNING BOARD MEETING
TUESDAY, MARCH 20, 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

Board Members Absent:

Steve Hofbauer, City of Palmdale
Vern Lawson, Los Angeles County

CALL TO ORDER

Chair **CRIST** called the meeting to order at 10:03 a.m. Board Member **CHELETTE** 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 Agenda Item #8. Ms. Ayer, representing the Association of Rural Town Councils (ARTC), expressed the ARTC support of AB 617 Community Air Protection Program and asked the board to please consider approving this item as this is a good starting point in obtaining the grant funds to cover expenses necessary for implementation of 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 February 20, 2018.

Upon motion by **CHELETTE**, Seconded by **MANN**, and unanimously approved, the Board **Approved** Minutes from Regular Governing Board Meeting of February 20, 2018.

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

Upon motion by **CHELETTE**, Seconded by **MANN**, and unanimously approved, the Board **Received and Filed** Monthly Activity Report.

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

Presenter: Bret Banks.

Upon motion by CHELETTE, Seconded by MANN, and unanimously approved, the Board **Received and Filed** Monthly Grant Fund Summary.

Agenda Item #4 - The Financial Report is provided to the Governing Board for information concerning the fiscal status of the District at February 28, 2018, which provides financial information and budget performance concerning the current fiscal status of the District. Receive and file. Presenter: Bret Banks.

Upon motion by CHELETTE, Seconded by MANN, and unanimously approved, the Board **Received and Filed** Financial Report.

Agenda Item #5 - Approve payment to MDAQMD in the total amount of \$206,385.22, subject to availability of funds, for services provided during the month of January 2018 in the amount of \$111,444.44 and February 2018 in the amount of \$94,941.08. Presenter: Bret Banks.

Upon motion by CHELETTE, Seconded by MANN, and unanimously approved, the Board **Approved** payment to MDAQMD in the total amount \$206,385.22, subject to availability of funds, for services provided during the month of January 2018 in the amount of \$111,444.44 and February 2018 in the amount of \$94,941.08.

ITEMS FOR DISCUSSION

DEFERRED

None.

PUBLIC HEARINGS

None.

NEW BUSINESS

Agenda Item #6 - Conflict of Interest Code for Antelope Valley Air Quality Management District. Adopt resolution amending the Conflict of Interest Code for Antelope Valley Air Quality Management District (AVAQMD) and direct staff action.

Presenter: Bret Banks.

Bret Banks shared background information and answered questions from the Board. Upon Motion by CHELETTE, Seconded by MANN, and unanimously approved, the Board: **Adopted** a resolution amending the Conflict of Interest Code for Antelope Valley Air Quality Management District (AVAQMD) and directed staff action.

Agenda Item #7 - Annual Financial Audit for Fiscal Year 2016-17. The annual audit for Fiscal Year 2016-17 is complete and presented for review and to receive and file. Fedak & Brown LLP of Cypress performed the audit services for the District. This was the first year to perform the audit of a three year engagement.

Presenter: Laquita Cole.

Laquita Cole introduced Christopher J. Brown, CPA, CGMA of Fedak & Brown LLP who presented the annual audit information and answered questions from the Board. Chair **CRIST** requested in the future that a board member from each jurisdiction be contacted prior to the audit review and presentation. After discussion and upon Motion by **MANN**, Seconded by **HAWKINS**, and unanimously approved, the Board: **Received and filed** the annual audit for Fiscal Year 2016-17.

Agenda Item #8 - Community Air Protection Authorization. 1) Approve the FY 17-18 Grant Agreement for submission to the California Air Resources Board (CARB) for the implementation for expenses necessary for the implementation of Assembly Bill 617 (C. Garcia, Chapter 136, Statutes of 2017); 2) Authorize the Executive Director/APCO and staff to execute the agreement, approved as to legal form.

Presenter: Bret Banks.

Bret Banks presented background information and answered questions from the Board. Board discussion directed staff to write the 36th Assembly District Assemblyman Tom Lackey and Senator Scott Wilk requesting additional funding for the Antelope Valley communities. The Board recommended that a partnership be created among the Association of Rural Town Councils, City of Lancaster, City of Palmdale, Los Angeles County Health Department and the Antelope Valley Air Quality Management District (AVAQMD) and directed AVAQMD staff to be the lead agency in this partnership to develop and submit a proposed AB 617 project to the California Air Resources Board by April 30, 2018. After discussion and upon Motion by **MANN**, Seconded by **BISHOP**, and unanimously approved, the Board: 1) **Approved** the FY 17-18 Grant Agreement for submission to the California Air Resources Board (CARB) for the implementation for expenses necessary for the implementation of Assembly Bill 617 (C. Garcia, Chapter 136, Statutes of 2017); 2) **Authorized** the Executive Director/APCO and staff to execute the agreement, approved as to legal form.

Agenda Item #9 - Robertson Palmdale Honda Electric Vehicle Charging Station Project. 1) Award an amount not to exceed \$86,000 in Mobile Source Emission Reductions Program (AB 2766) funds to Robertson Palmdale Honda 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: Bret Banks.

Bret Banks shared background information and answered questions from the Board. After discussion and upon Motion by **BISHOP**, Seconded by **MANN**, and unanimously approved, the Board: 1) **Awarded** an amount not to exceed \$86,000 in Mobile Source Emission Reductions Program (AB 2766) funds to Robertson Palmdale Honda toward infrastructure and installation of Electric Vehicle Charging Stations; 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 #10 - Home2 Suites Electric Vehicle Charging Station Project. 1) Award and 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.

Julie McKeehan shared background information and answered questions from the Board. After discussion no action of the Governing Board was taken as the Governing Board requested additional information from staff.

Agenda Item #11 - Sierra Commons Electric Vehicle Charging Station Project. 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.

No action of the Governing Board was taken as the Governing Board requested additional information from staff.

Agenda Item #12 - Year-Round Lawn Mower Exchange Rebate Program. 1) Allocate \$10,000 from the District's general fund and \$10,000 from the Mobile Source Emission Reduction Program (AB 923) fund to establish a Year-Round Lawn Mower Exchange Rebate Program; 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. Board discussion directed staff to continue with the previously established yearly events in addition to the Year-Round Lawn Mower Exchange Rebate Program. Additionally, the Board **Allocated** \$10,000 from AB 2766. After discussion and upon Motion by **CRIST**, Seconded by **BISHOP**, and unanimously approved, the Board: 1) **Allocated** \$10,000 from the District's general fund and \$10,000 from the Mobile Source Emission Reduction Program (AB 923) funds to establish a Year-Round Lawn Mower Exchange Rebate Program; 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 #13 - Reports

Governing Board Counsel – None.

Executive Director/APCO –

- On behalf of Governing Board Counsel, Bret Banks reminded Governing Board Members to file Form 700.
- Bret Banks informed the Board of a South Coast Air Quality Management District (SCAQMD) proposed ballot measure to increase sales tax and he and Laquita Cole have reached out to SCAQMD Governing Board Chair.
- Bret Banks recognized and congratulated staff member Vickie Rausch for 10 year of service.

Agenda Item #14 - Board Member Reports and Suggestions for Future Agenda Items.

None.

Agenda Item #15 – Meeting Adjourned at 11:31 a.m. to Regular Governing Board Meeting of Tuesday, April 17, 2018.

ACTION OF THE GOVERNING BOARD

APPROVED

Upon Motion by **STEVEN HOFBAUER**, Seconded by **RON HAWKINS**, as approved by the following roll call vote:

Ayes: 6 CRIST, BISHOP, CHELETTE, HAWKINS, HOFBAUER, MANN

Noes:

Absent:

Abstain:

Vacant: 1 LAWSON

DEANNA HERNANDEZ, SENIOR EXECUTIVE ANALYST

BY 

Dated: APRIL 17, 2018