



"Clean Air is Everybody's Business"

Adopted
Budget
Fiscal Year 2012-13

Mojave Desert Air Quality Management District
14306 Park Avenue, Victorville, CA 92392-2310
760.245.1661 • fax 760.245.2699
<http://www.mdaqmd.ca.gov>

Eldon Heaston, Executive Director

July 1, 2012

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Visit our web site: <http://www.mdaqmd.ca.gov>

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This is the budget of the Mojave Desert Air Quality Management District for Fiscal Year 2012-13. 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 the tool from which sound fiscal management decisions may be made.

This budget calls for expenditures totaling \$8,227,064 with sufficient revenues, including the use of unassigned fund balance, to pay for those services. The expenditure budget is an increase of 7.58% from FY 2011-12. The increase is due, in part, to anticipated prepayments and satisfaction of two long term debts. This budget also includes continuing projects to improve the automated permit billing system, replacing and upgrading a remote air monitoring stations and office equipment, energy efficiency improvement projects, and training/development opportunities for governing board members and staff.

Revenues are projected at \$7,140,112, a 1.39% increase over last year's projections. This budget includes a proposed 1.7% adjustment to application and annual permit renewal fees, effective January 1, 2013. In addition, this budget uses unassigned fund balance from the prior year in the amount of \$1,218,329.

The MDAQMD is a service based agency in which staff salaries and benefits will comprise about 82% of the operations budget, an acceptable ratio. The Table of Organization for FY 13 includes the total of 43 positions and includes transitions expected due to retirements.

A Public Hearing was held June 11, 2012 to receive public comments concerning this budget; no comments were received.

Governing Board Policy 02-01 requires adequate reserves for operating expenses. This budget funds the Committed Fund Balance, Operating Reserves to the policy limit. In addition, this budget assigns portions of the fund balance for building improvements and for anticipated legal and litigation costs associated with ongoing CEQA challenges. Funds are budgeted to add to an irrevocable trust pursuant to GASB 45 which pre-funds the District's liability for Other Post-Employment Benefits.

Fiscal year 2013 (July 1) begins the second year of a five year contract with the San Bernardino Public Employees Association. The contract allows a 1.5% cost of living adjustment for all employees.

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

Sincerely,

A handwritten signature in black ink, appearing to read "Eldon Heaston". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

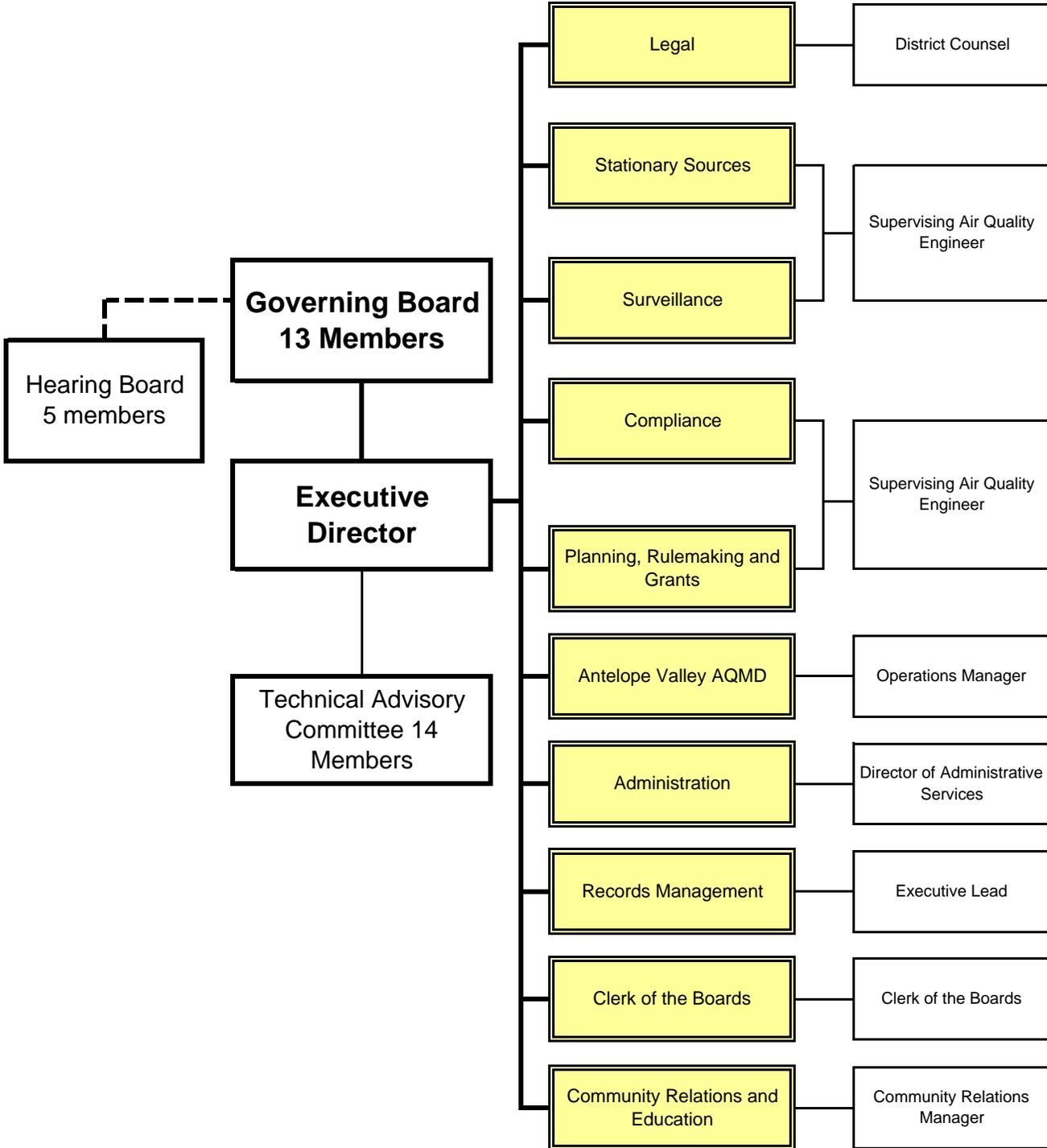
Eldon Heaston
Executive Director

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Mojave Desert Air Quality Management District

District Organization





Governing Board 2012

Brad Mitzelfelt, *Chair*
Supervisor
County of San Bernardino

Barb Stanton, *Vice Chair*
Town of Apple Valley

Ed Camargo,
City of Adelanto

Joe Gomez
City of Barstow

Joseph “Joey” DeConinck
City of Blythe

Bill Holland
City of Hesperia

Terry Campbell
City of Needles

John Cole
City of Twentynine Palms

Mike Rothschild
City of Victorville

Merl Abel
Town of Yucca Valley

John Benoit, *Supervisor*
County of Riverside

Neil Derry, *Supervisor*
County of San Bernardino

Barbara Cram Riordan
Public Member

Executive Staff
Eldon Heaston
Executive Director

Karen K. Nowak
District Counsel

Jean Bracy, Director
Administrative Services

Mojave Desert Air Quality Management District Jurisdiction

Our district encompasses the desert portion of northern San Bernardino County, as well as the Palo Verde Valley in Riverside County. Our boundaries cover the area from the summit of Cajon Pass to Inyo County, east to the Colorado River and the Arizona and Nevada state lines, and westward to Los Angeles and Kern County Lines. In all, our district covers approximately 21,000 square miles.

Map not to scale



MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
BUDGET SUMMARY

Income		
APPLICATION FEES	100,100	
FEDERAL GRANTS/AGREEMENTS	127,000	
FINES	60,000	
INTEREST INCOME	10,000	
OTHER REVENUE	1,088,582	
PERMIT FEES	3,997,380	
PROGRAM FEES	1,525,650	
STATE REVENUE	<u>231,400</u>	7,140,112
PREVIOUS YEAR FUND BALANCE	<u>1,218,329</u>	
Total Income		8,358,440
Expense		
SALARIES & BENEFITS		
Benefit Plan	719,359	
Insurance	39,850	
Mandated	92,940	
Retirement	1,254,330	
Salaries	<u>3,392,270</u>	
Total SALARIES & BENEFITS		5,498,749
SERVICES & SUPPLIES		
Communications	54,900	
Mbrship/Pub/Sub/Trg	106,950	
Equipment	37,880	
Legal	130,600	
Maintenance	104,750	
Office Expense	171,050	
Rents & Leases	29,400	
Services		
Pre Employment Costs	2,700	
County Related Services	17,050	
Internet Service Provider (ISP)	8,800	
Web Site Hosting Service	1,800	
Other Prof Services		
Bank Charges	2,000	
Financial Audit	12,000	
ICTC Agreement	25,000	
LA County Banking Fees	-	
Network Technical Support	20,540	
Payroll Contract Services	6,500	
Research Studies	65,000	
Source Test Consultant	1,000	
Prof Services - Other	<u>4,200</u>	
Total Other Prof Services	136,240	
Professional & Special Services	15,000	
Special District Liability	45,000	
Travel	46,550	
Utilities	<u>30,100</u>	
Total SERVICES & SUPPLIES		938,770
OPERATING TRANSFERS OUT		796,683
FIXED ASSETS		481,700
OTHER CHARGES		
Contrib. - Other Agencies	90,000	
Contrib. - AB 2766 Local Agencies	361,163	
Other Charges (Lawnmower Grants)	<u>60,000</u>	
Total OTHER CHARGES		511,163
Total Appropriation		8,227,064
Change to the Fund Balance Designations (see Schedule p. 8)		30,000
Excess Revenue less Expenditures		101,376
(undesignated fund balance)		

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**MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
FINANCIAL HISTORY & SUMMARY**

CATEGORY	2009-10	2010-11	2011-12			2012-13
	ACTUAL	ACTUAL	APPROVED Amended BUDGET	ACTUAL THRU 2/28/2010	ESTIMATED END OF YEAR	ADOPTED BUDGET
REVENUE						
Application Fees	166,862	126,570	86,050	96,025	119,750	100,100
Federal Grants	20,288	29,545	131,989	114,469	159,470	127,000
Fines and Forfeitures	27,250	95,720	60,000	41,800	65,950	60,000
Interest Income	30,585	18,495	30,000	4,779	9,560	10,000
Other Revenue (incl AVAQMD)	1,158,915	1,106,790	1,089,029	707,198	1,085,540	1,088,582
Permit Fees	3,791,543	4,060,084	3,882,432	2,543,830	3,920,670	3,997,380
Program Fees (AB 2766)	1,533,847	1,490,159	1,546,700	751,030	1,526,070	1,525,650
State Reveue	182,638	242,171	216,000	159,837	207,650	231,400
REVENUE SUBTOTAL	6,911,927	7,169,534	7,042,200	4,418,968	7,094,660	7,140,112
Unassigned Fund Balance from Prior Year ²	1,332,974	1,258,183	1,125,448		1,445,971	1,218,329
TOTAL REVENUE	8,244,901	8,427,717	8,167,648	4,418,968	8,540,631	8,358,440
APPROPRIATIONS						
Salaries & Benefits	4,618,975	4,530,391	5,053,438	2,884,258	4,823,815	5,498,749
Services & Supplies	1,002,647	1,015,656	973,265	434,843	727,592	938,770
Operating Transfers Out (debt funds) ⁴	569,363	560,594	576,175	337,041	891,225	796,683
Fixed Assets	456,769	232,417	539,689	207,153	213,395	481,700
Contributions to Other Agencies	446,964	510,219	504,675	269,642	454,225	511,163
TOTAL APPROPRIATIONS	7,094,718	6,849,277	7,647,242	4,132,937	7,110,252	8,227,064
Unassigned Fund Balance	1,150,183	1,578,440	520,406		1,430,379	131,376

CHANGES TO THE FUND BALANCE DESIGNATIONS							Total Designated
Committed Fund Balance³							
Operating Cash Reserves	(26,015)	118,483	(102,468)		(102,468)	10,000	670,000
Assigned Fund Balance Designations³							
Building Improvement Reserves	17,000	15,000	15,000		15,000	20,000	200,000
Legal and Litigation Reserves			300,000		300,000	-	300,000
Compensated Absences Reserves ¹	(100,000)						
Changes to the Fund Balance Designations	(109,015)	133,483	212,532		212,532	30,000	1,170,000
UNASSIGNED FUND BALANCE	1,258,183	1,445,971	306,566		1,218,329	101,376	

¹Converted to OPEB Reserves 1-1-2010

²Committed and Assigned Fund Balance Designations are not included in the Unassigned Fund Balance from Prior Year

³Committed and Assigned Fund Balance Designations and Definitions are on Page 8

⁴Includes proposed payff amounts for City National Bank (District facility) and Bank of New York (California Energy Commission, Solar)

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**MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SCHEDULE OF FUND BALANCES AND DEFINITIONS**

	<u>6/30/2011</u>	<u>FY 11/12</u>			<u>FY 12/13</u>	
	Audited Balance	Budget Estimates	Estimated Distributions	Projected End of Year Balance	Proposed Allocations	Projected End of Year Balance
FUND BALANCE DESIGNATIONS <i>(unrestricted)</i>						
Committed						
Operating Cash Reserves	660,000	-	-	660,000	10,000	670,000
Assigned						
Building Improvement Reserves	165,000	15,000	-	180,000	20,000	200,000
Legal and Litigation Reserves	300,000	-	-	300,000	-	300,000
Total Fund Balance Designations	1,125,000	15,000	-	1,140,000	30,000	1,170,000
Unassigned						
Unassigned Fund Balance						101,376

RESTRICTED FUND BALANCE DESIGNATIONS (Trust Funds)	Audited Fund Balance	Est. Additions to Fund Balance	Fund Balance Obligations	Est. Fund Balance End of Year	Est Additions to Fund Balance	Est Fund Balance End of Year
<i>These are restricted funds which are received into the General Fund and a portion is transferred from the General Fund and held for restricted purposes as defined below.</i>						
Mobile Emissions Reduction Grant (AB 2766)	2,234,702	315,050	(31,363)	2,518,389	361,163	2,879,552
<i>These are restricted funds received directly into the trust fund.</i>						
Carl Moyer Program	325,552	218,656	(222,348)	321,860	574,470	896,330
<i>These funds are deposited as directed by the Governing Board and are restricted on deposit in this irrevocable trust.</i>						
OPEB (Other Post Employment Benefits Trust) held by PARS	216,079	115,000	-	331,079	200,000	531,079

The MDAQMD Fund Balances are designated to according to Governing Board Policy 02-01.

Committed

Operating Cash Reserves Reserves must represent 10% of operating costs (Services & Supplies; Salaries & Benefits and Operating Transfers Out). The amount designated meets the policy requirements.

Assigned

Building Improvement Reserves are established by schedule (pg. 46) associated with financing conditions (described in 1999) for the District's administration facilities located at Park Avenue, Victorville. The reserves are increased incrementally each fiscal year according to the schedule. The fund's purpose is to provide replacement funds for capital improvements not budgeted and associated with the Park Avenue facility.

Legal and Litigation Reserves are established in FY 12 in anticipation of costs associated with ongoing CEQA challenges to rule adoption activities.

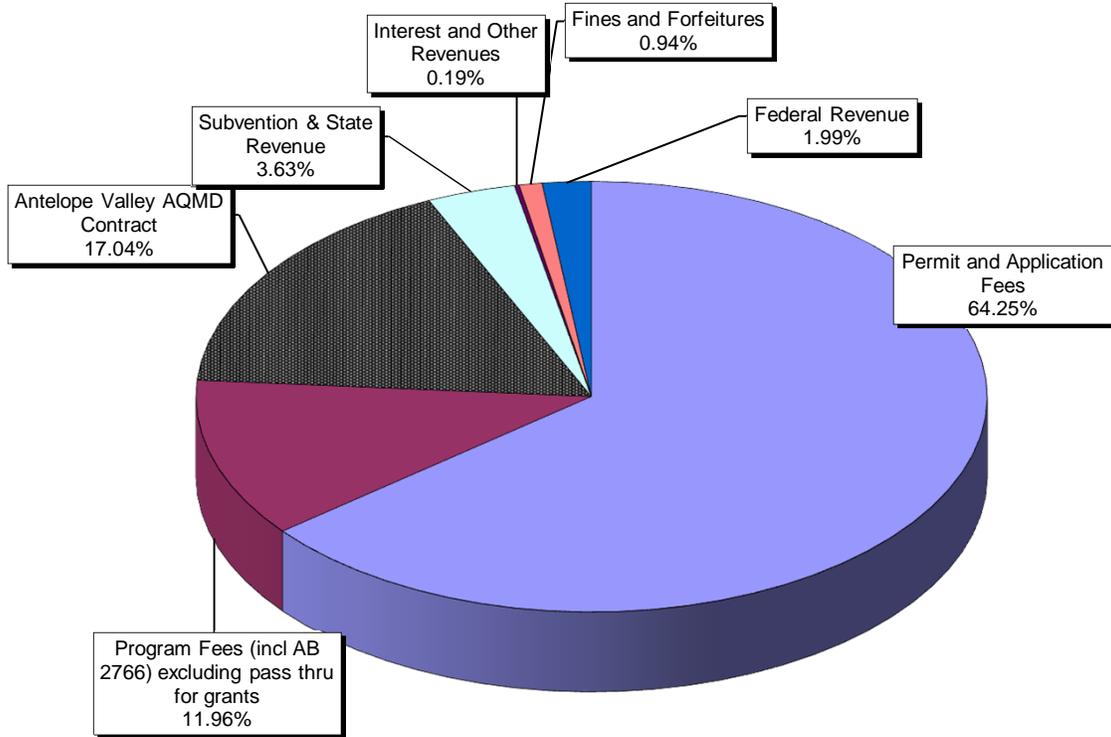
Restricted

Mobile Emissions Reduction Grant (AB 2766) Fund has been established as a separate trust fund pursuant to Governing Board action May 26, 1996. These 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. The table describes the funds received and obligated through grants awarded by the Governing Board.

Carl Moyer Program Funds may be distributed by the California Air Resources Board for projects obligated by the District under this state regulated program. Projects are awarded on a competitive basis and funds are distributed for approved project costs. The table describes the funds received and obligated through grants awarded by the Governing Board.

OPEB Trust (Other Post Employment Benefits) - Government Accounting Board Standard (GASB) No. 45 requires public agencies with post retirement benefits to report costs and obligations and plan for the future funding of the benefits. The Governing Board authorized establishing this irrevocable Trust with the Public Agency Retirement System (PARS) on November 23, 2009 to ensure the sustainability of the District's health benefits. Periodic actuarial reports determine liability and the annual budget establishes the deposit amount. An adopted investment policy guides the investment strategy to target a rate of return of approximately 7%.

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
Budgeted Sources of Operating Revenue



REVENUE TYPES	AMOUNT	% of Total
Permit and Application Fees	4,097,480	64.25%
Program Fees (incl AB 2766) excluding pass thru for grants	762,825	11.96%
Antelope Valley AQMD Contract	1,086,582	17.04%
Subvention & State Revenue	231,400	3.63%
Interest and Other Revenues	12,000	0.19%
Fines and Forfeitures	60,000	0.94%
Federal Revenue	127,000	1.99%
TOTAL	6,377,287	100%

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
REVENUE DETAIL

Object Code Title	Approved Budget FY 2011/12	Received Through Feb 2012 ¹	Estimated Revenue FY 2011/12	ADOPTED Budget FY 2012/13
<u>Application Fees</u>				
ERC Application Fees	1,000	350	350	500
New Source Revenue	6,500	28,638	28,640	6,500
Permit Application Fees	76,050	66,787	90,510	91,800
Variance Filing Fees	2,500	250	250	1,300
Total Application Fees	86,050	96,025	119,750	100,100
<u>Federal Revenue</u>				
ARB (PM 2.5 Program)	20,000	-	20,000	20,000
Federal Grants & Agreements	111,989	114,469	139,470	107,000
Total Federal Revenue	131,989	114,469	159,470	127,000
<u>Fines</u>				
Excess Emissions Fee	10,000	-	-	-
Notice of Violations Fees	50,000	41,800	65,950	60,000
Total Fines	60,000	41,800	65,950	60,000
Interest Income	30,000	4,779	9,560	10,000
<u>Other Revenue</u>				
AV AQMD Contract	1,085,529	707,196	1,085,530	1,086,582
Misc Revenue	-	2	10	-
Public Request Act	-	-	-	-
Rule Book Subscriptions	-	-	-	-
Sale of Fixed Asset	3,500	-	-	2,000
Total Other Revenue	1,089,029	707,198	1,085,540	1,088,582
<u>Permit Fees</u>				
Asbestos Demo/Renovation Fees	35,000	27,331	44,720	35,000
Operating Permit Fees	3,557,672	2,377,992	3,596,320	3,677,920
Title V Permit Fees	289,760	138,507	279,630	284,460
Total Permit Fees	3,882,432	2,543,830	3,920,670	3,997,380
<u>Program Fees</u>				
AB 2766 Mobile Emission Program	1,464,700	735,118	1,441,680	1,444,650
California Clean Act	65,000	-	68,470	65,000
Toxic Hot Spot Program	17,000	15,912	15,920	16,000
Total Program Fees	1,546,700	751,030	1,526,070	1,525,650
<u>State Revenue</u>				
Carl Moyer Admin Funding	75,000	-	35,000	57,400
State Contracts (other)	-	-	12,800	15,000
PERP State Funds	2,000	21,514	21,520	20,000
State Subvention	139,000	138,323	138,330	139,000
Total State Revenue	216,000	159,837	207,650	231,400
Total Income	7,042,200	4,418,968	7,094,660	7,140,112

¹Rounded to nearest dollar

**Mojave Desert Air Quality Management District
PERSONNEL SCHEDULE BY PROGRAM**

	Positions in FY 2010-11	Positions in FY 2011-13	Positions in FY 2012-13
COMPLIANCE PROGRAM			
Supervisor Air Quality Engineer	1	1	1
Lead Air Quality Specialist	1	0.5	1
Air Quality Specialist	4.5	3	3
<i>Air Quality Specialist (TBH)</i>	3	0.5	1
Associate AQS	-	1	1
Total Positions	9.5	6	7

AIR QUALITY SURVEILLANCE PROGRAM			
Lead AQ Instrument Tech	1	1	1
Air Quality Instrument Tech	2	1	1
Associate Air Quality Specialist	1	1	1
Total Positions	4	3	3

STATIONARY SOURCES			
Supervisor Air Quality Engineer	1	1	1
Lead Air Quality Engineer	1	1	1
Air Quality Engineer	4	3	4
Office Assistant	1	1	1
Total Positions	7	6	7

PLANNING, RULEMAKING & GRANTS			
Lead Air Quality Planner	1	1	1
Air Quality Specialist	1	1	1
Associate A Q Specialist	1	1	1
Total Positions	3	3	3

ANTELOPE VALLEY AQMD			
Operations Manager	1	1	1
Lead Air Quality Specialist	1	1	1
<i>Air Quality Specialist (TBH)</i>	1	1	1
Administrative Secretary	1	1	1
Associate Air Quality Specialist	2	2	2
Total Positions	6	6	6

	Positions in FY 2010-11	Positions in FY 2011-13	Positions in FY 2012-13
EXECUTIVE OFFICE			
Executive Director	1	1	1
<i>Deputy APCO (TBH)</i>	1	1	1
District Counsel	1	1	1
Clerk of the Boards	1	1	1
Executive Lead	-	-	1
Records Mgmt Specialist	-	0.5	1
Office Assistant	1	1	1
Total Positions	5	5.5	7

COMMUNITY RELATIONS & EDUCATION			
CRE Manager	1	1	1
CRE Specialist	1	1	1
Total Positions	2	2	2

ADMINISTRATIVE SERVICES			
Director of Admin Svcs	1	1	1
Admin Svcs Manager	1	1	0.3
Fiscal Manager	-	-	0.7
Admin Svcs Lead	1	1	-
Accounting Technician	1	1	1
Information Systems Specialist	2	2	2
Records Mgmt Specialist	1	0.5	-
Fiscal Assistant	1	1	1
Admin Svcs Assistant	1	1	-
Human Resources Specialist	-	-	1
Office Assistant	1	1	-
Total Positions	10	9.5	7

Total Full Time Equivalent	46.5	41	42
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MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SALARIES and BENEFITS DETAIL

Object Code Title	Adopted Budget FY 2011/12	Expended Through Feb 2012	Estimated Sal & Benefits for FY 2012/13	ADOPTED Budget FY 2012/13
Payroll Clearing Account	3,000	-	-	-
Health Savings Account ³	25,000	-	-	-
Benefits				
Flex Benefit Plan - Sec 125 Café	442,030	261,605	425,108	479,470
Retiree Health Benefits ¹	130,798	21,659	132,489	228,819
Employee Assistance Plan	7,560	4,980	7,470	7,740
Vision Care	2,890	2,396	3,594	3,330
Total Benefit Plan	583,278	290,640	568,661	719,359
Insurance				
Life Insurance	17,990	12,587	18,881	18,310
Long Term Disability	10,420	4,490	6,735	8,730
Short Term Disability	15,780	8,513	12,770	12,810
Unemployment Insurance	-	-	-	-
Total Insurance	44,190	25,590	38,386	39,850
Mandated				
Social Security Medicare	44,010	27,657	44,943	46,940
Workers' Compensation	24,890	15,554	23,331	46,000
Total Mandated	68,900	43,211	68,274	92,940
Retirement				
General Mbrs Retirement (Match)	798,980	466,770	758,501	975,090
Employer Required Contribution	215,700	137,208	222,963	220,900
Retirement Benefit (Exempt/30Y)	37,680	21,862	35,526	39,840
401(a) Employer Match	-	11,653	15,397	17,640
Survivors Benefits	970	538	874	860
Total Retirement	1,053,330	638,031	1,033,261	1,254,330
Salaries				
Extra Help	56,000	46,898	70,347	55,000
Overtime	-	-	-	-
Regular Salary	3,069,740	1,839,888	2,989,818	3,253,270
Termination Benefits	150,000	-	55,068	84,000
Total Salaries	3,275,740	1,886,786	3,115,233	3,392,270
Total SALARIES & BENEFITS	5,053,438	2,884,258	4,823,815	5,498,749

¹Retiree Health Benefit costs, if applicable, and the District's contribution for each annuitant per Government Code Section 22825(b) .

¹Includes funds for deposit to irrevocable trust for Other Post Employment Benefits (OPED), complies with GASB 45

²Rounded to the nearest dollar

³Health Savings Account is prefunded and reimbursed with employees' pretax deductions

INTRODUCTION

The District's approach to air quality regulations is to be responsible and approachable with attention to customer service. While the revenue sources are sufficient for maintaining this kind of agency, 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 and the public at large.

DISTRICT PROGRAMS AND PROJECTS

▪ **Community Outreach**

Through community events, school education programs, publications, and business opportunity forums, the District promotes the motto: "*Clean Air is Everybody's Business.*" Raising public awareness is a primary District responsibility in order to foster community behaviors that protect local air quality. The District will continue to provide direct support and in-kind services to **MEEC – Mojave Environmental Education Consortium**, a public-private non profit partnership providing environmental education support to local schools.

▪ **Daily Air Quality Status & Forecasts:**

The District's website, <http://www.mdaqmd.ca.gov/>, continues to provide the public with up-to-the-minute information on ozone levels within the MDAQMD's jurisdictional boundaries, in a user-friendly format.

▪ **The District Website**

Providing information to the general public may be the most important investment the District can make to impact the future of air quality for the region. Using the internet allows the District to provide the public with the latest version of the District rule book, forms, and air quality information. The District's website is <http://www.mdaqmd.ca.gov/>.

▪ **PM₁₀ and PM_{2.5} Monitoring**

The District's facility includes a laboratory which provides a controlled environment for testing and measuring under the standards of the PM₁₀ and PM_{2.5} programs.

▪ **Small Business Assistance Program**

Through the Breathe Easy Program, small businesses can obtain individualized help regarding compliance with District rules. This program also provides no-fault compliance audits, permitting assistance, training, produces informative brochures, and advocates small business concerns for proposed regulations. The Business Assistance Hotline is available for personalized assistance related to compliance without fear of reprisals.

▪ **Mobile Emissions Reduction Program**

This grant program encourages projects sponsored by private or public agencies that will reduce the impact of pollution generated by mobile emissions in the Mojave Desert air basin. Funded by fees assessed on motor vehicle registration in the District over three million dollars has been awarded to various public agencies and private entities for projects that will reduce mobile emissions such as through the use of alternate fuels vehicle, equipment and other related projects.

Carl Moyer Memorial Air Quality Standards Attainment Program (known as the Carl Moyer Program) funds the incremental cost of cleaner-than-required engines, equipment, and other sources of air pollution. Implementing the State-funded Carl Moyer Program, the District has received and awarded more than four million dollars to local agencies and private entities' eligible projects.

- **Technology Improvements** bring together an overall plan that continues to strive to streamline government and efficiently deliver services. The **CAPS** (Compliance and Permit System) Database is the application that holds all of the information related to every source responsible to the District's Rules and Regulations. The **Document and Records Management** program images, indexes and stores District records for security purposes and electronic filing. Another component allows the Governing Board agenda to be developed electronically. Our **Video Teleconferencing** delivers high performance multi-point video conferencing for small and large groups.
- **Training and Development**
A continuing emphasis will be placed on educating staff and the Governing Board about the work and mission of the District. District staff will participate in off-site educational tours and are encouraged to continue their technical and professional development.
- **Antelope Valley AQMD**
The Antelope Valley AQMD, an independent special district, contracts all of its services from the MDAQMD. Six full time staff are on site in the Lancaster office and staff at the Victorville office contribute additional support.

AIR QUALITY PROGRAMS

SURVEILLANCE

The Surveillance section supports District efforts by operating an ambient air monitoring and meteorological network which tracks air quality trends. Air monitoring stations are located in Barstow, Hesperia, Lucerne Valley, Phelan, Trona, Twentynine Palms, and Victorville. The stations are 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 from each of the stations. 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 forecasts and notification to school systems and the general population of harmful levels of pollution.

The Surveillance section administers programs for maintaining, repairing and calibrating the ambient air monitoring analyzers and system equipment, data acquisition system and meteorological system components. The section also operates and maintains an extensive database from which data from the air monitoring and meteorological system is analyzed providing information on air quality trends to the public.

Ozone Mapping Program. The Ozone Mapping project polls the ambient air monitoring network on an hourly basis and electronically transfers these data to the ARB for viewing from a web site. This data is also presented on the District's web site.

PM₁₀ and PM_{2.5} Monitoring. The District's laboratory provides a controlled environment for testing and measuring filters under the standards of the PM₁₀ and PM_{2.5} programs.

COMPLIANCE

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 including comprehensive annual inspections performed to verify compliance with 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; and source testing.

Legal assistance is provided by District Counsel regarding enforcement related activities, such as civil actions, case development, penalty negotiations, and variance hearing board support.

STATIONARY SOURCES

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

District engineers provide technical reviews of official documents, such as test reports, risk assessments, environmental impact statements and environmental impact report, as well as technical assistance to

permit applicants, other agencies, and manufacturers. The District implements and maintains various State and Federal mandated programs:

- **Title III & V Programs.** The Title III program is the federal toxic program for Title V facilities. Title V is a Federal Operating Permits Program required by the 1990 Clean Air Act. This program requires the District to maintain a Federal Permitting Program approved by the Environmental Protection Agency (EPA).
- **Emissions Inventory.** The purpose of this program is to inventory sources of criteria air pollutants within the District which is used as a yardstick to determine progress towards attainment and maintaining compliance with National and State Ambient Air Quality Standards. This program is required by State and Federal Law.
- **Toxic Emissions Inventory.** (Air Toxic "Hot Spot" Information and Assessment Act of 1987) The purpose of this program is to assess the amounts, types and health impacts of air toxics from stationary sources. This program occasionally sponsors a part time intern to assist with the program documentation.
- **AB 3205.** This program is required by the State, and its purpose is to implement a program to notify parents of school children when a new or modified source will be located within one mile of elementary, middle, or high schools.

PLANNING, RULEMAKING & GRANTS

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

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

- California ambient air quality standards attainment planning, as codified in the California Clean Air Act and subsequent state legislation. This program currently focuses on the California ozone standard.
- National ambient air quality standards attainment planning, 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, requiring local and regional project review
- National Environmental Protection Act, requiring local and regional project review
- Carl Moyer and AB 2766 Grant Programs

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Air Quality Surveillance

Object Code Title	Approved Budget FY 2011-12	Expended Through February 2012	Estimated Expenditures FY 2011-12	ADOPTED Budget FY 2012-13
<u>Communications</u>				
Cellular Phone Expense	1,200	366	550	750
T1/Frame Relay/Telco Srv	-	-	-	-
Video/Teleconf Com Costs	-	-	-	-
Long Distance Charges	2,100	1,621	2,430	2,500
Telephone Services	11,500	7,026	10,768	11,500
	<u>14,800</u>	<u>9,013</u>	<u>13,748</u>	<u>14,750</u>
<u>Mbrshp/Pub/Sub/Trg</u>				
Membership	-	-	-	-
Publications	250	-	-	250
Subscriptions	100	-	-	100
Training	2,500	835	1,250	2,500
MOU Tuition/Professional Dues	-	-	-	-
	<u>2,850</u>	<u>835</u>	<u>1,250</u>	<u>2,850</u>
<u>Equipment</u>				
Inventoriable Equipment	1,000	-	-	1,000
Network System Components	-	-	-	-
Non Inventoriable Equipment	300	679	1,020	1,000
Safety Equipment	300	-	-	300
Small Tools & Instruments	500	973	1,460	1,000
	<u>2,100</u>	<u>1,652</u>	<u>2,480</u>	<u>3,300</u>
<u>Legal</u>				
Legal Notices	-	-	-	-
Specialized Legal Services	-	-	-	-
Judgement/Settlement	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Maintenance</u>				
Auto Minor Repairs/Fuel/Oil	7,500	4,610	6,910	8,500
Auto Major Repairs	2,000	758	1,140	2,000
Custodial Services	-	-	-	-
General Equipment	15,000	3,262	1,696	15,000
General Structure	2,500	877	1,320	2,500
Landscape Maintenance	-	-	-	-
Security Monitoring Charges	-	-	-	-
	<u>27,000</u>	<u>9,506</u>	<u>11,066</u>	<u>28,000</u>
<u>Office Expenses</u>				
Computer Software Expenses	4,000	-	-	4,500
General Office Expenses	500	432	650	750
Postage/Courier Services	150	156	230	200
Printing Services	-	-	-	-
Special Department Expense	1,000	-	-	1,000
Fair/Exhibitor Fees/Workshops	-	-	-	-
Ed Material/Promo Items/Event Spons.	-	-	-	-
	<u>5,650</u>	<u>588</u>	<u>880</u>	<u>6,450</u>
<u>Rents & Leases</u>				
Rents & Leases, Equipment	-	-	-	-
Rents & Leases, Structures	5,500	2,264	5,080	5,500
Rents & Leases, Other	-	-	-	-
	<u>5,500</u>	<u>2,264</u>	<u>5,080</u>	<u>5,500</u>

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Air Quality Surveillance

Object Code Title	Approved Budget FY 2011-12	Expended Through February 2012	Estimated Expenditures FY 2011-12	ADOPTED Budget FY 2012-13
<u>Services</u>				
PreEmployment Costs	-	-	-	-
County Services	-	-	-	-
County Distribution DP Equipment	-	-	-	-
County Data Processing Charge	-	-	-	-
Internet Service Provider (ISP)	1,300	808	1,077	1,300
Web Site Hosting	-	-	-	-
Other Professional Services	-	-	-	-
Bank Charges (MD AQMD)	-	94	140	-
Financial Audit	-	-	-	-
ICTC Agreement	-	-	-	-
LA County Banking Fees (AV AQMD)	-	-	-	-
MEEC Program	-	-	-	-
Network Technical Support	-	-	-	-
Payroll Contract Services	-	-	-	-
Research Studies	-	-	-	-
Source Test Consultant	-	-	-	-
Other Prof Svcs - Other	-	-	-	-
Professional & Special Services	-	-	-	-
	<u>1,300</u>	<u>902</u>	<u>1,217</u>	<u>1,300</u>
<u>Special District Liability</u>				
	-	-	-	-
<u>Travel</u>				
Inspection & Meeting Expenses	2,000	270	1,150	2,000
Private Mileage	-	-	-	-
	<u>2,000</u>	<u>270</u>	<u>1,150</u>	<u>2,000</u>
<u>Utilities</u>				
	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Services & Supplies	61,200	25,030	36,871	64,150
<u>Operating Transfers Out</u>				
Debt Service - Transfer Out	-	-	-	-
AB 2766 - Grant Program	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Fixed Assets</u>				
Capital Proj CAPS (PerComp)	-	-	-	-
Capital Proj Documents & Record	-	-	-	-
Capital Improvements - Structure	-	-	-	-
Capital Proj Video Teleconferencing	-	-	-	-
Equipment	55,189	52,512	58,275	116,400
Vehicles	-	-	-	-
	<u>55,189</u>	<u>52,512</u>	<u>58,275</u>	<u>116,400</u>
<u>Other Charges</u>				
Contrib - Other Agencies	-	-	-	-
Contrib - AB 2766 - Local Agenices	-	-	-	-
Other Charges (Lawnmower Grants)	-	-	-	-
Interest Expense	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENSES	116,389	77,542	95,146	180,550

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Compliance, Planning, Rulemaking, & Grants

Object Code Title	Approved Budget FY 2011-12	Expended Through February 2012	Estimated Expenditures FY 2011-12	ADOPTED Budget FY 2012-13
<u>Communications</u>				
Cellular Phone Expense	1,750	490	730	1,750
T1/Frame Relay/Telco Srv	-	-	-	-
Video/Teleconf Com Costs	-	-	-	-
Long Distance Charges	1,000	638	960	1,000
Telephone Services	2,500	1,698	2,550	2,500
	<u>5,250</u>	<u>2,826</u>	<u>4,240</u>	<u>5,250</u>
<u>Mbrshp/Pub/Sub/Trg</u>				
Membership	-	-	-	-
Publications	-	75	110	150
Subscriptions	350	-	-	200
Training	7,500	1,979	2,970	7,500
MOU Tuition/Professional Dues	-	-	-	-
	<u>7,850</u>	<u>2,054</u>	<u>3,080</u>	<u>7,850</u>
<u>Equipment</u>				
Inventoriable Equipment	4,500	-	-	4,500
Network System Components	-	-	-	-
Non Inventoriable Equipment	-	-	-	-
Safety Equipment	1,580	981	1,470	1,580
Small Tools & Instruments	-	-	-	-
	<u>6,080</u>	<u>981</u>	<u>1,470</u>	<u>6,080</u>
<u>Legal</u>				
Legal Notices	-	-	-	-
Specialized Legal Services	-	-	-	-
Judgement/Settlement	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Maintenance</u>				
Auto Minor Repairs/Fuel/Oil	9,000	5,773	8,660	10,000
Auto Major Repairs	2,000	1,060	1,590	2,500
Custodial Services	-	-	-	-
General Equipment	-	-	-	-
General Structure	-	-	-	-
Landscape Maintenance	-	-	-	-
Security Monitoring Charges	-	-	-	-
	<u>11,000</u>	<u>6,833</u>	<u>10,250</u>	<u>12,500</u>
<u>Office Expenses</u>				
Computer Software Expenses	1,000	-	-	1,000
General Office Expenses	1,000	701	1,050	1,000
Postage/Courier Services	1,350	2,043	3,060	1,350
Printing Services	1,000	2,072	850	1,000
Special Department Expense	-	-	-	-
Fair/Exhibitor Fees/Workshops	1,500	-	-	6,000
Ed Material/Promo Items/Event Spons.	-	-	-	-
	<u>5,850</u>	<u>4,816</u>	<u>4,960</u>	<u>10,350</u>
<u>Rents & Leases</u>				
Rents & Leases, Equipment	-	-	-	-
Rents & Leases, Structures	-	144	220	-
Rents & Leases, Other	-	-	-	-
	<u>-</u>	<u>144</u>	<u>220</u>	<u>-</u>

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Compliance, Planning, Rulemaking, & Grants

Object Code Title	Approved Budget FY 2011-12	Expended Through February 2012	Estimated Expenditures FY 2011-12	ADOPTED Budget FY 2012-13
<u>Services</u>				
PreEmployment Costs	-	-	-	-
County Services	-	-	-	-
County Distribution DP Equipment	-	-	-	-
County Data Processing Charge	-	-	-	-
Internet Service Provider (ISP)	-	-	-	-
Web Site Hosting	-	-	-	-
Other Professional Services				
Bank Charges (MD AQMD)	-	-	-	-
Financial Audit	-	-	-	-
ICTC Agreement	-	-	-	-
LA County Banking Fees (AV AQMD)	-	-	-	-
MEEC Program	-	-	-	-
Network Technical Support	1,260	-	-	1,260
Payroll Contract Services	-	-	-	-
Research Studies	-	-	-	-
Source Test Consultant	1,000	-	-	1,000
Other Prof Svcs - Other	-	-	-	-
Professional & Special Services	-	-	-	-
	2,260	-	-	2,260
<u>Special District Liability</u>				
	-	-	-	-
<u>Travel</u>				
Inspection & Meeting Expenses	12,000	6,434	8,500	12,000
Private Mileage	-	-	-	-
	12,000	6,434	8,500	12,000
<u>Utilities</u>				
	-	-	-	-
	-	-	-	-
Total Services & Supplies	50,290	24,087	32,720	56,290
<u>Operating Transfers Out</u>				
Debt Service - Transfer Out	-	-	-	-
AB 2766 - Grant Program	366,175	183,779	315,050	361,163
	366,175	183,779	315,050	361,163
<u>Fixed Assets</u>				
Capital Proj CAPS (PerComp)	200,000	23,790	35,690	150,000
Capital Proj Documents & Record	-	-	-	-
Capital Improvements - Structure	-	-	-	-
Capital Proj Video Teleconferencing	-	-	-	-
Equipment	-	1,076	1,610	-
Vehicles	-	-	-	-
	200,000	24,866	37,300	150,000
<u>Other Charges</u>				
Contrib - Other Agencies	-	-	-	-
Contrib - AB 2766 - Local Agenices	366,175	183,779	315,050	361,163
Other Charges (Lawnmower Grants)	50,000	-	50,000	60,000
Interest Expense	-	-	-	-
	416,175	183,779	365,050	421,163
TOTAL EXPENSES	1,032,640	416,513	750,120	988,615

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Stationary Sources

Object Code Title	Approved Budget FY 2011-12	Expended Through February 2012	Estimated Expenditures FY 2011-12	ADOPTED Budget FY 2012-13
<u>Communications</u>				
Cellular Phone Expense	600	362	540	600
T1/Frame Relay/Telco Srv	-	-	-	-
Video/Teleconf Com Costs	-	-	-	-
Long Distance Charges	1,000	267	400	1,000
Telephone Services	2,500	1,248	1,870	2,500
	<u>4,100</u>	<u>1,877</u>	<u>2,810</u>	<u>4,100</u>
<u>Mbrshp/Pub/Sub/Trg</u>				
Membership	-	-	-	-
Publications	100	-	-	100
Subscriptions	200	-	-	200
Training	5,000	988	1,480	5,000
MOU Tuition/Professional Dues	-	-	193	-
	<u>5,300</u>	<u>988</u>	<u>1,673</u>	<u>5,300</u>
<u>Equipment</u>				
Inventoriable Equipment	-	557	840	1,000
Network System Components	-	-	-	-
Non Inventoriable Equipment	-	-	-	-
Safety Equipment	500	-	-	500
Small Tools & Instruments	-	-	-	-
	<u>500</u>	<u>557</u>	<u>840</u>	<u>1,500</u>
<u>Legal</u>				
Legal Notices	-	-	-	-
Specialized Legal Services	-	-	-	-
Judgement/Settlement	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Maintenance</u>				
Auto Minor Repairs/Fuel/Oil	-	423	630	500
Auto Major Repairs	-	80	120	-
Custodial Services	-	-	-	-
General Equipment	-	-	-	-
General Structure	-	-	-	-
Landscape Maintenance	-	-	-	-
Security Monitoring Charges	-	-	-	-
	<u>-</u>	<u>502</u>	<u>750</u>	<u>500</u>
<u>Office Expenses</u>				
Computer Software Expenses	1,000	-	-	1,000
General Office Expenses	2,500	902	1,350	2,500
Postage/Courier Services	2,500	1,145	1,720	2,500
Printing Services	1,000	-	-	1,000
Special Department Expense	-	(216)	(320)	-
Fair/Exhibitor Fees/Workshops	1,500	-	-	-
Ed Material/Promo Items/Event Spons.	-	-	-	-
	<u>8,500</u>	<u>1,831</u>	<u>2,750</u>	<u>7,000</u>
<u>Rents & Leases</u>				
Rents & Leases, Equipment	-	-	-	-
Rents & Leases, Structures	-	-	-	-
Rents & Leases, Other	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Stationary Sources

Object Code Title	Approved Budget FY 2011-12	Expended Through February 2012	Estimated Expenditures FY 2011-12	ADOPTED Budget FY 2012-13
<u>Services</u>				
PreEmployment Costs	-	-	-	-
County Services	-	-	-	-
County Distribution DP Equipment	-	-	-	-
County Data Processing Charge	-	-	-	-
Internet Service Provider (ISP)	-	-	-	-
Web Site Hosting	-	-	-	-
Other Professional Services	-	-	-	-
Bank Charges (MD AQMD)	-	-	-	-
Financial Audit	-	-	-	-
ICTC Agreement	-	-	-	-
LA County Banking Fees (AV AQMD)	-	-	-	-
MEEC Program	-	-	-	-
Network Technical Support	-	-	-	-
Payroll Contract Services	-	-	-	-
Research Studies	-	-	-	-
Source Test Consultant	-	-	-	-
Other Prof Svcs - Other	-	-	-	-
Professional & Special Services	-	-	-	-
	-	-	-	-
<u>Special District Liability</u>				
	-	-	-	-
<u>Travel</u>				
Inspection & Meeting Expenses	6,000	4,327	6,490	6,500
Private Mileage	500	9	10	500
	6,500	4,337	6,500	7,000
<u>Utilities</u>				
	-	-	-	-
	-	-	-	-
Total Services & Supplies	24,900	10,091	15,323	25,400
<u>Operating Transfers Out</u>				
Debt Service - Transfer Out	-	-	-	-
AB 2766 - Grant Program	-	-	366,175	-
	-	-	366,175	-
<u>Fixed Assets</u>				
Capital Proj CAPS (PerComp)	-	-	-	-
Capital Proj Documents & Record	-	-	-	-
Capital Improvements - Structure	-	-	-	-
Capital Proj Video Teleconferencing	-	-	-	-
Equipment	-	1,860	2,790	3,000
Vehicles	-	-	-	-
	-	1,860	2,790	3,000
<u>Other Charges</u>				
Contrib - Other Agencies	-	-	-	-
Contrib - AB 2766 - Local Agenices	-	-	-	-
Other Charges (Lawnmower Grants)	-	-	-	-
Interest Expense	-	-	-	-
	-	-	-	-
TOTAL EXPENSES	24,900	11,951	384,288	28,400

EXECUTIVE OFFICES

The Executive Office is responsible to the Governing Board for the general administration and coordination of all District operations and programs, including staff technical training, 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. The responsibility of this office include those programs mandated by the Federal Environmental Protection Agency and the California Air Resources Board and developing, implementing and enforcing State and Federally mandated programs designed to attain and maintain ambient air quality standards as they pertain to industrial and commercial stationary (non-mobile) sources. 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.

Programs for staff development include off-site educational tours of local permitted agencies; planning meetings for management staff; technical training for field staff, and professional development training for management staff.

This office is coordinating the digitalization of District records into an electronic storage and retrieval system.

DISTRICT COUNSEL

The position of District Counsel serves as general legal counsel to the District providing legal advice and opinions on general laws applicable to the District as well as to air district specific mandates such as the Federal Clean Air Act, California air pollution control laws and district adopted air quality rules and regulations. The District Counsel reviews District rules and regulations for legal sufficiency ensuring proper notice and other procedures are followed. The District Counsel exercises authority to bring civil actions in the name of people of State of California for violations of various air quality laws and regulations as well as providing legal support for District presentations in Hearing Board proceedings, supports permitting activities, and conducts compliance actions. The District Counsel analyzes legislative bills proposed in the California Legislature that impact the District and provides information to the District Governing Board regarding such legislation.

The Governing Board may engage "Special Counsel" to provide specialized legal services in particular instances and areas. The scope of the specialized legal services are set forth in the individual contracts for such services.

CLERK OF THE BOARDS

The Clerk of the Boards records official minutes of all meetings of the District Boards, including the Governing Board, the Hearing Board and the Technical Advisory Committee. This office maintains the official records for all actions of the boards and distributes copies of orders and directives to appropriate agencies and members of the public as required and/or directed by the respective Board.

The Governing Board, with 14 members, meets monthly and members may receive \$100 stipend per meeting. The Hearing Board, with 5 members, meets as needed and members may receive \$100 stipend per meeting. The Technical Advisory Committee, with 14 members, meets as needed and members may receive \$35 stipend per meeting.

ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT

The AVAQMD contracts all of its services from the MDAQMD. The contract provides employees for the Lancaster office in addition to specific expertise to support work to the Antelope Valley office and allow for a complete, full service agency. Staff services are charged at a set hourly rate that includes the position's hourly rate, all associated benefits, and an administrative charge. Services and supplies purchased for the AVAQMD are charged at cost. Certain administrative functions and support of the AVAQMD is performed in Victorville where standardized functions such as accounting, legal, and computer support are more cost-effective from a centralized location.

COMMUNITY RELATIONS AND EDUCATION PROGRAM

The Mojave Desert Air Quality Management District conducts public outreach and education programs in order to fulfill the requirement of the California Clean Air Act of 1988, Health and Safety Code Section 40918(a): "Each district. . . shall . . . include the following measures in its attainment plan . . . (6) Provisions for public education programs to promote actions to reduce emissions from transportation and area-wide sources."

District sponsored programs inform the public about air pollution, its sources, health effects on humans, and damage to the environment. Education must be provided in order to raise public awareness on methods of control and to encourage individual means of reducing air pollution. These programs target many audiences including academia, the general adult population, educators and students from pre-school to college level, as well as businesses and industries through pamphlets, brochures, the annual report, newsletters, public workshops and conferences, presentations, exhibits, and other multimedia promotions. The District participates in *MEEC, the Mojave Environmental Education Consortium*, a public-private non profit partnership providing environmental education support to local schools.

In addition, media relations through press releases, press conferences and air quality forecasts and health advisories are provided to the local media on an ongoing basis as a means of keeping the public informed. The District also participates with the local schools in a Pollution Prevention Week Poster Contest; with the regulated community for Exemplar Awards, High Desert Opportunity, and various environmental fairs, community awareness activities, and science fairs.

ADMINISTRATIVE SERVICES

Administrative Services provides financial, administrative and personnel management services to the operating divisions of the District. Accounts payable and warrants are issued by the San Bernardino County Auditor-Controller's Office at the request of the District; payroll is provided under contract by a third party administrator. The office prepares the annual budget and controls expenditures by providing information regarding expenditures and the availability of budgeted funds; purchases equipment and supplies; invoices for required fees are issued, collected, deposited and accounted for through the Permit Tracking and Billing System.

The office also manages the District's computer information systems, manages risk management, fleet, facility, fixed assets management, and web site administration.

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Executive Offices

Object Code Title	Approved Budget FY 2011-12	Expended Through February 2012	Estimated Expenditures FY 2011-12	ADOPTED Budget FY 2012-13
<u>Communications</u>				
Cellular Phone Expense	-	-	-	-
T1/Frame Relay/Telco Srv	-	-	-	-
Video/Teleconf Com Costs	-	-	-	-
Long Distance Charges	400	130	190	400
Telephone Services	1,500	612	920	1,500
	<u>1,900</u>	<u>741</u>	<u>1,110</u>	<u>1,900</u>
<u>Mbrshp/Pub/Sub/Trg</u>				
Membership	9,000	1,600	8,800	9,000
Publications	800	(289)	600	800
Subscriptions	12,000	7,309	10,960	12,000
Training	10,000	549	10,000	19,200
MOU Tuition/Professional Dues	7,800	2,584	3,880	7,800
	<u>39,600</u>	<u>11,754</u>	<u>34,240</u>	<u>48,800</u>
<u>Equipment</u>				
Inventoriable Equipment	2,500	-	-	2,500
Network System Components	-	-	-	-
Non Inventoriable Equipment	1,300	-	-	1,000
Safety Equipment	-	-	-	-
Small Tools & Instruments	-	-	-	-
	<u>3,800</u>	<u>-</u>	<u>-</u>	<u>3,500</u>
<u>Legal</u>				
Legal Notices	5,000	6,230	6,500	5,000
Specialized Legal Services	125,000	13,493	35,000	125,000
Judgement/Settlement	-	-	-	-
	<u>130,000</u>	<u>19,724</u>	<u>41,500</u>	<u>130,000</u>
<u>Maintenance</u>				
Auto Minor Repairs/Fuel/Oil	3,500	2,337	3,510	4,000
Auto Major Repairs	2,000	-	-	2,000
Custodial Services	-	-	-	-
General Equipment	-	-	-	-
General Structure	-	-	-	-
Landscape Maintenance	-	-	-	-
Security Monitoring Charges	-	-	-	-
	<u>5,500</u>	<u>2,337</u>	<u>3,510</u>	<u>6,000</u>
<u>Office Expenses</u>				
Computer Software Expenses	-	-	-	-
General Office Expenses	2,000	1,830	2,740	2,500
Postage/Courier Services	500	188	280	500
Printing Services	500	20	30	500
Special Department Expense	2,000	77	2,000	2,000
Fair/Exhibitor Fees/Workshops	-	-	-	3,500
Ed Material/Promo Items/Event Spons.	-	-	-	-
	<u>5,000</u>	<u>2,115</u>	<u>5,050</u>	<u>9,000</u>
<u>Rents & Leases</u>				
Rents & Leases, Equipment	-	-	-	-
Rents & Leases, Structures	-	-	-	5,000
Rents & Leases, Other	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,000</u>

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Executive Offices

Object Code Title	Approved Budget FY 2011-12	Expended Through February 2012	Estimated Expenditures FY 2011-12	ADOPTED Budget FY 2012-13
<u>Services</u>				
PreEmployment Costs	-	-	-	-
County Services	-	-	-	-
County Distribution DP Equipment	-	-	-	-
County Data Processing Charge	-	-	-	-
Internet Service Provider (ISP)	-	-	-	-
Web Site Hosting	-	-	-	-
Other Professional Services				
Bank Charges (MD AQMD)	-	-	-	-
Financial Audit	-	-	-	-
ICTC Agreement	-	-	-	-
LA County Banking Fees (AV AQMD)	-	-	-	-
MEEC Program	-	-	-	-
Network Technical Support	1,000	492	780	1,000
Payroll Contract Services	-	-	-	-
Research Studies	50,000	-	50,000	65,000
Source Test Consultant	-	-	-	-
Other Prof Svcs - Other	3,000	-	3,000	3,700
Professional & Special Services	15,000	6,549	9,820	15,000
	<u>69,000</u>	<u>7,041</u>	<u>63,600</u>	<u>84,700</u>
<u>Special District Liability</u>				
	-	-	-	-
<u>Travel</u>				
Inspection & Meeting Expenses	10,000	10,482	13,950	10,000
Private Mileage	3,500	2,450	3,850	3,500
	<u>13,500</u>	<u>12,932</u>	<u>17,800</u>	<u>13,500</u>
<u>Utilities</u>				
	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Services & Supplies	268,300	56,644	166,810	302,400
<u>Operating Transfers Out</u>				
Debt Service - Transfer Out	-	-	-	-
AB 2766 - Grant Program	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Fixed Assets</u>				
Capital Proj CAPS (PerComp)	-	-	-	-
Capital Proj Documents & Record	-	-	-	-
Capital Improvements - Structure	-	-	-	-
Capital Proj Video Teleconferencing	-	-	-	-
Equipment	1,200	-	-	8,200
Vehicles	-	-	-	-
	<u>1,200</u>	<u>-</u>	<u>-</u>	<u>8,200</u>
<u>Other Charges</u>				
Contrib - Other Agencies	3,500	-	3,275	-
Contrib - AB 2766 - Local Agenices	-	-	-	-
Other Charges (Lawnmower Grants)	-	-	-	-
Interest Expense	-	-	-	-
	<u>3,500</u>	<u>-</u>	<u>3,275</u>	<u>-</u>
TOTAL EXPENSES	273,000	56,644	170,085	310,600

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Antelope Valley AQMD

Object Code Title	Approved Budget FY 2011-12	Expended Through February 2012	Estimated Expenditures FY 2011-12	ADOPTED Budget FY 2012-13
<u>Communications</u>				
Cellular Phone Expense	1,000	341	404	-
T1/Frame Relay/Telco Srv	7,200	4,800	7,200	200
Video/Teleconf Com Costs	500	32	2,924	500
Long Distance Charges	50	-	431	50
Telephone Services	100	32	10,800	100
	8,850	5,205	21,759	850
<u>Mbrshp/Pub/Sub/Trg</u>				
Membership	100	-	200	-
Publications	150	-	350	-
Subscriptions	200	-	390	-
Training	1,000	-	1,000	1,000
MOU Tuition/Professional Dues	-	-	-	-
	1,450	-	1,940	1,000
<u>Equipment</u>				
Inventoriable Equipment	-	-	-	-
Network System Components	1,500	-	250	1,500
Non Inventoriable Equipment	2,000	223	1,000	2,000
Safety Equipment	200	-	750	-
Small Tools & Instruments	200	-	100	-
	3,900	223	2,100	3,500
<u>Legal</u>				
Legal Notices	1,000	225	4,500	-
Specialized Legal Services	-	-	-	-
Judgement/Settlement	-	-	-	-
	1,000	225	4,500	-
<u>Maintenance</u>				
Auto Minor Repairs/Fuel/Oil	4,500	3,225	3,011	500
Auto Major Repairs	1,000	1,127	864	-
Custodial Services	-	-	2,100	-
General Equipment	-	-	100	-
General Structure	100	75	550	-
Landscape Maintenance	-	-	-	-
Security Monitoring Charges	-	-	802	-
	5,600	4,427	7,427	500
<u>Office Expenses</u>				
Computer Software Expenses	7,800	6,626	7,500	8,800
General Office Expenses	1,500	655	2,500	1,500
Postage/Courier Services	1,500	722	2,016	1,000
Printing Services	500	158	500	500
Special Department Expense	2,500	303	3,000	-
Fair/Exhibitor Fees/Workshops	-	-	-	-
Ed Material/Promo Items/Event Spons.	1,000	37	500	-
	14,800	8,500	16,016	11,800
<u>Rents & Leases</u>				
Rents & Leases, Equipment	550	-	600	-
Rents & Leases, Structures	1,200	710	1,015	-
Rents & Leases, Other	-	-	-	-
	1,750	710	1,615	-

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Antelope Valley AQMD

Object Code Title	Approved Budget FY 2011-12	Expended Through February 2012	Estimated Expenditures FY 2011-12	ADOPTED Budget FY 2012-13
<u>Services</u>				
PreEmployment Costs	-	-	-	-
County Services	-	-	-	-
County Distribution DP Equipment	-	-	-	-
County Data Processing Charge	-	-	-	-
Internet Service Provider (ISP)	8,000	3,362	5,042	-
Web Site Hosting	1,200	464	1,200	-
Other Professional Services				
Bank Charges (MD AQMD)	-	-	-	-
Financial Audit	-	-	-	-
ICTC Agreement	-	-	-	-
LA County Banking Fees (AV AQMD)	175	39	150	-
MEEC Program	-	-	-	-
Network Technical Support	3,000	-	1,000	500
Payroll Contract Services	-	-	-	-
Research Studies	-	-	-	-
Source Test Consultant	-	-	-	-
Other Prof Svcs - Other	-	-	1,500	-
Professional & Special Services	-	-	4,500	-
	<u>12,375</u>	<u>3,865</u>	<u>13,392</u>	<u>500</u>
<u>Special District Liability</u>				
	-	-	-	-
<u>Travel</u>				
Inspection & Meeting Expenses	7,500	3,100	7,500	1,200
Private Mileage	1,200	387	1,064	2,500
	<u>8,700</u>	<u>3,488</u>	<u>8,564</u>	<u>3,700</u>
<u>Utilities</u>				
	100	2	7,600	100
	<u>100</u>	<u>2</u>	<u>7,600</u>	<u>100</u>
Total Services & Supplies	58,525	26,645	84,913	21,950
<u>Operating Transfers Out</u>				
Debt Service - Transfer Out	-	-	-	-
AB 2766 - Grant Program	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Fixed Assets</u>				
Capital Proj CAPS (PerComp)	-	-	-	-
Capital Proj Documents & Record	-	-	-	-
Capital Improvements - Structure	-	-	-	-
Capital Proj Video Teleconferencing	-	-	-	-
Equipment	-	-	-	-
Vehicles	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Other Charges</u>				
Contrib - Other Agencies	-	-	-	-
Contrib - AB 2766 - Local Agenices	-	-	-	-
Other Charges (Lawnmower Grants)	-	-	-	-
Interest Expense	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENSES	58,525	26,645	84,913	21,950

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Community Relations & Education

Object Code Title	Approved Budget FY 2011-12	Expended Through February 2012	Estimated Expenditures FY 2011-12	ADOPTED Budget FY 2012-13
<u>Communications</u>				
Cellular Phone Expense	750	284	430	750
T1/Frame Relay/Telco Srv	-	-	-	-
Video/Teleconf Com Costs	-	-	-	-
Long Distance Charges	400	266	400	400
Telephone Services	1,500	1,260	1,890	1,800
	<u>2,650</u>	<u>1,809</u>	<u>2,720</u>	<u>2,950</u>
<u>Mbrshp/Pub/Sub/Trg</u>				
Membership	500	-	-	1,500
Publications	-	-	-	-
Subscriptions	200	-	-	-
Training	3,000	-	-	3,000
MOU Tuition/Professional Dues	-	-	-	-
	<u>3,700</u>	<u>-</u>	<u>-</u>	<u>4,500</u>
<u>Equipment</u>				
Inventoriable Equipment	3,000	-	-	3,000
Network System Components	-	-	-	-
Non Inventoriable Equipment	500	-	-	500
Safety Equipment	-	-	360	-
Small Tools & Instruments	-	8	10	-
	<u>3,500</u>	<u>8</u>	<u>370</u>	<u>3,500</u>
<u>Legal</u>				
Legal Notices	-	-	-	-
Specialized Legal Services	-	-	-	-
Judgement/Settlement	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Maintenance</u>				
Auto Minor Repairs/Fuel/Oil	1,500	991	1,490	2,000
Auto Major Repairs	600	557	840	1,000
Custodial Services	-	-	-	-
General Equipment	250	-	-	250
General Structure	-	-	-	-
Landscape Maintenance	-	-	-	-
Security Monitoring Charges	-	-	-	-
	<u>2,350</u>	<u>1,548</u>	<u>2,330</u>	<u>3,250</u>
<u>Office Expenses</u>				
Computer Software Expenses	1,000	-	-	1,000
General Office Expenses	3,000	841	1,260	3,000
Postage/Courier Services	3,000	293	440	3,000
Printing Services	6,500	3,365	5,050	6,500
Special Department Expense	2,000	2,000	2,175	2,000
Fair/Exhibitor Fees/Workshops	4,000	-	-	4,000
Ed Material/Promo Items/Event Spons.	22,000	8,916	13,370	22,000
	<u>41,500</u>	<u>15,415</u>	<u>22,295</u>	<u>41,500</u>
<u>Rents & Leases</u>				
Rents & Leases, Equipment	-	-	-	-
Rents & Leases, Structures	-	-	-	-
Rents & Leases, Other	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Community Relations & Education

Object Code Title	Approved Budget FY 2011-12	Expended Through February 2012	Estimated Expenditures FY 2011-12	ADOPTED Budget FY 2012-13
<u>Services</u>				
PreEmployment Costs	-	-	-	-
County Services	-	-	-	-
County Distribution DP Equipment	-	-	-	-
County Data Processing Charge	-	-	-	-
Internet Service Provider (ISP)	-	-	-	-
Web Site Hosting	-	-	-	-
Other Professional Services				
Bank Charges (MD AQMD)	-	-	-	-
Financial Audit	-	-	-	-
ICTC Agreement	-	-	-	-
LA County Banking Fees (AV AQMD)	-	-	-	-
MEEC Program	-	-	-	-
Network Technical Support	780	492	740	780
Payroll Contract Services	-	-	-	-
Research Studies	-	-	-	-
Source Test Consultant	-	-	-	-
Other Prof Svcs - Other	-	-	-	-
Professional & Special Services	-	-	-	-
	<u>780</u>	<u>492</u>	<u>740</u>	<u>780</u>
<u>Special District Liability</u>				
	-	-	-	-
<u>Travel</u>				
Inspection & Meeting Expenses	2,600	1,646	2,470	2,600
Private Mileage	-	-	-	-
	<u>2,600</u>	<u>1,646</u>	<u>2,470</u>	<u>2,600</u>
<u>Utilities</u>				
	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Services & Supplies	57,080	20,919	30,925	59,080
<u>Operating Transfers Out</u>				
Debt Service - Transfer Out	-	-	-	-
AB 2766 - Grant Program	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Fixed Assets</u>				
Capital Proj CAPS (PerComp)	-	-	-	-
Capital Proj Documents & Record	-	-	-	-
Capital Improvements - Structure	-	-	-	-
Capital Proj Video Teleconferencing	-	-	-	-
Equipment	4,200	-	-	7,100
Vehicles	-	-	-	-
	<u>4,200</u>	<u>-</u>	<u>-</u>	<u>7,100</u>
<u>Other Charges</u>				
Contrib - Other Agencies	85,000	85,000	85,000	90,000
Contrib - AB 2766 - Local Agencies	-	-	-	-
Other Charges (Lawnmower Grants)	-	-	-	-
Interest Expense	-	-	-	-
	<u>85,000</u>	<u>85,000</u>	<u>85,000</u>	<u>90,000</u>
TOTAL EXPENSES	146,280	105,919	115,925	156,180

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Administrative Services

Object Code Title	Approved Budget FY 2011-12	Expended Through February 2012	Estimated Expenditures FY 2011-12	ADOPTED Budget FY 2012-13
<u>Communications</u>				
Cellular Phone Expense	360	-	-	-
T1/Frame Relay/Telco Srv	7,200	4,800	7,200	7,200
Video/Teleconf Com Costs	-	-	-	-
Long Distance Charges	700	421	630	700
Telephone Services	2,800	1,988	2,980	2,800
	11,060	7,209	10,810	10,700
<u>Mbrshp/Pub/Sub/Trg</u>				
Membership	500	335	500	500
Publications	1,000	872	1,310	1,000
Subscriptions	500	-	-	500
Training	12,400	2,680	4,020	9,100
MOU Tuition/Professional Dues	-	-	-	-
	14,400	3,887	5,830	11,100
<u>Equipment</u>				
Inventoriable Equipment	1,000	-	-	1,000
Network System Components	-	-	-	-
Non Inventoriable Equipment	850	512	770	850
Safety Equipment	-	34	50	-
Small Tools & Instruments	-	-	-	-
	1,850	546	820	1,850
<u>Legal</u>				
Legal Notices	500	-	-	600
Specialized Legal Services	-	-	-	-
Judgment/Settlement	-	-	-	-
	500	-	-	600
<u>Maintenance</u>				
Auto Minor Repairs/Fuel/Oil	-	-	-	-
Auto Major Repairs	-	-	-	-
Custodial Services	-	-	-	-
General Equipment	500	311	470	500
General Structure	-	-	-	-
Landscape Maintenance	-	-	-	-
Security Monitoring Charges	-	-	-	-
	500	311	470	500
<u>Office Expenses</u>				
Computer Software Expenses	4,800	3,261	4,200	4,800
General Office Expenses	3,000	2,118	3,180	3,000
Postage/Courier Services	3,000	2,146	3,220	3,200
Printing Services	250	103	160	250
Special Department Expense	4,250	3,650	3,650	3,600
Fair/Exhibitor Fees/Workshops	-	-	-	-
Ed Material/Promo Items/Event Spons.	-	-	-	-
	15,300	11,279	14,410	14,850
<u>Rents & Leases</u>				
Rents & Leases, Equipment	950	1,381	1,500	1,500
Rents & Leases, Structures	-	-	-	-
Rents & Leases, Other	-	-	-	-
	950	1,381	1,500	1,500

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Administrative Services

Object Code Title	Approved Budget FY 2011-12	Expended Through February 2012	Estimated Expenditures FY 2011-12	ADOPTED Budget FY 2012-13
<u>Services</u>				
PreEmployment Costs	1,500	500	750	2,700
County Services	16,250	13,649	15,500	16,250
County Distribution DP Equipment	600	240	360	600
County Data Processing Charge	200	89	130	200
Internet Service Provider (ISP)	7,250	3,760	5,640	7,250
Web Site Hosting	1,590	400	600	1,800
<u>Other Professional Services</u>				
Bank Charges (MD AQMD)	2,000	1,254	1,880	2,000
Financial Audit	10,900	10,900	10,900	12,000
ICTC Agreement	-	-	-	-
LA County Banking Fees (AV AQMD)	-	-	-	-
MEEC Program	-	-	-	-
Network Technical Support	6,000	492	780	2,000
Payroll Contract Services	7,000	3,865	5,800	6,500
Research Studies	-	-	-	-
Source Test Consultant	-	-	-	-
Other Prof Svcs - Other	20,000	10	20	500
Professional & Special Services	-	-	-	-
	<u>73,290</u>	<u>35,159</u>	<u>42,360</u>	<u>51,800</u>
<u>Special District Liability</u>				
	-	-	-	-
<u>Travel</u>				
Inspection & Meeting Expenses	8,100	3,228	5,600	5,500
Private Mileage	500	-	-	250
	<u>8,600</u>	<u>3,228</u>	<u>5,600</u>	<u>5,750</u>
<u>Utilities</u>				
	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Services & Supplies	126,450	62,999	81,800	98,650
<u>Operating Transfers Out</u>				
Debt Service - Transfer Out	-	-	-	-
AB 2766 - Grant Program	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Fixed Assets</u>				
Capital Proj CAPS (PerComp)	-	-	-	-
Capital Proj Documents & Record	-	-	-	-
Capital Improvements - Structure	-	-	-	-
Capital Proj Video Teleconferencing	-	-	-	-
Equipment	4,000	-	-	3,600
Vehicles	-	-	-	-
	<u>4,000</u>	<u>-</u>	<u>-</u>	<u>3,600</u>
<u>Other Charges</u>				
Contrib - Other Agencies	-	-	-	-
Contrib - AB 2766 - Local Agencies	-	-	-	-
Other Charges (Lawnmower Grants)	-	-	-	-
Interest Expense	-	862	900	-
	<u>-</u>	<u>862</u>	<u>900</u>	<u>-</u>
TOTAL EXPENSES	130,450	63,861	82,700	102,250

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

District Wide

Object Code Title	Approved Budget FY 2011-12	Expended Through February 2012	Estimated Expenditures FY 2011-12	ADOPTED Budget FY 2012-13
<u>Communications</u>				
Cellular Phone Expense	-	-	-	-
T1/Frame Relay/Telco Srv	-	-	-	-
Video/Teleconf Com Costs	12,000	6,487	9,730	12,000
Long Distance Charges	400	(1)	-	400
Telephone Services	2,000	1,785	2,680	2,000
	<u>14,400</u>	<u>8,272</u>	<u>12,410</u>	<u>14,400</u>
<u>Mbrshp/Pub/Sub/Trg</u>				
Membership	7,500	4,431	5,000	7,500
Publications	-	-	-	-
Subscriptions	-	-	-	-
Training	4,550	9,359	12,000	5,050
MOU Tuition/Professional Dues	13,000	10,157	15,230	13,000
	<u>25,050</u>	<u>23,946</u>	<u>32,230</u>	<u>25,550</u>
<u>Equipment</u>				
Inventoriable Equipment	10,000	-	-	5,000
Network System Components	1,500	682	1,020	1,500
Non Inventoriable Equipment	5,000	892	1,340	5,000
Safety Equipment	3,000	1,206	1,810	3,000
Small Tools & Instruments	-	-	125	150
	<u>19,500</u>	<u>2,780</u>	<u>4,295</u>	<u>14,650</u>
<u>Legal</u>				
Legal Notices	-	-	-	-
Specialized Legal Services	-	-	-	-
Judgement/Settlement	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Maintenance</u>				
Auto Minor Repairs/Fuel/Oil	5,500	3,867	5,800	6,500
Auto Major Repairs	3,500	536	800	3,500
Custodial Services	21,900	14,667	21,420	24,000
General Equipment	-	-	-	-
General Structure	20,000	12,025	18,040	15,000
Landscape Maintenance	3,500	1,920	2,880	3,500
Security Monitoring Charges	1,000	720	960	1,000
	<u>55,400</u>	<u>33,735</u>	<u>49,900</u>	<u>53,500</u>
<u>Office Expenses</u>				
Computer Software Expenses	44,920	30,716	46,070	53,000
General Office Expenses	12,500	6,576	9,860	12,500
Postage/Courier Services	600	31	50	600
Printing Services	-	-	-	-
Special Department Expense	-	2,658	3,990	4,000
Fair/Exhibitor Fees/Workshops	-	-	-	-
Ed Material/Promo Items/Event Spons.	-	-	-	-
	<u>58,020</u>	<u>39,981</u>	<u>59,970</u>	<u>70,100</u>
<u>Rents & Leases</u>				
Rents & Leases, Equipment	15,900	10,466	15,700	15,900
Rents & Leases, Structures	3,000	1,545	2,580	1,500
Rents & Leases, Other	-	-	-	-
	<u>18,900</u>	<u>12,011</u>	<u>18,280</u>	<u>17,400</u>

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

District Wide

Object Code Title	Approved Budget FY 2011-12	Expended Through February 2012	Estimated Expenditures FY 2011-12	ADOPTED Budget FY 2012-13
<u>Services</u>				
PreEmployment Costs	-	75	75	-
County Services	-	-	-	-
County Distribution DP Equipment	-	-	-	-
County Data Processing Charge	-	-	-	-
Internet Service Provider (ISP)	250	162	250	250
Web Site Hosting	-	-	-	-
<u>Other Professional Services</u>				
Bank Charges (MD AQMD)	-	4	10	-
Financial Audit	-	-	-	-
ICTC Agreement	25,000	25,000	25,000	25,000
LA County Banking Fees (AV AQMD)	-	-	-	-
MEEC Program	-	-	-	-
Network Technical Support	25,000	1,925	2,890	15,000
Payroll Contract Services	-	-	-	-
Research Studies	-	-	-	-
Source Test Consultant	-	-	-	-
Other Prof Svcs - Other	5,000	2,284	4,800	-
Professional & Special Services	-	-	-	-
	55,250	29,450	33,025	40,250
<u>Special District Liability</u>	45,000	40,835	42,000	45,000
	45,000	40,835	42,000	45,000
<u>Travel</u>				
Inspection & Meeting Expenses	-	170	250	-
Private Mileage	-	8	10	-
	-	178	260	-
<u>Utilities</u>	35,000	17,240	25,860	30,000
	35,000	17,240	25,860	30,000
Total Services & Supplies	326,520	208,428	278,230	310,850
<u>Operating Transfers Out</u>				
Debt Service - Transfer Out	210,000	153,262	210,000	435,521
AB 2766 - Grant Program	-	-	-	-
	210,000	153,262	210,000	435,521
<u>Fixed Assets</u>				
Capital Proj CAPS (PerComp)	-	-	-	-
Capital Proj Documents & Record	10,000	7,000	1,800	10,000
Capital Improvements - Structure	152,000	60,473	45,000	60,000
Capital Proj Video Teleconferencing	-	-	-	25,000
Equipment	58,100	25,401	30,000	68,400
Vehicles	55,000	35,041	38,230	30,000
	275,100	127,915	115,030	193,400
<u>Other Charges</u>				
Contrib - Other Agencies	-	-	-	-
Contrib - AB 2766 - Local Agencies	-	-	-	-
Other Charges (Lawnmower Grants)	-	-	-	-
Interest Expense	-	-	-	-
	-	-	-	-
TOTAL EXPENSES	811,620	489,604	603,260	939,771

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Total Mojave Desert AQMD

Object Code Title	Approved Budget FY 2011-12	Expended Through February 2012	Estimated Expenditures FY 2011-12	ADOPTED Budget FY 2012-13
<u>Communications</u>				
Cellular Phone Expense	5,660	1,842	2,654	3,850
T1/Frame Relay/Telco Srv	14,400	9,600	14,400	7,400
Video/Teleconf Com Costs	12,500	6,519	12,654	12,500
Long Distance Charges	6,050	3,343	5,441	6,450
Telephone Services	24,400	15,648	34,458	24,700
	63,010	36,953	69,607	54,900
<u>Mbrshp/Pub/Sub/Trq</u>				
Membership	17,600	6,366	14,500	18,500
Publications	2,300	658	2,370	2,300
Subscriptions	13,550	7,309	11,350	13,000
Training	45,950	16,390	32,720	52,350
MOU Tuition/Professional Dues	20,800	12,741	19,303	20,800
	100,200	43,464	80,243	106,950
<u>Equipment</u>				
Inventoriable Equipment	22,000	557	840	18,000
Network System Components	3,000	682	1,270	3,000
Non Inventoriable Equipment	9,950	2,306	4,130	10,350
Safety Equipment	5,580	2,220	4,440	5,380
Small Tools & Instruments	700	981	1,695	1,150
	41,230	6,747	12,375	37,880
<u>Legal</u>				
Legal Notices	6,500	6,455	11,000	5,600
Specialized Legal Services	125,000	13,493	35,000	125,000
Judgement/Settlement	-	-	-	-
	131,500	19,949	46,000	130,600
<u>Maintenance</u>				
Auto Minor Repairs/Fuel/Oil	31,500	21,224	30,011	32,000
Auto Major Repairs	11,100	4,118	5,354	11,000
Custodial Services	21,900	14,667	23,520	24,000
General Equipment	15,750	3,573	2,266	15,750
General Structure	22,600	12,977	19,910	17,500
Landscape Maintenance	3,500	1,920	2,880	3,500
Security Monitoring Charges	1,000	720	1,762	1,000
	107,350	59,199	85,703	104,750
<u>Office Expenses</u>				
Computer Software Expenses	64,520	40,603	57,770	74,100
General Office Expenses	26,000	14,056	22,590	26,750
Postage/Courier Services	12,600	6,723	11,016	12,350
Printing Services	9,750	5,718	6,590	9,750
Special Department Expense	11,750	8,471	14,495	12,600
Fair/Exhibitor Fees/Workshops	7,000	-	-	13,500
Ed Material/Promo Items/Event Spons.	23,000	8,954	13,870	22,000
	154,620	84,524	126,331	171,050
<u>Rents & Leases</u>				
Rents & Leases, Equipment	17,400	11,847	17,800	17,400
Rents & Leases, Structures	9,700	4,662	8,895	12,000
Rents & Leases, Other	-	-	-	-
	27,100	16,509	26,695	29,400

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Total Mojave Desert AQMD

Object Code Title	Approved Budget FY 2011-12	Expended Through February 2012	Estimated Expenditures FY 2011-12	ADOPTED Budget FY 2012-13
<u>Services</u>				
PreEmployment Costs	1,500	575	825	2,700
County Services	16,250	13,649	15,500	16,250
County Distribution DP Equipment	600	240	360	600
County Data Processing Charge	200	89	130	200
Internet Service Provider (ISP)	16,800	8,091	12,009	8,800
Web Site Hosting	2,790	864	1,800	1,800
Other Professional Services				
Bank Charges (MD AQMD)	2,000	1,353	2,030	2,000
Financial Audit	10,900	10,900	10,900	12,000
ICTC Agreement	25,000	25,000	25,000	25,000
LA County Banking Fees (AV AQMD)	175	39	150	-
MEEC Program	-	-	-	-
Network Technical Support	37,040	3,402	6,190	20,540
Payroll Contract Services	7,000	3,865	5,800	6,500
Research Studies	50,000	-	50,000	65,000
Source Test Consultant	1,000	-	-	1,000
Other Prof Svcs - Other	28,000	2,294	9,320	4,200
Professional & Special Services	15,000	6,549	14,320	15,000
	<u>214,255</u>	<u>76,908</u>	<u>154,334</u>	<u>181,590</u>
<u>Special District Liability</u>	45,000	40,835	42,000	45,000
	<u>45,000</u>	<u>40,835</u>	<u>42,000</u>	<u>45,000</u>
<u>Travel</u>				
Inspection & Meeting Expenses	48,200	29,658	45,910	39,800
Private Mileage	5,700	2,855	4,934	6,750
	<u>53,900</u>	<u>32,513</u>	<u>50,844</u>	<u>46,550</u>
<u>Utilities</u>				
	35,100	17,242	33,460	30,100
	<u>35,100</u>	<u>17,242</u>	<u>33,460</u>	<u>30,100</u>
Total Services & Supplies	973,265	434,843	727,592	938,770
<u>Operating Transfers Out</u>				
Debt Service - Transfer Out	210,000	153,262	210,000	435,521
AB 2766 - Grant Program	366,175	183,779	681,225	361,163
	<u>576,175</u>	<u>337,041</u>	<u>891,225</u>	<u>796,683</u>
<u>Fixed Assets</u>				
Capital Proj CAPS (PerComp)	200,000	23,790	35,690	150,000
Capital Proj Documents & Record	10,000	7,000	1,800	10,000
Capital Improvements - Structure	152,000	60,473	45,000	60,000
Capital Proj Video Teleconferencing	-	-	-	25,000
Equipment	122,689	80,849	92,675	206,700
Vehicles	55,000	35,041	38,230	30,000
	<u>539,689</u>	<u>207,153</u>	<u>213,395</u>	<u>481,700</u>
<u>Other Charges</u>				
Contrib - Other Agencies	88,500	85,000	88,275	90,000
Contrib - AB 2766 - Local Agenices	366,175	183,779	315,050	361,163
Other Charges (Lawnmower Grants)	50,000	-	50,000	60,000
Interest Expense	-	862	900	-
	<u>504,675</u>	<u>269,642</u>	<u>454,225</u>	<u>511,163</u>
Total Operating Expenses	2,593,804	1,248,679	2,286,437	2,728,316

Budget Line Item – Project Expenditure/Description

COMMUNICATIONS

Video/Teleconferencing Com Costs – Costs associated with video conferencing meeting (phone connection, long distance, bridging service fees) access and associated phone connection charges. Internet access services are charged under Internet Services Provider (ISP).

MBRSHP/PUB/SUB/TRG

Memberships – California Air Pollution Control Officers Association (CAPCOA) California Special Districts Association (CSDA); Air & Waste Management Association (A&WMA); California Climate Action Registry; Mojave Desert Mountain Resource; Rotary Club; American Bar Association; California State Bar Association; Association of Record Managers and Administrators; California Natural Gas Vehicle Coalition, CAPIO, CREEC, California Public Employers Labor Relations Association.

Publications and Subscriptions – Cal/EPA Newsletters, local newspapers, West Group (legal research), technical and educational materials.

Training – CARB Fundamentals of Enforcement Series, New Source Review, Air Resources Training; Air Toxics Workshop. Staff professional development and training through Special Districts Risk Management Authority (attendance provides discounts to agency wide premiums), management, team building, and professional development. Board Member Training events, as available. American Records Management Association Annual Conference, Questys Users Group. Staff development in graphics design, news writing, public outreach campaigns. and California Special District Association. Staff training in accounting, personnel, web site development, network and computer systems. Safety and training meetings.

MOU/Professional Dues – Budgeted allowances are negotiated for Represented employee (\$500 each), and funds reserved are pooled and awarded on request, subject to availability. Funds are pooled and reserved (\$600 per Exempt employee) and awarded on request, subject to availability.

EQUIPMENT

Inventoriable Equipment (purchase price greater than \$500) - Examples include: certain computer equipment, furniture, small equipment

Non-Inventoriable Equipment (purchase price less than \$500) – Examples include: office equipment, furniture; computer components.

LEGAL

Specialized Legal Services – Costs associated with outsourced legal services for Governing Board and Hearing Board support, extraordinary needs, and non-environmental issues such as personnel and labor relations.

Budget Line Item – Project Expenditure/Description

MAINTENANCE

General Equipment Maintenance – Air Monitoring equipment maintenance and minor repairs (seven stations); PM Room environmental system control maintenance; copier/printers, and office equipment service and maintenance.

General Structure Maintenance – Building and maintenance expenses: HVAC service; pest control, fire extinguisher maintenance, parking lot sweeping, building repair and maintenance.

OFFICE EXPENSES

Computer Software Expenses – Licenses and maintenance for software, network, and equipment; such as operating systems, office suites, anti-virus, Questys, and Air Vision; software upgrade purchases

Printing Services – Includes costs for promotional information, District data sheets, agenda reproduction; annual report, newsletters, poster contest calendars, etc.

Special Department Expense, Fair/Exhibitor Fees/Workshops, Educational Material/Promotional Items/ Event Sponsorships – Community and public service recognition awards such Exemplar (MDAQMD) and AIRE awards (AVAQMD), Outstanding Science Project Awards. Promotional items for community outreach events; poster contest expenses. Special event registration fees, High Desert Opportunity. Management-Supervisory Planning Meetings, Employee Appreciation. Public employee (and Board) service recognition awards. Recruitment costs.

RENTS & LEASES

Rents & Leases, Equipment – Digital Copier/Scanner Systems.

Rents & Leases, Structures – Air Monitoring Stations rent (Hesperia and Phelan).

PROFESSIONAL SERVICES

ICTC Agreement – Participation in the Interstate Clean Transportation Corridor; this is an eligible expenditure of AB 2766 funds.

Network Technical Support – Outsourced computer systems and application support.

Research Studies – Funds reserved for greenhouse gas studies, or targeted environmental study projects.

Other Professional Services – Laboratory analysis of asbestos and other samples. Annual executive and management staff physical examination per Governing Board policy 96-04.

Professional and Special Services – Stipends based on expected number of meetings. Governing Board, \$100 plus travel per member; Hearing Board, \$100 per member; TAC, \$35 per member, per meeting.

Budget Line Item – Project Expenditure/Description

Operating Transfers Out – Debt Service Funds are transferred for payment of Park Avenue facility Installment Purchase Agreement, Solar Project Loan Agreement with California Energy Commission,

FIXED ASSETS – CAPITAL PROJECTS

CAPS – Program, test and implement programming for permit tracking system. Costs shared with Antelope Valley up to an estimated project cost of \$210,000

Documents & Record Storage – Capital costs associated with electronic document management system, including upgrades during FY 13.

Structure – Building improvements including energy savings coating for roof (\$25,000); safety related improvements (\$5,000); parking lot resurfacing (every three years, \$5,000); Shop A/C repairs (\$5,000); server room wiring upgrade (\$5,000); building and general maintenance (\$15,000).

Video Teleconferencing – Costs associated with upgrade (convert to IP delivery system) and system enhancements.

Equipment (greater than \$1,000) – PC replacement program (\$29,400); network servers (\$10,000), Network Attached Storage (data backup to ensure paper equivalency, \$35,000), replace and upgrade wireless access points (\$8,200), replace and upgrade program for equipment located at remote air monitoring stations (Ozone monitors, \$40,000), Purchase and install AERMOD (\$40,500), EBAM Portable Air Monitoring Stations (\$22,000), Purchase and install wireless video for air monitoring (\$10,000), Video conference and other improvements (\$7,600).

Vehicles – Vehicle Replacement Program – Replace one fleet vehicle

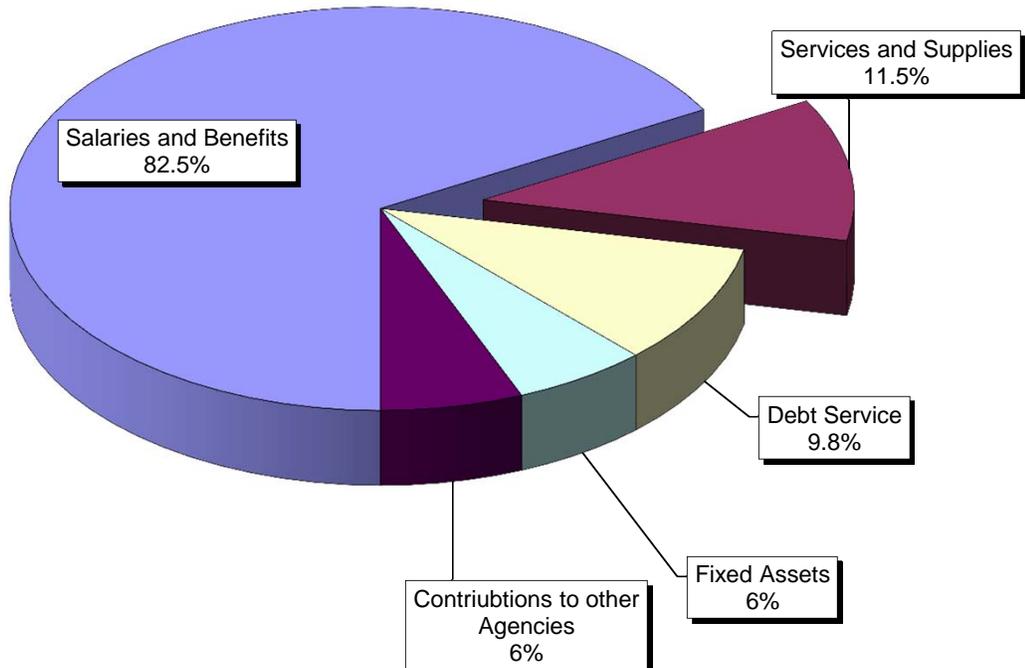
Special Notes:

Additional amount designated to Committed Fund Balance (6/30/13) Operating Cash Reserves –\$10,000
(Operating Reserves funded to 10% of Operating Expenses)

Additional amount designated to Assigned Fund Balance (6/30/13) Building Improvement – \$15,000

Amount designated to prepay and satisfy City National Bank building loan- \$332,501
Amount designated to prepay and satisfy Bank of New York solar project loan – \$103,020
Amount to be designated to prepay annual obligation for retirement SBCERA- up to – \$1,000,000

**MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
Budgeted Expense Analysis**



<u>EXPENSE CATEGORY</u>	<u>AMOUNT</u>	<u>% of Total</u>
Salaries and Benefits	5,498,749	82.72% (<small>(% of Operating Costs: Srvcs & Supplies and Debt Service)</small>)
Services and Supplies	938,770	11.41%
Debt Service	796,683	9.68% (<small>(Debt service and grant fund transfers)</small>)
Fixed Assets	481,700	5.86%
Contributions to other Agencies	511,163	6.21%
TOTAL	8,227,064	

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SPECIAL FUND
BUDGET DETAIL

OPERATING TRANSFERS OUT

Object Code Title	Approved Budget FY 2011-12	Received Through February 2012	Estimated Revenue FY 2011-12	ADOPTED Budget FY 2012-13
<u>Income</u>				
Debt Service - Park Ave Property ¹	193,680	145,259	193,678	332,501
Debt Service - CEC Loan Solar ²	16,000	8,003	16,000	103,020
	-	-	-	-
Note: Transfers from general fund	209,680	153,262	209,678	435,521

Object Code Title	Approved Budget FY 2011-12	Expended Through February 2012	Estimated Disbursements FY 2011-12	ADOPTED Budget FY 2012-13
<u>Expenses</u>				
Debt Service - Park Ave Property ³	193,680	145,259	193,678	332,501
Debt Service - CEC Loan Solar ³	16,000	8,000	16,000	103,020
	-	-	-	-
	209,680	153,259	209,678	435,521

¹DEBT SERVICE satisfies an Installment Purchase Agreement, dated March 22, 1999, in the amount of \$1,932,665.12. The Agreement serves to secure the purchase of the District Administrative facility located at 14306 Park Avenue, Victorville, and is scheduled to be satisfied March 31, 2014.

² DEBT SERVICE satisfies a loan from the California Energy Commission to purchase and install solar equipment on the Park Avenue Property. The loan, dated October 5, 2004, in the amount of \$175,000, will be paid with savings achieved from the use of solar power.

³Amounts are budgeted to prepay and satisfy the debt during FY 13.

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SPECIAL FUND
BUDGET DETAIL

CARL MOYER PROGRAM

Object Code Title	Approved Budget FY 2011-12	Fund Balance Changes		ADOPTED Budget FY 2012-13
		Received Through February 2012	Estimated Revenue FY 2011-12	
<u>Income</u>	517,023	109,507	218,656	574,470
	-	-	-	-
Total Income	517,023	109,507	218,656	574,470

Object Code Title	Approved Budget FY 2011-12	Expended Through February 2012	Estimated Disbursements FY 2011-12	ADOPTED Budget FY 2012-13
Estimated Projects to be Completed	517,023	108,348	222,348	574,470
	-	-	-	-
Total Expenses	517,023	108,348	222,348	574,470

Carl Moyer Program Funds may be distributed by the California Air Resources Board for projects obligated by the District under this state regulated program. Projects are awarded on a competitive basis and funds are distributed for approved project costs. The table describes the funds received and obligated through grants awarded by the Governing Board.

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SPECIAL FUND
BUDGET DETAIL

MOBILE SOURCE EMISSION REDUCTION PROGRAM (AB 2766 GRANT)

Object Code Title	Approved Budget FY 2011-12	Received Through February 2012	Estimated Revenue FY 2011-12	ADOPTED Budget FY 2012-13
<u>Income</u>				
Operating Transfers In	366,175	183,779	315,050	361,163
Note: Transfers from general fund				
	-	-	-	-
Total Income	366,175	183,779	315,050	361,163

Object Code Title	Approved Budget FY 2011-12	Expended Through February 2012	Estimated Disbursements FY 2011-12	ADOPTED Budget FY 2012-13
<u>Expenses</u>				
Estimated Projects to be Completed	400,000	-	31,363	400,000

The MOBILE SOURCE EMISSION REDUCTION Trust Fund was established by Governing Board action May 20, 1996 and is used to hold funds that have been designated for the District's competitive grant program. The source of these funds is the mobile emissions fee authorized under AB 2766 and 25% of revenue received by the District is segregated to this trust fund.

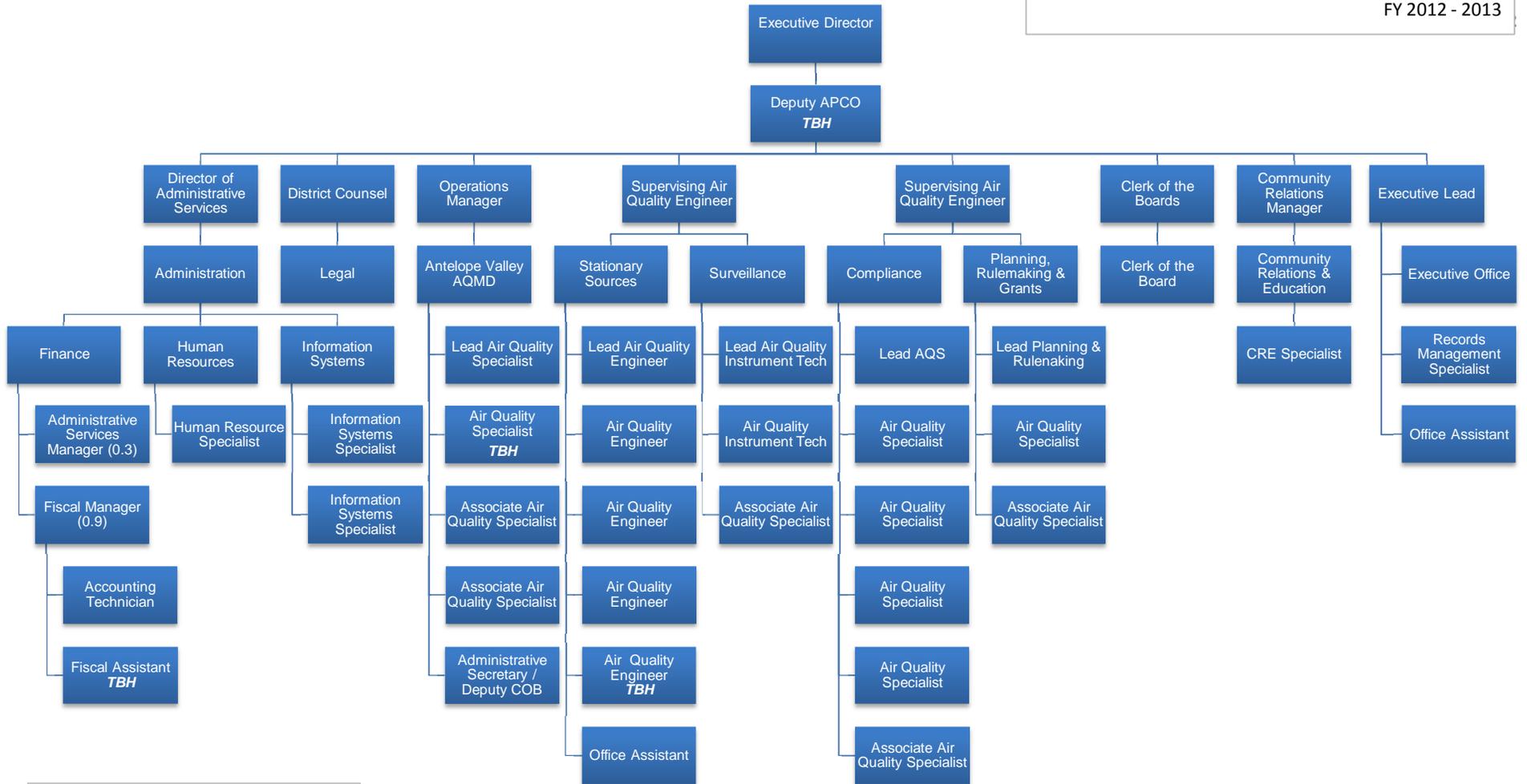
Mojave Desert Air Quality Management District
Building Improvement Reserves Schedule

		Cost Per Sq. Ft. (15,589 sq. ft.)	Annual Accumulation	Cumulative Fund Total
Year 1*	99/00	0.05	9,500.00	9,500.00
Year 2*	00/01	0.05	10,000.00	19,500.00
Year 3*	01/02	0.06	10,500.00	30,000.00
Year 4*	02/03	0.06	11,000.00	41,000.00
Year 5*	03/04	0.06	11,500.00	52,500.00
Year 6*	04/05	0.06	12,500.00	65,000.00
Year 7*	05/06	0.07	11,000.00	76,000.00
Year 8*	06/07	0.07	14,000.00	90,000.00
Year 9*	07/08	0.07	13,000.00	103,000.00
Year 10*	08/09	0.08	15,000.00	118,000.00
Year 11*	09/10	0.08	17,000.00	135,000.00
Year 12*	10/11	0.09	15,000.00	150,000.00
Year 13*	11/12	0.09	15,000.00	165,000.00
Year 14*	12/13	0.09	17,637.23	182,637.23
Year 15	13/14	0.10	18,519.09	201,156.32

Capital Replacement Fund: .05/sq.ft. for parking lot replacement, carpeting, appliances and fixtures; roof, HVAC, painting; calculate 5% per year increase

*Allocations to Reserve Fund are made in whole dollars

**Mojave Desert Air Quality Management District
Organizational Chart
FY 2012 - 2013**



Full Time Employees :	39
Positions to be Hired:	4
Total:	43

**MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
TABLE OF ORGANIZATION**

Approved FY 12	Approved FY 13	Title of Position	Range	Monthly Salary
2	2	Office Assistant	610	2822 - 3438
1	1	Fiscal Assistant	615	3193 - 3890
0	0	Administrative Secretary	615	3193 - 3890
1	1	Accounting Technician	621	3703 - 4511
5	5	Associate Air Quality Specialist	621	3703 - 4511
1	1	Deputy COB/Administrative Secretary	624	3987 - 4858
1	1	CRE Specialist	626	4189 - 5104
1	1	Records Management Specialist	626	4189 - 5104
2	2	Information Systems Specialist	629	4511 - 5496
2	1	Air Quality Instrument Technician	629	4511 - 5496
8.5	6	Air Quality Specialist	629	4511 - 5496
0	0	Transportation Program Coordinator	629	4511 - 5496
0	1	Human Resources Specialist	629	4511 - 5496
1	1	Lead Air Quality Instrument Technician	636	5362 - 6534
1	1	Lead Air Quality Planner	636	5362 - 6534
2	2	Lead Air Quality Specialist	636	5362 - 6534
1	1	Clerk Of The Boards	636	5362 - 6534
1	1	Executive Lead	636	5362 - 6534
0	1	Fiscal Manager	638	5634 - 6864
4	4	Air Quality Engineer	640	5919 - 7212
1	1	Lead Air Quality Engineer	644	6534 - 7960
1	1	Administrative Services Manager	644	6534 - 7960
1	1	Community Relations & Education Manager	644	6534 - 7960
0	0	Supervising Air Quality Specialist	650	7577 - 9232
2	2	Supervising Air Quality Engineer	650	7577 - 9232
1	1	Operations Manager	654	8363 - 10190
1	1	Director Administrative Services	658	9232 - 11248
1	1	Deputy Air Pollution Control Officer	663	10445 - 12726
1	1	District Counsel	665	10974 - 13370
1	1	Executive Director/APCO	NA	15,603
44.5	43.0			

Mojave Desert Air Quality Management District
SALARY SCHEDULE FY 2012-13
Effective July 1, 2012
As Amended October 24, 2011

RANGE	Not attainable as of January 1, 2000										MONTHLY						
	1	2	3	4	5	6	7	8	9	5	F	6	G	7	H		
600	12.72	13.04	13.36	13.70	14.04	14.39	14.75	15.12	15.50	15.88	16.28	16.69	17.10	17.53	17.97	2,204	2,686
601	13.04	13.36	13.70	14.04	14.39	14.75	15.12	15.50	15.88	16.28	16.69	17.10	17.53	17.97	18.42	2,260	2,753
602	13.36	13.70	14.04	14.39	14.75	15.12	15.50	15.88	16.28	16.69	17.10	17.53	17.97	18.42	18.88	2,316	2,822
603	13.70	14.04	14.39	14.75	15.12	15.50	15.88	16.28	16.69	17.10	17.53	17.97	18.42	18.88	19.35	2,374	2,892
604	14.04	14.39	14.75	15.12	15.50	15.88	16.28	16.69	17.10	17.53	17.97	18.42	18.88	19.35	19.84	2,433	2,965
605	14.39	14.75	15.12	15.50	15.88	16.28	16.69	17.10	17.53	17.97	18.42	18.88	19.35	19.84	20.33	2,494	3,039
606	14.75	15.12	15.50	15.88	16.28	16.69	17.10	17.53	17.97	18.42	18.88	19.35	19.84	20.33	20.84	2,556	3,115
607	15.12	15.50	15.88	16.28	16.69	17.10	17.53	17.97	18.42	18.88	19.35	19.84	20.33	20.84	21.36	2,620	3,193
608	15.50	15.88	16.28	16.69	17.10	17.53	17.97	18.42	18.88	19.35	19.84	20.33	20.84	21.36	21.89	2,686	3,273
609	15.88	16.28	16.69	17.10	17.53	17.97	18.42	18.88	19.35	19.84	20.33	20.84	21.36	21.89	22.44	2,753	3,354
610	16.28	16.69	17.10	17.53	17.97	18.42	18.88	19.35	19.84	20.33	20.84	21.36	21.89	22.44	23.00	2,822	3,438
611	16.69	17.10	17.53	17.97	18.42	18.88	19.35	19.84	20.33	20.84	21.36	21.89	22.44	23.00	23.58	2,892	3,524
612	17.10	17.53	17.97	18.42	18.88	19.35	19.84	20.33	20.84	21.36	21.89	22.44	23.00	23.58	24.17	2,965	3,612
613	17.53	17.97	18.42	18.88	19.35	19.84	20.33	20.84	21.36	21.89	22.44	23.00	23.58	24.17	24.77	3,039	3,703
614	17.97	18.42	18.88	19.35	19.84	20.33	20.84	21.36	21.89	22.44	23.00	23.58	24.17	24.77	25.39	3,115	3,795
615	18.42	18.88	19.35	19.84	20.33	20.84	21.36	21.89	22.44	23.00	23.58	24.17	24.77	25.39	26.03	3,193	3,890
616	18.88	19.35	19.84	20.33	20.84	21.36	21.89	22.44	23.00	23.58	24.17	24.77	25.39	26.03	26.68	3,273	3,987
617	19.35	19.84	20.33	20.84	21.36	21.89	22.44	23.00	23.58	24.17	24.77	25.39	26.03	26.68	27.34	3,354	4,087
618	19.84	20.33	20.84	21.36	21.89	22.44	23.00	23.58	24.17	24.77	25.39	26.03	26.68	27.34	28.03	3,438	4,189
619	20.33	20.84	21.36	21.89	22.44	23.00	23.58	24.17	24.77	25.39	26.03	26.68	27.34	28.03	28.73	3,524	4,294
620	20.84	21.36	21.89	22.44	23.00	23.58	24.17	24.77	25.39	26.03	26.68	27.34	28.03	28.73	29.45	3,612	4,401
621	21.36	21.89	22.44	23.00	23.58	24.17	24.77	25.39	26.03	26.68	27.34	28.03	28.73	29.45	30.18	3,703	4,511
622	21.89	22.44	23.00	23.58	24.17	24.77	25.39	26.03	26.68	27.34	28.03	28.73	29.45	30.18	30.94	3,795	4,624
623	22.44	23.00	23.58	24.17	24.77	25.39	26.03	26.68	27.34	28.03	28.73	29.45	30.18	30.94	31.71	3,890	4,740
624	23.00	23.58	24.17	24.77	25.39	26.03	26.68	27.34	28.03	28.73	29.45	30.18	30.94	31.71	32.50	3,987	4,858
625	23.58	24.17	24.77	25.39	26.03	26.68	27.34	28.03	28.73	29.45	30.18	30.94	31.71	32.50	33.32	4,087	4,980
626	24.17	24.77	25.39	26.03	26.68	27.34	28.03	28.73	29.45	30.18	30.94	31.71	32.50	33.32	34.15	4,189	5,104
627	24.77	25.39	26.03	26.68	27.34	28.03	28.73	29.45	30.18	30.94	31.71	32.50	33.32	34.15	35.00	4,294	5,232
628	25.39	26.03	26.68	27.34	28.03	28.73	29.45	30.18	30.94	31.71	32.50	33.32	34.15	35.00	35.88	4,401	5,362
629	26.03	26.68	27.34	28.03	28.73	29.45	30.18	30.94	31.71	32.50	33.32	34.15	35.00	35.88	36.77	4,511	5,496
630	26.68	27.34	28.03	28.73	29.45	30.18	30.94	31.71	32.50	33.32	34.15	35.00	35.88	36.77	37.69	4,624	5,634
631	27.34	28.03	28.73	29.45	30.18	30.94	31.71	32.50	33.32	34.15	35.00	35.88	36.77	37.69	38.64	4,740	5,775
632	28.03	28.73	29.45	30.18	30.94	31.71	32.50	33.32	34.15	35.00	35.88	36.77	37.69	38.64	39.60	4,858	5,919
633	28.73	29.45	30.18	30.94	31.71	32.50	33.32	34.15	35.00	35.88	36.77	37.69	38.64	39.60	40.59	4,980	6,067
634	29.45	30.18	30.94	31.71	32.50	33.32	34.15	35.00	35.88	36.77	37.69	38.64	39.60	40.59	41.61	5,104	6,219
635	30.18	30.94	31.71	32.50	33.32	34.15	35.00	35.88	36.77	37.69	38.64	39.60	40.59	41.61	42.65	5,232	6,374
636	30.94	31.71	32.50	33.32	34.15	35.00	35.88	36.77	37.69	38.64	39.60	40.59	41.61	42.65	43.71	5,362	6,534
637	31.71	32.50	33.32	34.15	35.00	35.88	36.77	37.69	38.64	39.60	40.59	41.61	42.65	43.71	44.81	5,496	6,697
638	32.50	33.32	34.15	35.00	35.88	36.77	37.69	38.64	39.60	40.59	41.61	42.65	43.71	44.81	45.93	5,634	6,864
639	33.32	34.15	35.00	35.88	36.77	37.69	38.64	39.60	40.59	41.61	42.65	43.71	44.81	45.93	47.07	5,775	7,036
640	34.15	35.00	35.88	36.77	37.69	38.64	39.60	40.59	41.61	42.65	43.71	44.81	45.93	47.07	48.25	5,919	7,212
641	35.00	35.88	36.77	37.69	38.64	39.60	40.59	41.61	42.65	43.71	44.81	45.93	47.07	48.25	49.46	6,067	7,392
642	35.88	36.77	37.69	38.64	39.60	40.59	41.61	42.65	43.71	44.81	45.93	47.07	48.25	49.46	50.69	6,219	7,577
643	36.77	37.69	38.64	39.60	40.59	41.61	42.65	43.71	44.81	45.93	47.07	48.25	49.46	50.69	51.96	6,374	7,766
644	37.69	38.64	39.60	40.59	41.61	42.65	43.71	44.81	45.93	47.07	48.25	49.46	50.69	51.96	53.26	6,534	7,960
645	38.64	39.60	40.59	41.61	42.65	43.71	44.81	45.93	47.07	48.25	49.46	50.69	51.96	53.26	54.59	6,697	8,160
646	39.60	40.59	41.61	42.65	43.71	44.81	45.93	47.07	48.25	49.46	50.69	51.96	53.26	54.59	55.96	6,864	8,363
647	40.59	41.61	42.65	43.71	44.81	45.93	47.07	48.25	49.46	50.69	51.96	53.26	54.59	55.96	57.36	7,036	8,573
648	41.61	42.65	43.71	44.81	45.93	47.07	48.25	49.46	50.69	51.96	53.26	54.59	55.96	57.36	58.79	7,212	8,787
649	42.65	43.71	44.81	45.93	47.07	48.25	49.46	50.69	51.96	53.26	54.59	55.96	57.36	58.79	60.26	7,392	9,007
650	43.71	44.81	45.93	47.07	48.25	49.46	50.69	51.96	53.26	54.59	55.96	57.36	58.79	60.26	61.77	7,577	9,232
651	44.81	45.93	47.07	48.25	49.46	50.69	51.96	53.26	54.59	55.96	57.36	58.79	60.26	61.77	63.31	7,766	9,463
652	45.93	47.07	48.25	49.46	50.69	51.96	53.26	54.59	55.96	57.36	58.79	60.26	61.77	63.31	64.89	7,960	9,699
653	47.07	48.25	49.46	50.69	51.96	53.26	54.59	55.96	57.36	58.79	60.26	61.77	63.31	64.89	66.51	8,160	9,942
654	48.25	49.46	50.69	51.96	53.26	54.59	55.96	57.36	58.79	60.26	61.77	63.31	64.89	66.51	68.18	8,363	10,190
655	49.46	50.69	51.96	53.26	54.59	55.96	57.36	58.79	60.26	61.77	63.31	64.89	66.51	68.18	69.88	8,573	10,445
656	50.69	51.96	53.26	54.59	55.96	57.36	58.79	60.26	61.77	63.31	64.89	66.51	68.18	69.88	71.63	8,787	10,706
657	51.96	53.26	54.59	55.96	57.36	58.79	60.26	61.77	63.31	64.89	66.51	68.18	69.88	71.63	73.42	9,007	10,974
658	53.26	54.59	55.96	57.36	58.79	60.26	61.77	63.31	64.89	66.51	68.18	69.88	71.63	73.42	75.26	9,232	11,248
659	54.59	55.96	57.36	58.79	60.26	61.77	63.31	64.89	66.51	68.18	69.88	71.63	73.42	75.26	77.14	9,463	11,529
660	55.96	57.36	58.79	60.26	61.77	63.31	64.89	66.51	68.18	69.88	71.63	73.42	75.26	77.14	79.06	9,699	11,817
661	57.36	58.79	60.26	61.77	63.31	64.89	66.51	68.18	69.88	71.63	73.42	75.26	77.14	79.06	81.04	9,942	12,113
662	58.79	60.26	61.77	63.31	64.89	66.51	68.18	69.88	71.63	73.42	75.26	77.14	79.06	81.04	83.07	10,190	12,416
663	60.26	61.77	63.31	64.89	66.51	68.18	69.88	71.63	73.42	75.26	77.14	79.06	81.04	83.07	85.14	10,445	12,726
664	61.77	63.31	64.89	66.51	68.18	69.88	71.63	73.42	75.26	77.14	79.06	81.04	83.07	85.14	87.27	10,706	13,044
665	63.31	64.89	66.51	68.18	69.88	71.63	73.42	75.26	77.14	79.06	81.04	83.07	85.14				

Mojave Desert Air Quality Management District

Summary of Board Policy and Standard Practice

Treasurer and Controller

(Health & Safety Code § 41245 and § 41246)

California statutes require the Mojave Desert Air Quality Management District Governing Board to appoint a treasurer as the custodian and a controller as the accounting officer of district funds. The law specifically authorizes the appointment of the county treasurer and the county auditor to serve as the district treasurer and district controller. On July 1, 1993, the Governing Board appointed San Bernardino County elected treasurer and elected auditor respectively to serve as district treasurer and district controller. The Governing Board intention in making these two appointments was to maintain the integrity and control over District funds that is achieved by elected officers being custodian and controller of government treasury.

Management and Budget

(Board Policy 94-1; H & S Code §§ 40750 et seq.; and § 41260)

The Governing Board has delegated various management and financial authorities to the Executive Director/Air Pollution Control Officer. Additionally, statutory law grants certain administrative, permitting and enforcement authorities to the air pollution control officers of air districts in California. The board delegated authorities includes the discretion to transfer funds within major budget categories, authority to enter into contracts for up to \$50,000 for budgeted and \$5,000 for unbudgeted items that are of non-emergency nature; and the authority to expend district funds for capital replacement and improvement projects up to the limits established for each project in the budget.

Purchasing Procedures

(Standard Practice I-25)

The Executive Director/Air Pollution Control Officer has established a Purchasing Procedures Standard Practice delineating the responsibilities of staff authorized to make any purchases.

Investment Practices

(Gov. Code §§ 27000.1 et seq.)

District general funds are deposited with the San Bernardino County Treasurer and are systematically invested as part of the County's investment pool. Interest and other revenues earned on funds are periodically credited to the District's account.

Separate policy documents exist which govern the investment practices for the Deferred Compensation Plan ((457(b)) and the Public Agencies Post-Retirement Health Care Plan (an irrevocable trust).

BUDGET CATEGORY DESCRIPTIONS

REVENUE

ERC Application Fees	Emission Reduction Credit-Rule 313
New Source Revenue	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
ARB (PM_{2.5} Program)	Federal 105 grant pass through (via CAPCOA) funding to support PM _{2.5} monitoring
Federal Grants and Agreements	Grant awards and fee for services with federal agencies.
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
AVAQMD Contract	Reimbursement for contracted services to the Antelope Valley AQMD
Misc. Revenue	Miscellaneous (out of ordinary) revenue
Public Request Act	Requests for Public Information - Rule 302
Rule Book Subscriptions	Yearly District Rule Book Subscriptions/Updated - Rule 302
Sale of Fixed Asset	Sale of District's Board approved surplus property
Asbestos Demo/Reno Fees	Activities related to Asbestos Removal - Rule 306
Operating Permit Fees	Initial/Annual Permit Fees
Title V Permit Fees	Federal Permit Program
AB2766 Mobile Emissions Program	Revenue received through DMV vehicle registration
California Clean Air Act Fees	State mandated fee collected on behalf of California Air Resources Board.
Toxic Hot Spot Program	State mandated fee
Carl Moyer Admin Funding	A portion of the Carl Moyer Program pass thru funds are allowed to cover administration costs to administer the program
State Contracts	Contract Services for the Air Resources Board
PERP State Funds	Portable Engine Registration Program. The State of California collects fees from owners of portable engines and the MDAQMD provides periodic compliance inspections
State Subvention	Funds received from state budget to supplement Air Monitoring/District activities

SALARIES & BENEFITS

Payroll Clearing Account	Reserve for payroll disbursing account
Health Savings Account	Pre Fund for Health Savings Accounts, FY 11 only
Flex Benefit Plan - Sec 125 Café	District obligation to employees for health premiums
Retiree Health Benefits	Costs associated with the retiree health benefits
Employee Assistance Plan	Employee Assistance Program
Vision Care	Employee benefit for Vision Care
Life Insurance	Employee benefit for life insurance
Long Term Disability	Employee benefit for long term disability
Short Term Disability	Employee benefit for short term disability
Unemployment Insurance	Employer paid state unemployment reimbursement
Social Security Medicare	Employee paid benefit for Medicare insurance
Workers' Compensation	Employer cost for workers compensation insurance
General Members Retirement	Employer required retirement contribution
Employer Required Contribution	Employer 7% pickup retirement contribution
Retirement Benefit (exempt/30 yr)	District paid additional retirement for Exempt and 30 year employees
401(a) Employer Match	District match to employee contributions made to Deferred Comp Plan
Survivors Benefits	Social Security - Premium for employers share, benefits to survivors in the event of employee's death
Extra Help	Temporary employee costs
Overtime	Non exempt employee overtime
Regular Salary	Salary costs for regular employees
Termination Benefits	Employee payout on separation for accrued benefits

BUDGET CATEGORY DESCRIPTIONS

SERVICES & SUPPLIES

Cellular Phone Expense	Cellular phones, answering services & pager monthly fees
T1/Frame Relay/Telco Svc	Services and related telephone connection fees for persistent internet access
Video/Teleconf Com Costs	Costs associated with video teleconference calls
Long Distance Charges	Telephone services - Long distance charges
Telephone Services	Basic telephone services
Membership	District memberships - CAPCOA, CSDA, AWAMA, CNGV, etc.
Publications	Purchases of books, documents and publications
Subscriptions	Monthly periodicals, including magazines, newspapers, Bureau of National Affairs & Legal on-line services
Training	Employee training; professional development
MOU Tuition/Professional Dues	Negotiated per Memorandum of Understanding, costs associated with employee's choice Education Program, professional associations.
Inventoriable Equipment	Equipment greater than \$500 but less than \$1000, includes tax & freight on each item
Network System Components	Equipment and components for District computer network system
Non Inventoriable Equipment	Equipment less than \$500 includes tax & freight on each item
Safety Equipment	Safety related items such as hard hats, gloves, goggles, safety shoes, etc.
Small Tools & Instruments	Small purchase items for inspections and air monitoring equipment; approximately less than \$50 each
Legal Notices	Publication costs for required notices
Specialized Legal Services	Outsourced legal services for Governing Board, Hearing Board, personnel and labor relations
Auto Minor Repair/Fuel/Oil	General Fleet Maintenance costs (gasoline, minor repairs)
Auto Major Repair	Major repair costs of District vehicles
Custodial Services, Contract	Facility custodial services
General Equipment Maintenance	Equipment repair and maintenance
General Structure Maintenance	Maintenance and minor repairs to District facilities
Landscape Maintenance	Facility (Park Avenue only) landscape maintenance
Security Monitoring Charges	Maintenance and monitoring charges for building security system
Computer Software Expenses	Purchase of new software, upgrades, maintenance contracts
General Office Expenses	General office supplies, business cards, copier supplies
Postage/Courier Services	US postage, Federal Express, shipping
Printing Services	Outsourced printing and publication services
Special Department Expenses	Unique costs associated with events, meetings, photos, etc.
Fair/Exhibitor Fees/Workshops	Annual event sponsored by industry donations
Ed Material/Promo Items/Event Sponsorships	Promotional materials, plaques, event fees for District outreach program
Rents & Leases, Equipment	Rental of photocopier; postage meter rental
Rents & Leases, Structures	Lease payments for monitoring stations
Rents & Leases, Other	Rental of misc. one-time items
Pre-Employment Costs	New employee physical exams and related expenses
County Services	Costs associated with Accounts Payable Processing
County Distribution DP Equipment	Costs associated with & charged by County Info Scvs
County Data Processing Charge	Costs associated with & charged by County Info Scvs

BUDGET CATEGORY DESCRIPTIONS

Internet Service Provider	Access to internet and protocols
Web Site Hosting Service	Development services for District's websites
Other Prof. Svcs	
Bank Charges (MDAQMD)	Bank fees incurred for District checking account
Financial Audit	Payments for professional contract consultant services
ICTC Agreement	Payments for professional contract consultant services
LA County Banking Fees	Bank fees incurred for AVAQMD general fund
MEEC Program	Mojave Environmental Education Consortium - pass through funds and related expenses
Network Technical Support	Allowance for technical services for computer network issues
Payroll Contract Services	Contract payment for third party payroll services
Research Studies	Consultant costs for specified studies related to air quality issues
Source Test Consultant	Outsource for service
Other Prof. Svcs - Other	Payments for professional consultant services
Professional & Special Services	Board Stipends
Special District Liability	General Liability, auto liability, employers, officers and directors liability coverage
Travel	Travel and meetings expenses
Private Mileage - Non Employee	Governing Board, Hearing Board & TAC member reimbursement for mileage
Utilities	Gas, Electric for various Air Monitoring stations

OPERATING TRANSFERS OUT

OPEB Trust	OPEB Trust (Other Post Employment Benefits) - The Governing Board authorized establishing this irrevocable Trust with the Public Agency Retirement System (PARS) on November 23, 2009 to ensure the sustainability of the District's health benefits. Bi-annual actuarial reports determine liability and the annual budget establishes the deposit amount. Government Accounting Board Standard (GASB) No. 45 requires public agencies with post retirement benefits to report costs and obligations and plan for the future funding of the benefits.
Debt Service - Transfers Out	Payments to satisfy an Installment Purchase Agreement, dated March 22, 1999, in the amount of \$1,932,665.12 The Agreement serves to secure the purchase of the District Administrative facility located at 14306 Park Avenue, Victorville, and is scheduled to be satisfied March 21, 2014. Satisfies a loan from the California Energy Commission to purchase and install solar equipment on the Park Avenue Property. The loan, dated October 5, 2004, is in the amount of \$175,000 will be paid with savings achieved from the use of solar power.
AB2766 - Grant Program	Designations to AB2766 Competitive grant (25% of receipts)

FIXED ASSETS

Capital Proj CAPS	Capitalized costs associated with CAPS (formerly PerComp) and recorded as a fixed asset..
Capital Proj Documents & Record	Capitalized costs associated with the Document & Record Storage Project and recorded as a fixed asset.
Capital Improvements - Structure	Costs associated with building structural improvements exceeding \$1,000.
Capital Improvements - Video Teleconferencing	Costs associated with purchasing and installing a video conferencing system.
Equipment	Equipment purchases greater than \$1,000 including tax & freight; additions to previously capitalized equipment that materially extends the assets' life
Vehicles	All vehicles purchased for District fleet

CONTRIBUTIONS TO OTHER AGENCIES

Contrib. - Other Agencies	Community grant programs; High Desert Opportunity
Contrib. - AB2766 - Local Agencies	Designations to District members from AB2766 revenue (25% of receipts)
Other Charges	Funds budgeted for special projects, such as the Lawnmower Grant Program.
Interest Expense	Interest on revolving accounts, leases

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
FTP	File Transport Protocol - a term for electronic transfer of large amounts of data
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
PST	Part time, seasonal and temporary employees
PTBS	Permit Tracking and Billing System
SDRMA	Special Districts Risk Management Authority
SLAMS	State and Local Air Monitoring Stations
TAC	Technical Advisory Committee
TBC	Telebusiness Work Center
VPN	Virtual Private Network - a secure method of transmitting data via the internet
WAN	Wide Area Network - a system to connect remote computers for data exchange

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**MINUTES OF THE GOVERNING BOARD
OF THE MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
VICTORVILLE, CALIFORNIA**

AGENDA ITEM 8

DATE: June 25, 2012

RECOMMENDATION: Adopt a resolution approving and adopting the budget for FY 2012-13.

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

BACKGROUND: The proposed MDAQMD Budget for Fiscal Year 2012-13 contains appropriations to perform the District's services, activities, and projects and identifies the revenues estimated to be available to the District. A proposed budget summary and supporting documentation was prepared and made available in accordance with the 30 day Public Notice Requirement of Health and Safety Code §40131(a)(1). All permit holders within the Mojave Desert AQMD area who were subject to fees during the prior fiscal year were properly notified of the availability of the information (pursuant to H&S §40131(a)(2)). A separate Public Hearing for the exclusive purpose of reviewing the budget and taking public comment, as required by H&S § 40131(a)(3), was held June 11, 2012.

CONFLICT OF INTEREST: None.

REASON FOR RECOMMENDATION: Health and Safety Code §40130 et seq. requires that Districts adopt an annual budget which enables the District to administer the services, activities and projects according to plans set forth in the budget for the fiscal year.

REVIEW BY OTHERS: This agenda item was approved as to legal form by Karen K. Nowak, District Counsel, and was reviewed by Eldon Heaston, Executive Director on or before June 12, 2012.

FINANCIAL DATA: The budget for FY 2012-13 calls for appropriations totaling \$8,227,064 with anticipated revenues of \$8,358,440 (including \$1,218,329, the unassigned fund balance from the prior year). The Fund Balance has been designated to the Committed Fund Balance for Operating Cash Reserves \$670,000; and the Assigned Fund Balance for Building Improvement Reserves \$200,000 and Legal and Litigation Reserves \$300,000. The total Fund Balance designated is \$1,170,000.

PRESENTER: Jean Bracy, Director of Administrative Services

Cc: Admin. Services

I, MICHELE BAIRD, CLERK OF THE GOVERNING BOARD OF
MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
DISTRICT, HEREBY CERTIFY THE FOREGOING TO BE A
FULL, TRUE AND CORRECT COPY OF THE RECORD OF
THE ACTION AS THE SAME APPEARS IN THE OFFICIAL
MINUTES OF SAID GOVERNING BOARD MEETING

CLERK OF THE BOARD
MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT

**MINUTES OF THE GOVERNING BOARD
OF THE MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
VICTORVILLE, CALIFORNIA**

AGENDA ITEM 8

Page 2

ACTION OF THE GOVERNING BOARD

APPROVED and ADOPTED

Upon Motion by **BARB STANTON**, Seconded by **JOHN COLE**, as approved by the following roll call vote:

Ayes: 10 MITZELFELT, STANTON, GOMEZ, DECONINCK,
RIORDAN, COLE, ROTHSCHILD, CAMPBELL, ABEL,
DERRY

Noes:

Absent: 3 BENOIT, HOLLAND, CAMARGO

Abstain:

Vacant:

MICHELE BAIRD, CLERK OF THE GOVERNING BOARD

BY *Michele Baird*

Dated: JUNE 25, 2012

Ref: Resolution 12-04, titled, "A RESOLUTION OF THE GOVERNING BOARD OF THE MOJAVE DESERT AIR QUALITY MANAGEMENT APPROVING AND ADOPTING THE PROPOSED OPERATING BUDGET FOR FISCAL YEAR 2012-13".

RESOLUTION 12-04

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

On June 25, 2012, on motion by Member STANTON, seconded by Member COLE, and carried, the following resolution is adopted:

WHEREAS, the Air Pollution Control Officer has submitted to the Governing Board an annual budget for the Mojave Desert Air Quality Management District (MDAQMD) for the fiscal year 2012-13; and

WHEREAS, a proposed budget summary and supporting documentation were prepared and made available in accordance with the 30 day Public Notice requirement (Health and Safety Code §40131 (a)(1)); and

WHEREAS, all persons within the District area who were subject to fees during the prior fiscal year were properly notified of the availability of the information (Health and Safety Code §40131 (a)(2)); and

WHEREAS, a separate Public Hearing for the exclusive purpose of reviewing the budget and taking public comment, as required by Health and Safety Code §40131(a)(3), was held on June 11, 2012; and

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

WHEREAS, the estimated appropriations for the MDAQMD for fiscal year 2012-13 are \$8,227,064 (Eight Million, Two Hundred Twenty Seven Thousand, Sixty Four Dollars);

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

NOW, THEREFORE, BE IT RESOLVED, by the Governing Board of the Mojave Desert Air Quality Management District, the following:

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

RESOLUTION 12-04

1 A. The 2012-13 Budget is hereby adopted, establishing the following appropriations
2 levels:

<u>ACCOUNT CLASSIFICATION</u>	<u>2012-13 ADOPTED BUDGET</u>
4 Salaries & Benefits	\$5,498,749
5 Services & Supplies	938,770
6 Operating Transfers Out	796,683
7 Fixed Assets	481,700
8 Other Charges	511,163
9 TOTAL APPROPRIATIONS BUDGET	\$8,227,065

10 B. The 2012-13 Revenue Budget is hereby adopted, establishing the following revenue
11 base:

<u>ACCOUNT CLASSIFICATION</u>	<u>2012-13 ADOPTED BUDGET</u>
13 Application Fees	100,100
14 Federal Grants	127,000
15 Fine & Forfeitures	60,000
16 Interest Income	10,000
17 Other Revenue	1,088,582
18 Permit Fees	3,997,380
19 Program Fees	1,525,650
20 State Subvention	231,400
21 Unassigned Fund Balance from Prior Year (est)	<u>1,218,329</u>
22 TOTAL REVENUE BUDGET	8,358,440

23 **FUND BALANCE DESIGNATIONS**

24 **COMMITTED FUND BALANCE**

25 Operating Cash Reserve 670,000

26 **ASSIGNED FUND BALANCE**

27 Building Improvement Reserves 200,000

28 Legal and Litigation Reserves 300,000

RESOLUTION 12-04

1 Pursuant to Section 53901 of The California Government Code, within 60 days after the
2 beginning of the Fiscal Year, the Clerk of the Board shall file a copy of this resolution with the
3 Auditor of the County of San Bernardino.

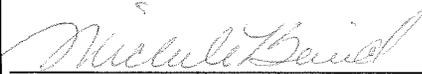
4
5 **BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately
6 upon adoption.

7 PASSED, APPROVED AND ADOPTED by the Governing Board of the Mojave
8 Desert Air Quality Management District by the following vote:

9
10 AYES: **10** MEMBER: MITZELFELT, STANTON, GOMEZ, DECONINCK,
RIORDAN, COLE, ROTHSCHILD, CAMPBELL, ABEL,
11 NOES: MEMBER: DERRY
12 ABSENT: **3** MEMBER: BENOIT, HOLLAND, CAMARGO
13 ABSTAIN: MEMBER:

14
15 STATE OF CALIFORNIA)
16)
17) ss:
COUNTY OF SAN BERNARDINO)

18
19 I, Michele Baird, Clerk of the Governing Board of the Mojave Desert Air Quality
20 Management District, hereby certify the foregoing to be a full, true and correct copy of the
21 record of the action as the same appears in the Official Minutes of said Governing Board at
22 its meeting of June 25, 2012.

23 
24 _____
Clerk of the Governing Board
25 Mojave Desert Air Quality Management District.
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27
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