

LAKE COUNTY AIR QUALITY MANAGEMENT DISTRICT

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Douglas G. Gearhart
Air Pollution Control Officer
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-MEMORANDUM-

To: Board of Directors
Jeff Smith, Chair
Rob Brown
Moke Simon
Tina Scott
Jim Steele

DATE: June 5, 2017

FROM: Douglas Gearhart, APCO

A handwritten signature in blue ink, appearing to read "Doug Gearhart", is written over the "FROM:" line.

SUBJECT: Agenda Item: LCAQMD FY 17/18 Draft Budget Hearing June 20, 2017 @ 9:30am, Budget Units #8799 & #8798.

The Lake County Air Quality Management District (District) maintains an active and effective air quality management program to protect the health and welfare of the populace of the Lake County Air Basin. This is a shared mission with State and Federal agencies. The District has primary responsibility for stationary air pollution sources in conformance with all District regulations and State and Federal laws. As a designated Air Basin, the District participates in several Local, State and Federal programs by law. The District's attainment status with all of the Ambient Air Quality Standards (AAQS) has enabled flexibility when meeting State and Federal requirements.

The above referenced, June 20, 2017, draft budget hearing is intended to meet the requirements of California Health and Safety Code (H&SC) Section 40131.

Actions and Awareness

Category #1 deals primarily with budget related items and District priorities, and we would ask the Board to formally consider. Recommendations are made after each item. Category #2 items address ongoing and new issues that staff desires to keep the Board aware of and receive input on if desired.

Category #1 Requested Board Action

A. The purpose of this hearing is to review, take public comment on, and consider the District's FY 2017/2018 draft budget (See Attachment 1 and 2). The final budget is to be considered for adoption at a later date.

Recommendation: That the Board of Directors approve the FY 17/18 Draft Budget proposed for the District.

B. Air Districts in general do not expect a further decrease in State subvention (the historical decrease was 30%), but such is possible given the State's budget. Other revenue and expenditures are well balanced but because of the restrictive use of subvention, and increased number of State mandated activities, increasing subvention is essential to ongoing functions. With the State increasing the District's requirements and work load, additional funds are needed to implement these requirements.

Recommendation: That the Board of Directors continue to be on record as opposed to any further State subvention cuts to the District, and support District staff seeking additional funding to support the additional work load placed on the District.

C. District Staff continues to work on reducing the impacts of the State Truck and Bus Rule on local fleets. Staff have been working to identify solutions, funding sources, and regulatory changes to enable programs to help the Lake County Fleets. Additional grant eligibility is now being developed and preowned model year 2006 and newer trucks may become available for local fleets to purchase at minimal cost as a result of this work.

Recommendation: That the Board of Directors be on record as supporting District staff to continue to work seeking program flexibility and additional funding from the State or Federal Government or other entities to assist local fleets.

D. Staff has taken an active role in CAPCOA to ensure Lake County (the only Full Attainment District) is represented in all statewide proceedings and discussions with the ARB. This provides visibility for Lake County, regular contact with State officials, and the need for ARB Executive staff to work on specific Lake County concerns. This is a multi-year effort requiring a long term commitment for participation on the CAPCOA Board.

Recommendation: That the Board of Directors be on record as supporting District staff to continue to actively participate on the CAPCOA Board to represent the needs and interests of Lake County related to Air Quality program funding, regulations, and benefits.

E. The District is mandated to enforce Local, State, and Federal air quality laws, rules, and regulations in order to meet and maintain the AAQS and protect the public health and welfare pursuant to the Federal Clean Air Act and State Implementation

Plan. As such, much of the District's activities are mandated, such as the permitting program, enforcement activities, air monitoring, complaint program, Variance/Hearing Board activities, air toxics emissions inventory, as well as numerous State and Federal reporting requirements. Pursuant to the 2003 Program Audit and Action Plan adopted by this Board on January 30, 2008, the District's highest priorities are placed on potential health impacts and complaints of health impacts. District staff strives to process permits within 60-90 days of receipt of a complete application; 180 days is specified under the CA H&SC. Air monitoring activities are a significant priority, as this is essential to maintaining our attainment status. To comply with State and Federal monitoring requirements this requires a minimum of six to seven staff days per week to ensure defensible air monitoring data. CEQA participation takes significant staff time and is currently unfunded. Failure to adequately participate in the County CEQA process could result in the requirement for the District to take a lead agency role and perform a second CEQA review for air impacts. Our goal is to avoid this additional and unnecessary burden to the project proponent and the District. Other activities include participation in the Carl Moyer Grant Program. This program requires significant staff time. Staff may recommend an ongoing MOU with a neighboring Air District to assist in more timely processing of applications in specific cases. Requests for District assistance continues to increase as the need for monitoring data and meteorological information is needed to protect the communities affected by emergency events.

Recommendation: That the Board of Directors continue their policy directive that health impacts, health risks, health based complaints, and mandated programs/requirements be given top priority, followed by activities that have regulatory time frames, and other funded activities, or as directed by the Board.

Category #2 – Board Awareness

A. Geothermal operations in Lake County are decreasing. The Bottle Rock Power Plant has been shutdown and all operations have ceased. Calpine has shutdown and is decommissioning the Bear Canyon Power Plant and may shutdown the West Ford Flat Power Plant in the near future. The decision on the West Fort Flat Power Plant closure will likely occur after the fire damaged plants are operational. With these shutdowns, steam and emissions from Calpine's steamfields are being sent to Power Plants in Sonoma County. In recent years complaints and monitoring costs have significantly increased in Lake County. Due to these closures permit revenue from geothermal sources have significantly declined, but the impacts have not. In order to continue to fund the monitoring program to protect the Lake County community from impacts of geothermal operations, additional funding sources will be necessary. In addition, both State and Federal requirements continue to increase and the demands on District Staff have grown. In order to meet these demands at the local level including: complaint investigations, records requests, CEQA reviews, participation in

local committees, source inspections, training of Staff, enforcement programs, lab and source test equipment upkeep, salary costs, workers compensation costs, insurance costs, emergency responses costs, and all other associated costs of operating the District, staff will attempt to review funding options. As part of this, District staff will review the costs of programs to ensure that program fees cover the costs of each program. District staff will be working on options for this Board to consider at a future date.

B. As a result of EPA review, the District needs to update some of the Rules and Regulations to meet current Federal and State standards, and ensure all rules are current with State and Federal definitions. This is a significant undertaking and will take significant staff time to update our rules to ensure they are fully compliant with State and Federal standards and are legally enforceable.

C. The ARB's "one shoe fits all Districts" philosophy continues to manifest itself in all kinds of program elements from monitoring, open burning, air toxics, number and timing of inspections, complaint response time, greenhouse gas programs, and non-program specific activities such as the truck and bus rule. This approach is a problem that we must stay engaged with and encourage the State to recognize that Rural and Attainment programs need to be different from Urban programs in order to be effective and efficient. Staff will continue the Board endorsed approach of local flexibility in designing and implementing new programs, and that "accountability" evaluations be based upon defined goals with measurable and quantifiable outcomes, such as actual measurements of the air or emissions in determining success. District Staff will continue to engage with the State to ensure local control and flexibility.

D. Air Toxic and other ARB mandated Programs and elements: Air Toxics reporting and actions under the structure of recent OEHHA changes to Acute and Chronic Reference Exposure Levels, and the new guidelines for risk calculations (which include additional factors for children) will continue to require the permitting of smaller sources. Additionally this year, as a result of AB 197, the ARB is required to update local toxics data for comparison to GHG emissions, which means the District will be required to update our toxics data annually instead of every 4 plus years. Significant staff training may be required to meet these new program requirements.

E. District Particulate Monitoring Program: The District's current PM10 & PM2.5 monitoring network is over 16 years old, and maintenance is increasing. Keeping monitoring equipment in good working order is essential to maintain our AAQS attainment status designation. The Federal and State Quality Assurance requirements for all monitoring is increasingly significant and requires considerable staff time to follow to ensure we maintain our AAQS attainment status designation. The effort includes continuing successful Federal certification of the samplers, Balance

Room/Laboratory, and Program QAPP & SOPs. The EPA has proposed to partially fund the PM2.5 program by reimbursements for FY 17/18, however, future funding is uncertain.

The proposed budget units for the District are balanced and in a good position overall. There were many projects completed during FY 2016/2017, and many more tasks and requirements coming for FY 2017/2018. The above action items and informational items are presented to prepare for future costs, impacts, and workloads. Further details of the District's operations are attached as mentioned. (Attachment 1- Budget #8799 and Attachment 2 - Budget #8798). The legal notice for this draft budget hearing was published in the Lake County Record Bee on May 18, 2017 (See Attachment 3) as required by CA H&SC.

Att: Attachment 1 - Budget #8799
Attachment 2 - Budget #8798
Attachment 3 - Legal Notice

CC: Carol J. Huchingson, Chief Administrative Officer
Jeff Rein, Deputy County Administrator Officer
Cathy Saderlund, Auditor-Controller

FORM #1 - BUDGET OVERVIEW

FUND TITLE: Air Quality Management District

FUND NUMBER: 299

BUDGET TITLE: Air Quality Management District

BUDGET UNIT: 8799

Requested Budget FY 17/18: \$ 944,040

Permanent Positions: 4.6

Estimated Revenue FY 17/18: \$ 840,963 *

Prior Year Permanent Positions: 4.6

*Doesn't include carryover amount \$103,077

Prior Year (FY 16/17) Adopted Budget: \$ 1,002,532

Air Quality Management District

Douglas Gearhart, Air Pollution Control Officer



BL 8799 - Air Quality Management District

DEPARTMENT OVERVIEW

The mission of the Lake County Air Quality Management District (AQMD) is to maintain a proactive, effective air quality management program to protect and enhance air quality for residents and visitors of the Lake County Air Basin. This is accomplished by consistent application of State and Local laws and regulations with a priority to retaining our healthful air and our Ambient Air Quality Standards (AAQS) attainment designation. This accomplishment continues to be a shared responsibility of the community, regulated sources, Local, Federal and State agencies. The AQMD has primary responsibility for non-vehicle air emissions. The AQMD will continue to emphasize a technologically trained staff, advanced testing, monitoring and enforcement methods with an emphasis on significant air emission sources to include geothermal operations, area wide source management, NESHAP asbestos (building materials), outreach on serpentine (asbestos), and vegetative waste burning.

The AQMD implements Local, State, and Federal laws regulating stationary air emission sources. We desire to be proactive and participate in the permitting of area sources, ensuring large-scale development projects will be compatible with maintaining our attainment status through active participation in California Environmental Quality Act (CEQA) review and through coordination with other agencies such as the Community Development Department (CDD), Fire Protection Districts (FPD), and neighboring Air Districts. We implement our local serpentine/asbestos management program, to include assisting in development of ordinances, CDD plans, as well as follow-up with and outreach to other agencies. Additionally, we have been providing support and assistance to the abatement/resolution of the naturally occurring H2S Vent site in the City of Clearlake, providing monitoring assistance for emergency response situations, staff is working with Legislators and California Air Resources Board (ARB) to develop a funding mechanism to assist local truck fleet operators who cannot afford to upgrade their trucks, and staff is spending increased time in meetings with the ARB and other air districts to ensure the Lake County is recognized for its achievements as new regulations and/or requirements are pushed for other parts of the State (maintaining and active presence is essential to this goal). All of these activities are unfunded or underfunded, but are necessary activities.

PROGRAM OVERVIEW

- *Air Quality Management District – BU 8799*

Source & Permit Administration: Manage permitted and non-permitted sources, update emission inventories, and perform inspections and source tests to ensure compliance. Implement Federal and State regulations, while attempting to minimize burden on AQMD sources. Advise sources of technological developments, pending changes and new regulation requirements. The AQMD maintains source permit, billing, complaint and enforcement information. Hearing Board activity includes variances and permit appeal hearings.

Rule Review, Adoption and Implementation: The AQMD is required to adopt local regulations consistent with State and Federal law. The AQMD participates in rule development at the State and Federal level and prepares local regulations adapted to our local program for Board consideration. Rule development, adoption, and implementation require proactive involvement by the AQMD to protect local authority and flexibility. We do not regulate vehicles.

New Source Reviews: Significant new projects require a detailed review to comply with our regulations and CEQA. Smaller projects require less effort, but a written review is completed. Participation in the CEQA process provides early input and assists in permit streamlining; however, staff costs for these reviews are currently not recovered.

Air Monitoring: We operate a State and Local Air Monitoring Station (SLAMS) in Lakeport, numerous meteorological monitoring stations, several PM10 and PM2.5 sites, and a number of portable air monitoring stations. We participate in the Geysers Air Monitoring Program (GAMP), and perform specialized monitoring for radon, H2S, heavy metals and mercury. We intend to continue to develop H2S ambient air monitoring capability and manage emissions events real time with the industry. Increased costs result from active relocation of a monitoring station and ongoing increased QA requirements.

Emergency Response: Staff has been active in providing emergency responders with assistance during fires and hazmat incidents to identify potential downwind impacts for emergency responders to evaluate the need for evacuations, shelter in place, and/or other actions.

Compliance, Inspections, Source Testing: Staff conducts inspections and tests, and calculates and submits emissions data to State and Federal agencies as appropriate. Various compliance plans are reviewed and reported to State and Federal agencies as needed.

Open Burning: The AQMD's open burning program provides burn day announcements, issues permits and exemptions, maintains an annual burn inventory and provides public information. Staff conducts inspections, complaint investigations, enforcement actions, and assists with prescribed vegetation and training burns. Illegal material, nuisance residential and lot development burns require continued enforcement and educational efforts. The FPDs are essential partners in this effort, and air quality and fire safety have benefited from Board enacted improvements combining our efforts for efficiency. Multi-day and large "Smoke Management Plan" and lot development burns are complex and require significant agency resources. The \$25 permit fee only covers a small percentage of the actual program cost. The program has proven immensely beneficial to air quality and fire safety. This effort is essential to maintaining our attainment status.

Agency and Public Inquiry: Staff responds to citizen inquiries, complaints and concerns on a variety of air quality issues. The AQMD responds to all complaints and inquiries. Public concerns regarding indoor air quality problems and wood heat burning are also recognized as a potential public health issue, but our response and authority is limited. We are providing significant assistance to the Public Health Officer in evaluating potential health threats.

Grants: Program funding from the ARB for diesel particulate control efforts is included in Budget 8798, though complexity of the program and requirements makes the program unworkable. However, we continue to implement as best as possible.

ACCOMPLISHMENTS IN FY 2016-17

- *Maintained our Clean Air Attainment Status despite significant increases in EPA & ARB Quality Assurance requirements and updates to the monitoring program.*
- *Helped develop a Statewide Woodstove replacement program (to be introduced soon), which may fund 100% of the cost of upgrading to a clean woodstove for low-income residences who use wood as their primary heat source.*
- *Worked to develop a truck reuse program through ARB, which allows new trucks that are replaced in Urban areas to be reused in rural areas to replace much older trucks. This program is in to be introduced this year (not a locally managed program).*
- *Designed, built, and received EPA & ARB certification for new weigh room laboratory.*
- *Received EPA & ARB approval for relocation of Lakeport Air Monitoring Station. Process started in 2014 and took 3+ years of collaborating, included historic data review and submittals to ensure Attainment status was not affected.*
- *Permit issuances: Assessment and issuance of 20 new or modified project permits, Compliance review and issuance of 567 stationary source permits, review and issuance 135 Smoke Management plans with daily burn approval review during through the burn season.*
- *CEQA reviews (over 30 project reviewed and commented on)*
- *Monitoring at schools during wildfires and major incidents.*
- *Resumed sampling at the Anderson Springs monitoring station since Valley Fire.*
- *Passed annual ARB audits for monitoring and laboratory.*
- *Collaborated with CalFire in an Online burn permit program (pilot project).*

GOALS FOR FY 2017-18

- **Goal #1:** Our highest priority is to continue to protect and preserve our air quality and maintain attainment with all State AAQS, and to accomplish this even with substantial growth. This will continue to benefit the quality of life and economic status of the air basin, and save appreciable costs in governing and directly to the citizenry (e.g. vehicle 'smog check' inspections \$60-\$100 every 2nd year per car, or +\$1,500,000/yr total, gas station upgrades costing approx. \$50,000-\$100,000 per station, agricultural diesel engine replacement costing approx. \$20,000-\$45,000 per engine). We continue to be the only AQMD in California that is in compliance with all State and Federal AAQS and as a result have greater local flexibility and autonomy, including avoiding costly programs. Costs of non-compliance are substantial and include but are not limited to costs for increased state vehicle fees, mandatory inspection, implementation of many ATCM requirements impacting local industry and agriculture, developing more stringent burn regulations, developing and implementing an attainment plan and an emissions credit and banking program, which would add additional costs to the program, public, and local government agencies. Progress toward the goal will be measured through monitoring efforts of GAMP, SLAMS, and other air quality indicators. The performance criteria include: 1) the annual legal attainment determinations by the ARB; 2) public complaint activity; and 3) ambient air monitoring, marker results and trends.
- **Goal #2:** Adapt State and Federal programs governing stationary sources in an appropriate, fair, wise, responsible, and effective manner as possible. Enhance and preserve air quality while using an approach best adapted to local opportunities and benefits. Accomplish this goal in a manner that retains local control and meaningful decision making on how to achieve and maintain healthful air. This goal can be elusive, and benefits and risks must be balanced. Costs are variable and difficult to quantify, depending on the sources, the Public, State, and Federal agencies perception of cost and benefit. The measure of success is to avoid sanctions, and retain local control of decision-making authority.
- **Goal #3:** Continue to improve the organization, and build staffing effectiveness with a special emphasis on training. Success will be determined by whether we can continue to provide the public services required by the expanding responsibilities.
- **Goal #4:** Review our Rules and Regulations, as several rules and definitions are out of date and need to be updated to meet current standards. Additionally, new State mandates are impacting staff time and program costs. These mandates must be incorporated into our Rules and/or Fee structure so that the affected industries pay the fees to support the programs we are mandated to enforce for the industry.

SPECIAL NOTES

- **Source of Funding for this Budget Unit:** The AQMD receives no county funds or tax funding and the AQMD does not charge fees to local Government Agencies. This has resulted in a savings to local government agencies of over \$45,000 per year. Lake County AQMD is the only District in the State to provide no cost permits to local governmental agencies. The AQMD pays the county rent and A-87 costs as well as local agency fees and charges. Permit fees are anticipated to support 57% of the revenue, with the balance supported largely by fines 8%, state subvention 12%, carryover of reserves 11%, and miscellaneous reimbursements and fees account for the remaining 12%. Budget 8798 carries out grants and multiyear funded projects, and provides administrative compensation to Budget 8799 as allowed by the specific grant.
- **Revenue Issues:** The AQMD is in attainment with all AAQS and this results in significant planning and cost savings to the community and local industry for additional emissions control equipment, diesel engine replacements, agricultural activities, open burning program, and vehicle 'smog check' inspections, etc. The attainment status has denied the AQMD of vehicle fee funding, from this large source of emissions, which is typically used by AQMDs to perform air monitoring, match for additional Moyer Grant funds, school bus purchase assistance, emissions inventory, area source management, and CEQA review assistance. Subvention is currently utilized to support many of these activities. Civil fines are used to support, but do not fully fund, special projects, emergency response assistance, wildfire air monitoring, public complaint investigation, permitting program costs of public agencies, assistance with asbestos issues in public buildings/projects, and other one time special projects or sampling events as needed. The State of California has passed a number of Bills in recent years that are unfunded mandates for this and all Air Districts. These are unfunded as the State has determined that Districts have fee authority to increase fees to support the requirements of the State actions. As such, we will be reviewing our fee schedule and estimating costs of implementation of the mandated programs.

SUMMARY OF MAJOR ACCOUNTS

Revenues

Acct. 21-60 Permit Fees.

Acct. 31-84 Civil Fines

Acct. 53-81 ARB Funding (Subvention, PERP, etc.)

Acct. 56-01 CAPCOA – Federal Grant for PM2.5 Monitoring Program

Services & Supplies

Acct. 1-11 through 4-00. Salaries (permanent & extra help), FICA, PERS, Ins., Work Comp., etc.

Acct. 17-00 Maintenance – Equipment: Maintenance of all Air District equipment.

Acct. 18-00 Maintenance – Building and Improvements: General maintenance of Air District buildings, improvements, and properties.

Acct. 23-80 Professional & Specialized Services: Laboratory analysis services, County Counsel Retainer, health testing for staff, and calibration services for Air District equipment.

Acct. 23-90 Estimated costs per Administrative Office. A-87 Cost Allocation Plan.

Acct. 28-30 Special Dept. Supplies and Services: Printing costs, laboratory and monitoring equipment supplies.

Acct. 29-50 Transportation and Travel: Equipment fuel, travel for meetings, training, coordination with other Districts, ARB, and/or EPA, enforcement travel, and other general AQMD related travel.

Acct. 38-00 Inventory items: Software, handheld monitoring equipment, computers, cameras, and other inspection, monitoring, and enforcement tools necessary for District operations.

Capital Assets

Acct. 61-69 Structures and Improvements – Prior Year. Solar Installation and Building Improvements.

Acct. 62-79 Equipment – Prior Year. Air Monitoring Equipment: Equipment, new and/or replacement, as needed to ensure compliance with State and Federal requirements.


Contingencies

Acct. 90-91: Contingency funds.

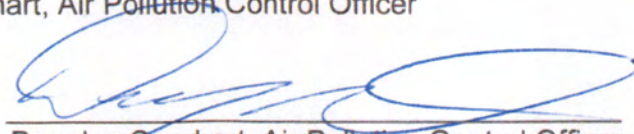
CHANGES IN BUDGET FROM PRIOR YEAR

New Requests or Significant Changes From Prior Year: Specific item increases are included to reflect expenditures anticipated, replacement of aging monitoring equipment, additional construction and outfitting necessary for air monitoring relocation, laboratory setup, and general operations, and other projects carried over from prior years.

Budget prepared by:


Douglas Gearhart, Air Pollution Control Officer

Budget approved for submission by:


Douglas Gearhart, Air Pollution Control Officer

ATTACHMENT 1 - BUDGET #8799

Dept Budget Requests Row/Col
FOR FISCAL YEAR 2017/18

RUN DATE ACCOUNTING PERIOD 10/2017

DEPTREQS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	14/15 ACTUALS	15/16 ACTUALS	16/17 ADJUSTED BUDGET	16/17 AS OF RUN DATE	2017-2018 DEPT REQ
Air Quality Mgmt District						
Air Quality Mgmt Dist						
299-8799-422.21-60	Other	472,993-	474,743-	520,012-	470,852-	533,658-
299-8799-422.21-64	Air Pollution Variance	0	0	3,000-	0	3,000-
*		472,993-	474,743-	523,012-	470,852-	536,658-
299-8799-431.31-70	Vehicle Code Fines	21-	0	50-	0	50-
299-8799-431.31-84	Civil Fines	36,875-	29,061-	80,000-	11,000-	80,000-
*		36,896-	29,061-	80,050-	11,000-	80,050-
299-8799-441.42-01	Interest	3,228-	1,501-	3,000-	1,913-	3,000-
*		3,228-	1,501-	3,000-	1,913-	3,000-
299-8799-452.53-81	ARB Funding	98,095-	97,485-	166,000-	96,628-	191,000-
*		98,095-	97,485-	166,000-	96,628-	191,000-
299-8799-455.56-01	Other	24,610-	95,923-	21,610-	21,610-	17,955-
*		24,610-	95,923-	21,610-	21,610-	17,955-
299-8799-466.69-20	Other	7-	0	300-	0	300-
299-8799-466.69-23	Air Monitoring	4,048-	3,011-	3,000-	1,672-	3,000-
*		4,055-	3,011-	3,300-	1,672-	3,300-
299-8799-491.79-50	Revenue Applic Prior Year	5,676-	4,133-	4,000-	4,152-	4,000-
299-8799-491.79-60	Sale of Fixed Assets	2,850-	0	0	1,510-	0
299-8799-491.79-70	Other Sales-Miscellaneous	7-	0	0	143-	0
*		8,533-	4,133-	4,000-	5,805-	4,000-
299-8799-492.79-90	Miscellaneous	24,220-	16,310-	0	1,283-	5,000-
299-8799-492.79-91	Cancelled Checks	38-	0	0	0	0
*		24,258-	16,310-	0	1,283-	5,000-

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PROGRAM GM601L
Board of Supervisors- Sar

ATTACHMENT 1 - BUDGET #8799

FOR FISCAL YEAR 2017/18

RUN DATE ACCOUNTING PERIOD 10/2017

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DEPTREQS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	14/15 ACTUALS	15/16 ACTUALS	16/17 ADJUSTED BUDGET	16/17 AS OF RUN DATE	2017-2018 DEPT REQ
**	Air Quality Mgmt Dist	672,668-	722,167-	800,972-	610,763-	840,963-
***	REVENUE	672,668-	722,167-	800,972-	610,763-	840,963-

Dept Budget Requests Rev/Exp
ATTACHMENT 1 - BUDGET #8799

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	14/15 ACTUALS	15/16 ACTUALS	16/17 ADJUSTED BUDGET	16/17 AS OF RUN DATE	2017-2018 DEPT REQ
Air Quality Mgmt Dist						
299-8799-787.01-11	Permanent	260,109	292,011	293,943	211,500	308,079
299-8799-787.01-12	Extra Help	8,422	8,228	63,909	5,950	56,525
299-8799-787.01-13	Overtime	1,463	5,280	7,000	1,300	5,000
299-8799-787.01-14	Other, Term	8,937	8,937	13,910	13,346	4,910
299-8799-787.02-21	FICA	20,013	23,189	25,842	17,505	25,880
299-8799-787.02-22	PERS	45,133	41,883	50,432	32,080	52,402
299-8799-787.02-23	PERS-Co Paid Employee Con	14,671	5,191	0	0	0
299-8799-787.03-30	Health/Life	46,500	47,920	48,255	34,273	48,255
299-8799-787.03-31	Unemployment	3,124	3,405	945	0	935
299-8799-787.04-00	Worker's Compensation	4,704	3,758	4,292	4,292	4,447
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* SALARIES & EMP BENEFITS		413,076	439,802	508,528	320,246	506,433
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299-8799-787.11-00	Clothing & Personal Suppl	36	118	800	0	1,000
299-8799-787.12-00	Communications	9,135	8,579	12,000	6,528	14,000
299-8799-787.15-12	Public Liability	6,429	10,379	11,806	11,806	10,664
299-8799-787.15-13	Fire & Allied Cvrge	477	679	750	725	819
299-8799-787.17-00	Maintenance-Equipment	8,454	11,720	20,000	5,171	18,000
299-8799-787.18-00	Maint-Bldgs & Imprvmts	1,059	16,084	37,547	4,260	35,000
299-8799-787.19-40	Medical Supplies	2,827	2,966	9,000	4,663	9,000
299-8799-787.20-00	Memberships	1,195	1,045	2,000	0	2,000
299-8799-787.22-70	Supplies	2,602	1,934	3,500	2,822	4,000
299-8799-787.22-71	Postage	1,666	1,215	3,000	787	3,000
299-8799-787.22-72	Books & Periodicals	498	497	850	563	850
299-8799-787.23-80	Professional & Specialize	15,898	19,522	35,572	6,273	35,000
299-8799-787.23-90	Administrative Services	12,556	0	34,917	34,917	11,228
299-8799-787.24-00	Publications & Legal Ntcs	278	369	1,500	349	1,500
299-8799-787.26-00	Rents & Leases-Bldg & Imp	3,481	3,481	3,500	3,481	3,500
299-8799-787.27-00	Small Tools & Instruments	179	441	1,000	0	1,000
299-8799-787.28-30	Supplies & Services	9,202	9,157	15,000	2,335	20,000
299-8799-787.29-50	Transportation & Travel	10,422	10,944	18,000	9,696	18,000
299-8799-787.30-00	Utilities	9,601	12,761	17,000	13,080	20,000
299-8799-787.38-00	Inventory Items	37,880	26,048	51,000	8,048	46,992 38,587
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* SERVICES & SUPPLIES		133,875	137,939	278,742	115,504	248,561
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299-8799-787.61-60	Current	900,051	0	0	0	0
299-8799-787.61-69	Prior	0	84,316	135,262	71,792	109,046
299-8799-787.62-71	Office	7,848	0	0	0	0
299-8799-787.62-72	Autos & Light Trucks	24,774	0	0	0	0
299-8799-787.62-79	Prior Years	24,634	0	60,000	0	60,000
<hr/>						
* CAPITAL ASSETS		957,307	84,316	195,262	71,792	169,046

* 299-8799-787.15-10 Insurance, Other 1,413

ATTACHMENT 1 - BUDGET #8799

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	14/15 ACTUALS	15/16 ACTUALS	16/17 ADJUSTED BUDGET	16/17 AS OF RUN DATE	2017-2018 DEPT REQ
299-8799-787.80-80	Interfund Reimbursements	0	0	0	111-	0
*	OTHER FINANCING USES	0	0	0	111-	0
299-8799-787.90-91	Contingencies	0	0	20,000	0	20,000
*	CONTINGENCIES	0	0	20,000	0	20,000
**	Air Quality Mgmt Dist	1,504,258	662,057	1,002,532	507,431	944,040
***	EXPENDITURE	1,504,258	662,057	1,002,532	507,431	944,040
****	Air Quality Mgmt District	831,590	60,110-	201,560	103,332-	103,077

ATTACHMENT 1 - BUDGET #8799

BUDGET TITLE: Air Quality Management District

FORM #3 - DEPARTMENT REVENUE

BUDGET UNIT 8799
FUND NO. 299

A Fund Number	B Revenue Acct. No. & Title (List in Numerical Sequence)	C Description of Revenue How it is Generated & Reason for Estimating Increase or Decrease from Prior Year	D Actual Revenue Received Through 2/28/2017	E Total Amount Department Anticipates Receiving in FY 16/17	Complete F Through I if Revenue is from a Grant which Crosses Fiscal Years. G must equal H+I+J				J Revenue Estimates for FY 17/18
					F Mo/Year Grant Approved by BOS	G Total Amount of Grant	H Amount Rec'd FY 16/17 and Prior	I Amount To Be Received After FY 17/18	
299	2160	Permit Fees	\$470,852	\$10,000	n.a.	n.a.	n.a.	n.a.	\$533,658
299	2164	Variance Fees	\$0	\$0	n.a.	n.a.	n.a.	n.a.	\$3,000
299	3170	State Vehicle Code Fines	\$0	\$0					\$50
299	3184	Civil Fines	\$11,000	\$25,000	n.a.	n.a.	n.a.	n.a.	\$80,000
299	4201	Interest	\$1,144	\$1,500	n.a.	n.a.	n.a.	n.a.	\$3,000
299	5381	ARB CMP Administration Funds	\$0	\$0	n.a.	n.a.	n.a.	n.a.	\$60,000
299	5381	ARB PERP Equipment Inspection Funds	\$13,428	\$0	n.a.	n.a.	n.a.	n.a.	\$16,000
299	5381	ARB Subvention	\$83,200	\$0	n.a.	n.a.	n.a.	n.a.	\$110,000
299	5381	GGRF Woodstove Replacement Admin Funds	\$0	\$0	n.a.	n.a.	n.a.	n.a.	\$5,000
299	5601	CAPCOA - Federal PM2.5	\$21,610	\$0					\$17,955
299	6920	Other - Copy Charges	\$0	\$0	n.a.	n.a.	n.a.	n.a.	\$300
299	6923	Air Monitoring & Source Tests	\$1,672	\$2,000					\$3,000
299	7950	Sales / Revenue Applic. Prior Year (GAMP)	\$4,152	\$0	n.a.	n.a.	n.a.	n.a.	\$4,000
299	7960	Sales / Sales of Fixed Asset	\$1,510	\$0	n.a.	n.a.	n.a.	n.a.	\$0
299	7970	Sales / Other Sales - Miscellaneous	\$143	\$0	n.a.	n.a.	n.a.	n.a.	\$0
299	7990	Other / Miscellaneous	\$1,283	\$0	n.a.	n.a.	n.a.	n.a.	\$5,000
299	7991	Other / Cancelled Checks	\$0	\$0	n.a.	n.a.	n.a.	n.a.	\$0
		<i>Estimated unreserved carryover</i> \$103,077.00							
TOTAL			\$609,995	\$38,500	\$0	\$0	\$0	\$0	\$840,963

ATTACHMENT 1 - BUDGET #8799

FORM #4 - SALARIES AND BENEFITS

Explanation & Justification of Adjustment	Salary Rate	Pay Periods	1.11 Perm. Salary	1.12 Extra Help	1.13 OT & Holiday	1.14 Other Salary	2.21 FICA	2.22 PERS	2.23 CPERS	3.30 INS.	3.31 U.I.	3.32 Ins. Opt-Out	TOTAL
APCO (Gearhart)	48.9000	12	102,103	0	0	0	7,811	15,063	0	9,631	255	0	134,863
Sick Leave Cash-Out (60hrs)	48.9000	60	0	0	0	2,944	225	434	0	0	7	0	3,610
Admin Leave Cash-Out (40hrs)	48.9000	40	0	0	0	1,966	150	290	0	0	5	0	2,411
Air Quality Program Coordinator (Knight)	30.7590	12	41,746	0	1,000	0	3,270	6,159	0	9,631	107	0	61,913
Air Quality Engineer (Nave)	28.5900	12	59,696	0	0	0	4,567	8,807	0	9,631	149	0	82,850
Air Quality Engineer (Tsan)	26.5600	7	32,350	0	0	0	2,475	4,773	0	9,631	81	0	49,310
	27.8900	5	24,264	0	1,000	0	1,933	3,580	0	0	63	0	30,840
Air Quality Technician (Ley)	22.9500	12	47,920	0	3,000	0	3,895	7,070	0	9,631	127	0	71,643
<u>Extra Help, Hearing Board</u>													
Extra Help Air Quality Tech. (Wangberg)	18.8800	900	0	16,992	0	0	467	2,507	0	25	42	0	20,033
Emission inventory, inspection/source test support													
Extra Help Air Quality Tech. (Fricker)	18.8800	435	0	8,213	0	0	226	1,212	0	25	21	0	9,697
Open burning program enforcement support													
Extra Help Air Quality Tech. (Reisbeck)	18.8800	900	0	16,992	0	0	467	2,507	0	25	42	0	20,033
Inspection/source test/burn program support													
Extra Help Secretary/Field Worker (Boss)	13.4200	900	0	12,078	0	0	332	0	0	25	30	0	12,465
Hearing Board Members (Reeves, Perrin, Bakke, Harvey, Burkdoll)	75.00	30	0	2,250	0	0	62	0	0	0	6	0	2,318
H&SC required board, some costs are reimbursed by petitioners													
Object Code Sub-Total:			\$308,079	\$56,525	\$5,000	\$4,910	\$25,880	\$52,402	\$0	\$48,255	\$935	\$0	\$501,986
4.00 Workers Compensation, per Budget Manual:													\$4,447
Total Salaries and Benefits:													\$506,433

ATTACHMENT 1 - BUDGET #8799

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BUDGET TITLE: Air Quality Management District

BUDGET UNIT: 8799

FUND NO.: 299

FORM #5 - SERVICES & SUPPLIES, OTHER CHARGES & OTHER FINANCING USES

List Object Codes in Numerical Order

Object Code & Title	Budget 16/17	Requested 17/18	Detail/Justification/Explanation
11.00 Clothing & Personal Supplies	\$800	\$1,000	Enforcement and various field related inspections at industrial sites requires protective clothing which typically can include field bags, hard hats, neoprene gloves, safety glasses, rain suits, coveralls, heat resistant gloves, work gloves, inspection attire (jackets, shirts, hats), steel toed footwear, reflective vests, nitrile gloves, and ear protection.
12.00 Communications	\$12,000	\$14,000	Intended for support of programs such as GAMP web access, Federal RAWs & AIRS and IPM/U.C./Ag programs (computerized linkage with meteorological information and databases at the local, state/federal level). Where possible, we encourage collaborating agencies to assist. GAMP web access costs are reimbursed. The requested amount also includes the District's web hosting, email, internet service, cell phone stipend, CAPCOA conference charge, and local public access to current burn information. The anticipated costs are small when considering the many advantages, including staff time, savings of real time access, control burn coordination and forecasting, deferred travel, data reduction automation, and remote monitoring station data access.
15.10 Insurance, other		\$1,413	Earthquake Insurance
15.12 Insurance - Public Liability	\$11,806	\$10,664	Per Budget Manual Instructions, Page 23
15.13 Insurance - Fire and Burglery	\$750	\$819	Per Budget Manual Instructions, Page 25
TOTAL:	\$278,742	\$248,561	

Use this form for appropriation requests in the following categories: Services and Supplies, Other Charges, and Other Financing Uses. Double space between object codes. If correct amount of justification and explanation is provided for each line item request, most departments will need to use several copies of this form.

ATTACHMENT 1 - BUDGET #8799Page 13BUDGET TITLE: Air Quality Management DistrictBUDGET UNIT: 8799FUND NO.: 299**FORM #5 - SERVICES & SUPPLIES, OTHER CHARGES & OTHER FINANCING USES**

List Object Codes in Numerical Order

Object Code & Title	Budget 16/17	Requested 17/18	Detail/Justification/Explanation
17.00 Maintenance - Equipment	\$20,000	\$18,000	Funding is for preventive maintenance, anticipated and unanticipated repairs and rebuilds. Preventive expenditures prolong the useful life of equipment and limit losses due to unexpected failures. The District operates and utilizes a wide range of mechanical, electrical and electronic equipment, which require regular servicing to maintain operability and certification to quality assurance specifications. Much of the analytical, aerometric and safety equipment requires rigorous maintenance to retain certification. Much is old and the ARB has been cooperative in supplying old instruments for parts that do result in a savings but this can't be assured. The following are typical of equipment categories and necessary maintenance requirements: 1) Vehicles, monitoring trailers, and power generators: scheduled tune ups, oil and lubrication, tires, and general functional repairs; 2) Air Quality Monitoring Equipment: IPM & GAMP parts, pumps, regulators, timers, tubing, sensors, electronic parts, data acquisition system updates; 3) Laboratory equipment including source testing equipment, pH and selective ion electrodes, deionized water system, valve and battery replacements, pump and flow system rebuild components, H2S or Hg sensor replacement; 4) Meteorological station repairs and maintenance, including temp, RH and wind sensor replacement parts and batteries; 5) Office equipment including computers, video, printer and copy machines, electronic component repairs, minor upgrade modules, software upgrade, power supply and general maintenance; and 6) Answering machines, data loggers, network linkage and fax system connection and component repairs.
18.00 Maintenance - Building & Improvements	\$37,547	\$35,000	Funds include minor maintenance items for our new facility and any necessary improvements to the existing PM sampling stations, balance room, and garage. Examples are as follows: replacement or repair of station ladders, station asphalt patchwork, seal coating of new facility parking lot, roof repairs or patching for weather proofing, balance room temperature and humidity conditioning system, HVAC for relocated air monitoring station, chemistry lab fume hood, repair of building siding, and painting. Implemented as necessary and as staff resources allow.
TOTAL:	\$278,742	\$248,561	

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ATTACHMENT 1 - BUDGET #8799Page 14BUDGET TITLE: Air Quality Management DistrictBUDGET UNIT: 8799FUND NO.: 299**FORM #5 - SERVICES & SUPPLIES, OTHER CHARGES & OTHER FINANCING USES**

List Object Codes in Numerical Order

Object Code & Title	Budget 16/17	Requested 17/18	Detail/Justification/Explanation
19.40 Laboratory Supplies	\$9,000	\$9,000	The funds support our efforts to manage the PM 2.5 and PM 10 field and laboratory analytical capability. The purchase of disposable labware, treatment media for high purity air and water, and air monitoring supplies are included. PM 2.5 and PM 10 monitoring supplies have significantly increased in cost. The demand is largely due to stringent QA for the Federal PM monitoring effort. Continued Federal EPA policy implementation for particulate measurement requires the need for expenditures in this category. PM 2.5 monitoring costs are partially reimbursed by EPA grant funding.
20.00 Memberships	\$2,000	\$2,000	Necessary for staff awareness and coordination of state and federal programs, aids in professional developments and joint interest. Memberships include NACAA, CAPCOA, GRC, AGU, and A&WMA.
22.70 Office Supplies	\$3,500	\$4,000	Continued automation and electronic data storage efforts, report preparation, copying, printer supplies, and general office supplies. Costs as budgeted will be associated with District functions and continued effort to comply with notice, review and regulatory actions, and provides some assistance to project partners. Cost savings occur from electronic storage, automation, paper reduction efforts, etc. which we hope to continue to enhance and reduce costs. The reporting requirements of other agencies, especially as regards procedures for rule and permit notification, variances, inventory, and multi-agency coordination may result in increases that are not incorporated since filings, paper production, report writing and preparation costs continue to increase.
22.71 Postage	\$3,000	\$3,000	Activity required by ongoing program as described in the overview. We continue to attempt to reduce mail, ARB programs are frequently requiring substantial repetitive reporting. Increased use of electronic delivery via e-mail and fax have reduced costs, but the required notice and corresponding inquiry volume has increased. Variance proceedings and required rule adoption procedures are complicated. Charges for UPS shipping are included in this category and are substantial for air monitoring programs.
TOTAL:	\$278,742	\$248,561	

Use this form for appropriation requests in the following categories: Services and Supplies, Other Charges, and Other Financing Uses. Double space between object codes. If correct amount of justification and explanation is provided for each line item request, most departments will need to use several copies of this form.

ATTACHMENT 1 - BUDGET #8799Page 15BUDGET TITLE: Air Quality Management DistrictBUDGET UNIT: 8799FUND NO.: 299**FORM #5 - SERVICES & SUPPLIES, OTHER CHARGES & OTHER FINANCING USES**

List Object Codes in Numerical Order

Object Code & Title	Budget 16/17	Requested 17/18	Detail/Justification/Explanation
22.72 Books and Periodicals	\$850	\$850	Continue to provide staff with technical references and local newspapers. Reference manuals and CD's for ambient air testing, process description and specialized program references need to be continuously updated, though some have become cost prohibitive while others are free. New references are expensive, it is anticipated that we may be able to use other agency references, but purchases may be necessary. Text references are also necessary to keep staff current and train new staff on utilized and emerging technologies.
TOTAL:	\$278,742	\$248,561	

Use this form for appropriation requests in the following categories: Services and Supplies, Other Charges, and Other Financing Uses. Double space between object codes. If correct amount of justification and explanation is provided for each line item request, most departments will need to use several copies of this form.

ATTACHMENT 1 - BUDGET #8799

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BUDGET TITLE: Air Quality Management District

BUDGET UNIT: 8799

FUND NO.: 299

FORM #5 - SERVICES & SUPPLIES, OTHER CHARGES & OTHER FINANCING USES

List Object Codes in Numerical Order

Object Code & Title	Budget 16/17	Requested 17/18	Detail/Justification/Explanation
23.80 Professional & Specialized Services	\$35,572	\$35,000	<p><u>Specialty Laboratory & Calibration Services:</u> Required in ongoing District testing for air toxics. Use of specialty laboratories saves cost and time. Radon 222 costs are reimbursed on a quarterly basis. Calibration services required by EPA QA Procedures for air monitoring are also included here and are anticipated to increase with our new lab and additional requirements from the State and EPA.</p> <p><u>County Counsel Retainer:</u> Compensation by mutual agreement flat charge of \$2,000 for assistance not related to enforcement activities, and share of civil judgments for enforcement related work.</p> <p><u>Analytical Consultant Laboratory</u> utilization to provide specialized analysis for air toxics and specialized speciation. Continued AB 2588, Title III & ATCM activity will require toxics testing of sources and ambient air. We anticipate the costs for asbestos, ammonia, mercury, radon, and arsenic analyses may become of future importance. Sources are tested annually, however, many sources require multiple compliance tests due to upsets, variances, and process changes. Specialized testing, if not repetitive, can be too costly to warrant set up, or investigation of methodology by the District.</p> <p><u>Staff Health Testing for Arsenic, Mercury and Asbestos:</u> Available for staff that are regularly exposed to toxics. Tested as part of a medical monitoring program recommended for employees exposed to such air toxics. The staff has not availed themselves during recent years, but it is recommended to continue as an offer. Additionally, employee physicals and drug testing services are included here.</p> <p><u>GAMP XRF:</u> Anticipated costs to pay the ARB to perform trace metal and X-Ray Fluorescence analysis as part of the GAMP program. The District is reimbursed by GAMP when billed by ARB. Often no charge occurs.</p> <p><u>Misc. Services:</u> Alarm system, janitorial services, weed & pest control, telecom services, pre-employment physicals, and other services.</p>
TOTAL:	\$278,742	\$248,561	

Use this form for appropriation requests in the following categories: Services and Supplies, Other Charges, and Other Financing Uses. Double space between object codes. If correct amount of justification and explanation is provided for each line item request, most departments will need to use several copies of this form.

ATTACHMENT 1 - BUDGET #8799Page 17BUDGET TITLE: Air Quality Management DistrictBUDGET UNIT: 8799FUND NO.: 299**FORM #5 - SERVICES & SUPPLIES, OTHER CHARGES & OTHER FINANCING USES**

List Object Codes in Numerical Order

Object Code & Title	Budget 16/17	Requested 17/18	Detail/Justification/Explanation
23.90 Administrative Services	\$34,917	\$11,228	Estimated costs per Administrative Office. A-87 Cost Allocation Plan.
24.00 Publications & Legal Notices	\$1,500	\$1,500	Noticing for rule adoption, variances, NSRs, toxics reporting, permit issuance and updating plans and reports to meet state administrative and Air Toxics requirements are covered by this category. This category is largely budgeted as an ongoing legal requirement and public noticing effort.
26.00 Rents and Leases	\$3,500	\$3,500	Annual laboratory space rent charge paid to county until relocation of SLAMS monitoring station is approved by the State and EPA.
27.00 Small Tools & Instruments	\$1,000	\$1,000	Staff performs most of the general installation, service and maintenance work on the District's meteorological, laboratory, and office equipment. This has resulted in better equipment availability, performance, and longer equipment life. The small tools proposed for purchase support the continuation of this effort. Examples include: field instruments, hydrogen sulfide personal monitors, selective ion electrode field meter, tool kits, insulated tools, multimeter, insulated electronic tools, distance-range estimation meter, and LED flashlights. The annual savings in staff time through preventive maintenance and avoided service calls more than pay for the cost of these items.
TOTAL:	\$278,742	\$248,561	

Use this form for appropriation requests in the following categories: Services and Supplies, Other Charges, and Other Financing Uses. Double space between object codes. If correct amount of justification and explanation is provided for each line item request, most departments will need to use several copies of this form.

ATTACHMENT 1 - BUDGET #8799

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BUDGET TITLE: Air Quality Management District

BUDGET UNIT: 8799

FUND NO.: 299

FORM #5 - SERVICES & SUPPLIES, OTHER CHARGES & OTHER FINANCING USES

List Object Codes in Numerical Order

Object Code & Title	Budget 16/17	Requested 17/18	Detail/Justification/Explanation
28.30 Special Dept. Supplies & Services	\$15,000	\$20,000	<p><u>Burn Permits and Enforcement Forms:</u> Maintain required Open Burn Program with Fire Agencies. A continued effort will be made to provide coordinated permits with the District picking up the cost of permits. Enforcement forms are included. Updating District brochures since relocating is necessary.</p> <p><u>Production of Informational Brochures and Guidelines:</u> Efforts to improve public awareness on burning, serpentine rock and solid waste management, ozone, our Air Program, composting, what individuals can do to help maintain clean air, use of wood stoves, etc. have been successful, and are planned to continue. Increase results from the need to update all forms used by the AQMD as a result of our move.</p> <p><u>AB 2588 "Toxic Hot Spots Costs" paid to State:</u> This covers AB 2588 monies that may be required to be paid to the state. Previous years we have managed to avoid state costs totally, however this should not be assumed to be achieved continually. The state has enacted new guidelines to implement a diesel engine and other inventory and ATCMs.</p> <p><u>Field & Laboratory Analytical Capability:</u> The funds will support our efforts to manage field and laboratory analytical capability. The purchase of disposable labware, chemicals and testing supplies, gas standards, dispersion oil and microscopy supplies for asbestos analyses and labware specific for toxics characterization are included. Our source test program, air toxics, complaint material analysis, and expanding geothermal sources may put a heavier demand than anticipated on this fund. Chemicals and gas standards have a limited shelf life and replacement costs can be high.</p> <p><u>Audit & Acceptance:</u> Testing by the ARB used to be free of charge but it would be more costly to buy the duplicative equipment, etc. that would otherwise be needed for the audits of new equipment. The state may waive the charge for anticipated equipment purchase, but it should be budgeted.</p>
TOTAL:	\$278,742	\$248,561	

Use this form for appropriation requests in the following categories: Services and Supplies, Other Charges, and Other Financing Uses. Double space between object codes. If correct amount of justification and explanation is provided for each line item request, most departments will need to use several copies of this form.

ATTACHMENT 1 - BUDGET #8799Page 19**BUDGET TITLE:** Air Quality Management District**BUDGET UNIT:** 8799**FUND NO.:** 299**FORM #5 - SERVICES & SUPPLIES, OTHER CHARGES & OTHER FINANCING USES****List Object Codes in Numerical Order**

Object Code & Title	Budget 16/17	Requested 17/18	Detail/Justification/Explanation
29.50 Transportation & Travel	\$18,000	\$18,000	Anticipated costs include travel, per diem, single and multi-day expenses. Typical types of travel include: 1) Introduction to Air Pollution Regulation Enforcement and Visible Emissions Evaluation (VEE) Certification for staff; 2) Annual VEE Re-certification required for enforcement staff; 3) ARB rules workshops and hearings in Sacramento and throughout California. Participation to insure District input is considered; 4) ARB, EPA, CAPCOA coordinating meetings in Sacramento, San Francisco, and other California locations for policy, permitting, rule making and enforcement activities; 5) Federal EPA NESHAP training, AIRS/Quality Assurance trainings/conferences, FCAA, and Title V permit and enforcement program meetings in San Francisco or where necessary within EPA Region 9; 6) Quarterly GAMP steering committee meetings. District air quality monitoring cost savings through coordinated, contracted monitoring program; 7) Multi Media Enforcement Symposium generally located in central or southern California. Staff training and updates on laws and methods of enforcement is essential. Cal EPA and Fed EPA policies can be clarified and specific problems resolved; 8) Air Quality Training for inspection, risk assessment, air monitoring, dispersion modeling, and instrumentation training provided by EPA, ARB, vendors, and professional organizations; 9) Monthly CAPCOA Board of Directors and Committee meetings & conferences; 10) EPA sponsored asbestos certification training, typically located in the Bay area or Sacramento, necessary for annual certification for asbestos inspection staff; 11) ARB AMTAC and IASC Committee meetings for input in air monitoring decisions and future District costs; 12) Training seminars; 13) Modeling and meteorology - continued training for the use of air dispersion and air toxic risk assessment models provided by the state, for special projects; 14) Local travel to inspection, complaint and District business using private vehicle, staff time and travel cost savings for off hours, on-call services; 15) vehicle fuel use; and 16) meetings in Sacramento with State Agencies and our Legislators for issues relating to Lake County.
30.00 Utilities	\$17,000	\$20,000	Funds are for District building utilities, ASRC-GAMP station, and portable air monitoring stations. GAMP under some circumstances will reimburse for the ASRC station. Costs for portable air monitoring station utilities near Bottle Rock Power are anticipated to be reimbursed by Bottle Rock Power. Utility costs should decrease significantly upon installation of Solar.
TOTAL:	\$278,742	\$248,561	

Use this form for appropriation requests in the following categories: Services and Supplies, Other Charges, and Other Financing Uses. Double space between object codes. If correct amount of justification and explanation is provided for each line item request, most departments will need to use several copies of this form.

ATTACHMENT 1 - BUDGET #8799Page 20BUDGET TITLE: Air Quality Management DistrictBUDGET UNIT: 8799FUND NO.: 299**FORM #5 - SERVICES & SUPPLIES, OTHER CHARGES & OTHER FINANCING USES**

List Object Codes in Numerical Order

Object Code & Title	Budget 16/17	Requested 17/18	Detail/Justification/Explanation
38.00 Inventory Items	\$51,000	\$40,000 \$38,587	Intended items include: 1) Assorted Laboratory and office furniture, standard and specialized; 2) Digital cameras, media, support software and accessories - Staff uses to document inspections, source tests, enforcement actions, and develop public awareness through video and slide presentations; 3) Handheld personal multi purpose digital assistant, bluetooth interface, software and accessories - The equipment streamlines field and office staff activities and saves staff time and improves the quality of responses when responding to upsets or enforcement calls during off hour call out. We continue an effort at making our procedures, rules, interpretive language phrase, permit database, and inspection materials mobile to facilitate a higher level of automation; 4) A Permeation Tube system may be constructed if staff resources allow, it will provide a continuous standard for instrument quality assurance, calibration and testing without NIST calibration gas consumption; 5) Software - Intended software purchases include system updates for OSX, Filemaker, Office, Windows, Campbell Scientific, Davis Instruments, Air Quality database and modeling software for state air toxics reporting. The proper licensed software programs are essential to our efficiency, and are critical to the District's present method of functioning; 6) Gilibrator or similar gas volume precision measurement system replacement; 7) Computer system upgrades. Continued update of computer hardware is essential for continued automation opportunities including video and digital photo processing, remote monitoring station access, and data storage backup; and 8) Ongoing outfitting of new facility to maximize efficiency of operation.
TOTAL:	\$278,742	\$248,561	

Use this form for appropriation requests in the following categories: Services and Supplies, Other Charges, and Other Financing Uses. Double space between object codes. If correct amount of justification and explanation is provided for each line item request, most departments will need to use several copies of this form.

ATTACHMENT 1 - BUDGET #8799

BUDGET TITLE Air Quality Management District

FORM #6 - CAPITAL ASSET DETAIL

BUDGET UNIT: 8799
FUND NO.: 299

☐ 60.00 Land
☐ 61.60 Structures and Improvements
☒ 61.69 Structures and Improvements-Prior Year
☐ 62.71 Office - Equipment
☐ 62.72 Autos/Light Trucks
☐ 62.73 Equipment - Shop

☐ 62.74 Equipment - Other
☐ 62.79 Equipment - Prior Year
(Complete a separate sheet for each object code)

Priority Ranking	Item and Description	Quantity	Justification (Also indicate whether item is new or a replacement of an existing asset)	Amount Requested	For BOS/Auditor Use Only	
					Recommended	Adopted
1	Solar Installation and Building Improvements	1	Installation of a solar array at AQMD property to offset PG&E utility costs. The array will be sized for our power needs. Ongoing building renovation and maintenance items (as time allows): Exterior painting, parking lot pavement repair and/or reseal, repair and/or replace building siding and roofing, chemistry lab renovations, chemistry lab HVAC repairs, equipment lab renovations, building lighting interior/exterior.	\$109,046		
Total				\$109,046		

ATTACHMENT 1 - BUDGET #8799

BUDGET TITLE Air Quality Management District

FORM #6 - CAPITAL ASSET DETAIL

BUDGET UNIT: 8799

FUND NO.: 299

☐ 60.00 Land
☐ 61.60 Structures and Improvements
☐ 61.69 Structures and Improvements-Prior Year

☐ 62.71 Office - Equipment
☐ 62.72 Autos/Light Trucks
☐ 62.73 Equipment - Shop

☐ 62.74 Equipment - Other
☒ 62.79 Equipment - Prior Year
 (Complete a separate sheet for each object code)

Priority Ranking	Item and Description	Quantity	Justification (Also indicate whether item is new or a replacement of an existing asset)	Amount Requested	For BOS/Auditor Use Only	
					Recommended	Adopted
1	Air Monitoring Equipment	1	<p>Meteorological System. Upgrade wind speed, direction, temperature, relative humidity and pressure sensors and data loggers as needed on air monitoring stations operated by the District.</p> <p>Monitoring and Laboratory Equipment used for PM10&2.5 measurements, as well as all monitoring equipment to show compliance with State and Federal Ambient Air Quality Standards. Additional Calibration and audit equipment may be necessary to comply with new State and Federal requirements for Air Monitoring. Additionally a Black Carbon Monitor may be necessary.</p> <p>Hydrogen Sulfide Analyzers (ambient or portable). Replacement and/or new purchases as needed for monitoring geothermal operations and natural vent sites.</p> <p>Monitoring and/or calibration/audit equipment as necessary to monitor for public health and safety, to ensure data accuracy, to meet QA requirements, and/or to prove attainment status.</p> <p>The District may be required to purchase monitoring equipment for use to verify compliance of the EastLake Landfill Gas Collection System. ARB is requiring that these inspections be performed and they are requiring regular updates as part of the MOU, or CARB staff will come out to perform the inspections. This purchase will be delayed until lower cost certified units are available.</p> <p>Chemistry lab equipment necessary to relocate our geothermal chemistry operations to our new facility.</p>	\$60,000		
Total				\$60,000		

ATTACHMENT 1 - BUDGET #8799

FORM #7 - BUDGET REQUEST SUMMARY

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BUDGET TITLE Air Quality Management DistrictBUDGET UNIT 8799
FUND NO. : 299

APPROPRIATION CATEGORY	REQUESTED
Salaries & Benefits:	506,433
Services & Supplies:	248,561
Other Charges:	
Capital Assets:	169,046
Other Financing Uses:	
Contingencies*:	20,000
Total:	944,040

FOR NON-GENERAL FUND BUDGET UNITS ONLY:
Estimated unreserved fund balance carryover as of 6/30/2017 \$ <u>103,077.00</u>

*Contingencies are applicable to special fund budgets only.

PROPOSED INCREASE/DECREASE TO OBLIGATED FUND BALANCES (applicable budget units only)

RESERVE/DESIGNATION CLASSIFICATION	Estimated Balance as of 6/30/17	Proposed Increase for FY 17/18	Proposed Decrease for FY 17/18	Total Proposed for FY 17/18
Small Business AB 2588 Assist	\$10,530	\$0	\$0	\$10,530
Air Monitoring Equip/Station	\$1,560	\$0	\$0	\$1,560
Office Building	\$0	\$0	\$0	\$0
Vehicle Replacement	\$37,972	\$0	\$0	\$37,972
Retiree Health Ins. Fund *	\$0	\$0	\$0	\$0
TOTAL	\$50,062	\$0	\$0	\$50,062

Justification for reserve adjustments:

The funds result largely from savings in salaries and unexpected revenue from civil fines and judgements. This approach allows us to balance our budget, properly account for and rationalize state subvention, continue to build for the future, assure proper and thoughtful expenditure of available funds, and in a manner reassuring state auditors that expenditures and revenues balance in manner not requiring subvention return.

* \$70,000 Retiree Health Insurance Reserve Fund was moved by the Auditor to Special Fund OPEB.

PERMANENT POSITION ALLOCATION

Classification Title	Class Code No.	Allocation in FY 16/17 Adopted Budget	Allocation as of 4/14/17	Requested for FY 17/18
Air Pollution Control Officer	1- 0110	1.000	1.000	1.000
Air Quality Program Coordinator	3- 0118	0.600	0.600	0.600
Air Quality Engineer/Senior Air Quality Engineer	5- 0119/0121	2.000	2.000	2.000
Air Quality Technician	5- 0120	1.000	1.000	1.000
Total		4.600	4.600	4.600

FORM #1 - BUDGET OVERVIEW

FUND TITLE: APCO's Special Projects - Enforcement

FUND NUMBER: 298

BUDGET TITLE: Air Quality Management District

BUDGET UNIT: 8798

Requested Budget FY 17/18: \$ 976,742

Permanent Positions: 0

Estimated Revenue FY 17/18: \$ 705,500 *

*Doesn't include carryover amount \$271,242

Prior Year Permanent Positions: 0

Prior Year (FY 16/17) Adopted Budget: \$ 671,742

Air Quality Management District

Douglas Gearhart, Air Pollution Control Officer



BU 8798 - APCO's Special Projects - Enforcement

DEPARTMENT OVERVIEW

This budget, #8798 was created from the discontinued APCO's Trust Fund. That fund was limited to enforcement related expenses (testing, litigation, expert witnesses, etc.) and specific special projects. A Designated Reserve for enforcement activities exists.

PROGRAM OVERVIEW

- APCO's Special Projects – BU 8798

The 8798 budget, for administrative reasons, covers multi-year projects, grants, and processes and thus is not completely expended, though budgeted to cash balance on a yearly basis. Some projects and funding have explicit constraints on spending and accounting and are in this budget to ensure a separation from AQMD operational budget and state subvention supported activities.

ACCOMPLISHMENTS IN FY 2016-17

- Developing a Moyer School Bus Replacement Contract template for multiple School Bus Projects in the coming year(s).
- Working with CARB to develop reasonable guidelines for the Woodstove Change out Program. Program should be implemented in FY 17/18.

ATTACHMENT 2 - BUDGET #8798

Page 2 of 8

GOALS FOR FY 2017-18

- Goal #1: To protect and preserve our air quality through an active and effective enforcement program that is adequately funded and has reserves for the unexpected situation as outlined in the purpose of the fund.
- Goal #2: Adopt and adapt state and federal programs for air quality that require specialized project/grant specific fiscal tracking and accounting over a multi-year period utilizing the least complex method possible that is compatible with the County Auditor's system and is compliant with program requirements.

SPECIAL NOTES

- Source of Funding for this Budget Unit: This budget is entirely funded by grants, contracts for service, carryover funds, and interest.
- Revenue Issues: Grant revenue may decrease from that estimated as grant programs become more restrictive, use of ARB / CAPCOA for grant management may be necessary.

SUMMARY OF MAJOR ACCOUNTS

Revenues

Acct. 53-81 Multi-year and ongoing grants where funding use is specified by the grant and not part of the ongoing state subsidized portion of the air quality management program nor eligible to be claimed as a match expenditure.

Acct. 42-01 Interest on Money

Services & Supplies

Acct. 23-80 For enforcement purposes as necessary for expert witnesses, laboratory analysis, source testing, process evaluation, and/or trial preparation.

Acct. 23-90 Estimated costs per Administrative Office. A-87 Cost Allocation Plan.

Acct. 28-30 Public seminars, education, programs and recognition of individuals, companies and agencies when the Board of Directors endorses such. This shall include the use of funds in preparation for such activities when partial re-imbursement is anticipated from attendees at such functions (e.g., paying registration costs or other charges).

Acct. 28-73 Specialized programs in the advancement of air quality, or state and federal mandates when the Board of Directors endorses such programs.

Acct. 55-20 Research or special programs on air quality that will utilize funds on a temporary basis and which are anticipated to generate income to reimburse the trust from revenue received after completion of work.

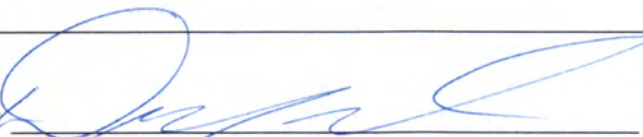
ATTACHMENT 2 - BUDGET #8798

Page 3 of 8

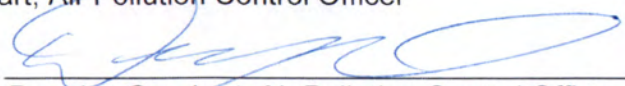
CHANGES IN BUDGET FROM PRIOR YEAR

New Requests or Significant Changes from Prior Year: A new Woodstove Replacement Grant is anticipated to be available for FY 17/18. We have multiple years of Moyer Grant funds anticipated, with changes to the grant requirements, we are now able to fund some projects, such as school buses.

Budget prepared by:


Douglas Gearhart, Air Pollution Control Officer

Budget approved for submission by:


Douglas Gearhart, Air Pollution Control Officer

ATTACHMENT 2 - BUDGET #8798

Dept Budget Requests Rev/Exp
FOR FISCAL YEAR 2017/18

RUN DATE ACCOUNTING PERIOD 10/2017

DEPTREQS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	14/15 ACTUALS	15/16 ACTUALS	16/17 ADJUSTED BUDGET	16/17 AS OF RUN DATE	2017-2018 DEPT REQ
	Air Cntrl Officer Sp Prog					
	Air Control Spec Programs					
298-8798-441.42-01 Interest		349-	396-	500-	1,380-	5,500-
*		349-	396-	500-	1,380-	5,500-
298-8798-452.53-81 ARB Funding		0	200,000-	400,000-	0	700,000-
*		0	200,000-	400,000-	0	700,000-
**	Air Control Spec Programs	349-	200,396-	400,500-	1,380-	705,500-
***	REVENUE	349-	200,396-	400,500-	1,380-	705,500-

ATTACHMENT 2 - BUDGET #8798

PROGRAM GM601L

FOR FISCAL YEAR 2017/18

RUN DATE ACCOUNTING PERIOD 10/2017

Board of Supervisors- Sar

DEPTREQS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	14/15 ACTUALS	15/16 ACTUALS	16/17 ADJUSTED BUDGET	16/17 AS OF RUN DATE	2017-2018 DEPT REQ
Air Control Spec Programs						
298-8798-787.23-80	Professional & Specialize	0	0	30,317	0	30,517
298-8798-787.23-90	Administrative Services	0	0	26	26	60
298-8798-787.28-30	Supplies & Services	0	0	32,200	0	32,200
298-8798-787.28-73	Moyer	0	0	599,998	0	904,764
298-8798-787.55-20	GAMP I Data Mgmt System	0	0	9,201	0	9,201

* SERVICES & SUPPLIES		0	0	671,742	26	976,742

** Air Control Spec Programs		0	0	671,742	26	976,742

*** EXPENDITURE		0	0	671,742	26	976,742

**** Air Cntrl Officer Sp Prog		349-	200,396-	271,242	1,354-	271,242

ATTACHMENT 2 - BUDGET #8798

FORM #3 - DEPARTMENT REVENUE

A Fund Number	B Revenue Acct. No. & Title (List in Numerical Sequence)	C Description of Revenue How it is Generated & Reason for Estimating Increase or Decrease from Prior Year	D Actual Revenue Received Through 2/28/2017	E Total Amount Department Anticipates Receiving In FY 16/17	Complete F Through I if Revenue is from a Grant which Crosses Fiscal Years. G must equal H+I+J				J Revenue Estimates for FY 17/18
					F Mo/Year Grant Approved by BOS	G Total Amount of Grant	H Amount Rec'd FY 16/17 and Prior	I Amount To Be Received After FY 17/18	
298	5381	GGRF Woodstove Replacement Grant *	\$0	\$0	"TBD"	\$100,000	\$0	\$0	\$100,000
298	5381	Carl Moyer 17/18 (Year 20) *	\$0	\$0	"TBD"	\$200,000	\$0	\$0	\$200,000
298	5381	Carl Moyer 16/17 (Year 19) *	\$0	\$0	"April 2017"	\$200,000	\$0	\$0	\$200,000
298	5381	Carl Moyer 15/16 (Year 18) *	\$0	\$0	"April 2016"	\$200,000	\$0	\$0	\$200,000
298	4201	Interest on Money	\$799	\$500					\$5,500
<p>* Estimates of anticipated</p> <p>Estimated Carryover Amount: \$271,242</p>									
TOTAL			\$799	\$500	\$0	\$700,000	\$0	\$0	\$705,500

ATTACHMENT 2 - BUDGET #8798

Page 7 of 8

BUDGET TITLE: Air Quality Management District

BUDGET UNIT: 8798

FUND NO.: 298

FORM #5 - SERVICES & SUPPLIES, OTHER CHARGES & OTHER FINANCING USES

List Object Codes in Numerical Order

Object Code & Title	Budget 16/17	Requested 17/18	Detail/Justification/Explanation
23.80 Professional & Specialized Services	\$30,317	\$30,517	Funds are for legal representation, expert witnesses, laboratory or source testing, process evaluation or trial preparation and associated activity. This may include the hiring of outside counsel, or help by County Counsel to assist the District in enforcement cases. Increase results from interest earned. Efforts requiring specialized professional service testing, modeling, etc.
23.90 Administrative Services	\$26	\$60	Estimated costs per Administrative Office. A-87 Cost Allocation Plan.
28.30 Special Department Supplies & Services	\$32,200	\$32,200	Training, office supplies, legal references, travel and other costs of enforcement, and for research or special programs addressing air quality that will utilize funds on a temporary basis and which are anticipated to generate income to reimburse the trust from revenue received after completion of work. Public seminars, education programs, and recognition of individuals, companies and agencies when the Board of Directors endorses such. This shall include the use of funds in preparation for such activities when partial reimbursement is anticipated by attendee at such functions (i.e. paying registration costs or other charges). Additionally, costs for a Clean Air Awards Luncheon are included.
28.73 ARB "Moyer Diesel Grant"	\$599,998	\$804,264	ARB's "Carl Moyer" diesel engine switch out program is available with funding revenue anticipated to be up to \$400,000 in FY 15/16. Appropriation factors in projected interest earned, per grant requirements must be expended as grant funding or returned to the State. The AQMD is compensated 10% of actual grant funding.
28.73 GGRF "Woodstove Replacement Grant"	\$0	\$100,500	The State of California through AB 1613 created the Woodsmoke Reduction Program to fund replacing uncertified, inefficient wood burning devices with cleaner devices. The allocation for Lake County is still unknown, but we estimate an allocation of \$100,000 in the first round of funding. The AQMD is compensated 5% of actual grant funding.
55.20 GAMP I Data Management	\$9,201	\$9,201	Funds to be utilized for improvement and ongoing operation of the Geothermal air monitoring data systems.
TOTAL:	\$671,742	\$976,742	

Use this form for appropriation requests in the following categories: Services and Supplies, Other Charges, and Other Financing Uses. Double space between object codes. If correct amount of justification and explanation is provided for each line item request, most departments will need to use several copies of this form.

FORM #7 - BUDGET REQUEST SUMMARY

BUDGET TITLE Air Quality Management District

FUND NO. : 298

<p>FOR NON-GENERAL FUND BUDGET UNITS ONLY:</p> <p>Estimated unreserved fund balance carryover as of 6/30/2017</p> <p style="text-align: right;">\$271,242</p>
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PROPOSED INCREASE/DECREASE TO OBLIGATED FUND BALANCES (applicable budget units only)

PERMANENT POSITION ALLOCATION

Page 8 of 8

ATTACHMENT 3 - LEGAL NOTICE

Lake County Publishing

Lake County Record-Bee

2150 S. Main St., PO Box 849
Lakeport, CA 95453
(707) 263-5636
advertising@record-bee.com

2110109

COUNTY OF LAKE, AIR QUALITY MANAGEMENT
2617 SOUTH MAIN ST.
LAKEPORT, CA 95453

Affidavit of Publication STATE OF CALIFORNIA County of Lake

I, Molly E. Lane, being first duly sworn, depose and say: That at and during all the dates and times herein mentioned I was, and now am the legal clerk of the Lake County Record-Bee, a newspaper published for the dissemination of local or telegraphic news and intelligence of a general character, having a bona fide subscription list of paying subscribers, and which is, and has been, established, printed and published at regular intervals, to-wit: Daily (except Sunday and Monday) in the City of Lakeport, County and State aforesaid, for more than one year preceding the date of the publication below mentioned, a newspaper of general circulation, as that term is defined by Section 6,000 et al, of the Government Code of the State of California, and is not and was not during any said times, a newspaper devoted to the interests or denomination, or for any members of such classes, professions, trades, callings, races or denominations.

That at, and during all of said dates and times herein mentioned, affiant had and now has knowledge and charge of all notes and advertisements appearing in said newspaper; that the notice of which the annexed is printed copy, was published each week in the regular and entire issue of one or more number of the said newspaper during the period and times of publication thereof, to-wit:

For 1 issue published therein on the following date, viz: 05/18/2017;

that said notice was published in said newspaper proper and not in a supplement; that said notice, as so published, was set in type not smaller than nonpareil, and was preceded with words printed in black face type not smaller than nonpareil, describing and expressing in general terms the purport and character of said notice, as fully appears from the exact copy of said notice, which is hereto annexed as aforesaid.

Executed this 5th day of June, 2017 at Lakeport, California. I hereby declare under penalty of perjury that I have read the foregoing and that it is true and correct.



Molly E. Lane, Legal Clerk

Legal No.

0005958219

RB18540

LCAQMD Draft Budget Hearing

In accordance with California Public Health and Safety Code Section 40131, the Lake County Air Quality Management District has scheduled a public hearing on June 20, 2017 @ 9:30 am at the Lake County Board of Supervisors Chambers, 255 N. Forbes St., Lakeport, CA 95453. The exclusive purpose of the hearing is to review and facilitate public comment on the draft FY 2017-2018 District Budget. Pertinent documents are available for review at the District Office, 2617 S. Main St., Lakeport, CA 95453. Comments may be submitted by mail to the District office above, by fax (707) 263-0421, or in person.
Publish: 5/18/2017