



"Clean Air is Everybody's Business"

Adopted
Budget
Fiscal Year 2011-12

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, 2011

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

Eldon Heaston, Executive Director

June 28, 2011

Governing Board of the Mojave Desert Air Quality Management District

Presented here is the budget of the Mojave Desert Air Quality Management District for Fiscal Year 2011-12. 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 \$7,637,242 with sufficient revenues to pay for those services. The expenditure budget is a decrease of 4.09% from the FY 2010-11 budget. This budget includes continuing projects to improve the automated permit billing system, replacing and upgrading a remote air monitoring station, initiates equipment replacement schedules, various building maintenance and remodeling projects, energy efficiency improvement projects, and training/development opportunities for governing board members and staff.

Revenues are projected at \$6,955,211, a 2.14% decrease over last year's projections. This budget includes a proposed 2.3% adjustment to fees, effective January 1, 2012 and applied to all annual permit renewal, and application fees.

The MDAQMD is a service based agency in which staff salaries and benefits will continue to comprise about 80% of the operations budget, an acceptable ratio. The Table of Organization for FY 12 includes the total of 40 full time equivalents with positions planned for transitions expected due to retirements.

A Public Hearing was held May 23, 2011 to receive public comments concerning this proposed budget.

Governing Board Policy 02-01 requires adequate reserves for operating expenses. This budget designates an amount of funds sufficient to fully fund the Operating Reserves. In addition, a reserve has been established and funded for anticipated legal and litigation costs associated with ongoing CEQA challenges. A building reserve was established in FY 2000 for capital asset improvements on the District's main office. The Governing Board authorized an irrevocable trust pursuant to GASB 45 to pre-fund the District's liability for Other Post Employment Benefits.

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Fiscal year 2011 (July 1) is the beginning of a new contract period with the San Bernardino Public Employees Association. At the time this budget was adopted, the terms of a new Memorandum of Understanding were in negotiations.

This budget represents a financial plan to meet this year's obligations and challenges and is effective July 1, 2011.

Sincerely,

A handwritten signature in black ink, appearing to read 'Eldon Heaston', with a long horizontal stroke extending to the right.

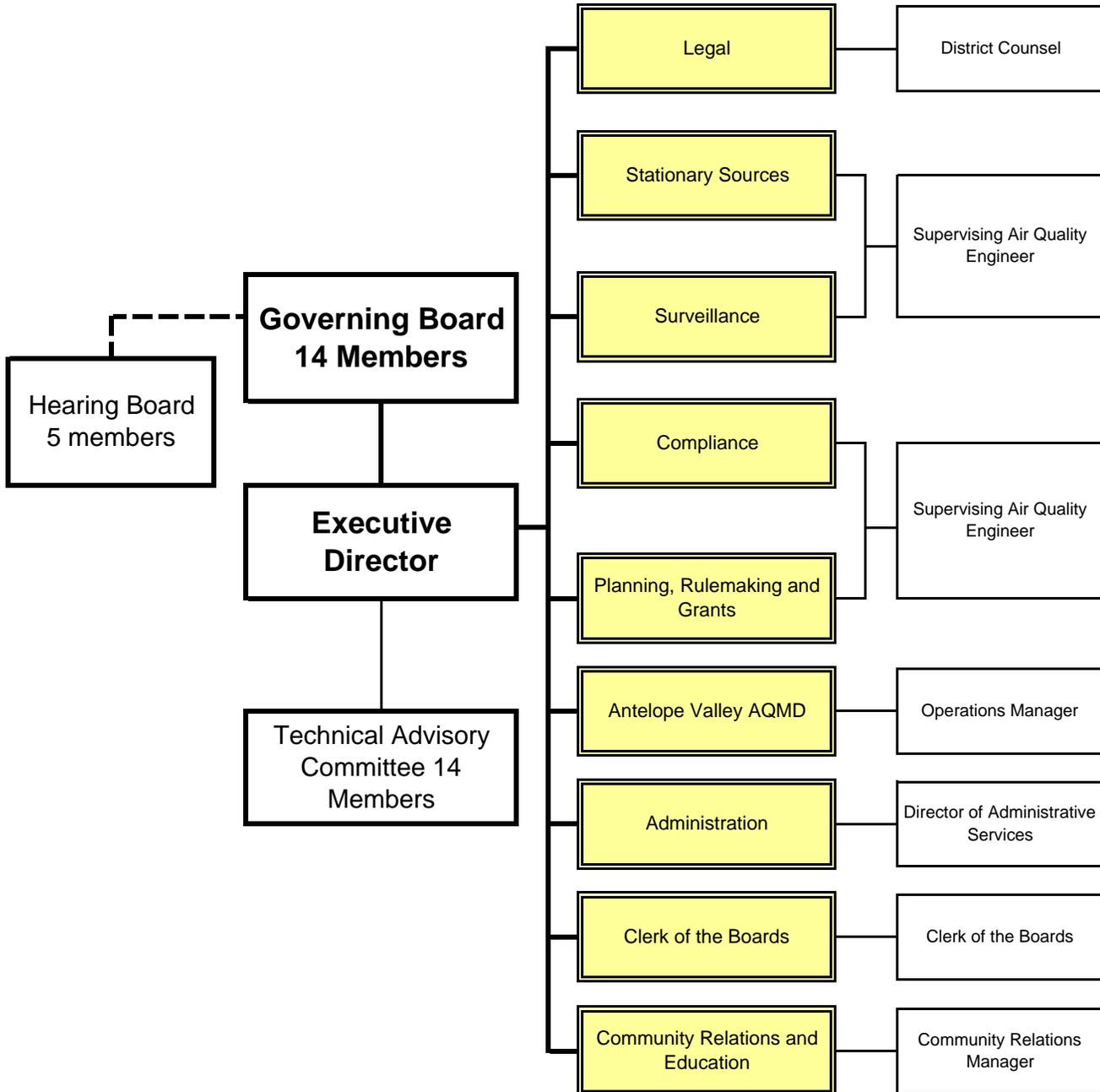
Eldon Heaston
Executive Director

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Mojave Desert Air Quality Management District

District Organization





Governing Board

2011

Joe Gomez, *Chair*
City of Barstow

Brad Mitzelfelt, *Vice Chair*
Supervisor
County of San Bernardino

Ed Camargo,
City of Adelanto

Barb Stanton
Town of Apple Valley

Joseph "Joey" DeConinck
City of Blythe

Russ Blewett
City of Hesperia

Terry Campbell
City of Needles

John Cole
City of Twentynine Palms

Mike Rothschild
City of Victorville

Isaac Hagerman
Town of Yucca Valley

Janice Rutherford,
Supervisor
County of San Bernardino

Neil Derry, *Supervisor*
County of San Bernardino

John Benoit, *Supervisor*
County of Riverside

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	86,050	
FEDERAL GRANTS/AGREEMENTS	45,000	
FINES	60,000	
INTEREST INCOME	30,000	
OTHER REVENUE	1,089,029	
PERMIT FEES	3,882,432	
PROGRAM FEES	1,546,700	
STATE REVENUE	<u>216,000</u>	
		6,955,211
PREVIOUS YEAR FUND BALANCE	<u>1,807,919</u>	
Total Income		8,763,130
Expense		
SALARIES & BENEFITS		
Benefit Plan	486,888	
Insurance	45,860	
Mandated	70,090	
Retirement	1,078,590	
Salaries	<u>3,262,410</u>	
Total SALARIES & BENEFITS		4,943,838
SERVICES & SUPPLIES		
Communications	63,010	
Mbrship/Pub/Sub/Trg	100,200	
Equipment	41,230	
Legal	131,500	
Maintenance	107,350	
Office Expense	154,620	
Rents & Leases	27,100	
Services		
Pre Employment Costs	1,500	
County Related Services	17,050	
Internet Service Provider (ISP)	16,800	
Web Site Hosting Service	2,790	
Other Prof Services		
Bank Charges	2,000	
Financial Audit	10,900	
ICTC Agreement	25,000	
LA County Banking Fees	175	
Network Technical Support	37,040	
Payroll Contract Services	7,000	
Research Studies	50,000	
Source Test Consultant	1,000	
Prof Services - Other	<u>28,000</u>	
Total Other Prof Services	161,115	
Professional & Special Services	15,000	
Special District Liability	45,000	
Travel	53,900	
Utilities	<u>35,100</u>	
Total SERVICES & SUPPLIES		973,265
OPERATING TRANSFERS OUT		676,175
FIXED ASSETS		539,289
OTHER CHARGES		
Contrib. - Other Agencies	88,500	
Contrib. - AB 2766 Local Agencies	366,175	
Other Charges (Lawnmower Grants)	<u>50,000</u>	
Total OTHER CHARGES		504,675
Total Appropriation		7,637,242
Designated Reserves (see Schedule, pg. 8)		1,125,000
Excess Revenue less Expenditures		888
(undesignated fund balance)		

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

CATEGORY	2006-07	2007-08	2008-09	2009-10	BUDGET INFORMATION FY 10-11			2011-12
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	APPROVED Amended BUDGET	ACTUAL THRU 2/28/2010	Estimated END OF YEAR	ADOPTED BUDGET
REVENUE								
APPLICATION FEES	97,751	101,264	101,119	166,862	99,710	97,446	118,960	86,050
FEDERAL GRANTS	26,698	21,201	43,712	20,288	45,000	-	45,000	45,000
FINES AND FORFEITURES	48,860	232,795	191,416	27,250	60,000	79,220	80,720	60,000
INTEREST INCOME	53,465	75,691	54,405	30,585	30,000	6,394	12,790	30,000
OTHER REVENUE	958,386	1,074,170	1,106,826	1,158,915	1,075,910	729,602	1,083,960	1,089,029
PERMIT FEES	3,630,293	3,780,581	3,993,971	3,791,543	4,035,780	2,392,477	3,657,974	3,882,432
PROGRAM FEES (incl AB 2766)	1,590,437	1,576,460	1,566,541	1,533,847	1,545,220	983,190	1,551,650	1,546,700
STATE REVENUE	140,298	149,047	296,112	182,638	216,000	166,963	204,050	216,000
REVENUE SUBTOTAL	6,546,187	7,011,210	7,354,103	6,911,927	7,107,620	4,455,292	6,755,104	6,955,211
PREVIOUS YEAR FUND BALANCE	1,276,454	1,290,433	1,719,427	2,220,974	1,903,124		2,038,183	1,807,919
TOTAL REVENUE	7,822,641	8,301,643	9,073,530	9,132,902	9,010,744	4,455,292	8,793,287	8,763,130
APPROPRIATIONS								
SALARIES & BENEFITS	4,610,698	4,390,126	4,485,390	4,618,975	5,027,368	2,765,229	4,535,289	4,943,838
SERVICES & SUPPLIES	767,480	882,702	895,498	1,002,647	1,195,131	816,197	1,014,863	973,265
OPERATING TRANSFERS OUT	586,205	583,963	773,684	569,363	675,805	327,033	676,175	676,175
FIXED ASSETS	147,881	260,534	184,322	456,769	565,500	158,303	258,891	539,289
CONTRIBUTIONS TO OTHER AGENCIES	419,944	463,583	513,663	446,964	498,805	254,556	500,150	504,675
TOTAL APPROPRIATIONS	6,532,208	6,580,908	6,852,556	7,094,718	7,962,609	4,321,318	6,985,368	7,637,242
FUND BALANCE	1,290,433	1,719,427	2,220,974	2,038,183	1,048,135		1,807,919	1,125,888

FUND BALANCE DESIGNATIONS								
Operating Cash Reserves	250,000	335,000	670,000	643,985	896,780		762,468	660,000
Building Improvement Reserves	90,000	103,000	118,000	135,000	150,000		150,000	165,000
Legal and Litigation Reserves					-		-	300,000
Compensated Absences Reserves ¹	100,000	100,000	100,000	-	-		-	-
	<u>440,000</u>	<u>538,000</u>	<u>888,000</u>	<u>778,985</u>	<u>1,046,780</u>		<u>912,468</u>	1,125,000

¹ Converted to OPEB Reserves 1-1-2010

*Refer to Schedule of Designated Reserves for Distribution of Fund Balance

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MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT SCHEDULE OF DESIGNATED RESERVES						
	<u>6/30/2010</u>	<u>FY 10/11</u>			<u>FY 11/12</u>	
	Audited Balance	Budget Estimates	Estimated Distributions	Projected End of Year Balance	Proposed Allocations	Projected End of Year Balance
FUND BALANCE DESIGNATIONS						
Operating Cash Reserves	643,985	252,795	134,312	762,468	(102,468)	660,000
Building Improvement Reserves	135,000	15,000	-	150,000	15,000	165,000
Legal and Litigation Reserves	-	-	-	-	300,000	300,000
Total Fund Balance Designations	778,985	267,795	134,312	912,468	212,532	1,125,000

Undesignated Fund Balance
888

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 funds are transferred from the General Fund and held in reserve:</i>						
Mobile Emissions Reduction Grant (AB 2766)	1,985,736	366,175	(120,210)	2,231,701	366,175	2,597,876
<i>These funds are held in reserve but not included in revenue received:</i>						
Carl Moyer Program	320,534	533,435	(68,451)	785,517	517,023	1,302,540
OPEB (Other Post Employment Benefits Trust) held by PARS	95,487	115,000	-	210,487	100,000	310,487

The MDAQMD Fund Balance is designated to reserve funds according to the following guidelines:

Operating Cash Reserves By policy adopted April 22, 2002, reserves must represent 10% of operating costs (Services & Supplies; Salaries & Benefits and Operating Transfers Out). The amount designated meets the policy requirements.

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 associated with the Park Avenue facility.

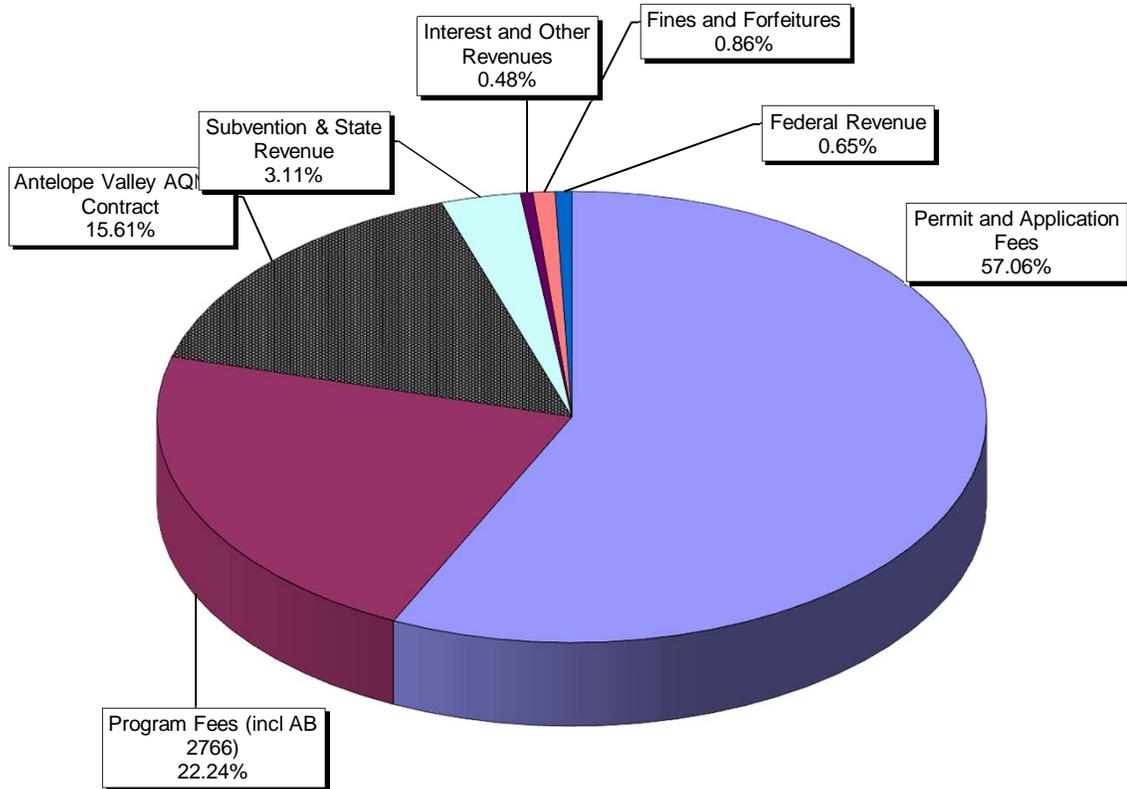
Legal and Litigation Reserves are established in FY 12 in anticipation of costs associated with ongoing CEQA challenges to rule adoption activities.

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 Revenue



REVENUE TYPES	AMOUNT	% of Total
Permit and Application Fees	3,968,482	57.06%
Program Fees (incl AB 2766)	1,546,700	22.24%
Antelope Valley AQMD Contract	1,085,529	15.61%
Subvention & State Revenue	216,000	3.11%
Interest and Other Revenues	33,500	0.48%
Fines and Forfeitures	60,000	0.86%
Federal Revenue	45,000	0.65%
TOTAL	6,955,211	100%

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
REVENUE DETAIL

Object Code Title	Approved Budget FY 2010/11	Received Through Feb 2011 ¹	Estimated Revenue FY 2010/11	Adopted Budget FY 2011/12
<u>Application Fees</u>				
ERC Application Fees	1,000	75	80	1,000
New Source Revenue	6,500	45,219	45,220	6,500
Permit Application Fees	89,710	51,902	73,410	76,050
Variance Filing Fees	2,500	250	250	2,500
Total Application Fees	99,710	97,446	118,960	86,050
<u>Federal Revenue</u>				
ARB (PM 2.5 Program)	20,000	-	20,000	20,000
Federal Grants & Agreements	25,000	-	25,000	25,000
Total Federal Revenue	45,000	-	45,000	45,000
<u>Fines</u>				
Excess Emissions Fee	10,000	-	-	10,000
Notice of Violations Fees	50,000	79,220	80,720	50,000
Total Fines	60,000	79,220	80,720	60,000
Interest Income	30,000	6,394	12,790	30,000
<u>Other Revenue</u>				
AV AQMD Contract	1,072,410	729,459	1,072,410	1,085,529
Misc Revenue	-	143	150	-
Public Request Act	-	-	-	-
Rule Book Subscriptions	-	-	-	-
Sale of Fixed Asset	3,500	-	11,400	3,500
Total Other Revenue	1,075,910	729,602	1,083,960	1,089,029
<u>Permit Fees</u>				
Asbestos Demo/Renovation Fees	35,000	21,768	31,350	35,000
Operating Permit Fees ²	3,703,510	2,226,759	3,343,494	3,557,672
Title V Permit Fees	297,270	143,950	283,130	289,760
Total Permit Fees	4,035,780	2,392,477	3,657,974	3,882,432
<u>Program Fees</u>				
AB 2766 Mobile Emission Program	1,463,220	696,929	1,464,700	1,464,700
California Clean Act	65,000	286,891	69,910	65,000
Toxic Hot Spot Program	17,000	(630)	17,040	17,000
Total Program Fees	1,545,220	983,190	1,551,650	1,546,700
<u>State Revenue</u>				
Carl Moyer Admin Funding	75,000	-	37,080	75,000
State Contracts (other)	-	328	330	-
PERP State Funds	2,000	29,386	29,390	2,000
State Subvention	139,000	137,249	137,250	139,000
Total State Revenue	216,000	166,963	204,050	216,000
Total Income	7,107,620	4,455,292	6,755,104	6,955,211

¹Rounded to nearest dollar

²Net unpaid fees (\$336,114) from large facility that is authorized to construct. The project is currently on hold.

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

	Positions in FY 2009-10	Positions in FY 2010-11	Positions in FY 2011-12
COMPLIANCE PROGRAM			
Supervisor Air Quality Engineer	1	1	1
Lead Air Quality Specialist	1	1	0.5
Air Quality Specialist	2.5	4.5	3
<i>Air Quality Specialist (TBH)</i>	-	3	0.5
<i>Associate AQS (TBH)</i>	3	-	1
Total Positions	7.5	9.5	6

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

STATIONARY SOURCES,			
Supervisor Air Quality Engineer	1	1	1
Lead Air Quality Engineer	1	1	1
Air Quality Engineer	3	3	3
<i>Air Quality Engineer</i>	-	1	-
Trans Program Coord.	1	-	-
Office Assistant	1	1	1
Total Positions	7	7	6

PLANNING, RULEMAKING & GRANTS			
Lead Air Quality Planner	1	1	1
Air Quality Specialist	-	1	1
Associate A Q Specialist	2	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
Administrative Secretary	1	1	1
Associate Air Quality Specialist	1	2	2
Total Positions	4	6	6

	Positions in FY 2009-10	Positions in FY 2010-11	Positions in FY 2011-12
EXECUTIVE OFFICE			
Executive Director	1	1	1
<i>Deputy APCO (TBH)</i>	*	1	1
District Counsel	1	1	1
Clerk of the Boards	1	1	1
Records Mgmt Specialist	0.5	-	0.5
Total Positions	3.5	4	4.5

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	1
Admin Svcs Lead	1	1	1
Fiscal Analysis Clerk	1	-	-
Accounting Technician	-	1	1
Information Systems Specialist	2	2	2
Records Mgmt Specialist	0.5	1	0.5
Fiscal Assistant	1	1	1
Admin Svcs Assistant	1	1	1
Office Assistant	1	1	1
Total Positions	9.5	10	9.5

Total Positions	40.5	45.5	40
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MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SALARIES and BENEFITS

Object Code Title	Adopted Budget FY 2010/11	Expended Through Feb 2011	Estimated Sal & Benefits for FY 2011/12	Adopted Budget FY 2011/12
Payroll Clearing Account	3,000	-	-	3,000
Health Savings Account ³	25,000	-	-	25,000
<u>Benefits</u>				
Flex Benefit Plan - Sec 125 Café	446,710	249,033	404,679	442,030
Retiree Health Benefits ¹	30,798	22,645	20,088	30,798
Employee Assistance Plan	6,410	3,730	5,595	7,560
Vision Care	2,890	2,103	3,155	2,890
Total Benefit Plan	486,808	277,511	433,517	483,278
<u>Insurance</u>				
Life Insurance	18,950	12,958	19,437	17,990
Long Term Disability	10,370	4,941	7,412	10,420
Short Term Disability	16,900	9,077	13,616	15,780
Unemployment Insurance	-	-	-	-
Total Insurance	46,220	26,976	40,465	44,190
<u>Mandated</u>				
Social Security Medicare	45,600	30,160	49,010	44,010
Workers' Compensation	29,530	21,205	34,458	24,890
Total Mandated	75,130	51,365	83,468	68,900
<u>Retirement</u>				
General Mbrs Retirement (Match)	746,690	405,786	659,402	798,980
Employer Required Contribution	219,050	143,795	233,667	215,700
Retirement Benefit (Exempt/30Y)	37,680	21,920	35,620	37,680
Survivors Benefits	1,160	918	1,492	970
Total Retirement	1,004,580	572,419	930,181	1,053,330
<u>Salaries</u>				
Extra Help	56,000	51,696	77,544	56,000
Overtime	-	118	192	-
Regular Salary	3,180,630	1,930,990	3,137,859	3,069,740
Termination Benefits	150,000	-	-	150,000
Total Salaries	3,386,630	1,982,804	3,215,595	3,275,740
Total SALARIES & BENEFITS	5,027,368	2,911,075	4,703,226	4,953,438

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

² Rounded 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 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.

▪ **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.

▪ **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.

▪ **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.
- **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/>.
- **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 data base 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 are 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, EIS/EIR's, 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 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 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, AB 923 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 2010/11	Expended Through February 2011	Estimated Expenditures FY 2010/11	Adopted Budget FY 2011/12
<u>Communications</u>				
Cellular Phone Expense	1,200	404	610	1,200
T1/Frame Relay/Telco Srv	-	-	-	-
Video/Teleconf Com Costs	-	228	-	-
Long Distance Charges	2,000	1,384	2,080	2,100
Telephone Services	11,500	6,791	10,418	11,500
	<u>14,700</u>	<u>8,807</u>	<u>13,108</u>	<u>14,800</u>
<u>Mbrshp/Pub/Sub/Trg</u>				
Membership	-	-	-	-
Publications	250	-	-	250
Subscriptions	100	-	-	100
Training	2,500	905	1,360	2,500
MOU Tuition/Professional Dues	450	-	-	-
	<u>3,300</u>	<u>905</u>	<u>1,360</u>	<u>2,850</u>
<u>Equipment</u>				
Inventoriable Equipment	1,000	-	-	1,000
Network System Components	-	-	-	-
Non Inventoriable Equipment	300	88	130	300
Safety Equipment	300	-	-	300
Small Tools & Instruments	500	155	230	500
	<u>2,100</u>	<u>243</u>	<u>360</u>	<u>2,100</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	3,705	5,560	7,500
Auto Major Repairs	2,000	1,449	2,170	2,000
Custodial Services	-	-	-	-
General Equipment	15,000	11,016	13,326	15,000
General Structure	2,500	-	-	2,500
Landscape Maintenance	-	-	-	-
Security Monitoring Charges	-	-	-	-
	<u>27,000</u>	<u>16,170</u>	<u>21,056</u>	<u>27,000</u>
<u>Office Expenses</u>				
Computer Software Expenses	1,500	-	-	4,000
General Office Expenses	900	80	120	500
Postage/Courier Services	150	-	-	150
Printing Services	-	-	-	-
Special Department Expense	1,000	-	-	1,000
Fair/Exhibitor Fees/Workshops	-	-	-	-
Ed Material/Promo Items/Event Spons.	-	-	-	-
	<u>3,550</u>	<u>80</u>	<u>120</u>	<u>5,650</u>
<u>Rents & Leases</u>				
Rents & Leases, Equipment	-	-	-	-
Rents & Leases, Structures	5,500	3,224	5,080	5,500
Rents & Leases, Other	-	-	-	-
	<u>5,500</u>	<u>3,224</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 2010/11	Expended Through February 2011	Estimated Expenditures FY 2010/11	Adopted Budget FY 2011/12
<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)	-	-	-	-
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>808</u>	<u>1,077</u>	<u>1,300</u>
<u>Special District Liability</u>				
	-	-	-	-
<u>Travel</u>				
Inspection & Meeting Expenses	3,000	2	1,150	2,000
Private Mileage	-	-	-	-
	<u>3,000</u>	<u>2</u>	<u>1,150</u>	<u>2,000</u>
<u>Utilities</u>				
	-	-	-	-
Visa Bank Card (Clearing Account)	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Services & Supplies	60,450	30,239	43,311	61,200
<u>Operating Transfers Out</u>				
OPEB Trust - Transfer Out	-	-	-	-
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	40,000	-	-	-
Capital Proj Video Teleconferencing	-	-	-	-
Equipment	30,000	32,040	58,275	55,189
Vehicles	-	-	-	-
	<u>70,000</u>	<u>32,040</u>	<u>58,275</u>	<u>55,189</u>
<u>Other Charges</u>				
Contrib - Other Agencies	-	-	-	-
Contrib - AB 2766 - Local Agencies	-	-	-	-
Other Charges (Lawnmower Grants)	-	-	-	-
Interest Expense	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENSES	130,450	62,279	101,586	116,389

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Compliance, Planning, Rulemaking, & Grants

Object Code Title	Approved Budget FY 2010/11	Expended Through February 2011	Estimated Expenditures FY 2010/11	Adopted Budget FY 2011/12
<u>Communications</u>				
Cellular Phone Expense	1,750	404	610	1,750
T1/Frame Relay/Telco Srv	-	-	-	-
Video/Teleconf Com Costs	-	44	-	-
Long Distance Charges	1,000	482	720	1,000
Telephone Services	2,500	1,433	2,150	2,500
	<hr/> 5,250	<hr/> 2,363	<hr/> 3,480	<hr/> 5,250
<u>Mbrshp/Pub/Sub/Trq</u>				
Membership	-	-	-	-
Publications	100	-	-	-
Subscriptions	450	230	350	350
Training	7,500	120	180	7,500
MOU Tuition/Professional Dues	1,350	-	-	-
	<hr/> 9,400	<hr/> 350	<hr/> 530	<hr/> 7,850
<u>Equipment</u>				
Inventoriable Equipment	1,200	2,334	3,500	4,500
Network System Components	-	-	-	-
Non Inventoriable Equipment	1,400	-	-	-
Safety Equipment	1,500	531	800	1,580
Small Tools & Instruments	-	-	-	-
	<hr/> 4,100	<hr/> 2,865	<hr/> 4,300	<hr/> 6,080
<u>Legal</u>				
Legal Notices	-	-	-	-
Specialized Legal Services	-	-	-	-
Judgement/Settlement	-	-	-	-
	<hr/> -	<hr/> -	<hr/> -	<hr/> -
<u>Maintenance</u>				
Auto Minor Repairs/Fuel/Oil	9,000	3,531	5,300	9,000
Auto Major Repairs	2,000	964	1,450	2,000
Custodial Services	-	-	-	-
General Equipment	-	-	-	-
General Structure	-	-	-	-
Landscape Maintenance	-	-	-	-
Security Monitoring Charges	-	-	-	-
	<hr/> 11,000	<hr/> 4,495	<hr/> 6,750	<hr/> 11,000
<u>Office Expenses</u>				
Computer Software Expenses	500	-	-	1,000
General Office Expenses	1,000	202	300	1,000
Postage/Courier Services	1,350	471	710	1,350
Printing Services	500	374	850	1,000
Special Department Expense	1,500	-	-	-
Fair/Exhibitor Fees/Workshops	-	-	-	1,500
Ed Material/Promo Items/Event Spons.	-	-	-	-
	<hr/> 4,850	<hr/> 1,047	<hr/> 1,860	<hr/> 5,850
<u>Rents & Leases</u>				
Rents & Leases, Equipment	-	-	-	-
Rents & Leases, Structures	-	-	-	-
Rents & Leases, Other	-	-	-	-
	<hr/> -	<hr/> -	<hr/> -	<hr/> -

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Compliance, Planning, Rulemaking, & Grants

Object Code Title	Approved Budget FY 2010/11	Expended Through February 2011	Estimated Expenditures FY 2010/11	Adopted Budget FY 2011/12
<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
Payroll Contract Services	-	-	-	-
Research Studies	-	-	-	-
Source Test Consultant	-	-	-	1,000
Other Prof Svcs - Other	900	-	-	-
Professional & Special Services	-	-	-	-
	900	-	-	2,260
<u>Special District Liability</u>				
	-	-	-	-
	-	-	-	-
<u>Travel</u>				
Inspection & Meeting Expenses	12,000	7,147	8,500	12,000
Private Mileage	-	-	-	-
	12,000	7,147	8,500	12,000
<u>Utilities</u>				
	-	-	-	-
	-	-	-	-
Visa Bank Card (Clearing Account)	-	-	-	-
	-	-	-	-
Total Services & Supplies	47,500	18,267	25,420	50,290
<u>Operating Transfers Out</u>				
OPEB Trust - Transfer Out				
Debt Service - Transfer Out	-	-	-	-
AB 2766 - Grant Program	-	-	-	366,175
	-	-	-	366,175
<u>Fixed Assets</u>				
Capital Proj CAPS (PerComp)	-	-	-	200,000
Capital Proj Documents & Record	-	-	-	-
Capital Improvements - Structure	-	-	-	-
Capital Proj Video Teleconferencing	-	-	-	-
Equipment	15,000	-	-	-
Vehicles	-	-	-	-
	15,000	-	-	200,000
<u>Other Charges</u>				
Contrib - Other Agencies	-	-	-	-
Contrib - AB 2766 - Local Agenices	-	-	-	366,175
Other Charges (Lawnmower Grants)	-	-	-	50,000
Interest Expense	-	-	-	-
	-	-	-	416,175
TOTAL EXPENSES	62,500	18,267	25,420	1,032,640

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Stationary Sources

Object Code Title	Approved Budget FY 2010/11	Expended Through February 2011	Estimated Expenditures FY 2010/11	Adopted Budget FY 2011/12
<u>Communications</u>				
Cellular Phone Expense	600	201	300	600
T1/Frame Relay/Telco Srv	-	-	-	-
Video/Teleconf Com Costs	-	-	-	-
Long Distance Charges	1,000	325	490	1,000
Telephone Services	2,500	1,433	2,150	2,500
	4,100	1,959	2,940	4,100
<u>Mbrshp/Pub/Sub/Trg</u>				
Membership	-	49	-	-
Publications	100	-	-	100
Subscriptions	150	179	270	200
Training	8,000	563	840	5,000
MOU Tuition/Professional Dues	1,500	193	193	-
	9,750	984	1,303	5,300
<u>Equipment</u>				
Inventoriable Equipment	-	-	-	-
Network System Components	-	-	-	-
Non Inventoriable Equipment	1,000	-	-	-
Safety Equipment	500	419	630	500
Small Tools & Instruments	-	-	-	-
	1,500	419	630	500
<u>Legal</u>				
Legal Notices	-	-	-	-
Specialized Legal Services	-	-	-	-
Judgement/Settlement	-	-	-	-
	-	-	-	-
<u>Maintenance</u>				
Auto Minor Repairs/Fuel/Oil	-	-	-	-
Auto Major Repairs	-	-	-	-
Custodial Services	-	-	-	-
General Equipment	200	-	-	-
General Structure	-	-	-	-
Landscape Maintenance	-	-	-	-
Security Monitoring Charges	-	-	-	-
	200	-	-	-
<u>Office Expenses</u>				
Computer Software Expenses	850	-	-	1,000
General Office Expenses	2,500	908	1,360	2,500
Postage/Courier Services	2,000	1,833	2,750	2,500
Printing Services	1,000	40	60	1,000
Special Department Expense	1,500	167	250	-
Fair/Exhibitor Fees/Workshops	-	-	-	1,500
Ed Material/Promo Items/Event Spons.	-	-	-	-
	7,850	2,948	4,420	8,500
<u>Rents & Leases</u>				
Rents & Leases, Equipment	-	-	-	-
Rents & Leases, Structures	-	-	-	-
Rents & Leases, Other	-	-	-	-
	-	-	-	-

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Stationary Sources

Object Code Title	Approved Budget FY 2010/11	Expended Through February 2011	Estimated Expenditures FY 2010/11	Adopted Budget FY 2011/12
<u>Services</u>				
PreEmployment Costs	-	500	500	-
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	-	-	-	-
	-	500	500	-
<u>Special District Liability</u>				
	-	-	-	-
<u>Travel</u>				
Inspection & Meeting Expenses	6,000	3,547	5,320	6,000
Private Mileage	500	219	330	500
	6,500	3,766	5,650	6,500
<u>Utilities</u>				
	-	-	-	-
Visa Bank Card (Clearing Account)	-	-	-	-
	-	-	-	-
Total Services & Supplies	29,900	10,576	15,443	24,900
<u>Operating Transfers Out</u>				
OPEB Trust - Transfer Out	-	-	-	-
Debt Service - Transfer Out	-	-	-	-
AB 2766 - Grant Program	365,805	173,771	366,175	-
	365,805	173,771	366,175	-
<u>Fixed Assets</u>				
Capital Proj CAPS (PerComp)	200,000	72,133	108,200	-
Capital Proj Documents & Record	-	-	-	-
Capital Improvements - Structure	-	-	-	-
Capital Proj Video Teleconferencing	-	-	-	-
Equipment	15,000	4,735	7,100	-
Vehicles	-	-	-	-
	215,000	76,868	115,300	-
<u>Other Charges</u>				
Contrib - Other Agencies	-	-	-	-
Contrib - AB 2766 - Local Agenices	365,805	173,771	366,175	-
Other Charges (Lawnmower Grants)	50,000	-	50,000	-
Interest Expense	-	-	-	-
	415,805	173,771	416,175	-
TOTAL EXPENSES	1,026,510	434,986	913,093	24,900

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.

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 who are residents of the Antelope Valley. MDAQMD staff provides 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, other multimedia promotions, and participation 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 a variety of fees are issued, collected, deposited and accounted for through the Permit Tracking and Billing System. This office is coordinating the digitalization of District records into an electronic storage and retrieval system.

The office also manages the District's computer information systems, records management, 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 2010/11	Expended Through February 2011	Estimated Expenditures FY 2010/11	Adopted Budget FY 2011/12
<u>Communications</u>				
Cellular Phone Expense	400	-	-	-
T1/Frame Relay/Telco Srv	-	-	-	-
Video/Teleconf Com Costs	-	-	-	-
Long Distance Charges	400	130	200	400
Telephone Services	1,500	573	860	1,500
	<hr/> 2,300	<hr/> 703	<hr/> 1,060	<hr/> 1,900
<u>Mbrshp/Pub/Sub/Trg</u>				
Membership	6,500	2,025	8,800	9,000
Publications	1,000	289	600	800
Subscriptions	12,000	7,051	10,580	12,000
Training	15,000	437	9,909	10,000
MOU Tuition/Professional Dues	6,600	-	-	7,800
	<hr/> 41,100	<hr/> 9,802	<hr/> 29,889	<hr/> 39,600
<u>Equipment</u>				
Inventoriable Equipment	2,500	581	870	2,500
Network System Components	-	-	-	-
Non Inventoriable Equipment	1,300	760	1,140	1,300
Safety Equipment	350	-	-	-
Small Tools & Instruments	-	-	-	-
	<hr/> 4,150	<hr/> 1,341	<hr/> 2,010	<hr/> 3,800
<u>Legal</u>				
Legal Notices	4,000	8,054	12,080	5,000
Specialized Legal Services	125,000	16,036	35,000	125,000
Judgement/Settlement	-	134,312	134,312	-
	<hr/> 129,000	<hr/> 158,402	<hr/> 181,392	<hr/> 130,000
<u>Maintenance</u>				
Auto Minor Repairs/Fuel/Oil	3,000	1,766	2,650	3,500
Auto Major Repairs	2,000	-	-	2,000
Custodial Services	-	-	-	-
General Equipment	2,000	-	-	-
General Structure	-	-	-	-
Landscape Maintenance	-	-	-	-
Security Monitoring Charges	-	-	-	-
	<hr/> 7,000	<hr/> 1,766	<hr/> 2,650	<hr/> 5,500
<u>Office Expenses</u>				
Computer Software Expenses	1,000	-	-	-
General Office Expenses	1,500	1,233	1,850	2,000
Postage/Courier Services	1,500	140	210	500
Printing Services	500	139	210	500
Special Department Expense	2,000	9,185	1,420	2,000
Fair/Exhibitor Fees/Workshops	-	-	-	-
Ed Material/Promo Items/Event Spons.	-	308	-	-
	<hr/> 6,500	<hr/> 11,005	<hr/> 3,690	<hr/> 5,000
<u>Rents & Leases</u>				
Rents & Leases, Equipment	-	-	-	-
Rents & Leases, Structures	-	-	-	-
Rents & Leases, Other	-	-	-	-
	<hr/> -	<hr/> -	<hr/> -	<hr/> -

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Executive Offices

Object Code Title	Approved Budget FY 2010/11	Expended Through February 2011	Estimated Expenditures FY 2010/11	Adopted Budget FY 2011/12
<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	421	780	1,000
Payroll Contract Services	-	-	-	-
Research Studies	140,000	193,000	193,000	50,000
Source Test Consultant	-	-	-	-
Other Prof Svcs - Other	3,000	4,079	3,000	3,000
Professional & Special Services	15,000	6,100	9,150	15,000
	<u>159,000</u>	<u>203,600</u>	<u>205,930</u>	<u>69,000</u>
<u>Special District Liability</u>	-	-	-	-
	-	-	-	-
<u>Travel</u>				
Inspection & Meeting Expenses	10,000	5,673	6,740	10,000
Private Mileage	3,500	1,918	3,050	3,500
	<u>13,500</u>	<u>7,591</u>	<u>9,790</u>	<u>13,500</u>
<u>Utilities</u>				
	-	-	-	-
	-	-	-	-
Visa Bank Card (Clearing Account)	-	-	-	-
	-	-	-	-
Total Services & Supplies	362,550	394,210	436,411	268,300
<u>Operating Transfers Out</u>				
OPEB Trust - Transfer Out	-	-	-	-
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	5,000	4,016	4,016	1,200
Vehicles	-	-	-	-
	<u>5,000</u>	<u>4,016</u>	<u>4,016</u>	<u>1,200</u>
<u>Other Charges</u>				
Contrib - Other Agencies	3,000	-	3,275	3,500
Contrib - AB 2766 - Local Agenices	-	-	-	-
Other Charges (Lawnmower Grants)	-	-	-	-
Interest Expense	-	-	-	-
	<u>3,000</u>	<u>-</u>	<u>3,275</u>	<u>3,500</u>
TOTAL EXPENSES	370,550	398,226	443,702	273,000

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Antelope Valley AQMD

Object Code Title	Approved Budget FY 2010/11	Expended Through February 2011	Estimated Expenditures FY 2010/11	Adopted Budget FY 2011/12
<u>Communications</u>				
Cellular Phone Expense	1,000	269	404	1,000
T1/Frame Relay/Telco Srv	4,800	4,800	7,200	7,200
Video/Teleconf Com Costs	2,500	1,949	2,924	500
Long Distance Charges	550	287	431	50
Telephone Services	7,000	7,200	10,800	100
	15,850	14,505	21,759	8,850
<u>Mbrshp/Pub/Sub/Trg</u>				
Membership	-	200	200	100
Publications	250	340	350	150
Subscriptions	250	383	390	200
Training	5,000	815	1,000	1,000
MOU Tuition/Professional Dues	-	-	-	-
	5,500	1,738	1,940	1,450
<u>Equipment</u>				
Inventoriable Equipment	-	-	-	-
Network System Components	2,000	-	250	1,500
Non Inventoriable Equipment	2,000	165	1,000	2,000
Safety Equipment	300	719	750	200
Small Tools & Instruments	100	43	100	200
	4,400	927	2,100	3,900
<u>Legal</u>				
Legal Notices	2,500	3,914	4,500	1,000
Specialized Legal Services	-	-	-	-
Judgement/Settlement	-	-	-	-
	2,500	3,914	4,500	1,000
<u>Maintenance</u>				
Auto Minor Repairs/Fuel/Oil	4,000	1,945	3,011	4,500
Auto Major Repairs	2,000	638	864	1,000
Custodial Services	2,400	1,400	2,100	-
General Equipment	3,000	-	100	-
General Structure	3,000	499	550	100
Landscape Maintenance	-	-	-	-
Security Monitoring Charges	750	535	802	-
	15,150	5,017	7,427	5,600
<u>Office Expenses</u>				
Computer Software Expenses	500	7,204	7,500	7,800
General Office Expenses	1,500	1,849	2,500	1,500
Postage/Courier Services	2,000	1,317	2,016	1,500
Printing Services	2,500	276	500	500
Special Department Expense	4,000	1,996	3,000	2,500
Fair/Exhibitor Fees/Workshops	-	-	-	-
Ed Material/Promo Items/Event Spons.	1,000	461	500	1,000
	11,500	13,103	16,016	14,800
<u>Rents & Leases</u>				
Rents & Leases, Equipment	375	550	600	550
Rents & Leases, Structures	1,091	677	1,015	1,200
Rents & Leases, Other	-	-	-	-
	1,466	1,227	1,615	1,750

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Antelope Valley AQMD

Object Code Title	Approved Budget FY 2010/11	Expended Through February 2011	Estimated Expenditures FY 2010/11	Adopted Budget FY 2011/12
<u>Services</u>				
PreEmployment Costs	-	-	-	-
County Services	-	-	-	-
County Distribution DP Equipment	-	-	-	-
County Data Processing Charge	-	-	-	-
Internet Service Provider (ISP)	8,000	3,361	5,042	8,000
Web Site Hosting	1,200	600	1,200	1,200
Other Professional Services				
Bank Charges (MD AQMD)	-	-	-	-
Financial Audit	-	-	-	-
ICTC Agreement	-	-	-	-
LA County Banking Fees (AV AQMD)	175	78	150	175
MEEC Program	-	-	-	-
Network Technical Support	2,500	751	1,000	3,000
Payroll Contract Services	-	-	-	-
Research Studies	-	-	-	-
Source Test Consultant	-	-	-	-
Other Prof Svcs - Other	-	484	1,500	-
Professional & Special Services	7,000	1,500	4,500	-
	18,875	6,774	13,392	12,375
<u>Special District Liability</u>				
	-	887	-	-
	-	887	-	-
<u>Travel</u>				
Inspection & Meeting Expenses	13,000	4,945	7,500	7,500
Private Mileage	1,200	709	1,064	1,200
	14,200	5,654	8,564	8,700
<u>Utilities</u>				
	7,000	5,067	7,600	100
	7,000	5,067	7,600	100
Visa Bank Card (Clearing Account)	-	-	-	-
	-	-	-	-
Total Services & Supplies	96,441	58,813	84,913	58,525
<u>Operating Transfers Out</u>				
OPEB Trust - Transfer Out	-	-	-	-
Debt Service - Transfer Out	-	-	-	-
AB 2766 - Grant Program	-	-	-	-
	-	-	-	-
<u>Fixed Assets</u>				
Capital Proj CAPS (PerComp)	-	-	-	-
Capital Proj Documents & Record	-	-	-	-
Capital Improvements - Structure	-	-	-	-
Capital Proj Video Teleconferencing	-	-	-	-
Equipment	-	-	-	-
Vehicles	-	-	-	-
	-	-	-	-
<u>Other Charges</u>				
Contrib - Other Agencies	-	-	-	-
Contrib - AB 2766 - Local Agenesis	-	-	-	-
Other Charges (Lawnmower Grants)	-	-	-	-
Interest Expense	-	-	-	-
	-	-	-	-
TOTAL EXPENSES	96,441	58,813	84,913	58,525

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Community Relations & Education

Object Code Title	Approved Budget FY 2010/11	Expended Through February 2011	Estimated Expenditures FY 2010/11	Adopted Budget FY 2011/12
<u>Communications</u>				
Cellular Phone Expense	750	269	400	750
T1/Frame Relay/Telco Srv	-	-	-	-
Video/Teleconf Com Costs	-	-	-	-
Long Distance Charges	300	244	370	400
Telephone Services	1,000	1,075	1,610	1,500
	<hr/> 2,050	<hr/> 1,588	<hr/> 2,380	<hr/> 2,650
<u>Mbrshp/Pub/Sub/Trg</u>				
Membership	1,160	200	300	500
Publications	200	-	-	-
Subscriptions	-	26	40	200
Training	3,000	180	270	3,000
MOU Tuition/Professional Dues	300	290	440	-
	<hr/> 4,660	<hr/> 696	<hr/> 1,050	<hr/> 3,700
<u>Equipment</u>				
Inventoriable Equipment	3,600	-	-	3,000
Network System Components	-	-	-	-
Non Inventoriable Equipment	500	273	410	500
Safety Equipment	-	360	360	-
Small Tools & Instruments	-	-	-	-
	<hr/> 4,100	<hr/> 633	<hr/> 770	<hr/> 3,500
<u>Legal</u>				
Legal Notices	-	584	-	-
Specialized Legal Services	-	-	-	-
Judgement/Settlement	-	-	-	-
	<hr/> -	<hr/> 584	<hr/> -	<hr/> -
<u>Maintenance</u>				
Auto Minor Repairs/Fuel/Oil	1,500	595	890	1,500
Auto Major Repairs	600	256	380	600
Custodial Services	-	-	-	-
General Equipment	250	259	390	250
General Structure	-	-	-	-
Landscape Maintenance	-	-	-	-
Security Monitoring Charges	-	-	-	-
	<hr/> 2,350	<hr/> 1,110	<hr/> 1,660	<hr/> 2,350
<u>Office Expenses</u>				
Computer Software Expenses	250	-	-	1,000
General Office Expenses	3,000	1,584	2,380	3,000
Postage/Courier Services	3,000	231	350	3,000
Printing Services	6,500	8,094	12,140	6,500
Special Department Expense	-	3,990	2,175	2,000
Fair/Exhibitor Fees/Workshops	4,000	1,700	2,550	4,000
Ed Material/Promo Items/Event Spons.	23,945	4,692	7,040	22,000
	<hr/> 40,695	<hr/> 20,291	<hr/> 26,635	<hr/> 41,500
<u>Rents & Leases</u>				
Rents & Leases, Equipment	-	-	-	-
Rents & Leases, Structures	-	-	-	-
Rents & Leases, Other	-	-	-	-
	<hr/> -	<hr/> -	<hr/> -	<hr/> -

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Community Relations & Education

Object Code Title	Approved Budget FY 2010/11	Expended Through February 2011	Estimated Expenditures FY 2010/11	Adopted Budget FY 2011/12
<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	-	421	630	780
Payroll Contract Services	-	-	-	-
Research Studies	-	-	-	-
Source Test Consultant	-	-	-	-
Other Prof Svcs - Other	-	-	-	-
Professional & Special Services	-	-	-	-
	-	421	630	780
<u>Special District Liability</u>				
	-	-	-	-
<u>Travel</u>				
Inspection & Meeting Expenses	2,600	936	1,400	2,600
Private Mileage	-	-	-	-
	2,600	936	1,400	2,600
<u>Utilities</u>				
	-	-	-	-
Visa Bank Card (Clearing Account)	-	-	-	-
	-	-	-	-
Total Services & Supplies	56,455	26,259	34,525	57,080
<u>Operating Transfers Out</u>				
OPEB Trust - Transfer Out	-	-	-	-
Debt Service - Transfer Out	-	-	-	-
AB 2766 - Grant Program	-	-	-	-
	-	-	-	-
<u>Fixed Assets</u>				
Capital Proj CAPS (PerComp)	-	-	-	-
Capital Proj Documents & Record	-	-	-	-
Capital Improvements - Structure	-	-	-	-
Capital Proj Video Teleconferencing	-	-	-	-
Equipment	2,000	-	-	4,200
Vehicles	-	-	-	-
	2,000	-	-	4,200
<u>Other Charges</u>				
Contrib - Other Agencies	80,000	80,000	80,000	85,000
Contrib - AB 2766 - Local Agenices	-	-	-	-
Other Charges (Lawnmower Grants)	-	-	-	-
Interest Expense	-	-	-	-
	80,000	80,000	80,000	85,000
TOTAL EXPENSES	138,455	106,259	114,525	146,280

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Administrative Services

Object Code Title	Approved Budget FY 2010/11	Expended Through February 2011	Estimated Expenditures FY 2010/11	Adopted Budget FY 2011/12
<u>Communications</u>				
Cellular Phone Expense	360	-	-	360
T1/Frame Relay/Telco Srv	5,640	4,800	7,200	7,200
Video/Teleconf Com Costs	-	-	-	-
Long Distance Charges	700	423	630	700
Telephone Services	2,800	1,863	2,790	2,800
	9,500	7,086	10,620	11,060
<u>Mbrshp/Pub/Sub/Trg</u>				
Membership	500	275	410	500
Publications	1,000	1,398	2,100	1,000
Subscriptions	500	-	-	500
Training	13,400	2,961	4,440	12,400
MOU Tuition/Professional Dues	1,500	395	590	-
	16,900	5,029	7,540	14,400
<u>Equipment</u>				
Inventoriable Equipment	1,000	-	-	1,000
Network System Components	-	-	-	-
Non Inventoriable Equipment	850	-	-	850
Safety Equipment	-	170	170	-
Small Tools & Instruments	-	-	-	-
	1,850	170	170	1,850
<u>Legal</u>				
Legal Notices	500	286	490	500
Specialized Legal Services	-	-	-	-
Judgment/Settlement	-	-	-	-
	500	286	490	500
<u>Maintenance</u>				
Auto Minor Repairs/Fuel/Oil	-	-	-	-
Auto Major Repairs	-	-	-	-
Custodial Services	-	-	-	-
General Equipment	645	342	510	500
General Structure	-	82	85	-
Landscape Maintenance	-	-	-	-
Security Monitoring Charges	-	-	-	-
	645	424	595	500
<u>Office Expenses</u>				
Computer Software Expenses	3,000	4,115	4,200	4,800
General Office Expenses	3,500	1,929	2,890	3,000
Postage/Courier Services	2,500	2,850	4,280	3,000
Printing Services	250	138	210	250
Special Department Expense	6,000	1,966	2,950	4,250
Fair/Exhibitor Fees/Workshops	-	-	-	-
Ed Material/Promo Items/Event Spons.	-	-	-	-
	15,250	10,998	14,530	15,300
<u>Rents & Leases</u>				
Rents & Leases, Equipment	800	912	1,370	950
Rents & Leases, Structures	-	-	-	-
Rents & Leases, Other	-	-	-	-
	800	912	1,370	950

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Administrative Services

Object Code Title	Approved Budget FY 2010/11	Expended Through February 2011	Estimated Expenditures FY 2010/11	Adopted Budget FY 2011/12
<u>Services</u>				
PreEmployment Costs	660	-	-	1,500
County Services	16,250	15,478	15,500	16,250
County Distribution DP Equipment	600	164	250	600
County Data Processing Charge	180	131	200	200
Internet Service Provider (ISP)	8,100	3,760	5,640	7,250
Web Site Hosting	4,800	675	1,010	1,590
<u>Other Professional Services</u>				
Bank Charges (MD AQMD)	1,800	1,335	2,000	2,000
Financial Audit	11,500	10,900	10,900	10,900
ICTC Agreement	-	-	-	-
LA County Banking Fees (AV AQMD)	-	15	-	-
MEEC Program	-	-	-	-
Network Technical Support	1,000	(3,277)	780	6,000
Payroll Contract Services	7,000	4,036	6,050	7,000
Research Studies	-	-	-	-
Source Test Consultant	-	-	-	-
Other Prof Svcs - Other	20,000	7,265	10,900	20,000
Professional & Special Services	-	-	-	-
	<u>71,890</u>	<u>40,482</u>	<u>53,230</u>	<u>73,290</u>
<u>Special District Liability</u>				
	-	-	-	-
<u>Travel</u>				
Inspection & Meeting Expenses	8,100	2,453	5,600	8,100
Private Mileage	500	254	380	500
	<u>8,600</u>	<u>2,707</u>	<u>5,980</u>	<u>8,600</u>
<u>Utilities</u>				
	-	-	-	-
<u>Visa Bank Card (Clearing Account)</u>				
	-	-	-	-
	-	-	-	-
Total Services & Supplies	125,935	68,094	94,525	126,450
<u>Operating Transfers Out</u>				
OPEB Trust - Transfer Out	-	-	-	-
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	3,500	4,419	4,500	3,600
Vehicles	-	-	-	-
	<u>3,500</u>	<u>4,419</u>	<u>4,500</u>	<u>3,600</u>
<u>Other Charges</u>				
Contrib - Other Agencies	-	-	-	-
Contrib - AB 2766 - Local Agencies	-	-	-	-
Other Charges (Lawnmower Grants)	-	-	-	-
Interest Expense	-	674	700	-
	<u>-</u>	<u>674</u>	<u>700</u>	<u>-</u>
TOTAL EXPENSES	129,435	73,187	99,725	130,050

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

District Wide

Object Code Title	Approved Budget FY 2010/11	Expended Through February 2011	Estimated Expenditures FY 2010/11	Adopted Budget FY 2011/12
<u>Communications</u>				
Cellular Phone Expense	-	-	-	-
T1/Frame Relay/Telco Srv	-	-	-	-
Video/Teleconf Com Costs	12,000	7,054	10,580	12,000
Long Distance Charges	300	261	390	400
Telephone Services	2,000	753	1,130	2,000
	14,300	8,068	12,100	14,400
<u>Mbrshp/Pub/Sub/Trg</u>				
Membership	8,000	4,636	6,950	7,500
Publications	-	-	-	-
Subscriptions	-	-	-	-
Training	30,000	2,394	3,590	4,550
MOU Tuition/Professional Dues	12,100	3,316	4,970	13,000
	50,100	10,346	15,510	25,050
<u>Equipment</u>				
Inventoriable Equipment	15,000	1,394	2,090	10,000
Network System Components	1,500	522	780	1,500
Non Inventoriable Equipment	5,000	2,581	3,870	5,000
Safety Equipment	3,000	502	750	3,000
Small Tools & Instruments	-	122	125	-
	24,500	5,121	7,615	19,500
<u>Legal</u>				
Legal Notices	-	-	-	-
Specialized Legal Services	1,000	-	-	-
Judgement/Settlement	-	-	-	-
	1,000	-	-	-
<u>Maintenance</u>				
Auto Minor Repairs/Fuel/Oil	6,500	3,119	4,680	5,500
Auto Major Repairs	3,500	1,425	2,140	3,500
Custodial Services	21,000	14,249	21,420	21,900
General Equipment	6,500	-	-	-
General Structure	35,000	20,595	30,890	20,000
Landscape Maintenance	4,500	1,925	2,890	3,500
Security Monitoring Charges	1,000	720	960	1,000
	78,000	42,033	62,980	55,400
<u>Office Expenses</u>				
Computer Software Expenses	50,000	18,659	27,990	44,920
General Office Expenses	4,500	8,288	12,430	12,500
Postage/Courier Services	600	355	530	600
Printing Services	2,000	243	360	-
Special Department Expense	4,000	2,657	3,990	-
Fair/Exhibitor Fees/Workshops	-	-	-	-
Ed Material/Promo Items/Event Spons.	-	-	-	-
	61,100	30,202	45,300	58,020
<u>Rents & Leases</u>				
Rents & Leases, Equipment	19,500	10,561	15,840	15,900
Rents & Leases, Structures	-	2,580	2,580	3,000
Rents & Leases, Other	-	-	-	-
	19,500	13,141	18,420	18,900

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

District Wide

Object Code Title	Approved Budget FY 2010/11	Expended Through February 2011	Estimated Expenditures FY 2010/11	Adopted Budget FY 2011/12
<u>Services</u>				
PreEmployment Costs	2,400	-	-	-
County Services	-	-	-	-
County Distribution DP Equipment	-	-	-	-
County Data Processing Charge	-	-	-	-
Internet Service Provider (ISP)	-	162	250	250
Web Site Hosting	-	-	-	-
Other Professional Services				
Bank Charges (MD AQMD)	-	(66)	-	-
Financial Audit	-	-	-	-
ICTC Agreement	25,000	25,000	25,000	25,000
LA County Banking Fees (AV AQMD)	-	-	-	-
MEEC Program	-	-	-	-
Network Technical Support	50,000	8,344	12,520	25,000
Payroll Contract Services	-	-	-	-
Research Studies	-	-	-	-
Source Test Consultant	-	-	-	-
Other Prof Svcs - Other	500	4,284	6,430	5,000
Professional & Special Services	-	-	-	-
	77,900	37,724	44,200	55,250
<u>Special District Liability</u>	50,000	41,592	42,000	45,000
	50,000	41,592	42,000	45,000
<u>Travel</u>				
Inspection & Meeting Expenses	1,500	53	-	-
Private Mileage	-	-	-	-
	1,500	53	-	-
<u>Utilities</u>				
	38,000	21,459	32,190	35,000
	38,000	21,459	32,190	35,000
Visa Bank Card (Clearing Account)	-	-	-	-
	-	-	-	-
Total Services & Supplies	415,900	209,739	280,315	326,520
<u>Operating Transfers Out</u>				
OPEB Trust - Transfer Out	100,000	-	100,000	100,000
Debt Service - Transfer Out	210,000	153,262	210,000	210,000
AB 2766 - Grant Program	-	-	-	-
	310,000	153,262	310,000	310,000
<u>Fixed Assets</u>				
Capital Proj CAPS (PerComp)	-	-	-	-
Capital Proj Documents & Record	5,000	1,600	1,800	10,000
Capital Improvements - Structure	160,000	33,065	45,000	152,000
Capital Proj Video Teleconferencing	10,000	-	-	-
Equipment	50,000	6,295	30,000	58,100
Vehicles	30,000	-	-	55,000
	255,000	40,960	76,800	275,100
<u>Other Charges</u>				
Contrib - Other Agencies	-	-	-	-
Contrib - AB 2766 - Local Agenices	-	-	-	-
Other Charges (Lawnmower Grants)	-	-	-	-
Interest Expense	-	111	-	-
	-	111	-	-
TOTAL EXPENSES	980,900	404,072	667,115	911,620

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Total Mojave Desert AQMD

Object Code Title	Approved Budget FY 2010/11	Expended Through February 2011	Estimated Expenditures FY 2010/11	Adopted Budget FY 2011/12
<u>Communications</u>				
Cellular Phone Expense	6,060	1,547	2,324	5,660
T1/Frame Relay/Telco Srv	10,440	9,600	14,400	14,400
Video/Teleconf Com Costs	14,500	9,275	13,504	12,500
Long Distance Charges	6,250	3,536	5,311	6,050
Telephone Services	30,800	21,121	31,908	24,400
	68,050	45,079	67,447	63,010
<u>Mbrshp/Pub/Sub/Trg</u>				
Membership	16,160	7,385	16,660	17,600
Publications	2,900	2,027	3,050	2,300
Subscriptions	13,450	7,869	11,630	13,550
Training	84,400	8,375	21,589	45,950
MOU Tuition/Professional Dues	23,800	4,194	6,193	20,800
	140,710	29,850	59,122	100,200
<u>Equipment</u>				
Inventoriable Equipment	24,300	4,309	6,460	22,000
Network System Components	3,500	522	1,030	3,000
Non Inventoriable Equipment	12,350	3,867	6,550	9,950
Safety Equipment	5,950	2,701	3,460	5,580
Small Tools & Instruments	600	320	455	700
	46,700	11,719	17,955	41,230
<u>Legal</u>				
Legal Notices	7,000	12,838	17,070	6,500
Specialized Legal Services	126,000	16,036	35,000	125,000
Judgement/Settlement	-	134,312	134,312	-
	133,000	163,186	186,382	131,500
<u>Maintenance</u>				
Auto Minor Repairs/Fuel/Oil	31,500	14,661	22,091	31,500
Auto Major Repairs	12,100	4,732	7,004	11,100
Custodial Services	23,400	15,649	23,520	21,900
General Equipment	27,595	11,617	14,326	15,750
General Structure	40,500	21,176	31,525	22,600
Landscape Maintenance	4,500	1,925	2,890	3,500
Security Monitoring Charges	1,750	1,255	1,762	1,000
	141,345	71,015	103,118	107,350
<u>Office Expenses</u>				
Computer Software Expenses	57,600	29,978	39,690	64,520
General Office Expenses	18,400	16,073	23,830	26,000
Postage/Courier Services	13,100	7,197	10,846	12,600
Printing Services	13,250	9,304	14,330	9,750
Special Department Expense	20,000	19,961	13,785	11,750
Fair/Exhibitor Fees/Workshops	4,000	1,700	2,550	7,000
Ed Material/Promo Items/Event Spons.	24,945	5,461	7,540	23,000
	151,295	89,674	112,571	154,620
<u>Rents & Leases</u>				
Rents & Leases, Equipment	20,675	12,023	17,810	17,400
Rents & Leases, Structures	6,591	6,481	8,675	9,700
Rents & Leases, Other	-	-	-	-
	27,266	18,504	26,485	27,100

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SERVICE AND SUPPLIES
BUDGET DETAIL

Total Mojave Desert AQMD

Object Code Title	Approved Budget FY 2010/11	Expended Through February 2011	Estimated Expenditures FY 2010/11	Adopted Budget FY 2011/12
<u>Services</u>				
PreEmployment Costs	3,060	500	500	1,500
County Services	16,250	15,478	15,500	16,250
County Distribution DP Equipment	600	164	250	600
County Data Processing Charge	180	131	200	200
Internet Service Provider (ISP)	17,400	8,091	12,009	16,800
Web Site Hosting	6,000	1,275	2,210	2,790
<u>Other Professional Services</u>				
Bank Charges (MD AQMD)	1,800	1,269	2,000	2,000
Financial Audit	11,500	10,900	10,900	10,900
ICTC Agreement	25,000	25,000	25,000	25,000
LA County Banking Fees (AV AQMD)	175	93	150	175
MEEC Program	-	-	-	-
Network Technical Support	54,500	6,660	15,710	37,040
Payroll Contract Services	7,000	4,036	6,050	7,000
Research Studies	140,000	193,000	193,000	50,000
Source Test Consultant	-	-	-	1,000
Other Prof Svcs - Other	24,400	16,112	21,830	28,000
Professional & Special Services	22,000	7,600	13,650	15,000
	<u>329,865</u>	<u>290,309</u>	<u>318,959</u>	<u>214,255</u>
<u>Special District Liability</u>				
	50,000	42,479	42,000	45,000
	<u>50,000</u>	<u>42,479</u>	<u>42,000</u>	<u>45,000</u>
<u>Travel</u>				
Inspection & Meeting Expenses	56,200	24,756	36,210	48,200
Private Mileage	5,700	3,100	4,824	5,700
	<u>61,900</u>	<u>27,856</u>	<u>41,034</u>	<u>53,900</u>
<u>Utilities</u>				
	45,000	26,526	39,790	35,100
	<u>45,000</u>	<u>26,526</u>	<u>39,790</u>	<u>35,100</u>
Visa Bank Card (Clearing Account)	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Services & Supplies	1,195,131	816,197	1,014,863	973,265
<u>Operating Transfers Out</u>				
OPEB Trust - Transfer Out	100,000	-	100,000	100,000
Debt Service - Transfer Out	210,000	153,262	210,000	210,000
AB 2766 - Grant Program	365,805	173,771	366,175	366,175
	<u>675,805</u>	<u>327,033</u>	<u>676,175</u>	<u>676,175</u>
<u>Fixed Assets</u>				
Capital Proj CAPS (PerComp)	200,000	72,133	108,200	200,000
Capital Proj Documents & Record	5,000	1,600	1,800	10,000
Capital Improvements - Structure	200,000	33,065	45,000	152,000
Capital Proj Video Teleconferencing	10,000	-	-	-
Equipment	120,500	51,505	103,891	122,289
Vehicles	30,000	-	-	55,000
	<u>565,500</u>	<u>158,303</u>	<u>258,891</u>	<u>539,289</u>
<u>Other Charges</u>				
Contrib - Other Agencies	83,000	80,000	83,275	88,500
Contrib - AB 2766 - Local Agenices	365,805	173,771	366,175	366,175
Other Charges (Lawnmower Grants)	50,000	-	50,000	50,000
Interest Expense	-	785	700	-
	<u>498,805</u>	<u>254,556</u>	<u>500,150</u>	<u>504,675</u>
Total Operating Expenses	2,935,241	1,556,089	2,450,079	2,693,404

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).

Training – 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. 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), and California Special District Association. Membership, USAF Command Leadership, and Government Financial Officers 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 employees, and funds reserved (\$500 each) are pooled and awarded on request. Funds are pooled and reserved (\$600 per Exempt employee) and awarded on request, subject to availability.

EQUIPMENT

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

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

LEGAL

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

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; 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

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– Management-Supervisory Planning Meetings, Employee Appreciation. Public employee (and Board) service recognition awards. Recruitment costs. 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.

RENTS & LEASES

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

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

PROFESSIONAL SERVICES

ICTC Agreement- Continued 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 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.

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, and PARS Trust for OPEB (Other Post Employment Benefits) liability.

Budget Line Item – Project Expenditure/Description

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 \$260,000

Documents& Record Storage – Capital costs associated with electronic document management system.

Structure – Building improvements including energy savings coating for roof (\$25,000); shop furniture (\$20,000); Shop interior redesign, (\$65,000); HVAC replacement for 2.5 Filter Room (\$23,000); safety related improvements (\$4,000); building and general maintenance (\$15,000) .

Video Teleconferencing - Costs associated with upgrade and system enhancements.

Equipment (greater than \$1,000) – PC replacement program (\$12,000); network servers (\$25,500), BluRay back up system (\$25,000), replace and upgrade program for equipment located at remote air monitoring stations (\$55,000), Video conference improvements (\$5,000).

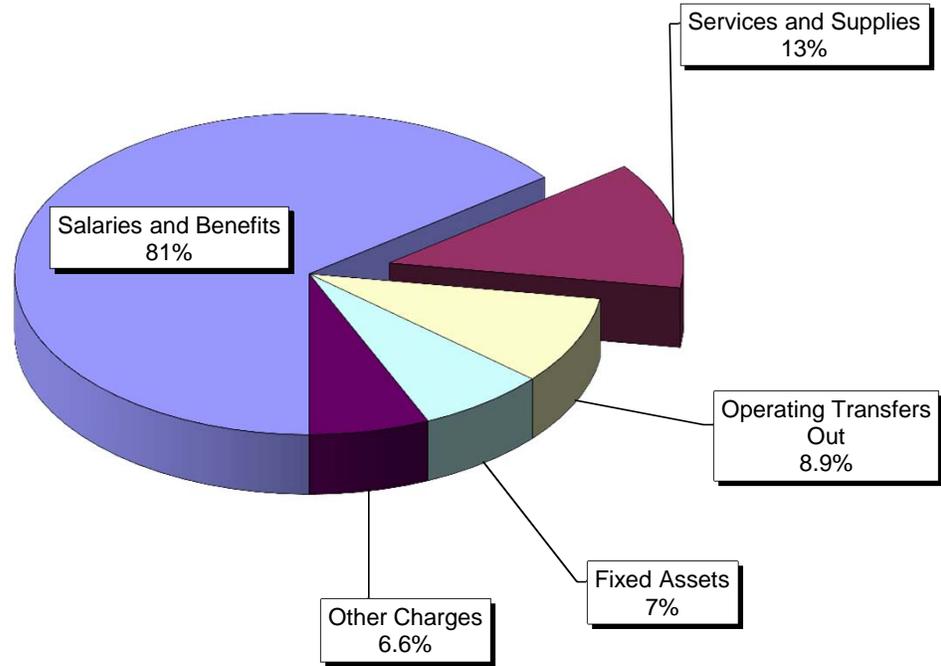
Vehicles – Vehicle Replacement Program – Replace three vehicles

Special Notes:

Designated amount reduced to Reserves (6/30/12)
(*Operating Reserves funded to 10% of Operating Expenses*)
Additional amount designated to Reserves (6/30/12)
Amount designed to fund Reserves (6/30/12)

Operating Reserves (\$102,468)
Building Improvement \$15,000
Legal and Litigation Reserves \$300,000

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



<u>EXPENSE CATEGORY</u>	<u>AMOUNT</u>	<u>% of Total</u>
Salaries and Benefits	4,943,838	80.69% (<small>% of Operating Costs: Srvcs & Supplies and Debt Service)</small>)
Services and Supplies	973,265	12.74%
Operating Transfers Out	676,175	8.85% (<small>Debt service and grant fund transfers</small>)
Fixed Assets	539,289	7.06%
Other Charges	504,675	6.61%
TOTAL	7,637,242	

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SPECIAL FUND
BUDGET DETAIL

OPERATING TRANSFERS OUT

Object Code Title	Approved Budget FY 2010/11	Received Through February 2011	Estimated Revenue FY 2010/11	Adopted Budget FY 2011/12
<u>Income</u>				
Debt Service - Park Ave Property ¹	193,680	96,839	193,678	193,680
Debt Service - CEC Loan Solar ²	16,000	8,000	16,000	16,320
OPEB Trust Fund ³	100,000	-	100,000	100,000
	<u>309,680</u>	<u>104,839</u>	<u>309,678</u>	<u>310,000</u>
Note: Transfers from general fund				
	309,680	104,839	309,678	310,000

Object Code Title	Approved Budget FY 2010/11	Expended Through February 2011	Estimated Disbursements FY 2010/11	Adopted Budget FY 2011/12
<u>Expenses</u>				
Debt Service - Park Ave Property	193,680	145,259	193,678	193,680
Debt Service - CEC Loan Solar	16,000	8,000	16,000	16,320
OPEB Trust Fund	-	-	-	-
	<u>209,680</u>	<u>153,259</u>	<u>209,678</u>	<u>210,000</u>

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.

³OPEB 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.

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SPECIAL FUND
BUDGET DETAIL

CARL MOYER PROGRAM

Object Code Title	Approved Budget FY 2010/11	Fund Balance Changes		Adopted Budget FY 2011/12
		Received Through February 2011	Estimated Revenue FY 2010/11	
<u>Income</u>	745,173	16,412	533,435	517,023
	-	-	-	-
Total Income	745,173	16,412	533,435	517,023

Object Code Title	Approved Budget FY 2010/11	Expended Through February 2011	Estimated Disbursements FY 2010/11	Adopted Budget FY 2011/12
Estimated Projects to be Completed	745,173	17,789	68,451	517,023
	-	-	-	-
Total Expenses	745,173	17,789	68,451	517,023

MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT
SPECIAL FUND
BUDGET DETAIL

MOBILE SOURCE EMISSION REDUCTION PROGRAM (AB 2766 GRANT)

Object Code Title	Approved Budget FY 2010/11	Received Through February 2011	Estimated Revenue FY 2010/11	Adopted Budget FY 2011/12
<u>Income</u>				
Operating Transfers In	365,805	183,985	366,175	366,175
Note: Transfers from general fund				
	-	-	-	-
Total Income	365,805	183,985	366,175	366,175

Object Code Title	Approved Budget FY 2010/11	Expended Through February 2011	Estimated Disbursements FY 2010/11	Adopted Budget FY 2011/12
<u>Expenses</u>				
Estimated Projects to be Completed	400,000	20,897	99,313	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.

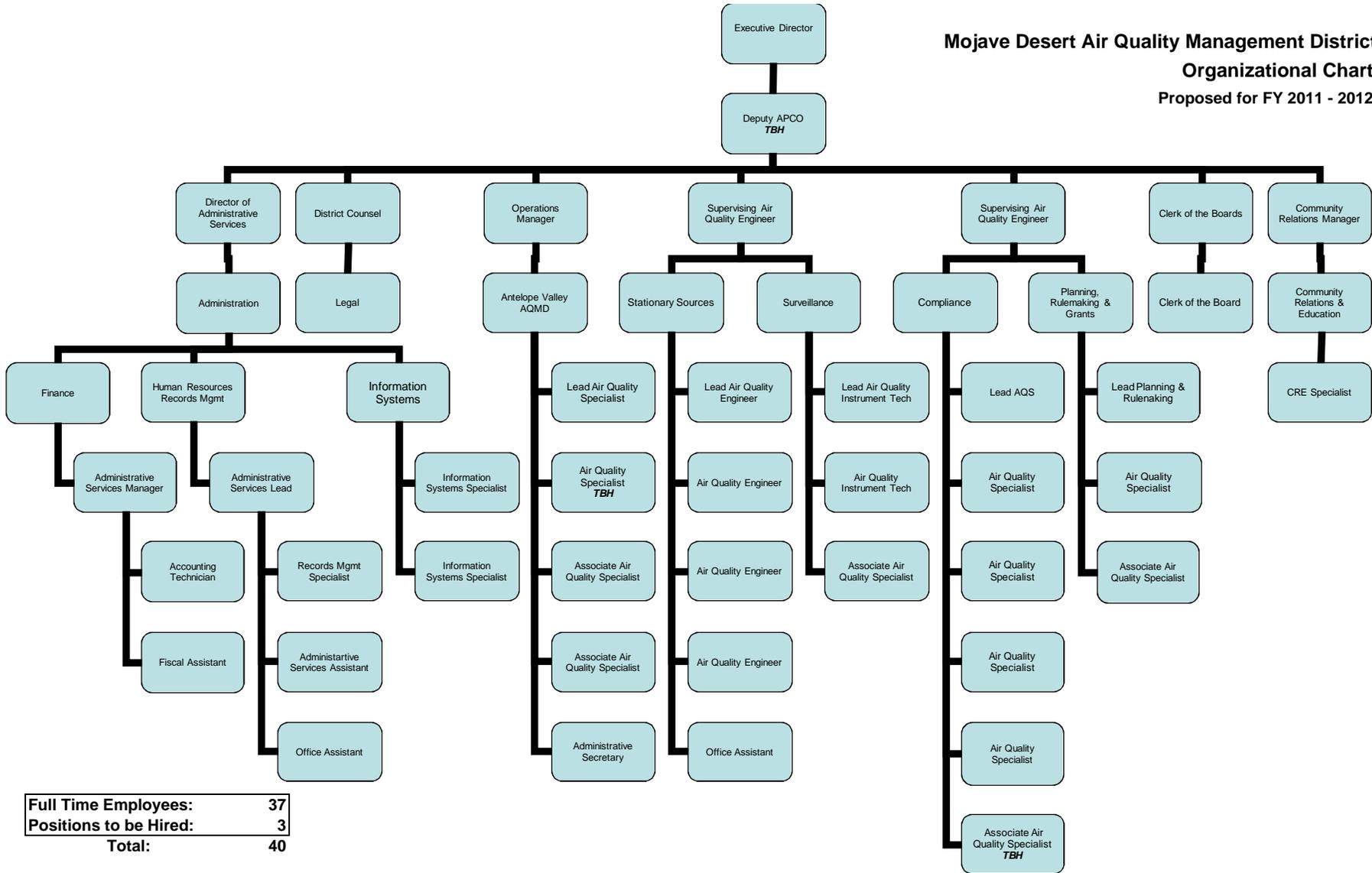
Mojave Desert Air Quality Management District
Building Improvement Reserves Schedule

		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	13,161.17	89,161.17
Year 9*	07/08	0.07	13,819.23	102,980.40
Year 10*	08/09	0.08	14,510.19	117,490.60
Year 11*	09/10	0.08	15,235.70	132,726.30
Year 12*	10/11	0.09	15,997.49	148,723.79
<u>Year 13*</u>	<u>11/12</u>	<u>0.09</u>	<u>16,797.36</u>	<u>165,521.15</u>
Year 14	12/13	0.09	17,637.23	183,158.38
Year 15	13/14	0.10	18,519.09	201,677.47

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
Proposed for FY 2011 - 2012**



45

Full Time Employees:	37
Positions to be Hired:	3
Total:	40

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

Approved FY 11	Adopted FY 12	Title of Position	Range	Monthly Salary
2	2	Office Assistant	610	2801 - 3411
1	1	Fiscal Assistant	615	3166 - 3858
1	0	Administrative Secretary	615	3166 - 3858
1	1	Administrative Services Assistant	621	3672 - 4473
1	1	Accounting Technician	621	3672 - 4473
5	5	Associate Air Quality Specialist	621	3672 - 4473
0	1	Deputy COB/Administrative Secretary	624	3955 - 4818
1	1	CRE Specialist	626	4154 - 5063
1	1	Records Management Specialist	626	4154 - 5063
2	2	Information Systems Specialist	629	4473 - 5453
2	1	Air Quality Instrument Technician	629	4473 - 6484
8.5	5.5	Air Quality Specialist	629	4473 - 6484
1	1	Lead Air Quality Instrument Technician	636	5319 - 6484
1	1	Lead Air Quality Planner	636	5319 - 6484
2	1.5	Lead Air Quality Specialist	636	5319 - 6484
1	1	Clerk Of The Boards	636	5319 - 6484
1	1	Administrative Services Lead	636	5319 - 6484
1	1	Administrative Services Manager	638	5590 - 8098
1	1	Community Relations & Education Manager	638	5590 - 6813
4	3	Air Quality Engineer	640	5874 - 7158
1	1	Lead Air Quality Engineer	644	6484 - 7900
1	0	Supervising Air Quality Specialist	650	7520 - 9164
1	2	Supervising Air Quality Engineer	650	7520 - 9164
1	1	Operations Manager	654	8300 - 10114
1	1	Director Administrative Services	658	9164 - 11164
1	1	Deputy Air Pollution Control Officer	663	10367 - 12630
1	1	District Counsel	665	10892 - 13270
1	1	Executive Director/APCO	NA	Negotiated
45.5	40.0			

Mojave Desert Air Quality Management District
 SALARY SCHEDULE
 Proposed for July 1, 2011

Proposed 2.3% COLA		Not attainable as of January 1, 2000														Salary Range - Monthly		
RANGE	1	2	3	4	5	6	7	8	9	5	F	6	G	7	H			
600	12.62	12.94	13.26	13.59	13.93	14.28	14.64	15.01	15.39	16.16	16.56	16.97	17.39	17.82	18.27	2,187.47	-	2,667.60
601	12.94	13.26	13.59	13.93	14.28	14.64	15.01	15.39	15.77	16.56	16.97	17.39	17.82	18.27	18.73	2,242.93	-	2,733.47
602	13.26	13.59	13.93	14.28	14.64	15.01	15.39	15.77	16.16	16.97	17.39	17.82	18.27	18.73	19.20	2,298.40	-	2,801.07
603	13.59	13.93	14.28	14.64	15.01	15.39	15.77	16.16	16.56	17.39	17.82	18.27	18.73	19.20	19.68	2,353.87	-	2,870.40
604	13.93	14.28	14.64	15.01	15.39	15.77	16.16	16.56	16.97	17.82	18.27	18.73	19.20	19.68	20.17	2,414.53	-	2,941.47
605	14.28	14.64	15.01	15.39	15.77	16.16	16.56	16.97	17.39	18.27	18.73	19.20	19.68	20.17	20.67	2,475.20	-	3,014.27
606	14.64	15.01	15.39	15.77	16.16	16.56	16.97	17.39	17.82	18.73	19.20	19.68	20.17	20.67	21.19	2,537.60	-	3,088.80
607	15.01	15.39	15.77	16.16	16.56	16.97	17.39	17.82	18.27	19.20	19.68	20.17	20.67	21.19	21.72	2,601.73	-	3,166.80
608	15.39	15.77	16.16	16.56	16.97	17.39	17.82	18.27	18.73	19.68	20.17	20.67	21.19	21.72	22.26	2,667.60	-	3,246.53
609	15.77	16.16	16.56	16.97	17.39	17.82	18.27	18.73	19.20	20.17	20.67	21.19	21.72	22.26	22.82	2,733.47	-	3,328.00
610	16.16	16.56	16.97	17.39	17.82	18.27	18.73	19.20	19.68	20.67	21.19	21.72	22.26	22.82	23.39	2,801.07	-	3,411.20
611	16.56	16.97	17.39	17.82	18.27	18.73	19.20	19.68	20.17	21.19	21.72	22.26	22.82	23.39	23.97	2,870.40	-	3,496.13
612	16.97	17.39	17.82	18.27	18.73	19.20	19.68	20.17	20.67	21.72	22.26	22.82	23.39	23.97	24.57	2,941.47	-	3,582.80
613	17.39	17.82	18.27	18.73	19.20	19.68	20.17	20.67	21.19	22.26	22.82	23.39	23.97	24.57	25.18	3,014.27	-	3,672.93
614	17.82	18.27	18.73	19.20	19.68	20.17	20.67	21.19	21.72	22.82	23.39	23.97	24.57	25.18	25.81	3,088.80	-	3,764.80
615	18.27	18.73	19.20	19.68	20.17	20.67	21.19	21.72	22.26	23.39	23.97	24.57	25.18	25.81	26.46	3,166.80	-	3,858.40
616	18.73	19.20	19.68	20.17	20.67	21.19	21.72	22.26	22.82	23.97	24.57	25.18	25.81	26.46	27.12	3,246.53	-	3,955.47
617	19.20	19.68	20.17	20.67	21.19	21.72	22.26	22.82	23.39	24.57	25.18	25.81	26.46	27.12	27.80	3,328.00	-	4,054.27
618	19.68	20.17	20.67	21.19	21.72	22.26	22.82	23.39	23.97	25.18	25.81	26.46	27.12	27.80	28.50	3,411.20	-	4,154.80
619	20.17	20.67	21.19	21.72	22.26	22.82	23.39	23.97	24.57	25.81	26.46	27.12	27.80	28.50	29.21	3,496.13	-	4,258.80
620	20.67	21.19	21.72	22.26	22.82	23.39	23.97	24.57	25.18	26.46	27.12	27.80	28.50	29.21	29.94	3,582.80	-	4,364.53
621	21.19	21.72	22.26	22.82	23.39	23.97	24.57	25.18	25.81	27.12	27.80	28.50	29.21	29.94	30.69	3,672.93	-	4,473.73
622	21.72	22.26	22.82	23.39	23.97	24.57	25.18	25.81	26.46	27.80	28.50	29.21	29.94	30.69	31.46	3,764.80	-	4,586.40
623	22.26	22.82	23.39	23.97	24.57	25.18	25.81	26.46	27.12	28.50	29.21	29.94	30.69	31.46	32.25	3,858.40	-	4,700.80
624	22.82	23.39	23.97	24.57	25.18	25.81	26.46	27.12	27.80	29.21	29.94	30.69	31.46	32.25	33.06	3,955.47	-	4,818.67
625	23.39	23.97	24.57	25.18	25.81	26.46	27.12	27.80	28.50	29.94	30.69	31.46	32.25	33.06	33.89	4,054.27	-	4,940.00
626	23.97	24.57	25.18	25.81	26.46	27.12	27.80	28.50	29.21	30.69	31.46	32.25	33.06	33.89	34.74	4,154.80	-	5,063.07
627	24.57	25.18	25.81	26.46	27.12	27.80	28.50	29.21	29.94	31.46	32.25	33.06	33.89	34.74	35.61	4,258.80	-	5,189.60
628	25.18	25.81	26.46	27.12	27.80	28.50	29.21	29.94	30.69	32.25	33.06	33.89	34.74	35.61	36.50	4,364.53	-	5,319.60
629	25.81	26.46	27.12	27.80	28.50	29.21	29.94	30.69	31.46	33.06	33.89	34.74	35.61	36.50	37.41	4,473.73	-	5,454.00
630	26.46	27.12	27.80	28.50	29.21	29.94	30.69	31.46	32.25	33.89	34.74	35.61	36.50	37.41	38.35	4,586.40	-	5,590.00
631	27.12	27.80	28.50	29.21	29.94	30.69	31.46	32.25	33.06	34.74	35.61	36.50	37.41	38.35	39.31	4,700.80	-	5,730.40
632	27.80	28.50	29.21	29.94	30.69	31.46	32.25	33.06	33.89	35.61	36.50	37.41	38.35	39.31	40.29	4,818.67	-	5,874.27
633	28.50	29.21	29.94	30.69	31.46	32.25	33.06	33.89	34.74	36.50	37.41	38.35	39.31	40.29	41.30	4,940.00	-	6,021.60
634	29.21	29.94	30.69	31.46	32.25	33.06	33.89	34.74	35.61	37.41	38.35	39.31	40.29	41.30	42.33	5,063.07	-	6,172.40
635	29.94	30.69	31.46	32.25	33.06	33.89	34.74	35.61	36.50	38.35	39.31	40.29	41.30	42.33	43.39	5,189.60	-	6,326.67
636	30.69	31.46	32.25	33.06	33.89	34.74	35.61	36.50	37.41	39.31	40.29	41.30	42.33	43.39	44.47	5,319.60	-	6,484.40
637	31.46	32.25	33.06	33.89	34.74	35.61	36.50	37.41	38.35	40.29	41.30	42.33	43.39	44.47	45.58	5,454.07	-	6,647.33
638	32.25	33.06	33.89	34.74	35.61	36.50	37.41	38.35	39.31	41.30	42.33	43.39	44.47	45.58	46.72	5,590.00	-	6,808.13
639	33.06	33.89	34.74	35.61	36.50	37.41	38.35	39.31	40.29	42.33	43.39	44.47	45.58	46.72	47.89	5,730.40	-	6,983.60
640	33.89	34.74	35.61	36.50	37.41	38.35	39.31	40.29	41.30	43.39	44.47	45.58	46.72	47.89	49.09	5,874.27	-	7,158.67
641	34.74	35.61	36.50	37.41	38.35	39.31	40.29	41.30	42.33	44.47	45.58	46.72	47.89	49.09	50.32	6,021.60	-	7,337.20
642	35.61	36.50	37.41	38.35	39.31	40.29	41.30	42.33	43.39	45.58	46.72	47.89	49.09	50.32	51.58	6,172.40	-	7,520.93
643	36.50	37.41	38.35	39.31	40.29	41.30	42.33	43.39	44.47	46.72	47.89	49.09	50.32	51.58	52.87	6,326.67	-	7,708.13
644	37.41	38.35	39.31	40.29	41.30	42.33	43.39	44.47	45.58	47.89	49.09	50.32	51.58	52.87	54.19	6,484.40	-	7,900.53
645	38.35	39.31	40.29	41.30	42.33	43.39	44.47	45.58	46.72	49.09	50.32	51.58	52.87	54.19	55.54	6,647.33	-	8,098.13
646	39.31	40.29	41.30	42.33	43.39	44.47	45.58	46.72	47.89	50.32	51.58	52.87	54.19	55.54	56.93	6,813.73	-	8,300.93
647	40.29	41.30	42.33	43.39	44.47	45.58	46.72	47.89	49.09	51.58	52.87	54.19	55.54	56.93	58.35	6,983.60	-	8,508.93
648	41.30	42.33	43.39	44.47	45.58	46.72	47.89	49.09	50.32	52.87	54.19	55.54	56.93	58.35	59.81	7,158.67	-	8,722.13
649	42.33	43.39	44.47	45.58	46.72	47.89	49.09	50.32	51.58	54.19	55.54	56.93	58.35	59.81	61.31	7,337.20	-	8,940.53
650	43.39	44.47	45.58	46.72	47.89	49.09	50.32	51.58	52.87	55.54	56.93	58.35	59.81	61.31	62.84	7,520.93	-	9,164.13
651	44.47	45.58	46.72	47.89	49.09	50.32	51.58	52.87	54.19	56.93	58.35	59.81	61.31	62.84	64.41	7,708.13	-	9,392.93
652	45.58	46.72	47.89	49.09	50.32	51.58	52.87	54.19	55.54	58.35	59.81	61.31	62.84	64.41	66.02	7,900.53	-	9,626.93
653	46.72	47.89	49.09	50.32	51.58	52.87	54.19	55.54	56.93	59.81	61.31	62.84	64.41	66.02	67.67	8,098.13	-	9,867.87
654	47.89	49.09	50.32	51.58	52.87	54.19	55.54	56.93	58.35	61.31	62.84	64.41	66.02	67.67	69.36	8,300.93	-	10,114.00
655	49.09	50.32	51.58	52.87	54.19	55.54	56.93	58.35	59.81	62.84	64.41	66.02	67.67	69.36	71.09	8,508.93	-	10,367.07
656	50.32	51.58	52.87	54.19	55.54	56.93	58.35	59.81	61.31	64.41	66.02	67.67	69.36	71.09	72.87	8,722.13	-	10,627.07
657	51.58	52.87	54.19	55.54	56.93	58.35	59.81	61.31	62.84	66.02	67.67	69.36	71.09	72.87	74.69	8,940.53	-	10,892.27
658	52.87	54.19	55.54	56.93	58.35	59.81	61.31	62.84	64.41	67.67	69.36	71.09	72.87	74.69	76.56	9,164.13	-	11,164.40
659	54.19	55.54	56.93	58.35	59.81	61.31	62.84	64.41	66.02	69.36	71.09	72.87	74.69	76.56	78.47	9,392.93	-	11,443.47
660	55.54	56.93	58.35	59.81	61.31	62.84	64.41	66.02	67.67	71.09	72.87	74.69	76.56	78.47	80.43	9,626.93	-	11,729.47
661	56.93	58.35	59.81	61.31	62.84	64.41	66.02	67.67	69.36	72.87	74.69	76.56	78.47	80.43	82.44	9,867.87	-	12,022.40
662	58.35	59.81	61.31	62.84														

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 \$25,000 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 and ACRONYMS

DEFINITIONS

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 and ACRONYMS

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 and ACRONYMS

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 31, 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

BUDGET CATEGORY DESCRIPTIONS and ACRONYMS

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
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	Emmission 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 9

DATE: June 27, 2011

RECOMMENDATION: Adopt a resolution approving and adopting the budget for FY 2011-12.

SUMMARY: The budget for Fiscal Year 2011-12 is presented to the Governing Board for adoption effective July 1, 2011.

BACKGROUND: The budget Fiscal Year 2011-12 contains appropriations to perform the District's services, activities and projects and contains 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 May 23, 2011.

CONFLICT OF INTEREST: None.

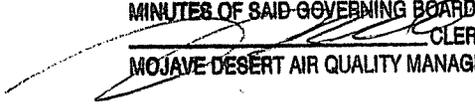
REASON FOR RECOMMENDATION: Health and Safety Code §40130 et seq. requires that Districts adopt an annual budget which enables the District to administer the services, activities and projects according to plans set forth in the budget for the fiscal year.

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 13, 2011.

FINANCIAL DATA: The budget for FY 2011-12 calls for appropriations totaling \$7,637,242, with anticipated revenues of \$8,763,130 (including \$1,807,919, the fund balance from prior year). Designated Reserves have been established with the following allocations: Operating Cash Reserves \$660,000; Building Improvement Reserves \$165,000; Legal and Litigation Reserves \$300,000; total funds designated are \$1,125,000.

PRESENTER: Jean Bracy, Director of Administrative Services

Cc: Admin. Services
Auditor/Controller

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

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 9

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ACTION OF THE GOVERNING BOARD

APPROVED and ADOPTED

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

Ayes: 11 GOMEZ, MITZELFELT, BENOIT, DECONINCK, RIORDAN, BLEWETT, COLE, ROTHSCHILD, STANTON, DERRY, CAMARGO

Noes:

Absent: 3 HAGERMAN, RUTHERFORD, CAMPBELL

Abstain:

Vacant:

MICHELE BAIRD, CLERK OF THE GOVERNING BOARD

BY *Michele Baird*

Dated: JUNE 27, 2011

Ref: Resolution 11-12 titled, "A RESOLUTION OF THE GOVERNING BOARD OF THE MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT ADOPTING THE PROPOSED OPERATING BUDGET FOR FISCAL YEAR 2011-12."

RESOLUTION 11-12

A RESOLUTION OF THE GOVERNING BOARD OF THE MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT APPROVING AND ADOPTING THE PROPOSED OPERATING BUDGET FOR FISCAL YEAR 2011-12.

On June 27, 2011, on motion by Member **COLE**, seconded by Member **RIORDAN**, 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 2011-12; and

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

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

WHEREAS, a separate Public Hearing for the exclusive purpose of reviewing the budget and taking public comment, as required by Health and Safety Code §40131(a)(3), was held on May 27, 2011; 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 2011-12 are \$7,637,242 (Seven Million, Six Hundred Thirty Seven Thousand, Two Hundred Forty Two 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:

//

RESOLUTION 11-12

1 The annual budget for the MDAQMD for the fiscal year 2011-12 is hereby approved
2 and adopted, and the amounts of proposed expenditure and revenue, as specified, are
3 appropriate for the account classifications as herein specified.

4 A. The 2011-12 Budget is hereby adopted, establishing the following appropriations
5 levels:

<u>ACCOUNT CLASSIFICATION</u>	<u>2011-12 ADOPTED BUDGET</u>
7 Salaries & Benefits	\$4,943,838
8 Services & Supplies	973,265
9 Operating Transfers Out	676,175
10 Fixed Assets	539,289
11 Other Charges	504,675
12 TOTAL APPROPRIATIONS BUDGET	\$7,637,242

13 B. The 2011-12 Revenue Budget is hereby adopted, establishing the following revenue
14 base:

<u>ACCOUNT CLASSIFICATION</u>	<u>2011-12 ADOPTED BUDGET</u>
16 Application Fees	86,050
17 Federal Grants	45,000
18 Fine & Forfeitures	60,000
19 Interest Income	30,000
20 Other Revenue	1,089,029
21 Permit Fees	3,882,432
22 Program Fees	1,546,700
23 State Subvention	216,000
24 Previous Year Fund Balance (est)	<u>1,807,919</u>
25 TOTAL REVENUE BUDGET	8,763,130

26

27 Pursuant to Section 53901 of The California Government Code, within 60 days after the
28 beginning of the Fiscal Year, the Clerk of the Board shall file a copy of this resolution with the

RESOLUTION 11-12

1 Auditor of the County of San Bernardino.

2 **BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately
3 upon adoption.

4 **PASSED, APPROVED AND ADOPTED** by the Governing Board of the Mojave
5 Desert Air Quality Management District by the following vote:

6 AYES: *11* MEMBER: GOMEZ, MITZELFELT, BENOIT, DECONINCK,
7 RIORDAN, BLEWETT, COLE, ROTHSCHILD,
8 STANTON, DERRY, CAMARGO

9 NOES: MEMBER:

10 ABSENT: *3* MEMBER:

11 ABSTAIN: MEMBER: HAGERMAN, RUTHERFORD, CAMPBELL

12 STATE OF CALIFORNIA)
13)
14) ss:
15 COUNTY OF SAN BERNARDINO)

16 I, Michele Baird, Clerk of the Governing Board of the Mojave Desert Air Quality
17 Management District, hereby certify the foregoing to be a full, true and correct copy of the
18 record of the action as the same appears in the Official Minutes of said Governing Board at
19 its meeting of June 27, 2011.

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21 
22 Clerk of the Governing Board
23 Mojave Desert Air Quality Management District.
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