

South Coast Air Quality Management District

# Budget

Fiscal Year  
2020-2021





**SOUTH COAST**

**AIR QUALITY MANAGEMENT DISTRICT**

# **BUDGET**

## **FISCAL YEAR 2020-2021**

Prepared by Finance  
Sujata Jain, Chief Financial Officer



**SOUTH COAST**  
**AIR QUALITY MANAGEMENT DISTRICT**



**SOUTH COAST**

**AIR QUALITY MANAGEMENT DISTRICT**

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**SOUTH COAST**

**AIR QUALITY MANAGEMENT DISTRICT**



**SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT**

**GOVERNING BOARD**

WILLIAM A. BURKE, Ed.D.  
Chairman  
Speaker of the Assembly Appointee

BEN BENOIT  
Vice Chair  
Cities of Riverside County Representative

KATHRYN BARGER  
County of Los Angeles Representative

LISA BARTLETT  
County of Orange Representative

JOE BUSCAINO  
City of Los Angeles Representative

MICHAEL A. CACCIOTTI  
Cities of Los Angeles County Representative  
Eastern Region

VANESSA DELGADO  
Senate Rules Committee Appointee

GIDEON KRACOV  
Governor's Appointee

LARRY McCALLON  
Cities of San Bernardino County Representative

JUDITH MITCHELL  
Cities of Los Angeles County Representative  
Western Region

V. MANUEL PEREZ  
County of Riverside Representative

CARLOS RODRIGUEZ  
Cities of Orange County Representative

JANICE RUTHERFORD  
County of San Bernardino Representative

WAYNE NASTRI  
Executive Officer



**SOUTH COAST**

**AIR QUALITY MANAGEMENT DISTRICT**



# South Coast Air Quality Management District

21865 Copley Drive, Diamond Bar, CA 91765-4178  
(909) 396-2000 • www.aqmd.gov

May 1, 2020

South Coast Air Quality Management District Board and Stakeholders

## Transmittal of the Executive Officer's Fiscal Year 2020-21 Budget and Work Program

This document represents South Coast Air Quality Management District's (South Coast AQMD) proposed General Fund Budget and Work Program for FY 2020-21. The budget was developed in accordance with statutory requirements and in consultation with South Coast AQMD's executive and program staff.

The greatest uncertainties facing South Coast AQMD's budgetary outlook stem from the potential for major economic disruption due to the COVID-19 global pandemic. In these challenging times, we recognize the hardships that many are experiencing. We are making accommodations in many program areas and remain committed to protecting public health and helping business. South Coast AQMD staff will monitor the financial impacts and, in the event, that there are major changes in the economic landscape, we would make adjustments to the FY 2020-21 Budget being proposed.

This budget includes a multi-year financial summary of all revenues, expenditures and staffing used by each of South Coast AQMD's programs in the delivery of essential services to clean the air and to protect the health of all residents in the South Coast Air District through practical and innovative strategies. The proposed budget for FY 2020-21 is a balanced budget with expenditures and revenues of \$173.0 million and 946 positions.

The proposed FY 2020-21 level of expenditures, up one percent from the FY 2019-20 adopted budget, includes increased costs for retirement, salaries due to labor negotiation agreements approved in FY 2017-18 and salaries associated with new positions. There is a net increase of seven FTEs from the FY 2019-20 adopted budget. This includes the previously approved FY 2019-20 mid-year actions adding five positions in the Science and Technology Advancement Office for Rule 1180 implementation, one position in Legislative and Public Affairs/Media Office for Environmental Justice and one Financial Analyst position in Finance.

The FY 2020-21 proposed revenue budget of \$173.0 million, up one percent from the FY 2019-20 adopted budget, includes full realization of the Rule 1180 fees implemented in FY 2019-20 and steady progress on South Coast AQMD's implementation of the Volkswagen Mitigation Action and AB 617 programs. At \$100.9 million or 58.3 percent of the projected revenue budget, stationary source revenues account for the largest source of revenue, and in light of the recent COVID-19 developments, could be precarious. Over the past two decades, total permit fees (including permit processing, annual operating permit, and annual emissions-based fees) collected from stationary sources has increased by about 52.5 percent from \$66.8 million in FY 1991-92 to \$101.9 million (estimated) in FY 2019-20. When adjusted for inflation however, stationary source revenues have decreased by 11 percent over this same period.

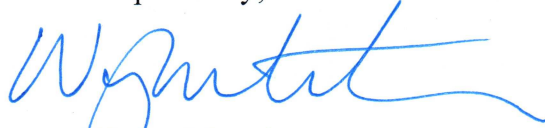
While significant efforts are put forth to develop a detailed budget for the next fiscal year, including a five-year projection, uncertain political and economic issues create challenges. These challenges include global economic impacts and uncertainty sparked by the COVID-19 outbreak and resulting fluctuations in the financial market which will determine the performance of South Coast AQMD's retirement investments and thus impact pension liability; changes in federal and state grant revenue funding levels; increased infrastructure costs due to an aging headquarters building; and Penalties and Settlement revenue that varies annually. South Coast AQMD staff will monitor funding sources, our retirement plan, and actual financial results on a continuous basis and is prepared to make timely resource allocation adjustments as warranted. Additionally, the proposed budget includes an assigned/unassigned general fund balance of 32 percent of FY 2020-21 revenues to provide a reasonable financial safety net.

The public and the business community have multiple opportunities to participate in the budget development process. This includes meetings of the Budget Advisory Committee which is made up of representatives from the business and environmental communities, a public consultation meeting to discuss the proposed budget and work program, and two meetings of the Governing Board. The public consultation meeting and Governing Board meetings are noticed to the public through direct mail and emails to permitted facilities and other stakeholders, print media, and through the South Coast AQMD website.

In summary, I am proposing a balanced budget for FY 2020-21 that allows South Coast AQMD programs to operate efficiently, transparently, and in a manner sensitive to public agencies, businesses and the public, while providing continued emission reductions and health benefit improvements. The proposed FY 2020-21 Budget and Work Program serves to ensure the continued strength and stability of the South Coast

AQMD as we make progress toward attaining the federal and state clean air mandates and further protect public health.

Respectfully,

A handwritten signature in blue ink, appearing to read "Wayne Natri", with a long horizontal flourish extending to the right.

Wayne Natri,  
Executive Officer

SJ:DRP



**SOUTH COAST**

**AIR QUALITY MANAGEMENT DISTRICT**



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**South Coast Air Quality Management District  
California**

For the Fiscal Year Beginning

**July 1, 2019**

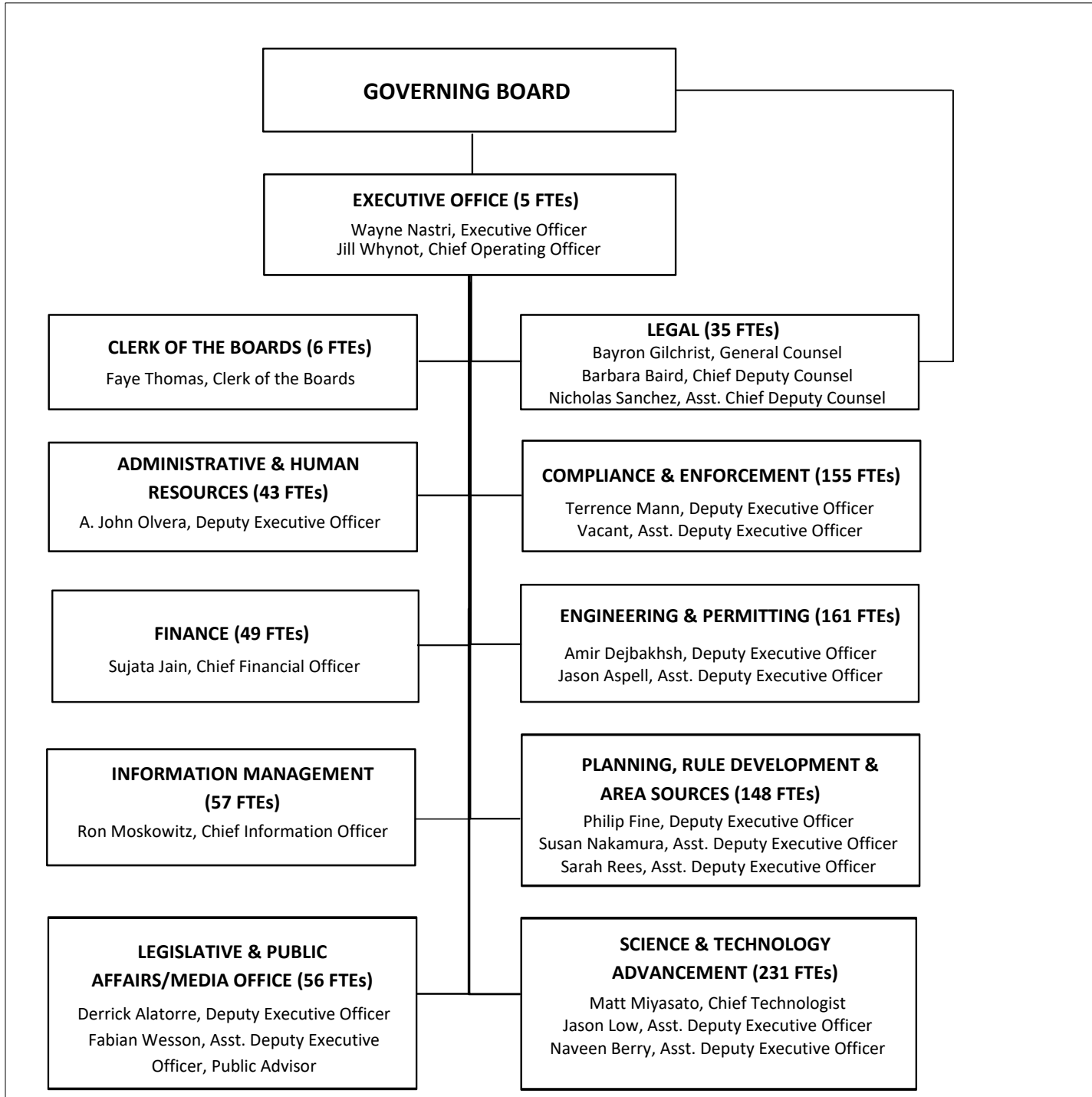
*Christopher P. Morill*

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation award to South Coast Air Quality Management District, California for its Annual Budget for the fiscal year beginning July 1, 2019. In order to receive this award, a government unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

This award is valid for a period of one year only. We believe our budget continues to conform to program requirements and we are submitting it to GFOA to determine its eligibility for another award.

**SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT  
(946 FTEs)**





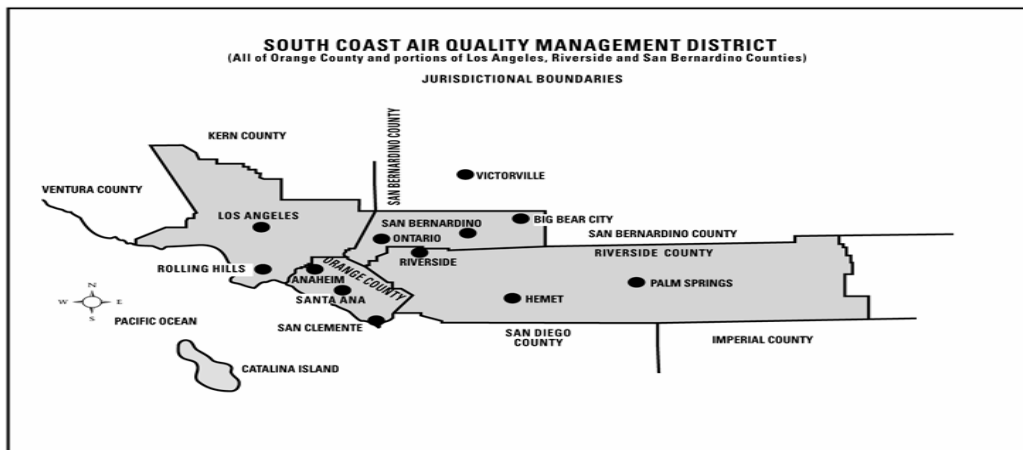
# SUMMARY

## Preface

This document represents the proposed FY 2020-21 Budget and Work Program of the South Coast Air Quality Management District (South Coast AQMD). The proposed budget is available for public review and comment during the month of April. A public consultation meeting is scheduled to discuss the proposed budget and proposed fees changes on April 7, 2020. In addition, a workshop for the Governing Board is scheduled on April 10, 2020. A final Proposed Budget and Work Program, which may include changes based on input from the public and Board, will be presented for adoption at a public hearing on May 1, 2020.

## Introduction

The South Coast Air Quality Management District (South Coast AQMD) began operation on February 1, 1977 as a regional governmental agency established by the California Legislature pursuant to the Lewis Air Quality Management Act. The South Coast AQMD encompasses all of Orange County and parts of Los Angeles, San Bernardino and Riverside Counties. It succeeded the Southern California Air Pollution Control District (APCD) and its predecessor four county APCDs, of which the Los Angeles County APCD was the oldest in the nation, having been formed in 1947. The South Coast AQMD Governing Board is composed of 13 members, including four members appointed by the Boards of Supervisors of the four counties in South Coast AQMD's jurisdiction, six members appointed by cities in the South Coast AQMD's jurisdiction and three members appointed by the Governor, the Speaker of the State Assembly and the Rules Committee of the State Senate, respectively. The members appointed by the Boards of Supervisors and cities consist of one member of the Board of Supervisors of Los Angeles, Orange, Riverside, and San Bernardino Counties, respectively, and a mayor or member of the city council of a city within Orange, Riverside, and San Bernardino Counties. Los Angeles County cities have three representatives, one each from the western and eastern portions and one member representing the City of Los Angeles.

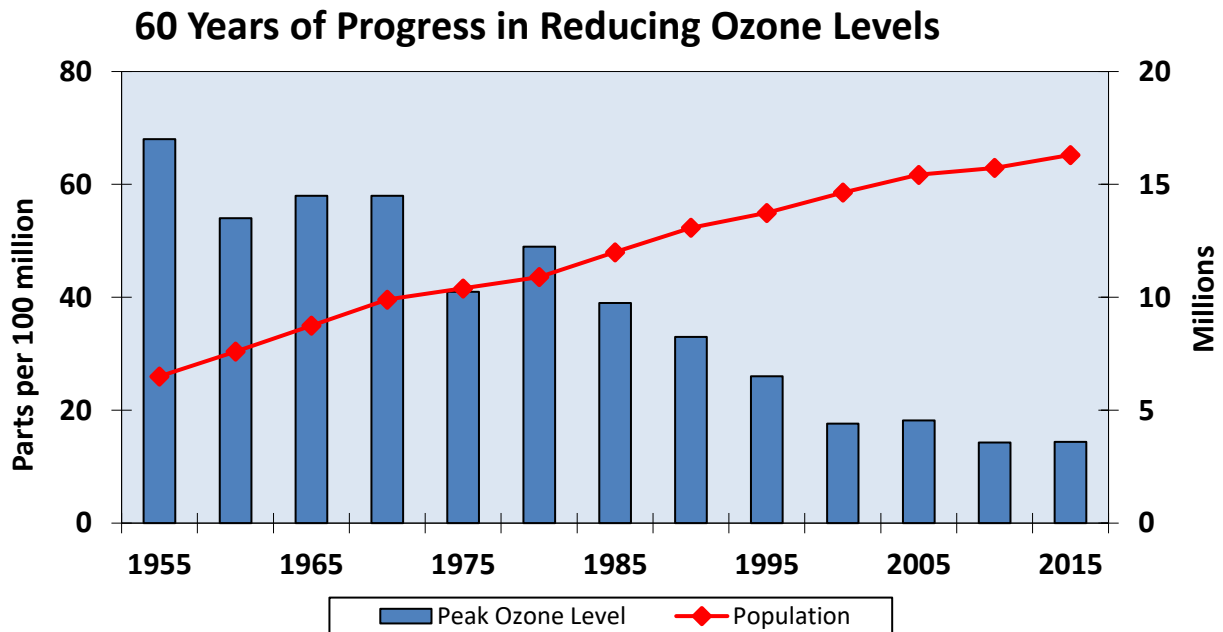


## Air Quality History

The South Coast Air Basin (Basin) has suffered unhealthy air since its rapid population growth and industrialization during World War II. While air quality has improved, the residents of the Basin still breathe some of the most polluted air in the nation.

The 69-year history of the region's air pollution control efforts is, in many ways, one of the world's key environmental success stories. Peak ozone levels have been cut by almost three-fourths since air monitoring began in the 1950s. Population exposure was cut in half during the 1980s alone.

Since the late 1940s when the war on smog began to 2017, the region's population has more than tripled from 4.8 million to 17.1 million; the number of motor vehicles has increased almost six-fold from 2.3 million to 13.8 million; and the area has grown into one of the most prosperous regions of the world. This phenomenal economic growth illustrates that pollution control and strong economic growth can coincide.



## Mission

South Coast AQMD's mission is to clean the air and protect the health of all residents in the South Coast Air District through practical and innovative strategies. This mission is pursued through a comprehensive program of planning, regulation, education, enforcement, compliance incentives, technical innovation and promoting public understanding of air quality issues. The South Coast

AQMD has implemented a policy of working with regulated businesses to ensure their participation in making the rules which will impact them. This cooperative approach has resulted in greater business support of rulemaking efforts for air that is more healthful to breathe.

To carry out its mission, South Coast AQMD develops a set of Goals and Priority Objectives which are evaluated and revised annually and presented as part of the budget proposal. The following proposed goals have been identified as being critical to meeting South Coast AQMD's Mission for FY 2020-21:

- I. Achieve Clean Air Standards.
- II. Enhance Public Education and Equitable Treatment for All Communities.
- III. Operate Efficiently and Transparently.

These goals are the foundation for South Coast AQMD's Work Program categories. Each goal is supported by multiple activities, which target specific areas of program performance.

## **Air Quality**

### Overview

The four-county Southern California region, designated for air quality purposes as the South Coast Air Basin (Basin), has some of the highest air pollution levels in the United States. The federal government has designated seven pollutants that are pervasive enough to warrant federal health standards, called National Ambient Air Quality Standards (NAAQS). Known as "criteria pollutants," these are: ozone (O<sub>3</sub>); nitrogen dioxide (NO<sub>2</sub>); particulates (PM<sub>10</sub>); fine particulates (PM<sub>2.5</sub>); carbon monoxide (CO); lead (Pb); and sulfur dioxide (SO<sub>2</sub>).

In addition, the State of California through the California Air Resources Board (CARB) sets ambient air quality standards for these same pollutants. California's standards are in some cases tighter than the U.S. Environmental Protection Agency's (U.S. EPA) standards, reflecting the conclusion on CARB's part that some of the federal standards are not adequate to protect public health in this region. Toxic compounds also are a potential problem. More toxic pollution is emitted into the air in the Basin than in any other region in California. The Basin's large number of motor vehicles and minor sources, including small businesses and households using ozone-forming consumer products and paints, compound the problem.

### Air Quality Trends

While our air quality continues to improve, the Basin remains one of the most unhealthy areas in the nation in terms of air quality. Ozone levels have fallen by more than three-quarters since peaks in the mid-1950s. U.S. EPA revised and strengthened the 8-hour ozone NAAQS, effective December 28, 2015, from concentrations exceeding 75 parts-per-billion (ppb) to concentrations exceeding 70 ppb. In 2019, the new 2015 8-hour ozone NAAQS was exceeded in the Basin on 128 days and the former 1997 ozone NAAQS was exceeded on 73 days. The 2015 ozone NAAQS was exceeded in the Basin on 141 days in 2018 and 145 days in 2017. Note that all the air quality

values for 2019 in this report are preliminary values that are subject to change during the validation process. Though the trend in ozone exceedance days has been decreasing over the past few decades, year-to-year variability can mask the underlying trends when focusing on short time periods. Year-to-year variability can be caused by enhanced photochemical ozone formation due to persistent weather patterns that limit vertical mixing and warm the lower atmosphere. Changes in the relative emissions of volatile organic compounds (VOCs) or oxides of nitrogen (NO<sub>x</sub>) can also affect the chemistry of ozone formation and lead to marginal short-term increases in ozone concentrations as NO<sub>x</sub> is reduced. While the ozone control strategy continued to reduce precursor emissions from man-made sources in the Basin, emissions of natural ozone precursors are not controllable. Ozone-forming emissions transported from frequent summer wildfires throughout California and year-to-year changes in the VOC emissions from vegetation resulting from dry and wet rainy-seasons affect ozone concentrations. The maximum observed ozone levels also show some year-to-year variability but have generally decreased over the years. The highest 8-hour ozone level in the 2019 data was 118 ppb, compared to 125 ppb in 2018 and 136 ppb in 2017.

PM<sub>2.5</sub> levels have decreased dramatically in the Basin since 1999; however, design value concentrations are still above the current annual 24-hour NAAQS. Effective March 18, 2013, U.S. EPA strengthened the annual average PM<sub>2.5</sub> standard from 15.0 µg/m<sup>3</sup> to 12.0 µg/m<sup>3</sup>, while retaining the 24-hour PM<sub>2.5</sub> NAAQS of 35 µg/m<sup>3</sup>. In 2018, the 24-hour PM<sub>2.5</sub> NAAQS was exceeded on 19 days in the South Coast Air Basin. In 2019, there were 12 exceedance days, based on preliminary filter data. Because the highest PM<sub>2.5</sub> concentrations typically occur during the rainy-season, design values are heavily dependent on the frequency of wintertime storm systems, which increase ventilation and remove PM when rainfall is present. PM<sub>2.5</sub> concentrations are also significantly influenced by wildfire smoke, which can be transported across wide distances. Smoke from historically large wildfires throughout California in December 2017 and November 2018 contributed to several exceedances of the 24-hour standard all throughout the South Coast Air Basin. Although the 2017-2019 24-hr design value still exceeds the federal standard, the average of the 2018 and 2019 98<sup>th</sup> percentile concentrations (two-thirds of the data used to calculate the 2018-2020 design value) are below the federal standard at all locations. The Basin's peak annual average PM<sub>2.5</sub> level in 2019 of 12.8 µg/m<sup>3</sup> (preliminary data) at the Ontario-60 near road site was lower than the 2018 value, 14.5 µg/m<sup>3</sup>, which occurred at the same site.

In 2006, the U.S. EPA rescinded the annual federal standard for PM<sub>10</sub> but retained the 24-hour standard. The U.S. EPA re-designated the Basin as attainment of the health-based standard for PM<sub>10</sub>, effective July 26, 2013. Apart from three high wind events in 2015 and 2016 and two high wind events in 2019, ambient levels of PM<sub>10</sub> in the Basin have continued to meet the federal 24-hour PM<sub>10</sub> NAAQS through 2019.

In November 2008, the U.S. EPA revised the lead NAAQS from a 1.5 µg/m<sup>3</sup> quarterly average to a rolling 3-month average of 0.15 µg/m<sup>3</sup> and added new near-source monitoring requirements. The Los Angeles County portion of the Basin has been designated non-attainment for lead due to monitored concentrations near one facility. However, starting with the 3-year 2012-2014 design

value, the Basin has met the lead standard through 2018. 2019 concentrations are yet not available at the time of publication. A re-designation request to the U.S. EPA is pending.

Nitrogen dioxide, sulfur dioxide, and carbon monoxide levels have improved in the Basin and are in full attainment of the NAAQS. In 2007, the U.S. EPA formally re-designated the Basin to attainment of the carbon monoxide NAAQS. Maximum levels of carbon monoxide in the Basin have been consistently less than one-third of the federal standards since 2004. In 2010, the U.S. EPA revised the NO<sub>2</sub> 1-hour standard to a level of 100 ppb and the SO<sub>2</sub> 1-hour standard to a level of 75 ppb. In 2019, all sites in the Basin remained in attainment of these NAAQS based on preliminary data.

### Mandates

South Coast AQMD is governed and directed by a comprehensive federal law (Federal Clean Air Act) and several state laws that provide the regulatory framework for air quality management in the Basin. These laws require South Coast AQMD to take prescribed steps to improve air quality.

South Coast AQMD is responsible for stationary sources such as factories. CARB and U.S. EPA are primarily responsible for motor vehicles. South Coast AQMD and CARB share responsibilities with respect to area sources. South Coast AQMD and the Southern California Association of Governments (SCAG) share some responsibilities with CARB regarding certain aspects of mobile source emissions related to transportation and land use. Control of emissions from sources such as airports, harbors, and trains are shared by U.S. EPA, CARB and South Coast AQMD. Without adequate efforts by CARB and U.S. EPA to control emission sources under their sole authority, it is impossible for the region to reach federal clean air standards.

The following is a more specific summary of the laws governing South Coast AQMD.

#### Federal Law:

Federal Clean Air Act (CAA): The CAA requires attainment of National Ambient Air Quality Standards (NAAQS) for criteria air pollutants, i.e. pollutants causing human health impacts due to their release from numerous sources. The following criteria pollutants have been identified: ozone, particulate matter (PM<sub>10</sub>), carbon monoxide, lead, nitrogen dioxide, and sulfur dioxide. Current deadlines vary by pollutant and severity of pollution in the region.

State Implementation Plans: The CAA requires each state to develop a State Implementation Plan (SIP) to attain the NAAQS by the applicable attainment deadlines. SIPs must be approved by U.S. EPA as containing sufficient measures to timely attain NAAQS and meet other requirements described below. SIPs must contain air pollution measures in adopted, "regulatory" form within one year after approval by U.S. EPA. Upon approval by U.S. EPA, SIP requirements can be enforced against regulated sources by U.S. EPA and by any citizen. South Coast AQMD must develop and submit to CARB for review, followed by submittal to U.S. EPA, an element of the SIP referred to as the South Coast AQMD Air Quality Management Plan (AQMP) demonstrating how the Basin will achieve the NAAQS.

Among the numerous other CAA requirements are: a mandate that the region achieve a three percent annual reduction in emissions of ozone precursors (VOC and NOx); a requirement that new sources over 10 tons per year of VOC or NOx, and modifications to such sources, achieve lowest achievable emission rate and offset their emission increases by equal reductions elsewhere in the region and transportation control measures to reduce vehicle trips.

To date, the South Coast AQMD's Governing Board has adopted AQMPs in 1989, 1991, 1994, 1997, 1999 (amendments to the plan adopted in 1997), 2003, 2007, 2012 and 2017. The 2016 AQMP was approved in March 2017.

Sanctions, Federal Implementation Plans, and Conformity Findings: The CAA mandates that sanctions be imposed on an area if a suitable SIP is not adopted and approved by U.S. EPA. These sanctions can include loss of key federal funds and more stringent requirements on new or expanding industries. Specific requirements for South Coast AQMD's AQMP include stringent requirements plus Lowest Achievable Emission Rate (LAER) and offsets for major new sources. Federal law also requires an operating permit program for major stationary sources, known as Title V, which must be supported by permit fees. In addition, air toxics regulations adopted by U.S. EPA pursuant to Title III must be implemented by South Coast AQMD.

Motor Vehicle Emission Controls: The CAA initially required U.S. EPA to adopt emission limitations for motor vehicles. The 1990 Amendments require U.S. EPA to adopt regulations to achieve further reductions in emissions from motor vehicles, as well as from other mobile sources such as locomotives. States are preempted from adopting emission limitations for motor vehicles and certain other mobile sources. Exception: California can adopt motor vehicle standards, and standards for some --but not all-- other mobile sources, and other states can adopt the California standards.

Hazardous Air Pollutants: In addition to criteria pollutants, the CAA regulates "hazardous air pollutants," i.e., those which can cause cancer or other severe localized health effects due to emissions from a single facility. U.S. EPA is required to adopt regulations mandating that new and existing sources emitting 10 tons per year or more of such pollutants employ Maximum Achievable Control Technology (MACT) according to specified schedules. U.S. EPA is to consider further reductions in the future to eliminate any remaining unacceptable residual risk.

#### California Law:

The California Clean Air Act (CCAA): The CCAA establishes numerous requirements for Air District air quality plans to attain state ambient air quality standards for criteria air contaminants. For example, a plan must contain measures adequate to achieve five percent per year emission reductions or must contain all feasible measures and an expeditious adoption schedule. For Air Districts with serious air pollution, its attainment plan should include the following: no net increase in emissions from new and modified stationary sources; and best available retrofit technology for existing sources.

Toxic Air Contaminants: The Air Toxic Hot Spots Act (Health & Safety Code §§ 44300, et seq.) requires facilities emitting specified quantities of pollutants to conduct risk assessments describing the health impacts to neighboring communities created by their emissions of numerous specified hazardous compounds. If an Air District determines the health impact to be significant, neighbors must be notified. In addition, state law requires the facility to develop and implement a plan to reduce the health impacts to below significance, generally within five years. Additional control requirements for hazardous emissions from specific industries are established by the state and enforced by Air Districts.

AB 617: A requirement for Air Districts to conduct air monitoring and adopt a Community Emissions Reduction Plan for communities designated by CARB under the AB 617 statewide program.

State law also includes the following measures:

- Tanner Air Toxics Process (AB 1807) which requires CARB to adopt air toxic control measures to limit emissions of toxic air contaminants from classes of industrial facilities. Local Air Districts are required to enforce these regulations or adopt equally or more stringent regulations of their own;
- Health & Safety Code §42705.5 which requires Air Districts to deploy a community air monitoring system in selected locations and Section 42706.5 which requires Air Districts to design, develop, install, operate and maintain refinery-related community air monitoring systems;
- Authority for South Coast AQMD to adopt a command-and-control regulatory structure requiring Best Available Retrofit Control Technology (BARCT);
- A requirement for South Coast AQMD to establish an expedited schedule for implementing BARCT at pre-determined greenhouse cap and trade facilities;
- A requirement for South Coast AQMD to establish a program to encourage voluntary participation in projects to increase the use of clean-burning fuels; and
- A requirement for South Coast AQMD to adopt and enforce rules to ensure no net emission increases from stationary sources.

### Air Quality Control

Developing solutions to the air quality problem involve highly technical processes and a variety of resources and efforts to meet the legal requirements of California and federal laws.

Monitoring: The first step in air quality control is to determine the smog problem by measuring air pollution levels. South Coast AQMD currently operates 45 monitoring stations in the South Coast Air Basin and a portion of the Salton Sea Air Basin in Coachella Valley. These range from fully equipped stations that measure levels of all criteria pollutants, as well as some air toxic pollutant levels, to those which measure a specific pollutant in critical areas. These measurements provide the basis of our knowledge about the nature of the air pollution problem and the data for planning and compliance efforts to address the problem.

**Pollution Sources:** South Coast AQMD, in cooperation with CARB and SCAG, estimates the sources of emissions causing the air pollution problem. Nature itself causes a portion of the emissions and must be considered. In general, South Coast AQMD estimates stationary and natural sources of emissions, SCAG develops the information necessary to estimate population and traffic, and CARB develops the information necessary to estimate mobile and area source emissions using the SCAG traffic data. This data is then consolidated in South Coast AQMD's AQMP for use in developing the necessary control strategies.

**Air Quality Modeling:** Using air quality, meteorological and emissions models, South Coast AQMD planners simulate air pollution to demonstrate attainment of the air quality standards and the impacts of sources to local and regional air quality. Due to the nature of air pollution, air quality models can be very complex. Some pollutants are not emitted directly into the air but are products of photochemical reactions in the atmosphere. For example, VOCs mix with nitrogen dioxide (NO<sub>2</sub>) and react in sunlight to form ozone; similarly, nitrogen oxide gases from tailpipes and smokestacks can be transformed into nitrates or particulates (PM<sub>2.5</sub> and PM<sub>10</sub>). The planners thus must consider transport, land use characteristics and chemical reactions of emissions in the atmosphere to evaluate air quality impacts. Using model output, planners can look at different control scenarios to determine the best strategies to reduce air pollution for the lowest cost.

The considerable data required for these analyses is collected on an ongoing basis by South Coast AQMD staff. Modeling data is prepared and delivered using a geographic information system (GIS). GIS capability is used to prepare and produce data and spatial analysis maps for various needs by South Coast AQMD including rulemaking and California Environmental Quality Act (CEQA) document development.

**Planning:** With emissions data and an air quality model in place, planners can develop possible control strategies and scenarios. South Coast AQMD focuses most of its effort on stationary source controls. As mentioned earlier, strategies to reduce vehicle miles traveled (VMT) are developed primarily by SCAG, while mobile source control standards are developed primarily by CARB.

Once a plan of emission controls to achieve the NAAQS is outlined, South Coast AQMD is required to hold multiple public meetings to present the proposed control strategies and receive public input. South Coast AQMD also conducts a socioeconomic analysis of the strategies. South Coast AQMD maintains an ongoing and independent advisory group of outside experts for both its air quality modeling and socioeconomic assessment methodologies.

To meet federal air quality standards, the AQMPs and SIP submittals, including the 2016 AQMP, called for significant emissions reductions from projected baseline emissions in order to meet the NAAQS by the federal attainment deadlines (2019 for the 2006 24-hour PM<sub>2.5</sub> NAAQS, 2025 for the 2012 annual PM<sub>2.5</sub> NAAQS, 2023 for the 1979 1-hour ozone NAAQS, 2024 for the 1997 8-hour ozone NAAQS, and 2032 for the 2008 8-hour ozone NAAQS). These combined reductions, while meeting most NAAQS, will still not result in attainment of all California State ambient air



quality standards or the revised 2015 8-hour ozone NAAQS. The 2012 AQMP addressed the 24-hour PM2.5 NAAQS. The 2016 AQMP addresses the 2008 8-hour ozone NAAQS and the 2012 annual PM2.5 NAAQS and demonstrates compliance with the requirements for being a “serious” non-attainment area for the 24-hour PM2.5 NAAQS requirements. South Coast AQMD will continue to improve the emissions inventories and modeling techniques in order to address the 2015 8-hour NAAQS for the next AQMP revision which has an anticipated adoption in the 2022 timeframe.

**Rulemaking:** The regulatory process, known as rulemaking, takes the concepts of control measures outlined in the AQMP and turns them into proposed rule language. This process involves the following: extensive research on technology; site inspections of affected industries to determine feasibility; typically, a year or more of public task force and workshop meetings; in-depth analyses of environmental, social and economic impacts; and thorough review with appropriate Governing Board Committees.

This extensive process of public and policymaker participation encourages consensus in development of rule requirements so that affected sources have an opportunity for input into the rules that will regulate their operations. Once the requirements are developed, the proposed rule, along with an Environmental Assessment and a socioeconomic report, is presented to South Coast AQMD’s Governing Board at a public hearing. Public testimony is presented and considered by the Board before any rule is adopted. The adopted or amended rules are then submitted to CARB and U.S. EPA for their approval. It is not uncommon for rulemaking to include follow-up implementation studies. These studies may extend one or more years past rule adoption/amendment and prior to rule implementation. Such studies are typically submitted to the Governing Board or appropriate Governing Board Committee.

**Enforcement and Education:** South Coast AQMD issues permits to construct and operate equipment to companies to ensure equipment is operated in compliance with adopted rules. Follow-up inspections are made to ensure that equipment is being operated under permit conditions.

**Technical Innovation:** In the late 1980s, South Coast AQMD recognized that technological innovation, as well as rule enforcement, would be necessary to achieve clean air standards. Thus, the Technology Advancement Office was created to look for and encourage technical innovation to reduce emissions. The California State Legislature supported this effort by providing a \$1 surcharge on every DMV registration fee paid within the Basin. These funds have been matched at a ratio of approximately three-to-one with funds from the private sector to develop new technologies such as low-emission vehicles, low-NO<sub>x</sub> burners for boilers and water heaters, zero-pollution paints and solvents, fuel cells and other innovations.

An additional \$4 vehicle registration fee was authorized by the state legislature in 1990. These fees are administered through South Coast AQMD with \$1.20 going to South Coast AQMD for mobile source emissions reductions, \$1.60 subvended directly to cities and counties to support their air quality programs, and \$1.20 to the Mobile Source Air Pollution Reduction Review

Committee (MSRC). The MSRC is an outside panel established by state law whose function is to make the decisions on the actual projects to be funded from that portion of the revenue.

Public Education: South Coast AQMD's efforts to clean up the air will be successful only to the extent that the public understands air quality issues and supports and participates in cleanup effort. Thus, South Coast AQMD strives to involve and inform the public through the Legislative and Public Affairs/Media Office, public meetings, publications, the press, public service announcements, and social media.

## **Budget Synopsis**

South Coast AQMD's annual budget is adopted for the General Fund for a fiscal year that runs from July 1 through June 30. The period covered by the FY 2020-2021 budget is from July 1, 2020 to June 30, 2021. The General Fund budget is the agency's operating budget and is structured by Office and account. The accounts are categorized into three Major Objects: Salaries and Employee Benefits, Services and Supplies, and Capital Outlays. The budget is supplemented with a Work Program containing nine program categories which estimate staff resources and expenditures along program and activity lines. Each category consists of a number of Work Programs, or activities. A Work Program Output Justification form is completed for each Work Program which identifies performance goals, quantifiable outputs, legal mandates, activity changes and revenue categories.

The annual expenditure and revenue budget for the General Fund is adopted on a modified accrual basis. All annual expenditure appropriations lapse at fiscal year-end if they have not been expended or encumbered. Throughout the year, budget amendments may be necessary to accommodate additional revenues and expenditure needs. Any amendments due to budget increases or transfers between expenditure accounts in different Major Objects must be approved by South Coast AQMD's Governing Board. They are submitted to the Governing Board for approval at a monthly Board meeting in the format of a board letter which documents the need for the request and the source of funding for the expenditure. Budget amendments resulting from transfers between expenditure accounts within the same Major Object are approved at the Office level.

South Coast AQMD does not adopt annual budgets for its Special Revenue Funds. Special Revenue Funds are used to record transactions applicable to specific revenue sources that are legally restricted for specific purposes. All transactions in Special Revenue Funds are approved by the Governing Board on an as-needed basis. South Coast AQMD's Comprehensive Annual Financial Report includes the General Fund and Special Revenue Funds.

### **Budget Process**

The South Coast AQMD budget process begins with the Chief Financial Officer issuing instructions and guidelines to the Offices. Under the guidance of the Executive Officer, the Chief Operating

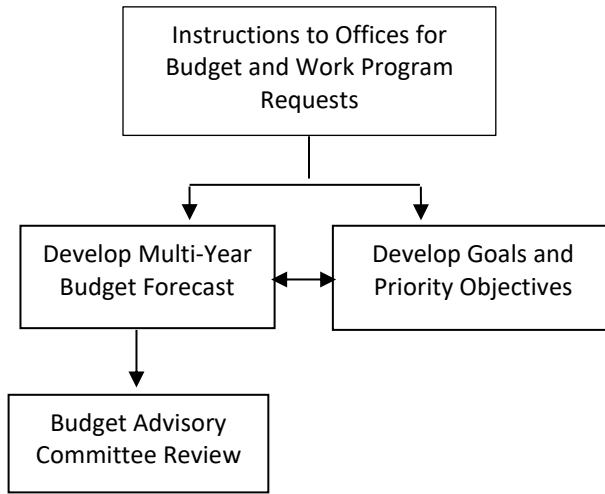
Officer and the Chief Financial Officer the Offices also begin establishing Goals and Priority Objectives for the fiscal year. The proposed annual budget and multi-year forecast is then developed by the Offices, Finance, Executive Council, Chief Operating Officer and the Executive Officer based on the Goals and Priority Objectives as well as guidelines issued by the Executive Officer. Each Office submits requests for staffing, select Salary accounts, Services and Supplies accounts, and the Capital Outlays account. The remaining salary and benefit costs are developed by Finance. Capital expenditure requests are reviewed by an in-house committee who prioritizes the requests. Revenue projections are developed by Finance based on input received from the appropriate Offices and incorporate any proposed changes to Regulation III - Fees. This information is integrated into an initial budget request, including a multi-year forecast, and then fine-tuned under the direction of the Chief Operating Officer and the Executive Officer to arrive at a proposed budget. The public, business community, and other stakeholders have several opportunities to participate in the budget process, up to and at the budget adoption hearing by the Governing Board, including:

- Two meetings of the Budget Advisory Committee whose members include various stakeholder representatives.
- One public consultation meeting to discuss the automatic CPI increase and proposed amendments to Regulation III – Fees and a second public consultation meeting to discuss the proposed budget and the automatic CPI increase. (Staff initially planned to propose amendments to Regulation III – Fees. On March 25, 2020, those proposed amendments were withdrawn. Staff is also recommending that this year’s automatic CPI increase be refunded to fee payors via a credit on their bills.)
- a public hearing on the Proposed Budget and Work Program

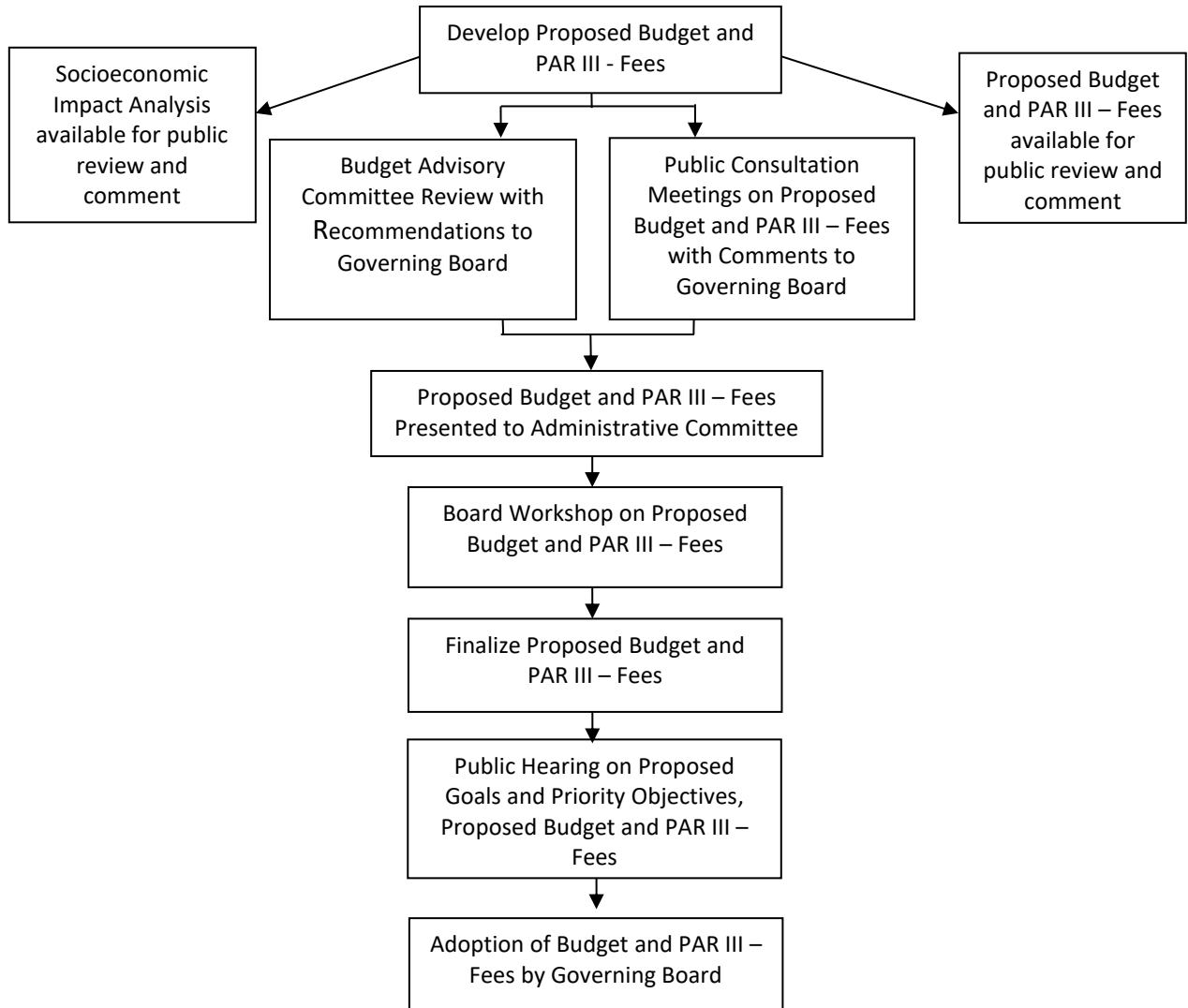
The proposed budget is presented to South Coast AQMD’s Governing Board at a budget workshop and to South Coast AQMD’s Administrative Committee. Any public comments and Budget Advisory Committee recommendations are submitted to the Governing Board by April 15 of each year. The proposed budget is adopted by the Governing Board and is in place on July 1 for the start of the new fiscal year.

The following flow charts represent the typical major milestones and budget processes that take place in developing South Coast AQMD’s annual budget. (Although Regulation III is mentioned because it is typically part of the budget process, staff is not proposing any amendments to Regulation III – Fees.)

### Preliminary Budget Process



### Annual Budget Process



<b>FY 2021 Budget Timeline</b>	
Budget submissions received from Offices	Jan 17, 2020
Budget Advisory Committee meeting	Jan 17, 2020
Proposed budget available for public review	March 31, 2020
Budget Advisory Committee meeting on proposed budget	April 3, 2020
Public Consultation Meeting on proposed budget	April 7, 2020
Proposed budget presented to Administrative Committee	April 10, 2020
Governing Board Budget Study Session	April 10, 2020
Public comments and Budget Advisory Committee recommendations submitted to Governing Board	April 15, 2020
Public Hearing & Governing Board adoption of budget	May 1, 2020

## **Proposed Budget & Work Program**

### Budget Overview

The budget for FY 2020-21 is a balanced budget with revenues/transfers in and expenditures/transfers out of \$173.0 million. To compare against prior years, the following table shows South Coast AQMD's amended budget and actual expenditures for FY 2018-19, adopted and amended budgets for FY 2019-20 and proposed budget for FY 2020-21.

<b>Description</b>	<b>FY 2018-19 Amended</b>	<b>FY 2018-19 Actual</b>	<b>FY 2019-20 Adopted</b>	<b>FY 2019-20 Amended<sup>1</sup></b>	<b>FY 2020-21 Proposed</b>
Staffing	938	-	939	947	946
Revenue/Transfers In	\$170.7	\$167.3	\$170.9	\$185.3	\$173.0
Expenditures/Transfers Out	\$180.4	\$164.1	\$170.9	\$191.7	\$173.0

<sup>1</sup> Includes Board approved changes through February 2020

The FY 2020-21 proposed budget reflects a decrease of \$18.7 million in expenditures/transfers out from the FY 2019-20 amended budget and an increase of \$2.1 million in expenditures/transfers out from the budget adopted for FY 2019-20. The increase in expenditures/transfers out from the FY 2019-20 adopted budget can be attributed to increases in retirement costs, Services and Supplies, and Capital Outlays. The FY 2020-21 proposed budget of 946 positions has a net decrease of one position over the FY 2019-20 amended budget with the deletion of one position in Information Management.

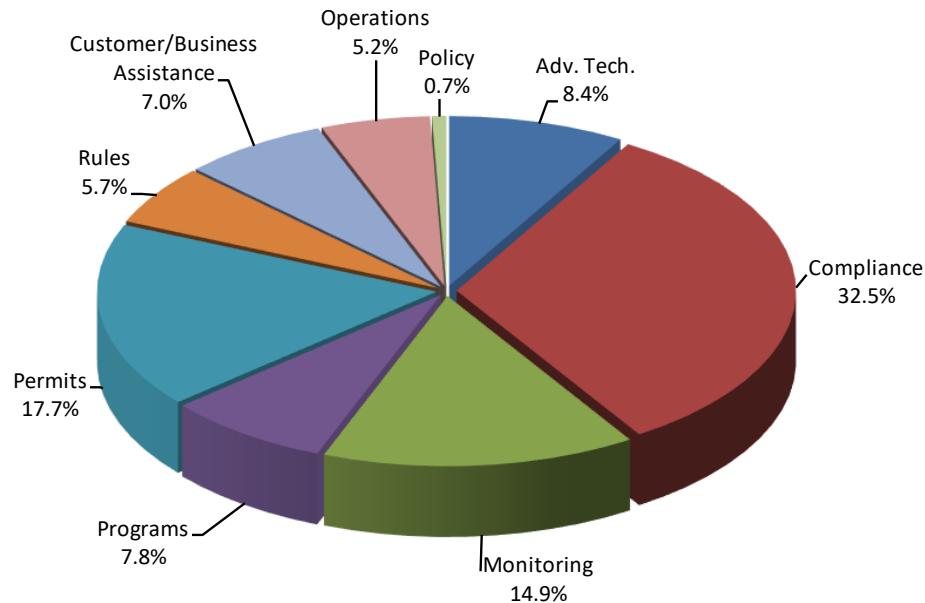
## Expenditures

### Work Program

South Coast AQMD expenditures are organized into nine Work Program Categories: Advance Clean Air Technology; Ensure Compliance with Clean Air Rules; Customer Service and Business Assistance; Develop Programs to Achieve Clean Air; Develop Rules to Achieve Clean Air; Monitoring Air Quality; Operational Support; Timely Review of Permits; and Policy Support. Each category consists of Work Programs, or activities, which are classified according to the nature of the activity being performed.

Each Work Program ties to the goals and objectives of the agency and identifies resources, performance measures/outputs and legal mandates. A complete description of each program category along with a detailed work program sort by program is included in the Goals and Priority Objectives and Work Program section. The pie chart that follows represents the budgeted expenditures by Program Category for FY 2020-21.

**Work Program Category Expenditures**



The following table compares South Coast AQMD Work Program expenditures by category for the FY 2019-20 adopted budget and FY 2020-21 proposed budget.

<b>Work Program Categories</b>	<b>FY 2019-20 Adopted Budget</b>	<b>FY 2020-21 Proposed Budget</b>
Advance Clean Air Technology	\$ 14,407,609	\$14,581,483
Customer Service and Business Assistance	11,670,353	12,035,187
Develop Programs to Achieve Clean Air	13,522,293	13,561,091
Develop Rules to Achieve Clean Air	10,774,511	9,871,502
Ensure Compliance with Clean Air Rules	55,331,881	56,299,951
Monitoring Air Quality	23,964,705	25,853,696
Operational Support	8,680,764	9,037,236
Policy Support	1,361,283	1,174,207
Timely Review of Permits	31,183,326	30,574,628
<b>Total</b>	<b>\$170,896,725</b>	<b>\$172,988,981</b>

Note: Fully burdened expenditures based on the Cost Allocation Schedule

#### Account Categories

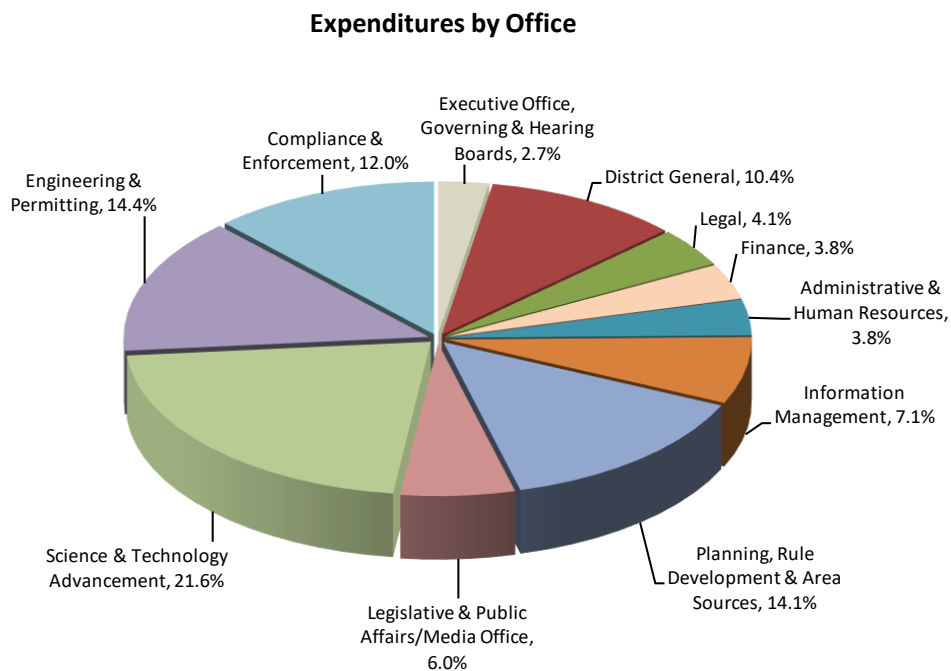
The following table compares the FY 2019-20 adopted budget and the FY 2019-20 amended budget to the proposed budget for FY 2020-21 by account category. The FY 2019-21 amended budget includes the Board-approved mid-year adjustments through March 2020.

<b>Account Description</b>	<b>FY 2019-20 Adopted Budget</b>	<b>FY 2019-20 Amended Budget<sup>1</sup></b>	<b>FY 2020-21 Proposed Budget</b>
Salaries/Benefits	\$141,667,712	\$142,242,416	\$140,750,642
Insurance	1,317,400	1,357,400	1,449,140
Rents	511,823	1,267,574	805,123
Supplies	2,880,142	4,610,640	3,265,442
Contracts and Services	10,230,004	10,984,162	10,656,863
Maintenance	1,825,343	3,544,533	1,813,343
Travel/Auto Expense	931,323	1,188,527	945,323
Utilities	1,959,620	1,774,818	1,989,620
Communications	707,800	975,289	907,800
Capital Outlays	395,000	13,259,724	926,000
Other	1,438,583	1,756,154	1,444,783
Debt Service	6,190,622	6,190,624	7,193,549
Transfers Out	841,353	2,525,592	841,353
<b>Total</b>	<b>\$170,896,725</b>	<b>\$191,677,453</b>	<b>\$172,988,981</b>

<sup>1</sup> Includes Board approved changes through February 2020

As mentioned previously, the proposed budget for FY 2020-21 represents an approximately \$18.7 million decrease in expenditures from the FY 2019-20 amended budget. The FY 2019-20 amended budget includes mid-year increases associated with the following: monitoring equipment and staff for the implementation of the Rule 1180 Community and Enhanced Monitoring Program, Headquarters Building elevator modernization project, legal counsel for specialized, environmental, and other litigation, the purchase of office data cable infrastructure for the Headquarters building, legislative representation in Sacramento, outreach efforts for the high school air quality education program, staff, services and supplies and capital budget for critical projects and programs, funding for critical building infrastructure projects, funding for the Health Effects Research Fund, the purchase of fleet vehicles, upgrade to the Headquarters building security server and related equipment, and grant-related expenditures offset by revenue.

The following pie chart represents budgeted expenditures by Office for FY 2020-21.



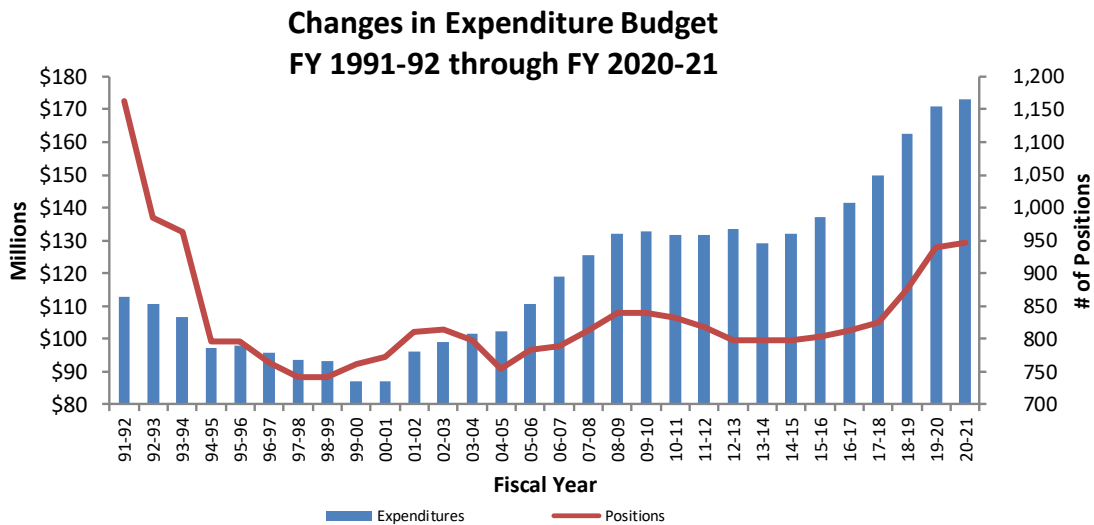
**Budget Strategy**

Over the years, South Coast AQMD has focused on streamlining many of its operations while still meeting its program commitments despite new federal and state mandates and increased workload complexity. The focus has been, and continues to be, on reducing or maintaining expenditure levels in the Major Object of Services and Supplies and maximizing the efficient use

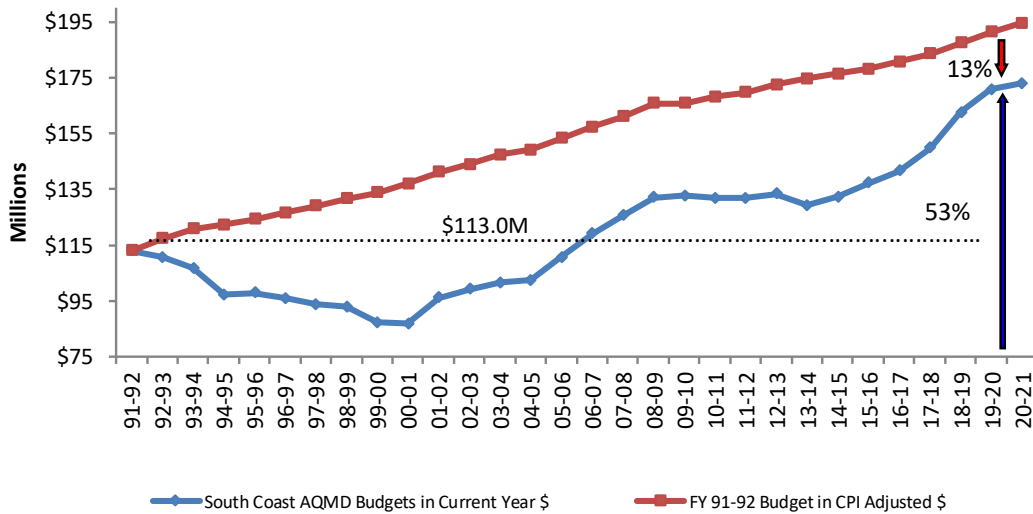


of staff resources to enable select vacant positions to remain vacant, be deleted or be unfunded whenever possible. However, In FY 2017-18, South Coast AQMD’s workload increased substantially when the agency began to receive funding from the California Resource Board under AB 617 to reduce exposure in neighborhoods most impacted by air pollution as well as funding under the AB 134 Community Air Protection Fund. In FY 2019-20, South Coast AQMD began receiving funding through the California Resource Board under the Volkswagen Mitigation Settlement Agreement which has also increased the agency’s workload. An additional 83 new positions funded by AB 617, 11 positions funded by AB 134 and 5 positions funded by the Volkswagen Mitigation Settlement Agreement have been added, along with various services, supplies and capital equipment, to support these programs. Nonetheless, South Coast AQMD’s focus continues to be on the efficient use of its resources to keep expenditure and staffing levels as low as possible. In addition, the budgeted vacancy rate is reviewed and adjusted, as necessary, as part of the annual budget process. In light of the COVID-19 pandemic, the vacancy rate proposed for FY 2020-21 is 13%, up from the FY 2019-20 amended budget rate of 9%. These efforts have resulted in reduced program costs overall and a balanced budget for FY 2020-21. The following charts show South Coast AQMD’s staffing and budget levels starting in FY 1991-92 when staffing was at 1,163 FTEs. The proposed budget for FY 2020-21 reflects a staffing level of 946 FTEs. This staffing level is 19% (217 FTEs) below the FY 1991-92 level.

The FY 2020-21 proposed budget is 53% higher when compared to the FY 1991-92 adopted budget of \$113 million. However, after adjusting the FY 1991-92 adopted budget for CPI over the last 29 years, the FY 2020-21 proposal is 13% lower.



## Inflation Impact on South Coast AQMD Budgets FY 1991-92 through FY 2020-21



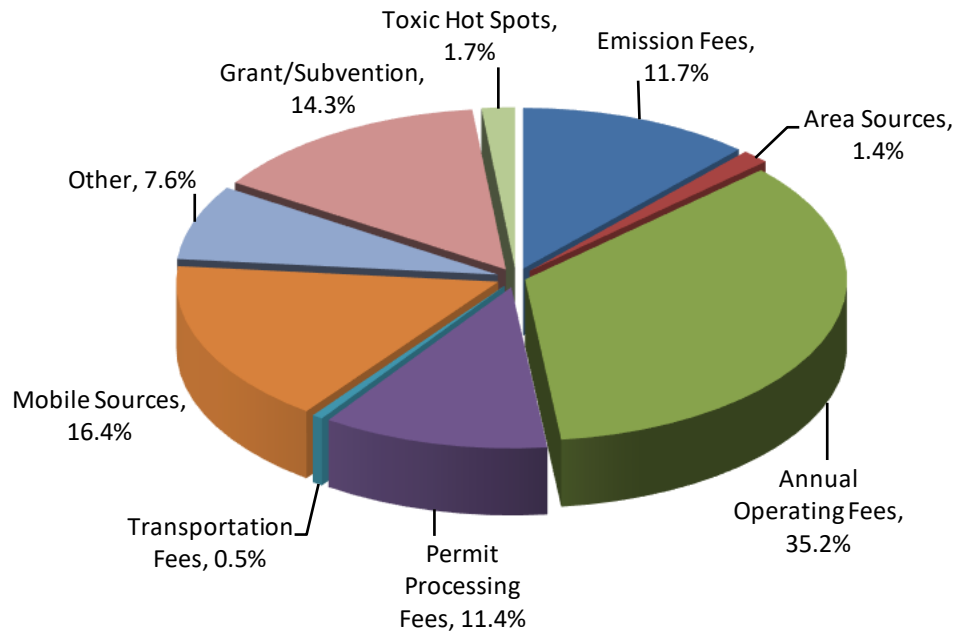
Note: CPI adjustment based on California Consumer Price Index for the preceding Calendar Year

## Revenues

### Revenue Categories

Each year, in order to meet its financial needs, the South Coast AQMD Governing Board adopts a budget supported by a system of annual operating and emission fees, permit processing fees, toxic “Hot Spots” fees, area sources fees, source test/analysis fees, and transportation plan fees. In FY 2020-21, these fees are projected to generate approximately \$107.5 million or 62% of South Coast AQMD revenues; of this \$107.5 million, \$100.9 million or 58% of South Coast AQMD’s projected revenues are from stationary sources. Other sources, which include penalties/settlements, Hearing Board fees, interest, and miscellaneous income, are projected to generate approximately 7% of total revenues in FY 2020-21. The remaining 31% of revenue is projected to be received in the form of federal and state grants, California Air Resource Board (CARB) subvention, and California Clean Air Act motor vehicle fees. Beginning in Fiscal Year 1978-79 Budget, the South Coast AQMD became a fee supported agency no longer receiving financial support from property taxes. The following pie chart represents revenues by Major Category for then proposed FY 2020-21 budget.

## Revenues by Major Category



The following table compares the FY 2019-20 adopted revenue budget and the FY 2019-20 amended revenue budget to the proposed revenue budget for FY 2020-21. The FY 2019-20 amended revenue budget includes Board-approved mid-year changes through February 2020.

Revenue Description	FY 2019-20 Adopted Budget	FY 2019-20 Amended Budget <sup>1</sup>	FY 2020-21 Proposed Budget
Annual Operating Emission Fees	\$ 20,675,800	\$ 20,675,800	\$ 20,300,062
Annual Operating Permit Renewal Fees	59,351,020	59,351,020	60,881,370
Permit Processing Fees	20,643,870	20,643,870	19,744,260
Portable Equipment Registration Program	1,000,000	1,000,000	1,000,000
Area Sources	2,277,000	2,277,000	2,000,000
Grants/Subvention	21,155,180	27,582,771	24,706,150
Mobile Sources	28,129,833	28,129,833	28,438,765
Transportation Programs	963,900	963,900	950,500
Toxic Hot Spots	2,647,420	2,647,420	2,891,580
Other <sup>2</sup>	9,763,002	9,763,002	8,898,894
Transfers In	4,289,700	12,301,980	3,177,400
<b>Total</b>	<b>\$170,896,725</b>	<b>\$185,336,596</b>	<b>\$172,988,981</b>

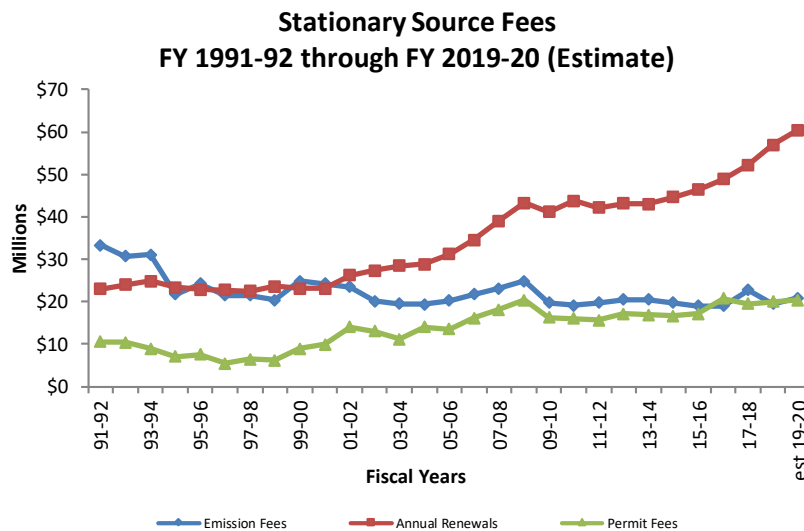
<sup>1</sup> Includes Board approved changes through February 2020  
<sup>2</sup> Includes revenues from Interest, Lease Income, Source Testing, Hearing Board, Penalties/Settlements, Subscriptions, and Other

Over the past two decades, total permit fees (including permit processing, annual operating permit, and annual emissions-based fees) collected from stationary sources has increased by about 53% from \$66.8 million in FY 1991-92 to \$101.9 million (estimated) in FY 2019-20. When adjusted for inflation however, stationary source revenues have decreased by 11% over this same period.

Mobile source revenues that are subvned to the South Coast AQMD by the Department of Motor Vehicles (DMV) are projected to decrease slightly from the FY 2019-20 budgeted amounts based on vehicle registration information from the DMV and recent revenue received. In addition, this category reflects reimbursements of incentive programs (Clean Fuels, Carl Moyer, Prop 1B, VW Mitigation and AB 134) whose contract activities and revenues are recorded in special revenue funds (outside the General Fund). These incentive program costs incurred by the General Fund are reimbursed to the General Fund from the various special revenue funds (subject to any administrative caps) and are reflected under the Mobile Source revenue category.

Revenues from the federal government, (Environmental Protection Agency, Department of Homeland Security, and Department of Energy) are projected to decrease slightly in FY 2020-21 from FY 2019-20 budgeted levels reflecting the anticipated level of federal funding from one-time and on-going grants in support of air quality efforts. State Subvention funding is expected to remain at the current level for FY 2020-21. In addition, funding recognized from CARB for the AB 617 Community Air Protection Program is expected to increase from the FY 2019-20 budgeted level.

The following graph tracks actual stationary source revenues by type of fee from FY 1991-92 (when CPI limits were placed on South Coast AQMD fee authority) to estimated revenues for FY 2019-20.



## Debt Structure

### Pension Obligation Bonds

These bonds were issued jointly by the County of San Bernardino and the South Coast AQMD in December 1995. In June 2004 the South Coast AQMD went out separately and issued pension obligation bonds to refinance its respective obligation to the San Bernardino County Employee's Retirement Association (SBCERA) for certain amounts arising as a result of retirement benefits accruing to members of the Association.

The annual payment requirements under these bonds are as follows:

<b>Year Ending June 30</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2021	\$3,840,443	\$3,353,106	\$7,193,549
2022	4,006,881	3,186,361	7,193,242
2023	3,780,000	348,736	4,128,736
2024	4,010,000	118,897	4,128,897
Total	\$15,637,324	\$7,007,100	\$22,644,424

## Fund Balance

South Coast AQMD is projecting an Unreserved (Unassigned) Fund Balance for June 30, 2021 of \$49,437,308 in addition to the following Reserved and Unreserved Designated Fund Balances for FY 2020-21.

<b>Classification</b>	<b>Reserves/Unreserved Designations</b>	<b>Amount</b>
Committed	Reserve for Encumbrances	\$ 16,238,000
Nonspendable	Reserve for Inventory of Supplies	80,000
	Unreserved Designations:	
Assigned	For Enhanced Compliance Activities	883,018
Assigned	For Other Post Employment Benefit (OPEB) Obligations	2,952,496
Assigned	For Permit Streamlining	234,159
Assigned	For Self-Insurance	2,000,000
Assigned	For Unemployment Claims	80,000
	Total Reserved & Unreserved Designations	\$ 22,467,673

Reserves are portions of the fund balance set aside for future use and are therefore not available for appropriation. These funds are made-up of encumbrances which represent the estimated amount of current and prior years' purchase orders and contract commitments at year-end and

inventory which represents the value at cost of office, computer, cleaning and laboratory supplies on hand at year-end.

Unreserved Designations in the fund balance indicate plans for use of financial resources in future years. The Designation for Enhanced Compliance Activities provides funding for inspection/compliance efforts. The Designation for Other Post Employment Benefit Obligations (OPEB) provides funding to cover the current actuarial valuation of the inherited OPEB obligation for long-term healthcare costs from the County of Los Angeles resulting from the consolidation of the four county Air Pollution Control Districts (APCDs). The Designation for Permit Streamlining was established to fund program enhancements to increase permitting efficiency and customer service. South Coast AQMD is self-insured for general liability, workers' compensation, automobile liability, premises liability, and unemployment.

### **Long-Term Projection**

South Coast AQMD continues to face a number of challenges in the upcoming years, including the economic impact from the COVID-19 pandemic, continued higher operating costs, the need for major information technology and building infrastructure improvement projects with the aging of our headquarters building, and growing program commitments while meeting air quality goals and permit processing targets. Recruiting, training and retaining the high level of technical staffing expertise necessitated by the Community Air Protection Program established in 2017 under AB 617, the Volkswagen Mitigation Settlement Projects, the Refinery Fenceline Air Monitoring Plans under Rule 1180, and additional incentive funding under AB 134, as well as for South Coast AQMD's ongoing projects and programs, will continue to be a challenge further complicated by COVID-19 and the retirement of current, long-term staff.

Increasing retirement costs and any future actions SBCERA may take due to financial market fluctuations which could significantly impact South Coast AQMD's level of expenditures remains a primary uncertainty. Any legislative action that may impact the level of federal and state funding from grant awards, particularly AB 617 funding, and subvention funds is another unknown that must be considered as South Coast AQMD plans for the future. Cost recovery within the constraints of Proposition 26 is an additional uncertainty as South Coast AQMD strives to balance program operating expenses with revenues collected from fees.

In order to face these challenges, South Coast AQMD has a five year plan in place that provides for critical infrastructure improvement projects, maintains a stable vacancy rate in order to maximize cost efficiency, better aligns program revenues with costs, and strives to keep the percentage of unreserved fund balance to revenue within the Governing Board policy of 20%.

The following chart, outlining South Coast AQMD's financial projection over this time period, shows the agency's commitment to meet these challenges and uncertainties while protecting the health of the residents within the South Coast AQMD boundaries and remaining sensitive to

business. Starting in FY 2023-24, South Coast AQMD will realize a \$3.1M savings in Pension Obligation Bond payments.

<b>Fiscal 2019-20 Estimate and Five Year Projection</b>						
<b>(\$ in Millions)</b>						
	<b>FY 19-20 Estimate</b>	<b>FY 20-21 Proposed</b>	<b>FY 21-22 Projected</b>	<b>FY 22-23 Projected</b>	<b>FY 23-24 Projected</b>	<b>FY 24-25 Projected</b>
STAFFING		946	946	946	946	946
REVENUES/TRANSFERS IN*	\$181.3	\$173.0	\$177.8	\$177.7	\$179.0	\$183.5
EXPENDITURES/TRANSFERS OUT	\$184.4	\$173.0	\$182.9	\$187.4	\$187.6	\$184.3
Change in Fund Balance	-\$3.1	-	-\$5.1	-\$9.7	-\$8.6	-\$1.0
UNRESERVED FUND BALANCE (at year-end)	\$55.6	\$55.6	\$50.5	\$40.8	\$32.2	\$31.2
% of REVENUE	31%	32%	28%	23%	18%	17%
* FY 2020-21 does not include a projected CPI fee increase of 2.8% due to COVID-19; FY 2021-22 has a projected CPI increase of 3.2% and restoration of the FY 20-21 CPI fee increase; FY 2022-23, FY 2023-24, and FY 2024-25 have a projected CPI increase of 3.1% for each FY.						

As part of the Five Year Projection, South Coast AQMD has identified projected building maintenance and capital outlay improvement projects for its headquarters building. These projects are outlined in the following chart. In addition, the Infrastructure Improvement Special Revenue Fund was created with unanticipated one-time revenues from the General Fund for some of the capital outlay building-related improvement projects.

<b>GENERAL FUND POTENTIAL BUILDING MAINTENANCE and CAPITAL OUTLAY PROJECTS FY 2020-21 through 2024-25</b>
Child Care Building Roof Replacement and Playground Renovation
Patio Crack and Joint Sealing
Carpet Installation 3rd & 4th Floor
Atrium and Building Expansion Joint Waterproofing
Concrete Repair in East Courtyard & Pedestrian Areas
Irrigation System Renovation
Building Window and Structural Joint Sealing
Saw Tooth Lab Roof Refurbishment
Restroom and Copy/Coffee Sink and Counter Tops Replacement
Parking Lot Repair and Reseal
Retrofit Can Lighting (LED)
Door Replacement 2 North (Administration)
Landscape Renovation
Roofing Surface Recoating (Sure Coat Systems)
Building Interior Painting and Wallpaper
VCT Tiles Replacement (Various Areas)
Restroom Panels Refurbishment/Replacement
Vinyl Wall Covering Replacement (Various Areas)
Air Handler Mechanical Systems Upgrade /Fan Wall Installation
Building Energy Management System Upgrade
Building Lighting Controls Upgrade
Leibert AC Units-Computer Room Replacement
Air Handler Mechanical Systems/Fan Wall Install Upgrade
Fire Life Safety System Upgrade
Pneumatic Controls to DDC (Direct Digital Control) Conversion
Automatic Transfer Switch Upgrade
Aging Kitchen Equipment Replacement
Computer Room UPS System Upgrade
Parking Lot Lights to LED Conversion
Fluorescent Office Lighting to LED Conversion
Emergency Generator Upgrade
EVES Charger and Support System Upgrade



**SUMMARY OF FISCAL YEAR 2020-21 PROPOSED BUDGET**

	<b>FY 2019-20 Adopted Budget</b>	<b>FY 2019-20 Amended Budget <sup>1</sup></b>	<b>FY 2019-20 Estimate <sup>2</sup></b>	<b>FY 2020-21 Proposed</b>
<b>Funding Sources</b>				
Revenue	\$ 166,607,025	\$ 173,034,616	\$ 179,495,060	\$ 169,811,581
Transfers-In	4,289,700	12,301,980	1,814,783	3,177,400
<b>Total Funding Sources</b>	<b>\$ 170,896,725</b>	<b>\$ 185,336,596</b>	<b>\$ 181,309,843</b>	<b>\$ 172,988,981</b>
<b>Funding Uses</b>				
Salaries & Employee Benefits	\$ 141,667,712	\$ 142,242,416	\$ 135,502,331	\$ 140,750,642
Services & Supplies	27,992,660	33,637,556	33,129,368	30,470,986
Capital Outlays	395,000	13,271,889	13,271,889	926,000
Transfers-Out	841,353	2,525,592	2,525,592	841,353
<b>Total Funding Uses</b>	<b>\$ 170,896,725</b>	<b>\$ 191,677,453</b>	<b>\$ 184,429,180</b>	<b>\$ 172,988,981</b>

<b>Fund Balances - Reserves &amp; Unreserved Designations</b>	<b>Classification</b>	<b>Projected June 30, 2020</b>	<b>Projected June 30, 2021</b>
Reserve for Encumbrances	Committed	\$ 16,238,000	\$ 17,402,000
Reserve for Inventory of Supplies	Nonspendable	80,000	80,000
Designated for Enhanced Compliance Activities	Assigned	883,018	883,018
Designated for Other Post Employment Benefit (OPEB) Obligations	Assigned	2,952,496	2,952,496
Designated for Permit Streamlining	Assigned	234,159	234,159
Designated for Self-Insurance	Assigned	2,000,000	2,000,000
Designated for Unemployment Claims	Assigned	80,000	80,000
<b>Total Reserves &amp; Unreserved Designations</b>		<b>\$ 22,467,673</b>	<b>\$ 23,631,673</b>
Unassigned Fund Balance	Unassigned	\$ 49,437,308	\$ 49,454,308
<b>Total Fund Balances</b>		<b>\$ 71,904,981</b>	<b>\$ 73,085,981</b>

<sup>1</sup> The FY 19-20 Amended Budget includes mid-year changes through February 2020.

<sup>2</sup> Includes estimated encumbrances of \$12,800,000 which will be applicable to the fiscal year ending June 30, 2020.

**ANALYSIS OF PROJECTED JUNE 30, 2020 FUND BALANCE**

<b>Fund Balances as of June 30, 2019</b>	
Reserves	\$ 12,359,666
Designated	6,149,673
Unassigned	52,514,979
<b>Total Fund Balances, June 30, 2019</b>	<b>\$ 71,024,318</b>
<b>Add Excess Fiscal Year 2019-20 Revenues over Expenditures</b>	
Revenues	\$ 181,309,843
Expenditures <sup>1</sup>	169,103,588
<b>Sub-Total</b>	<b>\$ 12,206,255</b>
Deduct Decrease in Encumbrances Open on June 30, 2020	(8,800,000)
Deduct Projected FY 2019-20 Transfers Out to Other Funds	(2,525,592)
<b>Total Projected Fund Balances, June 30, 2020</b>	<b>\$ 71,904,981</b>
<b>Fund Balances (Projected) at June 30, 2020</b>	
Reserve for Encumbrances	\$ 16,238,000
Reserve for Inventory of Supplies	80,000
Designated for Enhanced Compliance Activities	883,018
Designated for Other Post Employment Benefit (OPEB) Obligations	2,952,496
Designated for Permit Streamlining	234,159
Designated for Self-Insurance	2,000,000
Designated for Unemployment Claims	80,000
Unassigned	49,437,308
<b>Total Projected Fund Balances, June 30, 2020</b>	<b>\$ 71,904,981</b>
Note: This analysis summarizes the estimated amount of funds that will be carried into FY 2020-21.	
<sup>1</sup> Expenditures do not include estimated \$12,800,000 encumbrances for the Fiscal Year ended June 30, 2020.	

**SCHEDULE OF AVAILABLE FINANCING AND PROPOSED FISCAL YEAR 2020-21  
RESERVES AND DESIGNATIONS**

Fund Balances	\$ 71,904,981	
Emission Fees	20,300,062	
Annual Renewal Fees	60,881,370	
Permit Processing Fees	19,744,260	
Portable Equipment Registration Program	1,000,000	
State Subvention	3,939,220	
State Grant	14,685,000	
Federal Grant	6,081,930	
Interest Revenue	871,330	
Lease Revenue	169,480	
Source Test/Analysis Fees	730,000	
Hearing Board Fees	210,000	
Penalties and Settlements	4,750,000	
Area Sources	2,000,000	
Transportation Programs	950,500	
Mobile Sources/Clean Fuels	29,489,697	
Air Toxics "Hot Spots"	2,891,580	
Other Revenues/Transfers In	4,294,552	
Total Funds		\$ 244,893,962
Less Proposed Fiscal Year 2019-20 Reserves and Designations		
Reserve for Encumbrances	\$ 17,402,000	
Reserve for Inventory of Supplies	80,000	
Designated for Enhanced Compliance Activities	883,018	
Designated for Other Post Employment Benefit (OPEB) Obligations	2,952,496	
Designated for Permit Streamlining	234,159	
Designated for Self-Insurance	2,000,000	
Designated for Unemployment Claims	80,000	
Total Proposed Reserves and Designations		\$ 23,631,673
Available Financing		\$ 221,262,289

**ANALYSIS OF PROJECTED JUNE 30, 2021 FUND BALANCE**

<b>Fund Balances as of June 30, 2020</b>	
Reserves	\$ 16,318,000
Designated	6,149,673
Unassigned	49,437,308
<b>Total Fund Balances, June 30, 2020</b>	<b>\$ 71,904,981</b>
<b>Add Excess Fiscal Year 2020-21 Revenues over Expenditures</b>	
Revenues	\$ 172,988,981
Expenditures <sup>1</sup>	160,168,981
<b>Sub-Total</b>	<b>\$ 12,820,000</b>
<b>Deduct Decrease in Encumbrances Open on July 1, 2020</b>	<b>(11,639,000)</b>
<b>Total Projected Fund Balances, June 30, 2021</b>	<b>\$ 73,085,981</b>
<b>Fund Balances (Projected) Fiscal Year 2020-21</b>	
Reserve for Encumbrances	\$ 17,402,000
Reserve for Inventory of Supplies	80,000
Designated for Enhanced Compliance Activities	883,018
Designated for Other Post Employment Benefit (OPEB) Obligations	2,952,496
Designated for Permit Streamlining	234,159
Designated for Self-Insurance	2,000,000
Designated for Unemployment Claims	80,000
Unassigned	49,454,308
<b>Total Projected Fund Balances, June 30, 2021</b>	<b>\$ 73,085,981</b>
<sup>1</sup> Expenditures do not include estimated \$12,820,000 encumbrances for the Fiscal Year ended June 30, 2021.	

Revenue Comparison				
Revenue Account	FY 2018-19 Actual	FY 2019-20 Adopted Budget	FY 2019-20 Estimated	FY 2020-21 Proposed
Emission Fees	\$ 19,542,162	\$ 20,675,800	\$ 20,940,607	\$ 20,300,062
Annual renewal Fees	55,786,911	59,351,020	59,124,837	60,881,370
Permit Processing Fees	20,030,306	20,643,870	20,398,683	19,744,260
Portable Equipment Registration Program	1,241,720	1,000,000	1,404,698	1,000,000
State Subvention	3,924,547	3,924,550	3,939,219	3,939,220
State Grant	13,862,588	11,090,280	15,517,427	14,685,000
Federal Grant	7,563,375	6,140,350	7,819,555	6,081,930
Interest Revenue	1,976,414	1,718,490	1,312,732	871,330
Lease Revenue	162,879	176,960	167,272	169,480
Source Test/Analysis Fees	574,007	755,550	301,634	730,000
Hearing Board Fees	187,308	217,350	385,283	210,000
Penalties and Settlements	7,196,194	5,000,000	12,667,949	4,750,000
Area Sources	2,257,755	2,277,000	2,277,000	2,000,000
Transportation Programs	977,223	963,900	1,346,805	950,500
Mobile Sources/Clean Fuels	22,221,267	28,129,833	27,069,593	29,489,697
Air Toxics "Hot Spots"	2,184,155	2,647,420	2,666,911	2,891,580
Other Revenues/Transfers In	7,657,704	6,184,352	3,969,639	4,294,552
<b>Total Revenue</b>	<b>\$ 167,346,517</b>	<b>\$ 170,896,725</b>	<b>\$ 181,309,843</b>	<b>\$ 172,988,981</b>

## EXPLANATION OF REVENUE SOURCES

### **Annual Operating Emissions Fees**

The Lewis-Presley Air Quality Management Act (Health & Safety Code Section 40400-40540) authorizes the South Coast AQMD to collect fees for permitted sources to recover the costs of District programs related to these sources. (Health & Safety Code 40410(b)). South Coast AQMD initiated an annual operating emissions fees program in January 1978. As the program currently exists, all permitted facilities pay a flat fee for up to four tons of emissions. In addition to the flat fee, facilities that emit four tons or greater (from both permitted and unpermitted equipment) of any organic gases, specific organics, nitrogen oxides, sulfur oxides, or particulate matter, or 100 tons per year or greater of carbon monoxide, also pay fees based on the facility's total emissions. These facilities pay for emissions from permitted equipment as well as emissions from unpermitted equipment and processes which are regulated, but for which permits are not required, such as solvent use. In addition, a fee-per-pound is assessed on ozone depleters (ammonia, chlorofluorocarbons, 1,1,1 trichloroethane) over thresholds as well as base toxics fees, device fees, and cancer-potency weighted fees for the following toxic air contaminants: asbestos; benzene; cadmium; carbon tetrachloride; chlorinated dioxins and dibenzofurans; ethylene dibromide; ethylene dichloride; ethylene oxide; formaldehyde; hexavalent chromium; methylene chloride; nickel; perchloroethylene; 1,3-butadiene; inorganic arsenic; beryllium; polynuclear aromatic hydrocarbons (PAHs); vinyl chloride; lead; 1,4-dioxane; trichloroethylene; and diesel particulate. The rates are set forth in South Coast AQMD Rule 301.

FY 2020-21 Proposed Budget: The non-RECLAIM emissions are based on Annual Emission Report (AER) data for Calendar Year 2017. The RECLAIM NOx and SOx emission projection is based on holdings according to the RECLAIM Trading Credit (RTC) listing. The flat emission fees are projected based on the number of active facilities with at least one permit. The proposed budget does not take into account a CPI increase. Even though most Reg III fees are being adjusted for CPI, staff has recommended that those CPI increases be credited back to the fee payors at the time of billing.

### **Annual Operating Permit Renewal**

State law authorizes South Coast AQMD to have an annual permit renewal program and authorizes fees to recover the costs of the program (Health & Safety Code Section 42300; 40510(b)). The annual operating permit renewal program, initiated by the South Coast AQMD in February 1977, requires that all active permits be renewed on an annual basis upon payment of annual renewal fees. The annual renewal rates are established in South Coast AQMD Rule 301 and are based on the type of equipment, which is related to the complexity of related compliance activity. For basic equipment (not control equipment) the operating fee schedule also corresponds to some extent to the emission potential of the equipment. Along with annual operating emissions fees, annual operating permit renewal fees are intended to recover the costs of programs such as South Coast AQMD's compliance program, planning, rule making, monitoring, testing, source education, public outreach, civil enforcement, including the South Coast AQMD's Hearing Board, and stationary and area source research projects. Also included in this category are the Refinery Related Community Air Monitoring System Annual Operating and Maintenance Fees (Rule 301(aa)).

## EXPLANATION OF REVENUE SOURCES

*FY 2020-21 Proposed Budget:* The projection is based on an estimated number of permits at the various equipment fee schedules as well as the Refinery Related Community Air Monitoring System Annual Operating and Maintenance Fees (Rule 301(aa)). The proposed budget does not take into account a CPI increase. Even though most Reg III fees are being adjusted for CPI, staff has recommended that those CPI increases be credited back to the fee payors at the time of billing.

### **Permit Processing Fees**

Under the Health & Safety Code 42300, South Coast AQMD may adopt and implement a program requiring that a permit be obtained from South Coast AQMD to construct or operate any equipment which emits or controls air pollution in South Coast AQMD's jurisdictional boundaries before the construction or operation of the equipment. South Coast AQMD has adopted rules requiring such permits, to ensure that equipment in South Coast AQMD's jurisdictional boundaries is in compliance with South Coast AQMD Rules and Regulations but exempts certain equipment which is deemed to have de minimis emissions (Rule 219). Permit fees are authorized by state law to recover the reasonable costs of the permit program involving permitting, planning, enforcement, and monitoring related activities. Permit processing fees support the permit processing program and the fee rate schedules for the different equipment categories are based on the average time it takes to process and issue a permit. Each applicant, at the time of filing, pays a permit processing fee which partially recovers the costs for normal evaluation of the application and issuance of the permit to construct and permit modifications. This category also includes fees charged to partially recover the costs of evaluation of plans, including but not limited to Rule 403 dust control plans, and Rule 1118 flare monitoring plans. The permit processing fees also cover the administrative cost to process Change of Operator applications, applications for Emission Reduction Credits, and Administrative Changes to permits. This category also includes a number of specific fees such as Title V permit processing fees, RECLAIM permit processing fees, CEQA and air quality modeling fees, and public noticing fees. Finally, this category includes some fees that are related to specific activity such as asbestos notification and Rule 222 'registration in lieu of permit.'

Included in this year's budget is a new permit fee to recover the cost associated with revising and reissuing permits to facilities exiting the RECLAIM program in accordance with the South Coast AQMD's Governing Board resolution. Currently, RECLAIM facilities, including both Title V and non-Title V facilities, are subject to a South Coast AQMD-issued facility permit. The facility permit identifies conditions associated with compliance with the RECLAIM program. The process of exiting the RECLAIM program requires a re-evaluation of existing facility permits, with case-by-case analysis of each device (piece of equipment) for incorporation of Non-RECLAIM regulatory limits, monitoring, recordkeeping and reporting requirements, emission factors, emission limits, and removing permit conditions and requirements related to RECLAIM that are no longer applicable. This is a one-time fee for the proposed transition process associated with exiting the RECLAIM program.

*FY 2020-21 Proposed Budget:* The projection is based on the anticipated number and type of applications that will be processed. The proposed budget does not take into account a CPI increase. Even though most Reg III fees are being adjusted for CPI, staff has recommended that those CPI increases be credited back to the fee payors at the time of billing.

## EXPLANATION OF REVENUE SOURCES

### **Portable Equipment Registration Program (PERP)**

The California Air Resources Board (CARB) provides revenues to local air districts to offset the costs of inspecting equipment registered under CARB's Portable Equipment Registration Program (PERP). Fees for inspection of PERP-registered engines by South Coast AQMD field staff are collected by CARB at the time of registration and passed through to South Coast AQMD on an annual basis. Fees for inspection of all other PERP-registered equipment are billed at an hourly rate set forth in South Coast AQMD Rule 301, as determined by CARB and collected by South Coast AQMD at the time the inspection is conducted.

*FY 2020-21 Proposed Budget:* The revenue projection is based on the anticipated number of inspections.

### **Area Sources**

Emissions fees and quantity-based fees from architectural coatings revenue covers architectural coatings fair share of emissions supported programs. South Coast AQMD Rule 314 covers emission-based fees and quantity-based fees. Fees on area sources are authorized by Health & Safety Code §40522.5. Architectural coatings are assessed annually based on quantity (gallons) distributed or sold for use in South Coast AQMD's jurisdiction. This revenue allows South Coast AQMD to recover the costs of staff working on compliance, laboratory support, architectural coatings emissions data, rule development, and architectural coatings revenue collection.

*FY 2020-21 Proposed Budget:* Fees are based on the annual quantity and emissions of architectural coatings distributed or sold into or within and for use in the South Coast AQMD for the previous calendar year. Emissions are decreasing while sales volume is increasing. The proposed budget does not take into account a CPI increase. Even though most Reg III fees are being adjusted for CPI, staff has recommended that those CPI increases be credited back to the fee payors at the time of billing.

### **California Air Resources Board Subvention**

Under Health and Safety Code Section 39800-39811, the State appropriates monies each year to CARB to subvene to the air quality districts engaged in the reduction of air contaminants pursuant to the basin wide air pollution control plan and related implementation programs. South Coast AQMD has received subvention funds since its inception beginning in 1977.

*FY 2020-21 Proposed Budget:* The current amount of \$3.9 million is included in the FY 2020-21 proposed budget.

### **State Grant**

Under AB 617, recently adopted by the state legislature, CARB funding is distributed to air districts to implement the Community Air Protection Program which includes monitoring and developing emissions reductions plans in disadvantaged communities with high cumulative exposure to air toxics.

*FY 2020-21 Proposed Budget:* The proposed budget includes the anticipated reimbursement from CARB funding for staff time, services and supplies, and equipment needed to implement the program.

### **Federal Grants/Other Federal Revenue**

South Coast AQMD receives funding from EPA Section 103 and 105 grants to help support the South Coast AQMD in its administration of active air quality control and monitoring programs where the South Coast AQMD is required to perform specific agreed-upon activities. Other EPA and Department of Energy (DOE) grants provide funding for various air pollution reduction projects. A



## EXPLANATION OF REVENUE SOURCES

Department of Homeland Security (DHS) grant funds a special particulate monitoring program. When stipulated in the grant agreement, the General Fund is reimbursed for administrative costs associated with grant-funded projects. Most federal grants are limited to specific purposes, but EPA Section 105 grants are available for the general support of air quality-related programs.

*FY 2020-21 Proposed Budget:* The revenue projection is based on funding levels from current federal grants.

### **Interest**

Revenue from this source is the result of investing South Coast AQMD's General Fund cash balances.

*FY 2020-21 Proposed Budget:* The revenue projection is based on average cash balances and anticipated interest rates.

### **Leases**

Revenue in this category is a result of leasing available space at South Coast AQMD's Headquarters facility.

*FY 2020-21 Proposed Budget:* The projection is based on the existing lease agreements

### **Source Test/Sample Analysis Fees**

Revenue in this category includes fees for source tests, test protocol and report reviews, continuous emissions monitoring systems (CEMS) evaluations and certifications, laboratory approval program (LAP) evaluations, and laboratory sample analyses. The revenue recovers a portion of the costs of performing tests, technical evaluations, and laboratory analyses.

*FY 2020-21 Proposed Budget:* The revenue projection is based on the anticipated number of tests and analyses. The proposed budget does not take into account a CPI increase. Even though most Reg III fees are being adjusted for CPI, staff has recommended that those CPI increases be credited back to the fee payors at the time of billing.

### **Hearing Board**

Hearing Board revenue is from the filing of petitions for variances and appeals, excess emissions fees, and daily appearance fees. The revenue recovers a portion of the costs associated with these activities. Petitions for Orders for Abatement, which go before the Hearing Board, are filed by South Coast AQMD; therefore, there are no Hearing Board fees/revenue related to these proceedings.

*FY 2020-21 Proposed Budget:* The estimate is based on the projected number of hearings to be held and cases to be heard. The proposed budget does not take into account a CPI increase. Even though most Reg III fees are being adjusted for CPI, staff has recommended that those CPI increases be credited back to the fee payors at the time of billing.

### **Penalties/Settlements**

The revenue from this source is derived from cash settlements for violations of permit conditions, South Coast AQMD Rules, or state law. This revenue source is available for the general support of the South Coast AQMD's programs.

*FY 2020-21 Proposed Budget:* It is anticipated that revenue in this category will be approximately \$5.0 million.

## EXPLANATION OF REVENUE SOURCES

### Mobile Sources

Mobile Sources revenue is composed of six components: AB2766 revenue and administrative/program cost reimbursements from five programs: Carl Moyer, AB 134, Proposition 1B, MSRC and Volkswagen Environmental Mitigation Trust.

#### AB2766:

Section 9250.17 of the Vehicle Code gives the Department of Motor Vehicles (DMV) the authority and responsibility to collect and forward to South Coast AQMD four dollars for every vehicle registered in South Coast AQMD's jurisdictional boundaries. Thirty percent of the money (\$1.20 per vehicle) collected is recognized in South Coast AQMD's General Fund as mobile sources revenue and is used for programs to reduce air pollution from motor vehicles and to carry out related planning, monitoring, enforcement, and technical studies authorized by, or necessary to implement, the California Clean Air Act of 1988 or the South Coast AQMD Air Quality Management Plan. A proportionate share of programs that are not associated with any individual type of source (e.g., air quality monitoring) is supported by these revenues. The remaining monies are used to pay for projects to reduce air pollution from mobile vehicles: 40% (\$1.60 per vehicle) to the Air Quality Improvement Special Revenue Fund to be passed through to local governments and 30% (\$1.20 per vehicle) to the Mobile Source Air Pollution Reduction Fund (MSRC) to pay for projects recommended by the MSRC and approved by the South Coast AQMD Governing Board (see MSRC below).

#### Carl Moyer Program:

The Carl Moyer Memorial Air Quality Standards Attainment Program (Carl Moyer Program) provides funding from the state of California for the incremental cost of cleaner heavy-duty vehicles, off-road vehicles and equipment, marine, and locomotive engines. The General Fund receives reimbursements from the Carl Moyer Fund for staff time and other program implementation/administration costs up to specified limits.

#### AB 134:

AB 134 increases funding for the Carl Moyer program. The General Fund will receive reimbursements from the AB 134 Special Revenue Fund (up to 6.25 percent) for administrative costs incurred to implement the program.

#### Proposition 1B:

The Proposition 1B Program is a \$1 billion bond program approved by California voters in November 2006. This incentive program is designed to reduce diesel emissions and public health risks from goods movement activities along California's trade corridors. The General Fund receives reimbursements from the Proposition 1B Funds for staff time and other program implementation/administration costs up to specified limits.

#### MSRC:

MSRC revenue reflects the reimbursement from the Mobile Source Air Pollution Reduction Special Revenue Fund for the cost of staff support provided to the MSRC in administering a mobile source program. These administrative costs are limited by State law and the MSRC adopts a budget for staff support each year.

#### Volkswagen Environmental Mitigation Trust:

The Volkswagen Mitigation Trust was established as part of a settlement with Volkswagen for their role in utilizing illegal defeat devices in certain 2.0- and 3.0-liter VW vehicles that resulted in excess emissions. The Beneficiary Mitigation Plan identifies five funding categories that are intended to mitigate the excess NOx emissions caused by VW vehicles. South Coast AQMD has been identified by CARB as the administrator of two project funding categories: Zero Emission Class 8 Freight and Port Drayage Trucks; and Combustion Freight and Marine Projects. The General Fund receives

## EXPLANATION OF REVENUE SOURCES

reimbursements from the Volkswagen Environmental Mitigation Fund for staff time and other program implementation/administration costs up to specified limits.

*FY 2020-21 Proposed Budget:* Revenue projections are based on vehicle registration data from the DMV, other state revenue received, and anticipated reimbursable implementation/administration costs for the Carl Moyer, AB 134, Prop 1B, MSRC and Volkswagen Environmental Mitigation Trust programs.

### **Clean Fuels**

The General Fund receives reimbursements from the Clean Fuels Program Special Revenue Fund for staff time and other program implementation/administration costs necessary to implement the Clean Fuels Program.

Section 9250.11 of the Vehicle Code gives the DMV authority to collect and forward to South Coast AQMD money for clean fuels technology advancement programs and transportation control measures related to motor vehicles, according to the plan approved pursuant to Health & Safety Code §40448.5. One dollar is collected by the DMV for every vehicle registered in South Coast AQMD's jurisdictional boundaries, forwarded to South Coast AQMD, and deposited in the Clean Fuels Program Special Revenue Fund.

Clean fuels fees from stationary sources are recorded in a separate revenue account within the Clean Fuels Program Special Revenue Fund. Fees authorized by Health & Safety Code §40512 are collected from sources that emit 250 tons or more per year of Nitrogen Oxides (NOx), Sulfur Oxides (SOx), Reactive Organic Compounds (ROC), or Particulate Matter (PM). The fees collected are used to develop and implement activities that promote the use of clean-burning fuels. These activities include assessing the cost effectiveness of emission reductions associated with clean fuels development and use of new clean fuels technologies, and other clean fuels related projects. The General Fund receives reimbursements from the Clean Fuels Program Fund for staff time and other program implementation/administration costs necessary to implement a Clean Fuels Program.

*FY 2020-21 Proposed Budget:* Revenue projections are based on anticipated reimbursable staff and other program costs to implement the Clean Fuels Program.

### **Transportation Programs**

In accordance with federal and state Clean Air Act requirements, South Coast AQMD's Rule 2202 – On-Road Vehicle Mitigation Options provides employers with various options to either reduce mobile source emissions generated from employee commutes or implement mobile source emission reduction programs. Employers with 250 or more employees at a worksite are subject to Rule 2202 and are required to submit an annual registration to implement an emission reduction program that will obtain emission reductions equivalent to a worksite specific emission reduction target. The revenue from this category is used to recover a portion of the costs associated with filing, processing, reviewing, and auditing the registrations and the ridesharing programs. Fees for indirect sources, which are sources that attract mobile sources, such as the large employers covered by Rule 2202, are authorized by Health & Safety Code §40522.5.

*FY 2020-21 Proposed Budget:* The projection is based on the anticipated number of registrations. The proposed budget does not take into account a CPI increase. Even though most Reg III fees are being adjusted for CPI, staff has recommended that those CPI increases be credited back to the fee payors at the time of billing.

## EXPLANATION OF REVENUE SOURCES

### **Toxic "Hot Spots"**

Health and Safety Code Section 44380 requires South Coast AQMD to assess and collect fees from facilities that emit toxic compounds. Fees collected are used to recover state and South Coast AQMD costs to collect and analyze data regarding air toxics and their effect on the public. Costs recovered include a portion of the administrative, outreach, plan processing, and enforcement costs to implement this program. Staff has also noticed a large number of Air Toxics Inventory Reports (ATIR) and Health Risk Assessments (HRA) which require substantial modifications or revisions that the facility is unable to perform without errors or delays. Therefore, the amendments to Rule 307.1 also include cost recovery for these efforts.

*FY 2020-21 Proposed Budget:* The revenue projection is based on estimated General Fund reimbursements from the Air Toxics Fund for staff time and other program and administrative expenditures.

### **Other**

Miscellaneous revenue includes revenue attributable to professional services South Coast AQMD renders to other agencies, reimbursements from special revenue funds (non-mobile source), vanpool revenue, fees from fitness center memberships, and Public Records Act requests.

*FY 2020-21 Proposed Budget:* The revenue projections are based on historical trend information and anticipated receipts.

**South Coast AQMD  
Line Item Expenditure**

Major Object / Account # / Account Description		FY 2018-19 Actuals	FY 2019-20 Adopted Budget	FY 2019-20 Amended Budget	FY 2019-20 Estimate *	FY 2020-21 Adopted Budget
<b>Salary &amp; Employee Benefits</b>						
51000-52000	Salaries	\$ 79,695,616	\$ 89,957,250	\$ 90,529,957	\$ 87,080,951	\$ 87,848,897
53000-55000	Employee Benefits	44,680,603	51,710,462	51,712,459	48,420,893	52,901,746
Sub-total Salary & Employee Benefits		\$ 124,376,218	\$ 141,667,712	\$ 142,242,416	\$ 135,501,844	\$ 140,750,642
<b>Services &amp; Supplies</b>						
67250	Insurance	\$ 1,718,104	\$ 1,317,400	\$ 1,357,400	\$ 1,357,400	\$ 1,449,140
67300	Rents & Leases Equipment	266,701	212,280	284,007	284,007	\$ 212,280
67350	Rents & Leases Structure	333,478	299,543	1,003,408	1,003,408	592,843
67400	Household	636,596	817,322	815,072	815,072	877,195
67450	Professional & Special Services	10,380,172	8,066,737	8,433,101	8,329,101	8,340,974
67460	Temporary Agency Services	1,157,934	744,049	1,085,138	1,085,138	766,048
67500	Public Notice & Advertising	414,098	439,966	485,166	485,166	510,966
67550	Demurrage	69,068	161,930	194,685	194,685	161,680
67600	Maintenance of Equipment	920,848	822,864	1,327,495	1,327,495	810,864
67650	Building Maintenance	996,352	1,002,479	2,222,300	2,222,300	1,002,479
67700	Auto Mileage	184,704	95,627	241,854	241,854	110,627
67750	Auto Service	520,618	471,000	473,197	473,197	470,000
67800	Travel	416,884	364,696	473,476	473,476	364,696
67850	Utilities	1,413,921	1,959,620	1,719,977	1,438,977	1,989,620
67900	Communications	639,215	707,800	977,289	977,289	907,800
67950	Interest Expense	3,637,290	3,503,982	3,503,983	3,503,983	3,353,106
68000	Clothing	78,287	53,805	54,302	54,302	53,508
68050	Laboratory Supplies	427,260	307,000	605,714	605,714	557,000
68060	Postage	378,198	465,803	415,559	415,559	468,158
68100	Office Expense	2,119,243	1,459,260	2,295,422	2,175,422	1,514,905
68200	Office Furniture	121,626	14,000	212,712	212,712	24,000
68250	Subscriptions & Books	228,505	178,517	261,821	261,821	178,574
68300	Small Tools, Instruments, Equipment	301,711	109,736	455,662	455,662	177,276
68400	Gas and Oil	299,038	292,021	292,021	292,021	292,021
69500	Training/Conference/Tuition/ Board Exp.	1,028,063	976,357	1,071,223	1,071,223	995,807
69550	Memberships	220,862	68,678	249,678	249,678	71,428
69600	Taxes	23,442	59,000	61,856	61,856	59,000
69650	Awards	56,951	79,023	76,219	76,219	69,023
69700	Miscellaneous Expenses	150,687	255,525	297,178	297,178	249,525
69750	Prior Year Expense	(24,248)	-	-	-	-
69800	Uncollectable Accounts Receivable	471,292	-	-	-	-
89100	Principal Repayment	2,553,110	2,686,640	2,686,641	2,686,641	3,840,443
Sub-total Services & Supplies		\$ 32,140,010	\$ 27,992,660	\$ 33,633,556	\$ 33,128,556	\$ 30,470,986
77000	<b>Capital Outlays</b>	\$ 4,669,722	\$ 395,000	\$ 13,271,889	\$ 13,271,889	\$ 926,000
79050	<b>Building Remodeling</b>	\$ -	\$ -	\$ -	\$ -	\$ -
99950	<b>Transfers Out</b>	\$ 2,904,582	\$ 841,353	\$ 2,525,592	\$ 2,525,592	\$ 841,353
<b>Total Expenditures</b>		\$ 164,090,532	\$ 170,896,725	\$ 191,673,453	\$ 184,427,881	\$ 172,988,981

\* Estimates based on July 2019 through February 2020 actual expenditures and February 2020 budget amendments.

Acct. #	Account Description	FY 2019-20 Adopted Budget	FY 2019-20 Amended Budget	FY 2019-20 Estimate	FY 2020-21 Proposed Budget	Increase/ (Decrease) <sup>(a)</sup>
<b>51000-52000</b>	<b>SALARIES</b>	<b>\$89,957,250</b>	<b>\$90,529,957</b>	<b>\$87,080,951</b>	<b>\$87,848,897</b>	<b>(\$2,108,354)</b>
<p>These accounts include salaries and special pays such as: Call-Back, Hazard, Night Shift, Rideshare, Skill-Based, Stand-By and Overtime. The FY 2020-21 Proposed Budget reflects a 13 percent vacancy rate (actual vacant positions are currently at 13 percent). The FY 2020-21 Proposed Budget does not include overtime amounts for federal grant work that is not expected to be awarded until mid-year and will not be appropriated until the grants are awarded. The main reason for the decrease from the FY 2019-20 Adopted Budget is the implementation of a hiring freeze to mitigate the financial impacts of COVID-19. In addition, the proposed budget reflects 7 positions mid-year in FY 2019-20 for Rule 1180 (5 FTEs), Environmental Justice (1 FTE) and Grant (1 FTE) programs. Other changes from the FY 2019-20 Adopted Budget can be attributed to the costs associated with the final year of a three-year labor agreement that went into effect in the third quarter of FY 2017-18.</p>						
<b>53000</b>	<b>EMPLOYEE BENEFITS</b>	<b>\$3,774,162</b>	<b>\$3,774,162</b>	<b>\$3,632,196</b>	<b>\$3,748,101</b>	<b>(\$26,061)</b>
<p>This account includes the costs associated with State Disability Insurance, employer share of unemployment insurance, Social Security and Medicare. In addition, this account includes individual memberships and/or management physicals.</p>						
<b>54000</b>	<b>RETIREMENT</b>	<b>\$36,805,778</b>	<b>\$36,805,778</b>	<b>\$34,242,484</b>	<b>\$36,740,786</b>	<b>(\$64,992)</b>
<p>This account includes the employer's share of the employee retirement system contributions. The decrease from the FY 2019-20 Adopted Budget is based on the contribution rates provided by the San Bernardino County Retirement Association (SBCERA) and the implementation of a hiring freeze.</p>						
<b>55000</b>	<b>INSURANCE</b>	<b>\$11,130,521</b>	<b>\$11,132,519</b>	<b>\$10,546,143</b>	<b>\$12,412,859</b>	<b>\$1,282,338</b>
<p>This account includes employer's share of health, life, dental, vision care and accident insurance.</p>						

<sup>(a)</sup> FY 2020-21 Proposed Budget vs. FY 2019-20 Adopted Budget.

South Coast AQMD Personnel Summary – Authorized/Funded Positions						
Positions as of	Mid-Year Adjustments		Positions as of	FY 2020-21 Request		Positions as of
June 30, 2019	Add	Delete	June 30, 2020	Add	Delete	July 1, 2020
939	20	(12)	947	1	(2)	946

Fiscal Year 2019-20 Mid-Year Changes in Authorized/Funded Positions				
Office	Position	Add	Delete	Total
Finance	Financial Analyst	1	-	1
Finance	Payroll Supervisor	1	-	1
Finance	Supervising Payroll Technician	-	(1)	(1)
Information Management	Senior Information Technology Specialist	1	-	1
Legislative & Public Affairs/Media Office	Air Quality Inspector	-	(2)	(2)
Legislative & Public Affairs/Media Office	Air Quality Specialist	2	-	2
Legislative & Public Affairs/Media Office	Radio Telephone Operator	-	(7)	(7)
Legislative & Public Affairs/Media Office	Senior Office Assistant	7	-	7
Legislative & Public Affairs/Media Office	Senior Public Information Specialist	1	-	1
Legislative & Public Affairs/Media Office	Supervising Office Assistant	1	-	1
Legislative & Public Affairs/Media Office	Supervising Radio Telephone Operator	-	(1)	(1)
Science & Technology Advancement	Air Quality Instrument Specialist II	1	-	1
Science & Technology Advancement	Air Quality Specialist	2	-	2
Science & Technology Advancement	Office Assistant	-	(1)	(1)
Science & Technology Advancement	Senior Air Quality Instrument Specialist	1	-	1
Science & Technology Advancement	Senior Office Assistant	2	-	2
<b>Total Mid-Year Changes</b>		<b>20</b>	<b>(12)</b>	<b>8</b>

Fiscal Year 2020-21 Proposed Personnel Actions				
Office	Position	Add	Delete	Total
Information Management	Information Technology Specialist II	-	(1)	(1)
Planning, Rule Development & Area Sources	Administrative Secretary	-	(1)	(1)
Planning, Rule Development & Area Sources	Secretary	1	-	1
Science & Technology Advancement	Deputy Executive Officer*	-	(1)	(1)
Science & Technology Advancement	Chief Technologist/Deputy Executive Officer*	1	-	1
<b>Total Fiscal Year 2020-21 Proposed Personnel Actions</b>		<b>2</b>	<b>(3)</b>	<b>(1)</b>

\* Title change only

**SERVICES & SUPPLIES**

<b>Acct. #</b>	<b>Account Description</b>	<b>FY 2019-20 Adopted Budget</b>	<b>FY 2019-20 Amended Budget</b>	<b>FY 2019-20 Estimate</b>	<b>FY 2020-21 Proposed Budget</b>	<b>Increase/ (Decrease)<sup>(a)</sup></b>
<b>67250</b>	<b>INSURANCE</b>	<b>\$1,317,400</b>	<b>\$1,357,400</b>	<b>\$1,357,400</b>	<b>\$1,449,140</b>	<b>\$131,740</b>
<p>This account is for insurance coverage for the following: commercial property (real and personal) with earthquake and flood coverage, boiler and machinery, public official liability, excess workers' compensation, and excess general liability. South Coast AQMD is self-insured for workers' compensation, general liability, and automobile liability. The amount requested reflects anticipated workers' compensation claims, insurance policy premiums, property losses above South Coast AQMD's insurance deductibles, and liability claim payments. The increase from the FY 2019-19 Adopted Budget is due to an increase in the insurance premiums.</p>						
<b>67300</b>	<b>RENTS &amp; LEASES EQUIPMENT</b>	<b>\$212,280</b>	<b>\$284,007</b>	<b>\$284,007</b>	<b>\$212,280</b>	<b>\$0</b>
<p>This account is for lease agreements and/or rental of office equipment such as communication devices for emergency response inspectors, laboratory and atmospheric measurement equipment for special projects, audio visual equipment for outside meetings, printing equipment, and photocopiers.</p>						
<b>67350</b>	<b>RENTS &amp; LEASES STRUCTURE</b>	<b>\$299,543</b>	<b>\$1,003,408</b>	<b>\$1,003,408</b>	<b>\$592,843</b>	<b>\$293,300</b>
<p>This account is for expenditures associated with structures and lot leases, and off-site storage rentals:                      Long Beach field office - \$316,543;                      Conference and meeting rooms - \$9,000;                      Air monitoring sites/Wind Stations - \$240,000;                      Public Meetings - \$8,000; and                      Bay Area office space - \$19,300</p> <p>Free and low-cost public facilities are used whenever possible for public workshops and informational meetings. The increase in FY 2020-21 reflects the decision to appropriate budget mid-year for the implementation of the Rule 1180 air monitoring program. The FY 2019-20 Proposed Budget does not include amounts for federally funded grant programs. An expenditure appropriation will occur mid-year when the grants are awarded.</p>						
<b>67400</b>	<b>HOUSEHOLD</b>	<b>\$817,322</b>	<b>\$815,072</b>	<b>\$815,072</b>	<b>\$877,195</b>	<b>\$59,873</b>
<p>This account is used for trash disposal, landscape maintenance, parking lot maintenance, janitorial supplies, and janitorial contracts. The increase from the FY 2019-20 Adopted Budget is due to an increase in the janitorial and landscaping contract.</p>						
<b>67450</b>	<b>PROFESSIONAL &amp; SPECIAL SERVICES</b>	<b>\$8,066,737</b>	<b>\$8,433,101</b>	<b>\$8,329,101</b>	<b>\$8,340,974</b>	<b>\$274,237</b>
<p>This account is for services rendered to South Coast AQMD by outside contractors. The FY 2020-21 Professional &amp; Special Services supporting detail is located at the end of this section. The increase from the FY 2019-20 Adopted Budget is a result of expenditures related to Rule 1180 air monitoring program and contractual increases in security services. The FY 2020-21 Proposed Budget also does not include amounts for federally funded grant programs. An expenditure appropriation will occur mid-year when the grants are awarded.</p>						

<sup>(a)</sup>FY 2020-21 Proposed Budget vs. FY 2019-20 Adopted Budget.



**SERVICES & SUPPLIES**

<b>Acct. #</b>	<b>Account Description</b>	<b>FY 2019-20 Adopted Budget</b>	<b>FY 2019-20 Amended Budget</b>	<b>FY 2019-20 Estimate</b>	<b>FY 2020-21 Proposed Budget</b>	<b>Increase/ (Decrease)<sup>(a)</sup></b>
<b>67460</b>	<b>TEMPORARY AGENCY SERVICES</b>	<b>\$744,049</b>	<b>\$1,085,138</b>	<b>\$1,085,138</b>	<b>\$766,048</b>	<b>\$21,999</b>
<p>Funds budgeted in this account are used for specialized temporary services that supplement staff in support of South Coast AQMD programs. Amounts are budgeted as a contingency for long-term absences and retirements/resignations. Also budgeted in this account is the student internship program that provides college students with the opportunity to gain experience in the workplace. The increase from the FY 2019-20 Adopted Budget reflects an anticipated increase in the use of temporary services. The FY 2020-21 Proposed Budget does not include amounts for federally funded grant programs. An expenditure appropriation will occur mid-year when the grants are awarded.</p>						
<b>67500</b>	<b>PUBLIC NOTICE &amp; ADVERTISING</b>	<b>\$439,966</b>	<b>\$485,166</b>	<b>\$485,166</b>	<b>\$510,966</b>	<b>\$71,000</b>
<p>This account is used for legally required publications such as Requests for Proposals, Requests for Quotations, personnel recruitment, public outreach, advertisement of South Coast AQMD Governing Board and Hearing Board meetings, and public notification of South Coast AQMD rulemaking activities. The increase from the FY 2019-20 Adopted Budget is due to an increase in AB 2588 required publications.</p>						
<b>67550</b>	<b>DEMURRAGE</b>	<b>\$161,930</b>	<b>\$194,685</b>	<b>\$194,685</b>	<b>\$161,680</b>	<b>(\$250)</b>
<p>This account is for various freight and cylinder charges as well as workspace reconfigurations and personnel moves. The decrease from the FY 2019-20 Adopted Budget is based on anticipated needs. The FY 2020-21 Proposed Budget does not include amounts for federally funded grant programs. An expenditure appropriation will occur mid-year when the grants are awarded.</p>						
<b>67600</b>	<b>MAINTENANCE OF EQUIPMENT</b>	<b>\$822,864</b>	<b>\$1,327,495</b>	<b>\$1,327,495</b>	<b>\$810,864</b>	<b>(\$12,000)</b>
<p>This account is for maintenance costs of South Coast AQMD equipment such as: mainframe computer hardware, phone switch, air monitoring equipment, print shop equipment, copiers, and audio-visual equipment. The decrease from the FY 2019-20 Adopted Budget is due to a one-time project budgeted in FY 2019-20. The FY 2020-21 Proposed Budget also does not include amounts for federally funded grant programs. An expenditure appropriation will occur mid-year when the grants are awarded.</p>						
<b>67650</b>	<b>BUILDING MAINTENANCE</b>	<b>\$1,002,479</b>	<b>\$2,222,300</b>	<b>\$2,222,300</b>	<b>\$1,002,479</b>	<b>\$0</b>
<p>This account reflects expenditures for maintaining South Coast AQMD offices and air monitoring stations. Also included are: a contingency amount for unplanned repairs; Gateway Association dues; elevator maintenance; energy management; and compressor services. The FY 2020-21 Proposed Budget does not include amounts for federally funded grant programs. An expenditure appropriation will occur mid-year when the grants are awarded.</p>						

<sup>(a)</sup>FY 2020-21 Proposed Budget vs. FY 2019-20 Adopted Budget.

SERVICES & SUPPLIES

Acct. #	Account Description	FY 2019-20 Adopted Budget	FY 2019-20 Amended Budget	FY 2019-20 Estimate	FY 2020-21 Proposed Budget	Increase/ (Decrease) <sup>(a)</sup>
<b>67700</b>	<b>AUTO MILEAGE</b>	<b>\$95,627</b>	<b>\$241,854</b>	<b>\$241,854</b>	<b>\$110,627</b>	<b>\$15,000</b>
<p>This account is used to reimburse employees for the cost of using personal vehicles while on South Coast AQMD business. The requests include the mileage incurred for staff who are required to work on their scheduled days off and for employees who use their personal vehicles on South Coast AQMD-related business, conferences, and seminars and to attend various community, business and intergovernmental events. The increase from the FY 2019-20 Adopted Budget is a result of expenditures related to the Rule 1180 air monitoring program. The FY 2020-21 Proposed Budget also does not include amounts for federally funded grant programs. An expenditure appropriation will occur mid-year when the grants are awarded.</p>						
<b>67750</b>	<b>AUTO SERVICE</b>	<b>\$471,000</b>	<b>\$473,197</b>	<b>\$473,197</b>	<b>\$470,000</b>	<b>(\$1,000)</b>
<p>This account is used for the maintenance, towing, repair, and expired CNG tank replacement of South Coast AQMD fleet vehicles. The decrease from the FY 2019-20 Adopted Budget reflects an anticipated reduction in the use of auto services.</p>						
<b>67800</b>	<b>TRAVEL</b>	<b>\$364,696</b>	<b>\$473,476</b>	<b>\$473,476</b>	<b>\$364,696</b>	<b>\$0</b>
<p>This account is for business travel, including lodging and meals paid pursuant to the Administrative Code, for participation in legislative hearings and meetings involving state, federal, and inter-agency issues that affect air quality in the South Coast Air Basin. The FY 2020-21 Proposed Budget does not include amounts for federally funded grant programs. An expenditure appropriation will occur mid-year when the grants are awarded.</p>						
<b>67850</b>	<b>UTILITIES</b>	<b>\$1,959,620</b>	<b>\$1,719,977</b>	<b>\$1,438,977</b>	<b>\$1,989,620</b>	<b>\$30,000</b>
<p>This account is used to pay gas, water, and electricity costs at the South Coast AQMD's headquarters building, the Long Beach field office, and air monitoring stations. The increase from the FY 2019-20 Adopted Budget is a result of expenditures related to the Rule 1180 air monitoring program.</p>						
<b>67900</b>	<b>COMMUNICATIONS</b>	<b>\$707,800</b>	<b>\$977,289</b>	<b>\$977,289</b>	<b>\$907,800</b>	<b>\$200,000</b>
<p>This account includes telephone and fax service, leased computer lines, video conferencing, wireless internet access for inspectors in the field, radio, and microwave services. The increase from the FY 2019-20 Adopted Budget is a result of expenditures related to the Rule 1180 air monitoring program. The FY 2020-21 Proposed Budget also does not include amounts for federally funded grant programs. An expenditure appropriation will occur mid-year when the grants are awarded.</p>						
<b>67950</b>	<b>INTEREST EXPENSE</b>	<b>\$3,503,982</b>	<b>\$3,503,983</b>	<b>\$3,503,983</b>	<b>\$3,353,106</b>	<b>(\$150,876)</b>
<p>This account is for the interest due on the 1995 and 2004 Pension Obligation Bonds. The decrease from the FY 2019-20 Adopted Budget reflects scheduled payments for FY 2020-21.</p>						

<sup>(a)</sup>FY 2020-21 Proposed Budget vs. FY 2019-20 Adopted Budget.

**SERVICES & SUPPLIES**

<b>Acct. #</b>	<b>Account Description</b>	<b>FY 2019-20 Adopted Budget</b>	<b>FY 2019-20 Amended Budget</b>	<b>FY 2019-20 Estimate</b>	<b>FY 2020-21 Proposed Budget</b>	<b>Increase/ (Decrease)<sup>(a)</sup></b>
<b>68000</b>	<b>CLOTHING</b>	<b>\$53,805</b>	<b>\$54,302</b>	<b>\$54,302</b>	<b>\$53,508</b>	<b>(\$297)</b>
<p>This account is for the purchase of safety equipment and protective clothing used by source testing, laboratory, compliance, and stockroom personnel. The decrease from the FY 2019-20 Adopted Budget reflects the anticipated level of expenditures for FY 2020-21.</p>						
<b>68050</b>	<b>LABORATORY SUPPLIES</b>	<b>\$307,000</b>	<b>\$605,714</b>	<b>\$605,714</b>	<b>\$557,000</b>	<b>\$250,000</b>
<p>This account is used to purchase various supplies such as chemicals, calibration gases and glassware for laboratory services. The increase from the FY 2019-20 Adopted Budget is a result of expenditures related to the Rule 1180 air monitoring program. The FY 2020-21 Proposed Budget also does not include amounts for federally funded grant programs. An expenditure appropriation will occur mid-year when the grants are awarded.</p>						
<b>68060</b>	<b>POSTAGE</b>	<b>\$465,803</b>	<b>\$415,559</b>	<b>\$415,559</b>	<b>\$468,158</b>	<b>\$2,355</b>
<p>This account covers the cost of mailing out annual billings, permits, notifications to the Governing Board and Advisory groups, monthly newsletters, warrants, outreach materials to local governments, and Rule 2202 notifications. The FY 2020-21 Proposed Budget reflects the recent postal rate increases.</p>						
<b>68100</b>	<b>OFFICE EXPENSE</b>	<b>\$1,459,260</b>	<b>\$2,295,422</b>	<b>\$2,175,422</b>	<b>\$1,514,905</b>	<b>\$55,645</b>
<p>This account is used for the purchase of office supplies, computer hardware and software under \$5,000, photocopier supplies, print shop and graphic art supplies, and stationery and forms. The increase from the FY 2019-20 Adopted Budget reflects the expenditures related to the Rule 1180 air monitoring program. The FY 2020-21 Proposed Budget does not include amounts for federally funded grant programs. An expenditure appropriation will occur mid-year when the grants are awarded.</p>						
<b>68200</b>	<b>OFFICE FURNITURE</b>	<b>\$14,000</b>	<b>\$212,712</b>	<b>\$212,712</b>	<b>\$24,000</b>	<b>\$10,000</b>
<p>This account is for office furniture under \$5,000. The increase in the FY 2020-21 Proposed Budget reflects an anticipated increase in needs due to staffing changes.</p>						
<b>68250</b>	<b>SUBSCRIPTIONS &amp; BOOKS</b>	<b>\$178,517</b>	<b>\$261,821</b>	<b>\$261,821</b>	<b>\$178,574</b>	<b>\$57</b>
<p>This account is used to purchase reference materials, magazine subscriptions, books, and on-line database legal research services. The increase in the FY 2020-21 Proposed Budget reflects an anticipated increase in needs due to staffing changes.</p>						

<sup>(a)</sup>FY 2020-21 Proposed Budget vs. FY 2019-20 Adopted Budget.

SERVICES & SUPPLIES

Acct. #	Account Description	FY 2019-20 Adopted Budget	FY 2019-20 Amended Budget	FY 2019-20 Estimate	FY 2020-21 Proposed Budget	Increase/ (Decrease) <sup>(a)</sup>
<b>68300</b>	<b>SMALL TOOLS, INSTRUMENTS, EQUIPMENT</b>	<b>\$109,736</b>	<b>\$455,662</b>	<b>\$455,662</b>	<b>\$177,276</b>	<b>\$67,540</b>
<p>This account covers the purchase of small tools and equipment for air monitoring stations, laboratory, and headquarters building maintenance. The increase from the FY 2019-20 Adopted Budget is a result of expenditures related to the Rule 1180 air monitoring program. The FY 2019-20 Proposed Budget also does not include amounts for federally funded grant programs. Expenditure appropriations will occur mid-year for these programs.</p>						
<b>68400</b>	<b>GAS &amp; OIL</b>	<b>\$292,021</b>	<b>\$292,021</b>	<b>\$292,021</b>	<b>\$292,021</b>	<b>\$0</b>
<p>This account is for the purchase of gasoline, oil, and alternative fuels for the South Coast AQMD fleet. The FY 2020-21 Proposed Budget reflects no change in anticipated needs.</p>						
<b>69500</b>	<b>TRAINING/CONF/ TUITION/BOARD EXP</b>	<b>\$976,357</b>	<b>\$1,071,223</b>	<b>\$1,071,223</b>	<b>\$995,807</b>	<b>\$19,450</b>
<p>This account is used for tuition reimbursement, conference and training registrations, certain costs associated with South Coast AQMD's Governing and Hearing Boards and advisory groups, and training-related travel expenditures. The FY 2020-21 Proposed Budget reflects an increase for offsite meetings and per-diem.</p>						
<b>69550</b>	<b>MEMBERSHIPS</b>	<b>\$68,678</b>	<b>\$249,678</b>	<b>\$249,678</b>	<b>\$71,428</b>	<b>\$2,750</b>
<p>This account provides for South Coast AQMD membership in in scientific, clean fuels, advanced technology, and related environmental business/policy organizations. Membership costs are anticipated to increase marginally from the FY 2019-20 Adopted Budget.</p>						
<b>69600</b>	<b>TAXES</b>	<b>\$59,000</b>	<b>\$61,856</b>	<b>\$61,856</b>	<b>\$59,000</b>	<b>\$0</b>
<p>This account is for unsecured property and use taxes, fuel taxes, and sales taxes. The FY 2020-21 Proposed Budget reflects no change in expenditures from the FY 2019-20 Adopted Budget.</p>						
<b>69650</b>	<b>AWARDS</b>	<b>\$79,023</b>	<b>\$76,219</b>	<b>\$76,219</b>	<b>\$69,023</b>	<b>(\$10,000)</b>
<p>This account covers employee service awards for continuous service, employee recognition programs, plaques/awards the South Coast AQMD may present to individuals/businesses/community groups for outstanding contributions towards air quality goals, and promotional items for community events. The decrease from the FY 2019-20 Adopted Budget reflects the anticipated level of expenditures for FY 2020-21.</p>						
<b>69700</b>	<b>MISCELLANEOUS EXPENSES</b>	<b>\$255,525</b>	<b>\$297,178</b>	<b>\$297,178</b>	<b>\$249,525</b>	<b>(\$6,000)</b>
<p>This account is to record expenditures that do not fall in any other account such as South Coast AQMD advisory group per diems, meeting and event expenses, and sponsorships. The decrease from the FY 2019-20 Adopted Budget reflects the anticipated level of expenditures for FY 2020-21.</p>						

<sup>(a)</sup>FY 2020-21 Proposed Budget vs. FY 2019-20 Adopted Budget.

SERVICES & SUPPLIES

	Account Description	FY 2019-20 Adopted Budget	FY 2019-20 Amended Budget	FY 2019-20 Estimate	FY 2020-21 Proposed Budget	Increase/ (Decrease) <sup>(a)</sup>
<b>69750</b>	<b>PRIOR YEAR EXPENSE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
This account is used to record actual expenditures attributable to prior year budgets. No amount is budgeted for this account due to the nature of the account.						
<b>69800</b>	<b>UNCOLLECTIBLE ACCOUNTS RECEIVABLE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
No amount is budgeted for this account due to the nature of the account.						
<b>89100</b>	<b>PRINCIPAL REPAYMENT</b>	<b>\$2,686,640</b>	<b>\$2,686,641</b>	<b>\$2,686,641</b>	<b>\$3,840,443</b>	<b>\$1,153,803</b>
This account reflects the principal due on pension obligation bonds. The increase from the FY 2019-20 Adopted Budget reflects scheduled payments for FY 2020-21 and 2004 Pension Obligation Bonds payment.						

<sup>(a)</sup>FY 2020-21 Proposed Budget vs. FY 2019-20 Adopted Budget.

SERVICES & SUPPLIES

Proposed Fiscal Year 2020-21 Professional & Special Services Detail by Office			
Office	Program	Contract Description	Amount
District General	Dist. General Overhead	Administrative Fees for 1995 & 2004 Pension Obligation Bonds (POBs)	\$1,500
	Dist. General Overhead	Arbitration/Hearing Officer	9,400
	Dist. General Overhead	Benefits Administrator	13,000
	Dist. General Overhead	COBRA Administration Services	6,000
	Dist. General Overhead	Custodial Fees for 1995 & 2004 POBs	800
	Dist. General Overhead	Employee Assistance Program	13,995
	Dist. General Overhead	Employee Relations Litigation	200,000
	Dist. General Overhead	Health Reimbursement Arrangement Plan Administration	5,000
	Dist. General Overhead	Insurance Brokerage	52,000
	Dist. General Overhead	LACERA OPEB Actuary Services	20,000
	Dist. General Overhead	Modular Furniture Maintenance, Setup, and Moving Services	15,000
	Dist. General Overhead	Oracle Software Support	30,400
	Dist. General Overhead	PeopleSoft Maintenance	208,400
	Dist. General Overhead	Plans and Design Consulting Services	95,000
	Dist. General Overhead	Security Alarm Monitoring	2,168
	Dist. General Overhead	Security Guard Services	565,114
	Dist. General Overhead	Wellness Program	35,312
	<b>Sub-total District General</b>		
Governing Board	Operational Support	Board Member Assistant/Consultants	\$807,784
<b>Sub-total Governing Board</b>			<b>\$807,784</b>
Executive Office	Develop Programs	Professional & Special Services	\$75,000
<b>Sub-total Executive Office</b>			<b>\$75,000</b>
Finance	Operational Support	AB 2766 Audit of DMV Fee Recipients	\$10,000
	Operational Support	Bank Service Charges/Los Angeles County Treasurer Office	60,000
	Ensure Compliance	Bank Services Fund 15, Hot Spots Lockbox	15,000
	Operational Support	E-Check Fee	3,000
	Operational Support	Financial Audit	55,528
	Operational Support	Financial Consultant for Treasury Management	23,000
	Operational Support	LA County Treasurer Office - PGP Maintenance	1,650
	<b>Sub-total Finance</b>		
Legal	Ensure Compliance	Experts/Court Reporters/Attorney Services	\$30,000
	Ensure Compliance	Litigation Counsel	126,001
	Ensure Compliance	Software Maintenance & Licensing	40,000
	Operational Support	Specialized Legal Services	50,000
	<b>Sub-total Legal</b>		

SERVICES & SUPPLIES

Proposed Fiscal Year 2020-21 Professional & Special Services Detail by Office (cont.)			
Office	Program	Contract Description	Amount
<b>Administrative &amp; Human Resources</b>	Operational Support	In-house Training Classes	\$4,000
	Operational Support	Medical Services Provider	24,250
	Operational Support	NEOGOV Multiple Contracts	63,500
	Operational Support	Occupational Health Services	23,844
	Operational Support	Test Development	15,000
	Operational Support	Third-Party Claims Administrator for Workers Compensation	21,156
	<b>Sub-total Administrative &amp; Human Resources</b>		
<b>Clerk of the Boards</b>	Ensure Compliance	Court Reporting, Audio-visual, and/or Security Services	\$63,800
	Ensure Compliance	Outside Legal Contract	15,000
	Ensure Compliance	Professional Interpreter Services	6,400
	<b>Sub-total Clerk of the Boards</b>		
<b>Information Management</b>	Operational Support	Action Works Metro System Software Support	\$20,000
	Operational Support	Adobe Creative Cloud Software Support	2,500
	Operational Support	AER & R1113/314 Upgrade & Maintenance	15,000
	Operational Support	AIS (Address Information System) Five Digit Subscription	1,200
	Operational Support	Anti-Spam (MailShield) Maintenance/Support	15,000
	Operational Support	ArcGIS Online Annual Subscription	1,000
	Operational Support	Backup Software	50,000
	Operational Support	Backup Utility Maintenance	11,500
	Operational Support	CLASS System Maintenance	88,000
	Operational Support	Component One Software Support	1,200
	Operational Support	Computer-Based Training Software Support	1,800
	Operational Support	CourtView/DPO Maintenance	10,000
	Operational Support	Crystal Reports Software Support	22,000
	Operational Support	Disaster Recovery Software	60,000
	Operational Support	Dundas Chart Software Support	700
	Operational Support	Dynamic Web Twain License Renewal	5,700
	Operational Support	Email Recovery Software (PowerControls) Maint/Support	2,750
	Operational Support	Email Reporting	4,000
	Operational Support	ERwin ERX & BPwin SW Support	26,000
	Operational Support	Faxcom FaxServer Support	15,000
	Operational Support	Imaging Software Support	145,000
Operational Support	Infragistics Pro Software Support	1,000	
Operational Support	Ingres/OpenIngres Additional Licensing	72,000	
Operational Support	Ingres/OpenIngres Advanced Success Pack	140,000	
Operational Support	Installshield Software Support	3,800	

SERVICES & SUPPLIES

Proposed Fiscal Year 2020-21 Professional & Special Services Detail by Office (cont.)			
Office	Program	Contract Description	Amount
Information Management (cont.)	Operational Support	Internet Filtering (SmartFilter) Maintenance/Support	\$70,000
	Operational Support	Kronos Time Keeper	2,000
	Operational Support	Microsoft Developer Network - Application Development	15,196
	Operational Support	Microsoft Developer Network Premium Renewal	4,000
	Operational Support	Microsoft Technical Software Support (Server Applications)	15,000
	Operational Support	Microsoft Virtual Earth Maintenance/Support	15,000
	Operational Support	Network Analyzer (Sniffer) Maintenance/Support	4,500
	Operational Support	Network Backbone Support	15,000
	Operational Support	NT Software Support - Proactive	62,000
	Operational Support	Off-site Document Destruction Services	24,000
	Operational Support	Off-site Storage Nightly Computer Backup	22,000
	Operational Support	Online Filing Infrastructure	25,000
	Operational Support	PowerBuilder Software Support	24,000
	Operational Support	PreEmptive Analytics Software Support	7,000
	Operational Support	Proxy Reporting Support	3,250
	Operational Support	PVCS Software Support	4,900
	Operational Support	ScaleOut StateServer Maintenance	8,500
	Operational Support	Secure Service Digital ID Services	2,000
	Operational Support	Secure Service Digital ID DEC Internet Server	850
	Operational Support	Sitefinity CMS Software Support	9,500
	Operational Support	Software Support for EOS.Web Enterprise	6,300
	Operational Support	Software Support for On-Line Catalog	2,050
	Operational Support	South Coast AQMD Web App Modifications	20,000
	Operational Support	Swiftview Software Support	950
	Operational Support	Telephone Switchview Software Support	9,500
	Operational Support	Terminal Emulation (Reflection) Maintenance/Support	1,175
	Operational Support	Videoteleconferencing Maintenance & Support	20,000
	Operational Support	Virus Scan Support	15,000
	Operational Support	Visual Expert Software Support	6,000
	Operational Support	Web Consulting Support	64,300
	Operational Support	Web Core Technology Upgrade (.NET Upgrade)	10,000
	Operational Support	Website Evaluation & Improvement	200,000
	<b>Sub-total Information Management</b>		



SERVICES & SUPPLIES

Proposed Fiscal Year 2020-21 Professional & Special Services Detail by Office (cont.)			
Office	Program	Contract Description	Amount
Planning, Rule Development, & Area Sources	Ensure Compliance	AER Printing and Mailing	\$7,000
	Monitoring Air Quality	Air Quality Forecast and Alert Notification Support	50,000
	Develop Programs	California Emissions Estimator Model (CalEEMod) Upgrades/Support	25,000
	Develop Programs	CEQA for AQMD Projects	125,000
	Develop Programs	CEQA Special Studies	50,000
	Timely Review of Permits	Dispersion Modeling Support	25,000
	Monitoring Air Quality	Maintain Wind Stations and Analyze Data	60,000
	Monitoring Air Quality	MATES V	20,000
	Monitoring Air Quality	Meteorological Data Services	15,000
	Develop Rules	Mobile Source Related Data Licenses and Subscriptions	125,000
	Develop Rules	PM and Ozone Model Consulting	50,000
	Develop Programs	Rule 2202 Computer System Maintenance	15,000
	Develop Programs	Rule 2202 EMOvers System Maintenance	15,000
	Customer Service & Business Assistance	Rule 2202 ETC On-Line Training	10,000
	Ensure Compliance	Rules 1118 and 1118.1 Notifications	61,000
	Develop Programs	SIP, AQMP and Rule Printing	16,000
	Develop Programs	Software, Data Products, and Technical Support for Economic Modeling	150,000
	Develop Rules	Strategic and Logistical Support for Partnership Building in China	35,000
	Develop Rules	Technical Assessment in of Regional Modeling	20,000
	Ensure Compliance	Technology Assessment Studies	20,000
<b>Sub-total Planning, Rule Development &amp; Area Sources</b>			<b>\$894,000</b>
Legislative & Public Affairs/Media Office	Policy Support	After-hours Call Center Service	\$3,500
	Customer Service & Business Assistance	Clean Air Awards	12,600
	Customer Service & Business Assistance	Community Outreach	277,005
	Policy Support	Graphics & Printing	33,616
	Policy Support	Graphics, Printing & Outreach Materials	4,000
	Policy Support	Legislative Advocacy - Sacramento	365,000
	Policy Support	Legislative Advocacy - Washington DC	665,130
	Policy Support	Legislative Computer Services	10,000
	Customer Service & Business Assistance	Multi-Lingual Translation - Public Participation	20,000
	Policy Support	News Release Services	9,000
	Policy Support	Photographic and Video Services	55,000

SERVICES & SUPPLIES

<b>Proposed Fiscal Year 2020-21 Professional &amp; Special Services Detail by Office (cont.)</b>			
<b>Office</b>	<b>Program</b>	<b>Contract Description</b>	<b>Amount</b>
<b>Legislative &amp; Public Affairs/Media Office (cont.)</b>	Customer Service & Business Assistance	Promotion Marketing of Smart Phone Tools	\$50,000
	Policy Support	Radio/Television Monitoring	11,000
	<b>Sub-total Legislative &amp; Public Affairs/Media Office</b>		<b>\$1,515,851</b>
<b>Science &amp; Technology Advancement</b>	Ensure Compliance	Laboratory Analytical Services	\$15,000
	Ensure Compliance	Rule 1180	250,000
	Ensure Compliance	Source Testing Services	30,000
	Advanced Clean Air Technology	Technical Assistance, Expert Consultation, Outreach/Education – Clean Fuels	1,000,000
	Advanced Clean Air Technology	Technical Assistance, Expert Consultation, Outreach/Education – CMP, AB923	300,000
	Develop Programs	Technical Assistance, Expert Consultation, Outreach/Education – Prop 1B	75,000
	Ensure Compliance	Technical Support for Air Monitoring and Community Complaint Resolution	35,000
	<b>Sub-total Science &amp; Technology Advancement</b>		<b>\$1,705,000</b>
<b>Engineering &amp; Permitting</b>	Operational Support	Workspace Reconfiguration	\$2,500
<b>Sub-total Engineering &amp; Permitting</b>		<b>\$2,500</b>	
<b>Compliance &amp; Enforcement</b>	Ensure Compliance	Compliance Notice Printing	\$4,000
	Ensure Compliance	Lab Analysis Services for R1176 and other air samples	5,000
	Operational Support	Workspace Reconfiguration	3,500
	<b>Sub-total Compliance &amp; Enforcement</b>		<b>\$12,500</b>
<b>Total Professional &amp; Special Services</b>			<b>\$8,340,974</b>

**CAPITAL OUTLAYS, BUILDING REMODELING & TRANSFERS OUT**

Acct. #	Account Description	FY 2019-20 Adopted Budget	FY 2019-20 Amended Budget	FY 2019-20 Estimate	FY 2020-21 Proposed Budget	Increase/ (Decrease) <sup>(a)</sup>
<b>77000</b>	<b>CAPITAL OUTLAYS</b>	<b>\$395,000</b>	<b>\$13,271,889</b>	<b>\$13,271,889</b>	<b>\$926,000</b>	<b>\$531,000</b>

This account is for tangible asset expenditures with a value of at least \$5,000 and a useful life of at least three years and intangible asset expenditures with a value of at least \$5,000 and a useful life of at least one year. The FY 2020-20 Proposed Budget reflects projects that are either offset by revenue or critical for operational support. Depending on funding availability, budget will be requested mid-year for additional projects. The FY 2020-21 Proposed Budget does not include amounts for federally funded grant programs. An expenditure appropriation will occur mid-year when the grants are awarded.

A listing by office of the proposed Capital Outlays for FY 2020-21 is provided at the end of this section.

<sup>(a)</sup>FY 2020-21 Proposed Budget vs. FY 2019-20 Adopted Budget.

Acct. #	Account Description	FY 2019-20 Adopted Budget	FY 2019-20 Amended Budget	FY 2019-20 Estimate	FY 2020-21 Proposed Budget	Increase/ (Decrease) <sup>(a)</sup>
<b>79050</b>	<b>BUILDING REMODELING</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

This account is used for minor remodeling projects which become necessary as a result of reorganizations or for safety reasons. No projects are anticipated in Fiscal Year 2020-21.

<sup>(a)</sup>FY 2020-21 Proposed Budget vs. FY 2019-20 Adopted Budget.

Acct. #	Account Description	FY 2019-20 Adopted Budget	FY 2019-20 Amended Budget	FY 2019-20 Estimate	FY 2020-21 Proposed Budget	Increase/ (Decrease) <sup>(a)</sup>
<b>99950</b>	<b>TRANSFERS OUT</b>	<b>\$841,353</b>	<b>\$2,525,592</b>	<b>\$2,525,592</b>	<b>\$841,353</b>	<b>\$0</b>

The FY 2020-21 Proposed Budget includes a transfer to the Health Effects Research Fund, pursuant to Governing Board policy.

<sup>(a)</sup>FY 2020-21 Proposed Budget vs. FY 2019-20 Adopted Budget.

CAPITAL OUTLAYS, BUILDING REMODELING & TRANSFERS OUT

Fiscal Year 2020-21 Capital Outlays Detail				
Office	Program	Category	Description	Amount
District General	Operational Support	N/A	<u>Unbudgeted Capital Outlay</u> - This amount is set aside for unanticipated needs or emergency situations to avoid interruption of operations.	\$75,000
<b>Sub-total District General</b>				<b>\$75,000</b>
Information Management	Operational Support	New	<u>Network Operations/Telecom</u> – Misc. Telecommunication Upgrade/Enhancement	\$35,000
<b>Sub-total Information Management</b>				<b>\$35,000</b>
Science & Technology Advancement	Advance Clean Air Technology	New	<u>Clean Fuels</u> – For advanced technology vehicles and infrastructure.	\$285,000
	Monitoring Air Quality	New	<u>R1180 Community Monitoring</u> - Air Monitoring Equipment	431,000
	Monitoring Air Quality	New	<u>R1180 Community Monitoring</u> - Vehicles	100,000
	<b>Sub-total Science &amp; Technology Advancement</b>			
<b>Total Capital Outlays</b>				<b>\$926,000</b>

**SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT  
PROPOSED GOALS AND PRIORITY OBJECTIVES  
FOR FY 2020-2021**

**MISSION STATEMENT**

“To clean the air and protect the health of all residents in the South Coast Air District through practical and innovative strategies.”

**GOALS AND PRIORITY OBJECTIVES**

The following Goals and Priority Objectives have been identified as being critical to meeting South Coast AQMD’s Mission in Fiscal Year 2020-21.

**GOAL I. Achieve Clean Air Standards.**

Priority Objective		Performance Indicator	Performance Measurement
1	Development and Implementation of Air Quality Management Plans	Adherence to development, adoption and implementation schedules for rules related to Air Quality Management Plans.	Complete 6 rule adoptions and/or actions that result in achievements towards 2016 AQMP emissions reductions. Hold at least 4 AQMP advisory group meetings for 2022 AQMP development.
2	Secure Incentive Funding for Emissions Reduction	Dollar amount of new funding sources for pollution reduction projects.	Secure \$250 million of new funding sources.
3	AB 617 Implementation in Communities	Conduct air monitoring and implement emission reduction plans for each of the three Year 1 communities and develop air monitoring and emission reduction plans for the 2 new communities.	Implementation of air monitoring and emission reduction plans for 3 Year-1 communities and development of these documents for 2 new communities.
4	Ensure Efficient Air Monitoring and Laboratory Operations	Achieve acceptable completion of valid data points out of the scheduled measurements in the South Coast AQMD air monitoring network for NAAQS pollutant before U.S. EPA deadline.	Achieve acceptable valid data completion submitted to U.S. EPA before deadline.
5	Ensure Timely Inspections of Facilities	Total number of Title V Inspections completed annually.	Complete 100% Title V Inspections.
6	Maintain progress in reducing the permit applications inventory	Number of pending permit applications.	Maintain pending permit applications inventory excluding Permits to Construct issued and RECLAIM transition applications at or near 3,000.
7	Support Development of Cleaner Advanced Technology	Amount of Clean Fuels Program projects funded.	Fund \$10 Million of Clean Fuels program projects with a 1:4 leveraging ratio.
8	Incentive Programs	% of grant money executed in contracts.	50% of grant money contracted within six months after receipt of funds.
9	Complete Final Report for the fifth Multiple Air Toxics Exposure Study	Written report of fixed-site monitoring data, emission inventory and health risk modeling.	Written report of fixed-site monitoring data, emission inventory and health risk modeling.

**GOAL II. Enhance Public Education and Equitable Treatment for All Communities.**

Priority Objective		Performance Indicator	Performance Measurement
1	Evaluation of Low Cost Air Quality Sensors	Evaluation and posting of results of low cost air quality sensors that have reached the market.	Evaluate and post results of 75% of sensors that have reached the market.
2	Outreach	Number of large community outreach events conducted in each County and effective information distribution for South Coast AQMD programs that achieve clean air.	Conduct/participate in 1 large community outreach event per quarter, including 1 in each County starting 6 months after it is safe to have large gatherings. Develop and implement SOPs to provide information to the public as quickly and accurately as possible.
3	Timely Investigation of Community Complaints	Initiate complaint investigation within 2 hours of complaint receipt.	During normal South Coast AQMD business hours, contact 90% of complainants within 2 hours of complaint receipt.
4	Social Media Efforts	Percentage increase in number of social media followers as well as increase audience engagement through impressions (views) of shared information via outreach on South Coast AQMD events, programs and major incidents. Contract with an outside consultant to form an internal committee to develop social media recommendations for Board approval.	15% to 20% increase in social media followers. Continue efforts to increase impressions and engagement on posts and/or campaigns with a monthly average goal of 2,400 Instagram impressions /8,000 impressions Facebook impressions/48,000 Twitter impressions on posts. Present recommendations to the Board.
5	School Educational Outreach	Number of high schools participating in the air quality education program in environmental justice communities. Develop materials for other grade levels	Provide curriculums to 100 high schools throughout the 4 Counties in environmental justice communities and teach at schools as requested when schools are back in session. Develop air quality teaching materials for schools.

**GOAL III. Operate Efficiently and Transparently.**

Priority Objective		Performance Indicator	Performance Measurement
1	Ensure Transparent Governance	Percentage of Committee and Board meeting agendas with materials made available to the public one week prior to the meeting.	100% of Committee and Board meeting agendas with materials made available to the public one week prior to the meeting.
2	Ensure Transparent Governance	Percentage of Stakeholder and Working Group meeting agendas with materials made available prior to the meeting.	100% of Stakeholder and Working Group meeting agendas with materials made available to the public three days prior to the meeting.
3	Maintain a Well Informed Staff	Number of all staff information sessions offered and conducted.	Offer and conduct 10 information sessions/training for all staff.
4	Partner with Public Agencies, Stakeholder Groups, & Business Community	Number of meetings with Permit Streamlining Task Force subcommittee and stakeholders. Participate in a regional public health task force.	Conduct 2 meetings of the Permit Streamlining Task Force subcommittee and stakeholders. Participate in a regional public health task force.
5	Timely Financial Monitoring	Timely budgetary financial reporting.	Submit quarterly budgetary financial reports to the Governing Board within 6 working days of the end of the quarter for quarters 1-3. Submit the 4 <sup>th</sup> quarter report within 6 working days of the end of July.

## **PROGRAM CATEGORIES**

### **ADVANCE CLEAN AIR TECHNOLOGY**

Identify technologies from anywhere in the world that may have application in reducing emissions from mobile and stationary sources in South Coast AQMD's jurisdiction. Suggest strategies to overcome any barriers and, when appropriate, implement those strategies.

- (A) Identify short-term and long-term technical barriers to the use of low-emission clean fuels and transportation technologies.
- (B) Promote development and assess the use of clean fuels and low-emitting technologies.
- (C) Work with industry to promote research and development in promising low-emission technologies and clean fuels.
- (D) Provide technical and program support to the Mobile Source Air Pollution Reduction Review Committee (MSRC).
- (E) Conduct source tests and analyses of samples to assess effectiveness of low-emissions technology.
- (F) Implement and administer state-funded programs such as the Carl Moyer program for retrofitting, re-powering, or replacing diesel engines with newer and cleaner engines and the Proposition 1B program that provides funding for projects to reduce air pollution associated with freight movement along California's trade corridors.

### **ENSURE COMPLIANCE WITH CLEAN AIR RULES**

Ensure compliance with South Coast AQMD rules for existing major and small stationary sources.

- (A) Verify compliance with South Coast AQMD rules through inspections, sample collections, Visible Emissions Evaluations, certification of Continuous Emission Monitoring Systems (CEMS), and emissions audits.
- (B) Issue Notices of Violation for major violations when discovered or a Notices to Comply for minor violations or to request records.
- (C) Respond to and resolve public complaints concerning air pollution.
- (D) Participate in Hearing Board cases, investigate breakdowns and notifications of demolitions or renovations of structures which may contain asbestos, conduct periodic monitoring, and observe source tests.
- (E) Respond to industrial and chemical emergencies when requested by other agencies.
- (F) Provide training classes for compliance with various South Coast AQMD rules such as Gasoline Transfer and Dispensing (Rule 461), Asbestos Demolition and Renovation (Rule 1403), Chrome Plating Operations (Rule 1469), Fugitive Dust Plans (Rule 403 & 403.1), Sump and Wastewater Separators (Rule 1176) and Combustion Gas Portable Analyzer Training & Certification (Rules 1146, 1146.1 & 1110.2).

## **PROGRAM CATEGORIES**

### **CUSTOMER SERVICE AND BUSINESS ASSISTANCE**

Support local government, businesses, and the general public.

- (A) Provide local government, business and the public with access and input into the regulatory and policy processes of South Coast AQMD.
- (B) Assist cities and others with AB 2766 projects.
- (C) Interact with local, state and federal agencies as well as others to share air quality information, resolve jurisdictional questions, and implement joint programs.
- (D) Support air pollution reduction through implementation of comprehensive public information and legislative and customer service programs.
- (E) Provide small business assistance services and support economic development and business retention activities.
- (F) Make presentations to and meet with regulated organizations, individuals, public agencies and the media.
- (G) Notify all interested parties of upcoming changes to air quality rules and regulations through public meetings, workshops, and printed and electronic information.
- (H) Resolve permit-related and fee-related problems and provide technical assistance to industry.
- (I) Respond to Public Records Act requests.
- (J) Produce brochures, newsletters, television, radio and print media information and materials, and digital information.
- (K) Respond to letters and Internet inquiries from the public and to media inquiries and requests.

### **DEVELOP PROGRAMS TO ACHIEVE CLEAN AIR**

Develop a regional Air Quality Management Plan (AQMP) to achieve federal and state ambient air quality standards and to meet all other requirements of the federal and California Clean Air Acts.

- (A) Analyze air quality data and provide an estimation of pollutant emissions by source category.
- (B) Develop pollutant control strategies and project future air quality using computer models and statistical analysis of alternative control scenarios.
- (C) Analyze issues pertaining to air toxics, acid deposition, and potential socioeconomic and environmental impacts (CEQA) of South Coast AQMD plans and regulations.
- (D) Conduct outreach activities to solicit public input on proposed control measures.
- (E) Implement Rule 2202 On-Road Motor Vehicle Mitigation Options and process employee commute reduction program submittals and registrations. Provide one-on-one assistance to employers to ensure compliance with the rule.



## PROGRAM CATEGORIES

### DEVELOP PROGRAMS TO ACHIEVE CLEAN AIR (Cont.)

- (F) Develop and update emissions inventories; conduct in-house auditing of annual emission reports; conduct field audits.

### DEVELOP RULES TO ACHIEVE CLEAN AIR

Develop emission reduction regulations for sulfur dioxide, nitrogen dioxide, organic gases, particulate matter, toxics, and other pollutants to implement the regional AQMP, Tanner Air Toxics Process (AB 1807), National Emission Standards for Hazardous Air Pollutants (NESHAPS), and Prevention of Significant Deterioration (PSD) requirements.

- (A) Provide an assessment of control technologies, evaluation of control cost, source testing and analysis of samples to determine emissions.
- (B) Test and analyze products and processes to demonstrate pollution reduction potential.
- (C) Solicit public input through meetings and workshops.
- (D) Prepare rules to provide flexibility to industry, ensure an effective permit program and increase rule effectiveness.
- (E) Evaluate effectiveness of area source rules, evaluate area source emission inventories, and propose new rules or amendments to improve implementation of area source programs, including the certification/registration of equipment, and as necessary pursuant to statewide regulatory requirements.
- (F) Implement the AQMP. Develop feasibility studies and control measures.
- (G) Conduct research and analyze health effects of air pollutants and assess the health implications of pollutant reduction strategies.

### MONITORING AIR QUALITY

Operate and maintain within South Coast AQMD's jurisdiction a network of air quality monitoring sites for ozone, nitrogen oxides, sulfur oxides, particulate matter, carbon monoxide and other pollutants to obtain data regarding public exposure to air contaminants.

- (A) Analyze, summarize, and report air quality information generated from the monitoring sites.
- (B) Provide continuous records for assessment of progress toward meeting federal and state air quality standards.
- (C) Develop and prepare meteorological forecasts and models.
- (D) Respond to emergency requests by providing technical assistance to first response public safety agencies.

## PROGRAM CATEGORIES

### MONITORING AIR QUALITY (Cont.)

- (E) Notify the public, media, schools, regulated industries and others whenever predicted or observed levels exceed the episode levels established under state law.
- (F) Conduct special studies such as MATES V, National Air Toxics Trends (NATTS), and Photochemical Assessment Monitoring Stations (PAMS).
- (G) Conduct measurement activities to identify and monitor potential sources of all toxics including high-risk facilities under the Community Air Toxics Initiative (CATI).
- (H) Evaluate and deploy low-cost sensors to monitor air pollution within communities of the South Coast Air Basin.
- (I) Assess the ability of optical remote sensing technology to characterize and quantify emissions from refineries and other sources, and to serve as a useful tool for enhancing existing leak detection and repair programs.

### OPERATIONAL SUPPORT

Provide operational support to facilitate overall air quality improvement programs.

- (A) Provide services that enable South Coast AQMD offices to function properly. Services include facility administration, human resources and financial services.
- (B) Provide information management services in support of all South Coast AQMD operations, including automation of permitting and compliance records, systems analysis and design, computer programming and operations, records management, and library services.
- (C) Provide legal support and representation on all policy and regulatory issues and all associated legal actions.

### TIMELY REVIEW OF PERMITS

Ensure timely processing of permits for new sources based on compliance with New Source Review and other applicable local, state and federal air quality rules and regulations.

- (A) Process applications for Permits to Construct and/or to Operate for new construction, modification and change of conditions for major and non-major sources.
- (B) Process Title V permits (Initial, Renewal, and Revisions) and facility permits for RECLAIM sources.
- (C) Process applications for Administrative Changes, Change of Operator, Plans, Emission Reductions Credits (ERCs) and RECLAIM Trading Credits (RTCs).

## PROGRAM CATEGORIES

### TIMELY REVIEW OF PERMITS (Cont.)

- (D) Continue efforts to streamline and expedite permit issuance through:
  - (1) Equipment certification/registration programs
  - (2) Streamlined standard permits
  - (3) Enhancement of permitting systems (including electronic permitting)
  - (4) Expedited Permit Processing Program
  - (5) Maintaining adequate staff resources
  - (6) Improved training
  - (7) Revisiting policies and rules

### POLICY SUPPORT

Monitor, analyze and attempt to influence the outcome of state and federal legislation.

- (A) Track changes to the state and federal budgets that may affect South Coast AQMD.
- (B) Respond to Congressional and Senatorial inquiries regarding South Coast AQMD programs, policies or initiatives.
- (C) Assist South Coast AQMD consultants in identifying potential funding sources and securing funding for South Coast AQMD programs.
- (D) Provide support staff to the Governing Board, Board committees, and various advisory and other groups including but not limited to: the Air Quality Management Plan Advisory Group, the Environmental Justice Advisory Group, the Home Rule Advisory Group, the Local Government and Small Business Assistance Advisory Group, the Mobile Source Air Pollution Reduction Review Committee (MSRC) and MSRC Technical Advisory Committee, the Scientific, Technical and Modeling Peer Review Advisory Group, the Technology Advancement Advisory Group, various Rule working groups, as well as ad hoc committees established from time to time.

## REVENUE CATEGORIES

### I. **Allocatable**

A portion of South Coast AQMD revenue offsets operational support costs of the South Coast AQMD.

1a Allocatable South Coast AQMD: District-wide administrative and support services (e.g., Human Resources, Payroll, Information Management).

1b Allocatable Office: Administrative activities specific to a division/office.

### II. **Annual Operating Emissions Fees**

### III. **Permit Processing Fees**

### IV. **Annual Operating Permit Renewal Fees**

### V. **Federal Grants/Other Federal Revenue**

### VI. **Source Test/Sample Analysis Fees**

### VII. **Hearing Board Fees**

### VIII. **Clean Fuels Fees**

### IX. **Mobile Sources**

### X. **Air Toxics AB 2588**

### XI. **Transportation Programs**

XII - XIV. These revenue categories are no longer used.

### XV. **California Air Resources Board Subvention/State Grants**

XVI. This revenue category is no longer used.

### XVII. **Other Revenue**

### XVIII. **Area Sources**

### XIX. **Portable Equipment Registration Program (PERP)**

### XX. **State Grant**

For a description of the revenue categories listed above, please refer to the corresponding revenue account in the FUND BALANCE & REVENUES section, "Explanation of Revenue Sources" within this document.

## WORK PROGRAM OVERVIEW

The Work Program is a management tool that allocates resources by Office, Program Category, and project. It is developed from Program Output Justification forms prepared during the budget process by each Office. Work Programs for each Office can be found in the OFFICE BUDGETS section of this document. Work Programs by Program Category are within the following pages. A glossary of terms and acronyms used in the Work Programs are at the end of this section.

Professional & Special Services, Temporary Agency Services, and Capital Outlays expenditures are assigned to specific Work Program Codes associated with the project the expenditures support. All other expenditures (Salaries and Benefits and most Services and Supplies line items) are distributed within an Office based on Full-Time Equivalents (FTEs). A prorated share of the District General Budget has been allocated to each line in the work program based on the number of FTEs reflected on the line.

The following is a brief description of each column in the Work Program:

The **#** column identifies each line in the Work Program in numerical order.

The **Program Code** is a five-digit code assigned to each program. The first two digits represent the Office. The last three digits are the Program.

The **Goal** column identifies which of the three Program Goals (defined in the Goals and Priority Objectives) applies to that output. The Goals are:

**GOAL I**      **Achieve Clean Air Standards.**

**GOAL II**      **Enhance Public Education and Equitable Treatment for All Communities.**

**GOAL III**      **Operate Efficiently and Transparently.**

The **Office** column, which appears on the Work Program by Category document, identifies the Office responsible for performing the work.

The **Program Category** column, which appears on the Work Program by Office document, identifies one of the nine Program Categories associated with an activity.

The **Program** column identifies the Program associated with the work.

The **Activities** column provides a brief description of the work.

The **FTEs** column identifies the number of Full Time Equivalent staff positions in the current-year adopted budget, mid-year and proposed changes (+/-), and the proposed budget for the next fiscal year. An FTE position represents one person-year.

The **Expenditures** column, found in the Work Program by Category document, identifies the expenditures in the current-year adopted budget, proposed changes (+/-) and the proposed budget for the next fiscal year.

The **Revenue Category** column identifies the revenue that supports the work. Revenue Category titles can be found within this section and revenue descriptions are in the FUND BALANCE & REVENUES section, "Explanation of Revenue Sources" within this document.

**Advance Clean Air Technology  
Work Program by Category**

#	Program Code	Goal	Office	Program	Activities	FTEs FY 2019-20	+/-	FTEs FY 2020-21	Expenditures FY 2019-20	+/-	Expenditures FY 2020-21	Revenue Categories		
1	08 001	I	LEG	AB2766/Mob Src/Legal Advice	AB2766 Leg Adv: Trans/Mob Source	0.05	0.00	0.05	\$ 10,732	\$	10,777	IX		
2	04 003	III	FIN	AB2766/MSRC	MSRC Program Administration	0.35	0.00	0.35	52,376	(793)	51,582	IX		
3	08 003	I	LEG	AB2766/MSRC	Legal Advice: MSRC Prog Admin	0.10	0.00	0.10	21,464	89	21,553	IX		
4	44 003	I	STA	AB2766/MSRC	Mob Src Review Comm Prog Admin	0.50	0.00	0.50	83,103	1,424	84,528	IX		
5	44 004	I	STA	Advisory Group/Small Business	AB2766 Admin Discretionary Prog	3.00	0.00	3.00	498,620	8,546	507,166	IX		
6	44 012	I	STA	AQMP/Control Tech Assessment	Tech Supp: Quantify Cost Effec	1.00	0.00	1.00	166,207	2,849	169,055	VIII		
7	04 030	I	FIN	AB134	AB134	2.00	0.00	2.00	299,289	(4,534)	294,755	IX		
8	08 030	I	LEG	AB134	AB134	1.50	0.00	1.50	321,958	1,341	323,299	IX		
9	44 030	I	STA	AB134	AB134	5.00	0.00	5.00	831,033	14,244	845,277	IX		
10	60 030	I	CE	AB134	AB134	0.00	0.25	0.25	-	38,329	38,329	IX		
11	44 039	I	STA	Admin/Office Mgt/Tech Adv	Admin Support/Coordination	0.77	0.00	0.77	127,979	2,194	130,173	VIII		
12	44 048	I	STA	Admin/Prog Mgmt/Tech Advance	Overall TA Program Mgmt/Coord	1.55	0.00	1.55	257,620	4,416	262,036	VIII		
13	44 095	I	STA	CA Natural Gas Veh Partnership	CA Natural Gas Veh Partnership	0.10	0.00	0.10	16,621	285	16,906	VIII		
14	44 121	I	STA	China Cln Shipping	China Partnership Cleaner Shpng	0.90	0.00	0.90	149,586	2,564	152,150	IX		
15	04 130	III	FIN	Clean Fuels/Contract Admin	Clean Fuels Contract Admin/Monitor	0.15	0.00	0.15	22,447	(340)	22,107	VIII		
16	44 130	I	STA	Clean Fuels/Contract Admin	Admin/Project Supp for TA Cont	3.90	0.00	3.90	648,206	11,110	659,316	VIII		
17	08 131	I	LEG	Clean Fuels/Legal Advice	Legal Advice: Clean Fuels	0.15	0.00	0.15	32,196	134	32,330	VIII		
18	44 132	I	STA	Clean Fuels/Mobile Sources	Dev/Impl Mobile Src Proj/Demo	1.00	0.00	1.00	1,451,207	2,849	1,454,055	VIII		
19	44 134	I	STA	Clean Fuels/Stationary Combust	Dev/Demo Clean Combustion Tech	0.30	0.00	0.30	49,862	855	50,717	VIII		
20	44 135	I	STA	Clean Fuels/Stationary Energy	Dev/Demo Alt Clean Energy	0.55	0.00	0.55	91,414	1,567	92,980	VIII		
21	44 136	I	STA	Clean Fuels/Tech Transfer	Disseminate Low Emiss Cf Tech	1.80	0.00	1.80	299,172	5,128	304,300	VIII		
22	44 187	I	STA	DERA Sch Bus Repl	DERA Sch Bus Repl Admin/Impl	0.10	0.00	0.10	16,621	285	16,906	V		
23	44 188	I	STA	DERA FY 13 Veh Repl	DERA Vehicle Repl Admin/Impl	0.10	0.00	0.10	16,621	285	16,906	XVII		
24	44 190	I	STA	Diesel Projects EPA	Diesel Projects EPA/Admin/Impl	0.20	-0.20	0.00	33,241	(33,241)	-	V		
25	44 203	I	STA	EFMP Program Support	EFMP Program Support	5.00	0.00	5.00	831,033	14,244	845,277	XVII		
26	44 258	I	STA	FARMER Grant	Fund Ag Replacement Measures	2.50	-1.00	1.50	415,517	(161,933)	253,583	XVII		
27	44 356	I	STA	GGRF ZEDT Demo	GGRF ZEDT Demo Admin	1.10	0.00	1.10	182,827	3,134	185,961	XVII		
28	44 453	I	STA	Mob Src: Emiss Inven Method	Rvw CARB/US EPA emissions inven methodology	1.50	0.00	1.50	249,310	4,273	253,583	VIII,IX		
29	04 457	III	FIN	Mobile Source/Moyer Adm	Carl Moyer: Contract/Fin Admin	1.02	0.00	1.02	152,637	(2,312)	150,325	IX		
30	08 457	I	LEG	Mob Src/C Moyer/Leg Advice	Moyer/Implem/Program Dev	0.10	0.00	0.10	21,464	89	21,553	IX		
31	16 457	I	AHR	MS/Carl Moyer Admin	C Moyer/Contractor Compliance	0.10	-0.07	0.03	16,994	(11,976)	5,018	IX		
32	44 457	I	STA	Mob Src/C Moyer Adm/Outreach	Carl Moyer: Impl/Admin Grant	13.10	0.80	13.90	2,477,307	172,563	2,649,870	IX		
33	44 459	I	STA	Mob Src/C Moyer/Impl/Prg Dev	Moyer/Implem/Program Dev	3.00	1.00	4.00	498,620	177,602	676,222	IX		
34	44 460	I	STA	VIP Admin	VIP Admin/Outreach/Impl	0.50	0.00	0.50	83,103	1,424	84,528	IX		
35	44 533	I	STA	POLB AMECS Demo	POLB AMECS Demo-Admin/Impl	0.10	0.00	0.10	16,621	285	16,906	XVII		
36	04 542	I	FIN	Prop 1B:Goods Movement	Contracts/Finance Admin	0.50	0.00	0.50	74,822	(1,134)	73,689	IX		
37	16 542	I	AHR	Prop 1B:Goods Movement	Prop 1B: Goods Movement	0.10	-0.07	0.03	16,994	(11,976)	5,018	IX		
38	04 544	I	FIN	Prop 1B:Low Emiss Sch Bus	Grants/Finance Admin	0.05	0.00	0.05	7,482	(113)	7,369	IX		
39	44 677	I	STA	School Bus/Lower Emission Prog	School Bus Program Oversight	2.00	0.00	2.00	332,413	5,698	338,111	IX		
40	44 738	I	STA	Target Air Shed EPA	Targeted Air Shed Admin/Impl	0.50	0.00	0.50	83,103	1,424	84,528	V,XVII		
41	44 740	I	STA	Tech Adv/Commercialization	Assess Cfs/Adv Tech Potential	0.25	0.00	0.25	41,552	712	42,264	VIII		
42	44 741	I	STA	Tech Adv/Non-Combustion	Dev/Demo Non-Combustion Tech	0.60	0.00	0.60	99,724	1,709	101,433	VIII		
43	44 816	I	STA	Transportation Research	Transport Research/Adv Systems	0.10	0.00	0.10	16,621	285	16,906	VIII		
44	44 827	I	STA	VW-General Admin	VW-General Admin	4.00	-2.00	2.00	664,826	(326,716)	338,111	XVII		
45	44 840	I	STA	VW-ZE Trucks-South Coast	VW-ZE Trucks-South Coast	0.00	1.00	1.00	-	169,055	169,055	XVII		
46	44 841	I	STA	VW-Combustion-South Coast	VW-Combustion-South Coast	0.00	1.00	1.00	-	169,055	169,055	XVII		
<b>Total Advance Clean Air Technology</b>											61.19	\$ 11,780,542	\$ 265,021	\$ 12,045,564

A prorated share of the District General Budget has been allocated to each line in the work program based on the number of FTEs reflected on the line.

**Customer Service and Business Assistance  
Work Program by Category**

Program Code	Goal	Office	Program	Activities	FTEs FY 2019-20 +/-	FTEs FY 2020-21 +/-	Expenditures FY 2019-20	Expenditures FY 2020-21 +/-	Revenue Categories
1 04 002	III	FIN	AB2766/Mobile Source	Prog Admin: Monitor/Dist/Audit	0.10	0.00	\$ 14,964	\$ 9,773	IX
2 35 037	I	LPA	AB617-Outreach	AB617-Outreach	5.00	0.00	891,120 (9,421)	881,700	IX
3 50 038	I	EP	Admin/Office Management	Dev/Coord Goals/Policies/Overs	3.00	0.00	530,896 (10,646)	520,251	lb
4 60 038	III	CE	Admin/Office Budget	Dev/Coord Goals/Policies/Overs	6.00	0.00	898,798 21,103	919,901	lb
5 35 046	III	LPA	Admin/Prog Mgmt	Admin Office/Units/SuppCoord Staff	5.02	0.00	887,461 (2,234)	885,226	lb
6 50 047	I	EP	Admin/Operations Support	Budget/Contracts/Reports/Projects	3.00	0.00	533,396 (10,646)	522,751	lb
7 60 047	I	CE	Admin/Operations Support	Budget/Contracts/Reports/Projects	4.90	-1.90	751,959 (288,508)	463,450	lb
8 35 126	II	LPA	Clean Air Connections	Coord of region-wide community group	1.00	0.00	178,224 (1,884)	176,340	II,IX
9 04 170	I	FIN	Billing Services	Answer/Resp/Resolv Prob & Inq	8.00	0.00	1,212,656 (18,136)	1,194,519	II,III,IV
10 50 200	I	EP	Economic Dev/Bus Retention	Perm Proc/Public Participation	0.10	0.00	17,697 (355)	17,342	III
11 35 205	II	LPA	Environmental Education	Curriculum Dev/Project Coord	0.25	0.00	44,556 (471)	44,085	II,IX,XV
12 35 240	I	LPA	Environmental Justice	Impl Board's EJ Pgrms/Policies	2.00	1.00	356,448 172,572	529,020	II,IV
13 04 260	III	FIN	Fee Review	Cmte Mtg/Fee-Related Complaint	0.10	0.00	14,964 (227)	14,738	II,III,IV,XV
14 35 260	III	LPA	Fee Review	Cmte Mtg/Fee-Related Complaint	0.50	0.00	89,112 (942)	88,170	II,III,IV,XV
15 50 260	III	EP	Fee Review	Fee Review Committee	0.45	0.00	79,634 (1,597)	78,038	II,III,IV
16 04 355	III	FIN	Grants Management	Grant Anlyz/Eval/Negot/Acc/Rpt	1.00	0.00	149,644 (2,267)	147,377	IV,V,XV
17 35 381	III	LPA	Interagency Liaison	Interact Gov Agns/Promote SCAQMD	0.15	0.00	26,734 (283)	26,451	la,XV
18 35 390	I	LPA	Intergov/Geographic Deployment	Dev/Impl Local Govt Outreach	10.50	0.00	1,909,353 (19,784)	1,889,569	II,IX
19 50 425	I	EP	Lobby Permit Services	Supp Perm Proc/Customer Svc	1.00	0.00	176,965 (3,549)	173,417	III
20 27 481	III	IM	New System Development	Dev sys in supp of Dist-wide	1.75	-0.50	372,217 (97,637)	274,580	la,III
21 03 490	II	EO	Outreach	Pub Awareness Clean Air Prog	0.97	0.00	303,886 1,521	305,407	la
22 35 491	II	LPA	Outreach/Business	Chambers/Business Meetings	1.00	0.00	178,224 (1,884)	176,340	II,IV
23 35 492	II	LPA	Public Education/Public Events	Pub Events/Conf/Rideshare Fair	2.00	0.00	455,229 174,456	629,685	II,V,IX,XV
24 60 492	II	CE	Outreach/Business	Pub Events/Conf/Rideshare Fair	0.20	-0.10	30,509 (15,177)	15,332	IX
25 35 496	II	LPA	Outreach/Visiting Dignitary	Tours/Briefings-Dignitary	0.25	0.00	44,556 (471)	44,085	la
26 35 514	I	LPA	Permit: Expired Permit Program	Assist w Permit Reinstatement	0.30	0.00	53,467 (565)	52,902	IV
27 50 520	I	EP	Perm Proc/Pre-App Mtg Outreach	Pre-App Mtgs/Genl Prescreening	1.00	0.00	176,965 (3,549)	173,417	III
28 16 540	III	AHR	Print Shop	Printing/Collating/Binding	4.00	1.00	685,745 150,537	836,282	la
29 35 555	II	LPA	Public Information Center	Inform public of unhealthy air	1.00	0.00	268,224 (1,884)	266,340	II,V,IX
30 03 565	III	EO	Public Records Act	Comply w/ Public Req for Info	0.01	0.00	3,133 16	3,149	la
31 04 565	I	FIN	Public Records Act	Comply w/ Public Rec Requests	0.02	0.00	2,993 (45)	2,948	la
32 08 565	III	LEG	Public Records Act	Comply w/ Public Rec Requests	1.50	0.00	321,958 1,341	323,299	la
33 16 565	III	AHR	Public Records Act	Comply w/ Public Rec Requests	0.05	-0.02	8,497 (3,479)	5,018	la
34 17 565	III	CB	Public Records Act	Comply w/ Public Rec Requests	0.02	0.00	4,807 (22)	4,786	la
35 26 565	III	PRA	Public Records Act	Comply w/ Public Rec Requests	0.79	0.00	140,535 52	140,587	la
36 27 565	III	IM	Public Records Act	Comply w/ Public Req for Info	4.75	0.00	951,660 9,642	961,303	la
37 35 565	III	LPA	Public Records Act	Comply w/ Public Req for Info	0.10	0.00	17,822 (188)	17,634	la

Customer Service and Business Assistance (Cont.) Work Program by Category												
#	Program Code	Goal	Office	Program	Activities	FTEs FY 2019-20	+/-	FTEs FY 2020-21	Expenditures FY 2019-20	+/-	Expenditures FY 2020-21	Revenue Categories
38	44 565	III	STA	Public Records Act	Comply w/ Public Req for Info	0.17	0.45	0.62	\$ 28,255	\$ 76,559	\$ 104,814	la
39	50 565	III	EP	Public Records Act	Comply w/ Public Req for Info	0.25	0.00	0.25	44,241	(887)	43,354	la
40	60 565	III	CE	Public Records Act	Comply w/ Public Req for Info	3.00	-2.70	0.30	457,628	(411,633)	45,995	la
41	04 631	III	FIN	Cash Mgmt/Refunds	Research/Doc/Prep/Proc Refunds	0.30	0.00	0.30	44,893	(680)	44,213	III,IV,XI
42	35 679	III	LPA	Small Business Assistance	Small Business/Financial Assistance	1.00	0.00	1.00	178,224	(1,884)	176,340	III
43	08 681	III	LEG	Small Business/Legal Advice	Legal Advice: SB/Fee Review	0.05	0.00	0.05	10,732	45	10,777	I,III
44	50 690	I	EP	Source Education	Prov Tech Asst To Industries	2.80	0.00	2.80	495,503	(9,936)	485,567	III,IV,V,XV
45	60 690	I	CE	Source Education	Prov Tech Asst To Industries	0.40	-0.20	0.20	61,017	(30,354)	30,663	III,IV,V,XV
46	44 701	I	STA	Source Testing/Customer Svc	Conduct ST/Prov Data/Cust Svc	0.05	0.00	0.05	8,310	142	8,453	VI
47	44 709	I	STA	VOC Sample Analysis/SBA/Other	VOC Analysis & Reptg/Cust Svc	0.50	-0.50	0.00	83,103	(83,103)	-	VI
48	35 710	I	LPA	Speakers Bureau	Coordinate/conduct speeches	0.10	0.00	0.10	17,822	(188)	17,634	la
49	16 720	I	AHR	Subscription Services	Rule & Gov Board Materials	0.70	0.00	0.70	118,955	(1,876)	117,079	IV,XVII
50	26 788	I	PRA	AB2588 Mailing/Venue	AB2588 Mailing/Venue	0.05	-0.05	0.00	8,895	(8,895)	-	XVII
51	35 791	I	LPA	Toxics/AB2588	Outreach/AB 2588 Air Toxics	0.01	0.00	0.01	1,782	(19)	1,763	X
52	26 833	II	PRA	Rule 2202 ETC Training	Rule 2202 ETC Training	1.15	1.00	2.15	214,576	178,034	392,610	XI
<b>Total Customer Service &amp; Business Assistance</b>						82.31	(2.52)	79.79	\$ 14,558,947	\$ (249,512)	\$ 14,309,436	



**Develop Programs  
Work Program by Category**

Program Code	Goal	Office	Program	Activities	FTEs FY 2019-20	+/-	FTEs FY 2020-21	Expenditures FY 2019-20	+/-	Expenditures FY 2020-21	Revenue Categories
1 26 002	I	PRA	AB2766/Mobile Source	AB2766 Mobile Source Outreach	2.70	0.50	3.20	\$ 480,308	\$ 89,158	\$ 569,466	IX
2 04 009	I	FIN	AB 1318 Mitigation	AB 1318 Projects Admn/Impl	0.13	-0.13	0.00	19,454	(19,454)	-	XVII
3 44 009	I	STA	AB 1318 Mitigation	AB 1318 Projects Admn/Impl	0.25	-0.20	0.05	41,552	(33,099)	8,453	XVII
4 03 010	I	EO	AQMP	Develop/Implement AQMP	0.05	0.00	0.05	15,664	78	15,743	II,IX
5 08 010	I	LEG	AQMP	AQMP Revision/CEQA Review	0.10	0.00	0.10	21,464	89	21,553	II,IV,IX
6 26 010	I	PRA	AQMP	AQMP Special Studies	1.60	1.20	2.80	292,627	221,656	514,283	IV,V,IX,XV
7 03 028	I	EO	Admin/SCAQMD Policy	Dev/Coord Goals/Policies/Overs	0.44	0.00	0.44	212,845	690	213,535	la
8 26 033	I	PRA	AB617-Em Inventory	AB617-Emission Inventory	3.00	0.00	3.00	533,676	199	533,874	IX
9 26 034	I	PRA	AB617-Em Reduc P Ins	AB617-Emission Reduction Plans	10.15	-0.05	10.10	1,805,603	(8,226)	1,797,377	IX
10 26 038	I	PRA	Admin/Office Management	Coordinate Off/Admin Activities	4.55	0.75	5.30	824,408	138,770	963,178	lb
11 26 068	II	PRA	SCAQMD Projects	Prepare Environmental Assessments	3.35	1.00	4.35	770,938	178,180	949,118	II,IV,IX
12 44 069	I	STA	AQIP Evaluation	AQIP Contract Admin/Evaluation	0.50	-0.40	0.10	83,103	(66,198)	16,906	IX
13 26 102	II	PRA	CEQA Document Projects	Review/Prepare CEQA Comments	3.75	0.00	3.75	667,095	248	667,343	II,IX
14 26 104	I	PRA	CEQA Policy Development	ID/Develop/Impl CEQA Policy	0.50	0.00	0.50	113,946	33	113,979	IV,IX
15 26 121	I	PRA	China Cln Shipping	China Partnership Cleaner Shpng	1.00	0.00	1.00	177,892	35,066	212,958	IX
16 26 217	I	PRA	Emissions Inventory Studies	AER Hotline/Support	0.75	0.00	0.75	133,419	50	133,469	II,V,IX,XV
17 26 218	I	PRA	AQMP/Emissions Inventory	Dev Emiss Inv: Forecasts/RFPs	1.25	0.00	1.25	222,365	83	222,448	II,IX
18 26 368	I	PRA	Incentive RFP Emiss Red Projs	Incentive Projects Admin	1.00	0.00	1.00	177,892	66	177,958	XVII
19 44 368	I	STA	Incentive RFP Emiss Red Projs	Incentive Projects Admin	3.00	0.00	3.00	498,620	8,546	507,166	XVII
20 44 396	I	STA	Lawnmower Exchange	Lawn Mower Admin/Impl/Outreach	0.30	0.00	0.30	49,862	855	50,717	XVII
21 26 397	II	PRA	Lead Agency Projects	Prep Envrnmt Assmts/Perm Proj	2.50	0.00	2.50	444,730	165	444,895	III
22 26 451	I	PRA	Mob Src/CARB/EPA Monitoring	CARB/US EPA Mob Src Fuel Policies	0.50	-0.10	0.40	88,946	(17,763)	71,183	IX
23 26 452	I	PRA	Mob Src/CEC/US DOE Monitoring	CEC/US DOE Mob Src rulemaking proposals	0.20	0.00	0.20	35,578	13	35,592	IX,XVII
24 44 458	I	STA	Mobile Source Strategies	Implement Fleet Rules	1.00	0.00	1.00	166,207	2,849	169,055	VIII
25 26 503	I	PRA	PM Strategies	PM10 Plan/Analyze/Strategy Dev	1.00	1.00	2.00	177,892	178,024	355,916	II,V,XV
26 44 542	I	STA	Prop 18:Goods Movement	Prop 18:Goods Movement	2.00	0.00	2.00	407,413	5,698	413,111	IX
27 35 560	I	LPA	Public Notification	Public notif of rules/hearings	0.50	0.00	0.50	109,112	(942)	108,170	II,IV,IX
28 26 685	I	PRA	Socio-Economic	Apply econ models/Socio-econ	4.00	0.50	4.50	861,568	89,244	950,812	II,IV
29 44 702	I	STA	ST Methods Development	Eval ST Methods/Validate	0.95	0.00	0.95	157,896	2,706	160,603	II
30 44 705	I	STA	ST Sample Analysis/Air Program	Analyze ST Samples/Air Prgms	0.25	0.00	0.25	41,552	712	42,264	II
31 26 745	I	PRA	Rideshare	Dist Rideshare/Telecommute Prog	0.55	0.00	0.55	97,841	36	97,877	IX
32 26 816	I	PRA	Transportation Regional Progs	Dev AQMP Meas/Coord w/Reg Agn	0.40	0.35	0.75	76,157	57,312	133,469	V,IX
33 26 834	I	PRA	Rule 2202 Implement	Rule 2202 Proc/Sub Plans/Tech Eval	2.15	-0.29	1.86	382,468	(51,466)	331,002	XI
34 26 836	I	PRA	Rule 2202 Support	R2202 Supt/CmptnMaint/WebSubmt	2.05	-0.06	1.99	399,679	(15,542)	384,137	V,XI
<b>Total Develop Programs</b>					56.42	4.07	60.49	\$ 10,589,771	\$ 797,838	\$ 11,387,608	

Develop Rules Work Program by Category											
Program Code	Goal	Office	Program	Activities	FTEs FY 2019-20	+/-	FTEs FY 2020-21	Expenditures FY 2019-20	+/-	Expenditures FY 2020-21	Revenue Categories
1 26 031	I	PRA	AB617-BACT Clrghouse Dev	AB617-BARCT Rulemaking	16.20	-4.25	11.95	\$ 2,881,850	\$ (755,250)	\$ 2,126,600	IX
2 26 035	I	PRA	AB617-General	AB617-General	4.15	0.00	4.15	738,252	275	738,526	IX
3 50 035	I	EP	AB617-General	AB617-General	1.00	0.00	1.00	176,965	(3,549)	173,417	IX
4 44 043	I	STA	Admin/Office Mgmt/Rules	Rules: Assign/Manage/Supp	0.15	0.00	0.15	24,931	427	25,358	lb
5 26 050	I	PRA	Admin/Rule Dev/PRA	Admin: Rule Development	1.10	0.00	1.10	195,681	73	195,754	lb
6 26 071	I	PRA	Arch Ctgs - Admin	Rdev/Aud/DB/TA/SCAQMD/Rpts/AER	0.50	0.00	0.50	88,946	33	88,979	XVIII
7 26 077	I	PRA	Area Sources/Rulemaking	Dev/Eval/Impl Area Source Prog	0.50	-0.25	0.25	88,946	(44,456)	44,490	II,IX
8 26 165	I	PRA	Conformity	Monitor Transp. Conformity	0.25	0.00	0.25	44,473	17	44,490	V,IX
9 26 257	I	PRA	Fac Based Mob Src	Facility Based Mobile Src Meas	6.25	2.00	8.25	1,186,825	406,330	1,593,155	IX
10 26 362	II	PRA	Health Effects	Study Health Effect/Toxicology	0.70	0.00	0.70	124,524	46	124,571	II,III,IX
11 26 385	I	PRA	Criteria Pollutants/Mob SrCs	Dev/Impl Intercredit Trading	0.75	-0.55	0.20	133,419	(97,827)	35,592	IV,IX
12 26 449	I	PRA	Mob Src/SCAQMD Rulemaking	Prepare SCAQMD Mob Src rulemaking proposals	3.60	-2.60	1.00	640,411	(462,453)	177,958	IX
13 44 456	I	STA	MS & AQMP Control Strategies	AQMP Control Strategies	0.30	0.00	0.30	49,862	855	50,717	VIII
14 26 460	I	PRA	Regional Modeling	Rule Impact/Analyses/Model Dev	5.00	0.00	5.00	959,460	331	959,791	II,V,IX
15 26 646	I	PRA	R1180 Community Mon	R1180 Comm Monitoring Refinery	0.20	0.00	0.20	35,578	13	35,592	XVII
16 50 650	I	EP	Rulemaking	Dev/Amend/Impl Rules	0.25	0.00	0.25	44,241	(887)	43,354	II,XV
17 08 651	I	LEG	Rules/Legal Advice	Legal Advice: Rules/Draft Regs	1.20	0.00	1.20	257,567	1,073	258,639	II
18 44 653	I	STA	Rulemaking/BACT	Dev/Amend BACT Guidelines	1.50	0.00	1.50	249,310	4,273	253,583	II
19 26 654	I	PRA	Rulemaking/NOX	Rulemaking/NOX	0.90	0.00	0.90	160,103	60	160,162	II,IV,XV
20 26 655	I	PRA	NSR/Adm Rulemaking	Amend/develop NSR & Admin Rules	0.90	0.00	0.90	160,103	60	160,162	II,IV,V,XV
21 26 656	I	PRA	Rulemaking/VOC	Dev/Amend VOC Rules	3.00	-2.50	0.50	533,676	(444,697)	88,979	II,IV,XV
22 44 657	I	STA	Rulemaking/Support PRA	Assist PRA w/ Rulemaking	0.05	1.15	1.20	8,310	194,556	202,866	II
23 50 657	I	EP	Rulemaking/Support PRA	Provide Rule Development Supp	0.25	0.00	0.25	44,241	(887)	43,354	II,XV
24 60 657	I	CE	Rulemaking/Support PRA	Provide Rule Development Supp	1.00	-0.25	0.75	152,543	(37,555)	114,988	IV,XV
25 26 659	I	PRA	Rulemaking/Toxics	Develop/Amend Air Toxic Rules	8.75	2.65	11.40	1,556,555	472,168	2,028,723	II,IX
26 08 661	I	LEG	Rulemaking/RECLAIM	RECLAIM Legal Adv/Related Iss	0.50	0.00	0.50	107,319	447	107,766	II
27 26 661	I	PRA	Rulemaking/RECLAIM	RECLAIM Amend Rules/Related Is	1.50	0.00	1.50	266,838	99	266,937	II
28 44 706	I	STA	ST Sample Analysis/Air Program	Analyze ST Samples/Rules	0.25	0.00	0.25	41,552	712	42,264	II
29 44 708	I	STA	VOC Sample Analysis/Rules	VOC Analysis & Rptg/Rules	0.25	0.00	0.25	41,552	712	42,264	II,XV
30 50 752	I	EP	Title III Rulemaking	Title III Dev/Implement Rules	0.25	0.00	0.25	44,241	(887)	43,354	II,V,XV
31 50 773	I	EP	Title V & NSR Rulemaking-Supp	Title V Rules Dev/Amend/Impl	0.25	0.00	0.25	44,241	(887)	43,354	II
<b>Total Develop Rules</b>					61.45	(4.60)	56.85	\$ 11,082,515	\$ (766,777)	\$ 10,315,738	

**Ensure Compliance  
Work Program by Category**

Program Code	Goal	Office	Program	Activities	FTEs FY 2019-20	+/-	FTEs FY 2020-21	Expenditures FY 2019-20	+/-	Expenditures FY 2020-21	Revenue Categories
1 44 015	I	STA	Acid Rain Program	Acid Rain CEMS Eval/Cert	0.50	-0.30	0.20	\$ 83,103	\$ (49,292)	\$ 33,811	II,IV
2 60 032	I	CE	AB617-Meetings	AB617-Meetings	8.00	-7.00	1.00	1,220,341	(1,067,024)	153,317	IX
3 60 033	I	CE	AB617-Inspections	AB617-Inspections	0.00	3.00	3.00	-	459,950	459,950	IX
4 60 034	I	CE	AB617-CERP	AB617-CERP	0.00	0.10	0.10	-	15,332	15,332	IX
5 60 036	I	CE	AB617-Complaints	AB617-Complaints	0.00	1.00	1.00	-	153,317	153,317	IX
6 44 042	I	STA	Admin/Office Mgmt/Compliance	Compliance: Assign/Manage/Supp	0.37	0.00	0.37	61,496	1,054	62,550	lb
7 60 070	I	CE	CARB PERP Program	CARB Audits/Statewide Equip Reg	6.00	0.00	6.00	915,255	4,645	919,901	XIX
8 08 072	I	LEG	Arch Ctgs - End User	Case Dispo/Rvw, Track, Prep NOV's	0.05	0.00	0.05	10,732	45	10,777	XVIII
9 26 072	I	PRA	Arch Ctgs - End User	Compliance/Rpts/Rule Implementation	1.00	-0.25	0.75	177,892	(44,423)	133,469	XVIII
10 44 072	I	STA	Arch Ctgs - End User	Sample Analysis/Rpts	2.00	0.00	2.00	332,413	5,698	338,111	XVIII
11 08 073	I	LEG	Arch Ctgs - Other	Case Dispo/Rvw, Track, Prep NOV's	0.05	0.00	0.05	10,732	45	10,777	XVIII
12 26 073	I	PRA	Arch Ctgs - Other	Compliance/Rpts/Rule Implementation	1.00	0.00	1.00	177,892	66	177,958	XVIII
13 26 076	I	PRA	Area Sources/Compliance	Area Source Compliance	4.50	0.00	4.50	820,514	298	820,812	III,IV,V,IX,XV
14 16 080	III	AHR	Auto Services	Vehicle/Radio Repair & Maint	3.00	1.00	4.00	509,809	159,217	669,026	la
15 60 093	I	CE	CARB Oil & Gas Reg.	GHG EM Stds Oil/NG Facilities	0.00	4.00	4.00	-	613,267	613,267	XVII
16 44 105	I	STA	CEMS Certification	CEMS Review/Approval	6.15	-1.15	5.00	1,022,171	(176,894)	845,277	II,III,VI
17 35 111	II	LPA	Call Center/CUT SMOG	Smoking Vehicle Complaints	8.00	0.00	8.00	1,425,793	(15,073)	1,410,719	IX,XV
18 08 115	I	LEG	Case Disposition	Trial/Dispo-Civil Case/Injunct	4.75	0.00	4.75	1,019,535	4,245	1,023,780	II,IV,V,VII,XV
19 60 152	III	CE	Compliance/IM Related Activiti	Assist IM: Design/Review/Test	0.50	-0.30	0.20	79,271	(44,608)	34,663	IV
20 08 154	I	LEG	Compliance/NOV Administration	Review/Track/Prep NOV's/MSAs	0.75	0.00	0.75	160,979	670	161,649	IV
21 60 155	I	CE	Compliance Guidelines	Procedures/Memos/Manuals	1.50	-1.25	0.25	228,814	(190,485)	38,329	IV
22 50 156	I	EP	Perm Proc/Info to Compliance	Prov Permit Info to Compliance	3.00	0.00	3.00	530,896	(10,646)	520,251	III,IV,XV
23 60 157	I	CE	Compliance/Special Projects	Prog Audits/Data Req/Brd Supp	3.00	1.00	4.00	457,628	155,639	613,267	II
24 60 158	I	CE	Compliance Testing	R461/Combustion Equip Testing	1.00	-0.50	0.50	164,543	(82,884)	81,658	IV
25 44 175	I	STA	DB/Computerization	Develop Systems/Database	0.44	0.00	0.44	73,131	1,253	74,384	II,IV,VI
26 08 185	I	LEG	Database Management	Support IM/Dev Tracking System	1.00	0.00	1.00	249,639	5,894	255,533	IV
27 26 215	I	PRA	AER Gen/Rev/Am/Aud	AER General/Review/Amend/Audit	11.00	0.00	11.00	2,061,812	(97,272)	1,964,540	II,V
28 08 235	I	LEG	Environmental Litigation	Maj Prosecutions/Civil Actions	2.00	0.00	2.00	429,278	1,788	431,065	IV
29 50 240	I	EP	Enforcement Justice	R461/Combustion Equip Testing	0.50	0.00	0.50	88,483	(1,774)	86,708	II,IV,XV
30 26 358	I	PRA	GHG Rules-Compl	Green House Gas Rules-Compliance	1.00	0.00	1.00	177,892	66	177,958	IV
31 17 364	I	CB	Hearing Board/Abatement Orders	Attn/Recrd/Monitr Mtgs	0.10	0.00	0.10	24,036	(108)	23,928	IV
32 17 365	I	CB	Hearing Board/Variations/Appeal	Attend/Record/Monitor HB Mtgs	3.20	0.00	3.20	854,361	(3,456)	850,905	IV,V,VII
33 50 365	I	EP	Hearing Bd/Variations	Variations/Orders of Abatement	0.75	0.00	0.75	132,724	(2,661)	130,063	VII
34 60 365	I	CE	Hearing Bd/Variations	Variations/Orders of Abatement	2.00	-1.75	0.25	305,085	(266,756)	38,329	VII
35 08 366	I	LEG	Hearing Board/Legal	Hear/Disp-Varian/Appeal/Rev	3.00	0.00	3.00	643,917	2,681	646,598	IV,V,XV
36 60 375	I	CE	Inspections	Compliance/Inspection/Follow-up	85.00	0.00	85.00	12,966,118	65,807	13,031,926	II,V,XV
37 50 377	I	EP	Inspections/RECLAIM Audits	Audit/Compliance Assurance	6.00	0.00	6.00	1,061,792	(21,291)	1,040,501	II,IV
38 60 377	I	CE	Inspections/RECLAIM Audits	Audit/Compliance Assurance	14.00	2.00	16.00	2,135,596	317,472	2,453,068	II,IV
39 08 380	I	LEG	Interagency Coordination	Coordinate with Other Agencies	0.20	0.00	0.20	42,928	179	43,107	II,V
40 08 403	III	LEG	Legal Rep/Litigation	Prep/Hearing/Disposition	3.50	0.00	3.50	912,237	(1,872)	910,365	la,II
41 44 450	I	STA	Microscopic Analysis	Asbestos/PM/Metals Analysis	2.00	1.00	3.00	332,413	174,753	507,166	VI
42 08 465	I	LEG	Mutual Settlement	Mutual Settlement Program	1.50	0.00	1.50	321,958	1,341	323,299	IV
43 50 492	I	EP	Customer Service	Compliance/Inspection/Follow-up	0.50	0.00	0.50	88,483	(1,774)	86,708	II,V,IX,XV
44 44 500	I	STA	PM2.5 Program	Est/Operate/Maint PM2.5 Network	10.30	0.00	10.30	1,711,928	29,342	1,741,271	II,V,IX
45 60 539	I	CE	Procedure 5 Review	Evaluate Proc 5 Asbestos Plans	0.40	2.60	3.00	61,017	398,933	459,950	XVII

A prorated share of the District General Budget has been allocated to each line in the work program based on the number of FTEs reflected on the line.

**Ensure Compliance (Cont.)  
Work Program by Category**

#	Program Code	Goal	Office	Program	Activities	FTEs FY 2019-20	+/-	FTEs FY 2020-21	Expenditures FY 2019-20	+/-	Expenditures FY 2020-21	Revenue Categories
46	60 550	II	CE	Public Complaints/Breakdowns	Comptresp/Invfwup/Resolutn	9.00	1.00	10.00	\$ 1,372,883	\$ 160,285	\$ 1,533,168	II,IV,V,XV
47	60 605	I	EP	RECLAIM/Admin Support	Admin/Policy/Guidelines	6.50	0.00	6.50	1,150,275	(23,065)	1,127,210	II,III,IV,XV
48	60 605	I	CE	RECLAIM/Admin Support	Admin/Policy/Guidelines	0.50	-0.25	0.25	76,271	(37,942)	38,329	II,III,IV,XV
49	26 620	I	PRA	Refinery Pilot Project	Refinery Pilot Project	1.80	1.00	2.80	381,206	178,077	559,283	II
50	26 645	I	PRA	Rule 1610 Plan Verification	Rule 1610 Plan Verification	0.50	0.00	0.50	88,946	33	88,979	V,IX
51	50 678	I	EP	School Siting	Identify Haz. Emission Sources near Schools	0.25	0.00	0.25	44,241	(887)	43,354	II
52	60 678	I	CE	School Siting	Identify Haz. Emission Sources near Schools	0.00	0.75	0.75	-	114,988	114,988	IV
53	50 680	I	EP	Small Business Assistance	Asst sm bus w/ Permit Process	0.50	0.00	0.50	88,483	(1,774)	86,708	III,IV
54	44 700	I	STA	Source Testing/Compliance	Conduct ST/Prov Data/Compl	2.25	0.00	2.25	403,965	6,410	410,375	VI
55	44 704	I	STA	ST/Sample Analysis/Compliance	Analyze ST Samples/Compliance	4.00	0.00	4.00	664,826	11,395	676,222	VI
56	44 707	I	STA	VOC Sample Analysis/Compliance	VOC Analysis & Rptg/Compliance	7.00	-0.50	6.50	1,200,446	(64,586)	1,135,860	IV,XV
57	44 716	I	STA	Special Monitoring	Rule 403 Compliance Monitoring	2.20	0.00	2.20	400,655	6,267	406,922	III,IV,IX,XV
58	60 771	I	CE	Title V	Title V Compl/Inspect/Follow Up	4.50	0.00	4.50	686,442	3,484	689,925	II,IV
59	04 791	III	FIN	Toxics/AB2588	AB2588 Toxics HS Fee Collection	0.15	0.00	0.15	37,447	(340)	37,107	X
60	08 791	I	LEG	Toxics/AB2588	AB2588 Legal Advice: Plan & Impl	0.05	0.00	0.05	10,732	45	10,777	X
61	27 791	III	IM	Toxics/AB2588	AB2588 Database Software Supp	0.50	0.00	0.50	139,176	1,015	140,191	X
62	50 791	I	EP	Toxics/AB2588	AB2588 Rev Rpts/Risk Redplans	0.25	0.00	0.25	44,241	(887)	43,354	X
63	60 791	I	CE	Toxics/AB2588	Risk Reduct Plan Rvw/Comm Mtgs	0.10	-0.10	0.00	15,254	(15,254)	-	X
64	26 794	I	PRA	Toxics/AB2588	AB2588/Toxics	13.00	0.00	13.00	2,312,596	860	2,313,456	X
65	44 794	I	STA	Toxics/AB2588	Eval Protocols/Methods/ST	3.25	-1.25	2.00	540,171	(202,061)	338,111	X
66	44 795	I	STA	Toxics/Engineering	R1401 Toxics/HRA Prot/Rpt Eval	0.05	1.25	1.30	8,310	211,462	219,772	VI,X
67	08 805	III	LEG	Training	Continuing Education/Training	0.75	0.00	0.75	160,979	670	161,649	lb

260.61	5.10	265.71	\$ 43,912,181	\$ 842,898	\$ 44,755,079
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**Total Ensure Compliance**

A prorated share of the District General Budget has been allocated to each line in the work program based on the number of FTEs reflected on the line.

Monitoring Air Quality Work Program by Category												
#	Program Code	Goal	Office	Program	Activities	FTEs FY 2019-20	+/-	FTEs FY 2020-21	Expenditures FY 2019-20	+/-	Expenditures FY 2020-21	Revenue Categories
1	44	035	I	STA	AB617-General	AB617-General	0.00	0.50	0.50	\$	84,528	IX
2	44	036	I	STA	AB617-Monitoring	AB617-Monitoring	39.00	0.00	39.00	\$	6,593,160	IX
3	44	038	I	STA	Admin/Office Mgmt/Monitoring	Overall Program Mgmt/Coord	1.40	-0.50	0.90	(80,539)	152,150	lb
4	44	046	I	STA	Admin/Program Management	STA Program Administration	2.00	0.00	2.00	344,413	350,111	lb
5	26	061	I	PRA	Air Quality Evaluation	Air Quality Evaluation	2.50	-0.50	2.00	444,730	355,916	IX
6	44	063	I	STA	Ambient Air Analysis	Analyze Criteria/Tox/Pollutants	8.91	0.00	8.91	1,480,901	1,506,284	II,V,IX
7	44	064	I	STA	Ambient Network	Air Monitoring/Toxics Network	18.05	2.50	20.55	3,107,629	3,581,688	II,V,IX
8	44	065	I	STA	Air Quality Data Management	AM Audit/Validation/Reporting	1.00	0.00	1.00	166,207	169,055	II,V,IX
9	44	067	II	STA	Ambient Lead Monitoring	Lead Monitoring/Analysis/Reporting	0.50	0.00	0.50	83,103	84,528	IV
10	44	073	I	STA	Arch Ctg's - Other	Sample Analysis/Rpts	2.00	0.00	2.00	332,413	338,111	XVIII
11	44	079	II	STA	AQ-SPEC	AQ-SPEC	6.19	0.00	6.19	1,028,819	1,046,453	XVII
12	44	081	I	STA	Air Filtration EPA	Air Filtration EPA/Admn/Impl	0.15	0.00	0.15	24,931	25,358	V
13	44	082	I	STA	Air Filtration Other	Air Filtration Other/Admn/Impl	0.10	0.00	0.10	16,621	16,906	XVII
14	60	210	II	CE	Emergency Response	Emerg Tech Asst to Public Saf	0.10	0.00	0.10	15,254	15,332	IV,XV
15	44	240	I	STA	Environmental Justice	Implement Environmental Justice	0.45	-0.45	0.00	74,793	(74,793)	II,IX
16	44	248	I	STA	EPA Community Scale AQ-SPEC	EPA Community Scale AQ-SPEC	1.00	0.00	1.00	166,207	169,055	V,XVII
17	26	443	I	PRA	MATES V	MATES V	0.30	0.90	1.20	63,368	233,550	XVII
18	26	444	I	PRA	MATES V Refinery	MATES V Refinery	0.10	0.00	0.10	17,789	17,796	XVII
19	26	445	I	PRA	Meteorology	ModelDev/Data Analysis/Forecast	2.50	-0.50	2.00	569,730	(88,814)	II,V,IX
20	44	468	I	STA	NATTS(Natl Air Tox Trends Sta)	NATTS (Natl Air Tox Trends)	1.00	0.00	1.00	166,207	169,055	II,V,IX
21	44	469	I	STA	Near Roadway Mon	Near Roadway Monitoring	1.50	-1.50	0.00	249,310	(249,310)	IV,V,IX
22	44	505	I	STA	PM Sampling Program (DHS)	PM Sampling Program - Addition	8.41	0.00	8.41	1,397,798	1,421,756	V
23	44	507	I	STA	PM Sampling Spec	PM Sampling Special Events	0.10	0.00	0.10	16,621	16,906	V
24	44	530	I	STA	Photochemical Assessment	Photochemical Assess & Monitor	3.00	0.00	3.00	498,620	507,166	V,IX
25	44	585	I	STA	Quality Assurance	Quality Assurance Branch	7.00	-1.00	6.00	1,163,446	(149,114)	II,V,IX
26	44	646	I	STA	R1180 Community Mon	R1180 Comm Monitoring Refinery	9.00	5.00	14.00	1,495,860	3,147,775	XVII
27	44	663	I	STA	Salton Sea Monit	Mon/Analyze Hydrogen Sulfide	0.25	0.00	0.25	41,552	42,264	XVII
28	44	715	II	STA	Spec Monitoring/Emerg Response	Emergency Response	0.50	0.00	0.50	83,103	84,528	II
<b>Total Monitoring Air Quality</b>						117.01	4.45	121.46	\$	19,764,170	\$	21,624,679

**Operational Support  
Work Program by Category**

Program Code	Goal	Office	Program	Activities	FTEs FY 2019-20	+/-	FTEs FY 2020-21	Expenditures FY 2019-20	+/-	Expenditures FY 2020-21	Revenue Categories
1 04 020	III	FIN	Admin/SCAQMD Budget	Analyze/Prepare/Imp/Track WP	2.65	0.06	2.71	\$ 396,558	\$ 2,835	\$ 399,393	la
2 04 021	III	FIN	Admin/SCAQMD Contracts	Contract Admin/Monitor/Process	3.20	0.00	3.20	478,862	(7,255)	471,608	la
3 04 023	III	FIN	Admin/SCAQMD Capital Assets	FA Rep/Reconcile/Inv/Acct	0.70	0.00	0.70	104,751	(1,587)	103,164	la
4 17 024	III	CB	Admin/SCAQMD/GB/HB Mgmt	Admin Governing/Hearing Brds	1.25	0.00	1.25	300,454	(1,350)	299,103	la,VII,XV
5 08 025	III	LEG	Admin/SCAQMD-Legal Research	Legal Research/Staff/Exec Mgmt	1.20	0.00	1.20	257,567	1,073	258,639	la
6 16 026	III	AHR	SCAQMD Mail	Posting/Mailing/Delivery	2.30	0.00	2.30	390,853	(6,164)	384,690	la
7 04 035	I	FIN	AB617-General	AB617-General	0.50	0.00	0.50	74,822	(1,134)	73,689	IX
8 08 035	I	LEG	AB617-General	AB617-General	2.50	0.00	2.50	536,597	2,234	538,832	IX
9 16 035	I	AHR	AB617-General	AB617-General	3.00	1.00	4.00	509,809	159,217	669,026	IX
10 27 035	I	IM	AB617-General	AB617-General	8.00	0.00	8.00	1,602,796	16,240	1,619,036	IX
11 03 038	III	EO	Admin/Office Management	Budget/Program Management	1.00	0.00	1.00	331,742	(16,890)	314,853	lb
12 04 038	III	FIN	Admin/Office Management	Fin Mgmt/Oversee Activities	2.75	0.00	2.75	287,657	117,631	405,288	lb
13 08 038	III	LEG	Admin/Office Management	Attorney Timekeeping/Perf Eval	3.50	0.00	3.50	758,486	3,128	761,614	lb
14 16 038	III	AHR	Admin/Office Management	Reports/Proj/Budget/Contracts	3.85	2.15	6.00	688,852	331,687	1,020,538	lb
15 27 038	III	IM	Admin/Office Management	Overall Direction/Coord of IM	2.00	0.00	2.00	417,773	(13,014)	404,759	lb
16 04 045	III	FIN	Admin/Office Budget	Office Budget/Prep/Imp/Track	0.05	0.00	0.05	7,482	(113)	7,369	lb
17 16 060	III	AHR	Equal Employment Opportunity	Program Dev/Monitor/Reporting	0.10	-0.05	0.05	16,994	(8,631)	8,363	la
18 04 071	I	FIN	Arch Ctgs - Admin	Cost Analysis/Payments	0.04	0.00	0.04	5,986	(91)	5,895	XVIII
19 08 071	I	LEG	Arch Ctgs - Admin	Rule Dev/TA/Reinterpretations	0.05	0.00	0.05	10,732	45	10,777	XVIII
20 27 071	I	IM	Arch Ctgs - Admin	Database Dev/Maintenance	0.25	0.00	0.25	50,087	507	50,595	XVIII
21 04 085	III	FIN	Building Corporation	Building Corp Acct/Fin Reports	0.02	0.00	0.02	2,993	(45)	2,948	la
22 16 090	III	AHR	Building Maintenance	Repairs & Preventative Maint	8.00	0.00	8.00	1,359,490	(21,439)	1,338,051	la
23 16 092	III	AHR	Business Services	Building Services Admin/Contracts	2.55	0.14	2.69	433,337	16,582	449,920	la
24 08 102	II	LEG	CEQA Document Projects	CEQA Review	0.75	0.00	0.75	160,979	670	161,649	II,III,IX
25 27 160	III	IM	Computer Operations	Oper/Manage Host Computer Sys	5.25	0.00	5.25	1,478,185	9,807	1,487,992	la
26 27 173	III	IM	CyberSecurity	CyberSecurity	0.00	1.00	1.00	-	202,379	202,379	la
27 27 184	III	IM	Database Information Support	Ad Hoc Reports/Bulk Data Update	1.00	0.00	1.00	214,379	2,030	216,408	la
28 27 185	III	IM	Database Management	Dev/Maintain Central Database	2.25	0.00	2.25	450,786	4,567	455,354	la
29 27 215	I	IM	Annual Emission Reporting	System Enhancements for GHG	0.50	0.00	0.50	100,175	1,015	101,190	II,XVII
30 16 225	III	AHR	Employee Benefits	Benefits Analysis/Orient/Records	1.50	1.00	2.50	254,904	163,237	418,141	la
31 16 226	III	AHR	Classification & Pay	Class & Salary Studies	0.30	0.02	0.32	50,981	2,541	53,522	la
32 08 227	III	LEG	Employee/Employment Law	Legal Advice: Employment Law	0.50	0.00	0.50	107,319	447	107,766	la
33 16 228	III	AHR	Recruitment & Selection	Recruit Candidates for SCAQMD	3.25	-0.95	2.30	623,043	(187,353)	435,690	la
34 16 232	III	AHR	Position Control	Track Positions/Workforce Analys	0.55	-0.35	0.20	93,465	(60,014)	33,451	la
35 04 233	III	FIN	Employee Relations	Assist HR/Interpret Salary Res	0.10	0.00	0.10	14,964	(227)	14,738	la
36 16 233	III	AHR	Employee Relations	Meet/Confer/Labor-Mgmt/Grievance	2.20	-0.70	1.50	373,860	(122,975)	250,885	la
37 16 255	III	AHR	Facilities Services	Phones/Space/Keys/Audio-Visual	1.00	0.00	1.00	169,936	(2,680)	167,256	la
38 04 265	III	FIN	Financial Mgmt/Accounting	Record Accts Rec & Pay/Rpts	6.20	1.07	7.27	983,324	146,638	1,129,962	la
39 04 266	III	FIN	Financial Mgmt/Fin Analysis	Fin/SCAQMD Stat Analysis & Audit	0.80	0.00	0.80	119,716	(1,814)	117,902	la
40 04 267	III	FIN	Financial Mgmt/Treasury Mgmt	Treas Mgt Anlyz/Trk/Proj/Invst	1.00	0.00	1.00	234,294	(2,267)	232,027	la
41 04 268	III	FIN	Financial Systems	CLASS/Rev/Acct/PR/Sys Analyze	0.10	0.00	0.10	14,964	(227)	14,738	la
42 02 275	II	GB	Governing Board	Rep of Dist Meet/Conf/Testimony	0.00	0.00	0.00	1,843,587	(183,357)	1,660,230	la
43 08 275	III	LEG	Governing Board	Legal Advice-Attend Board/Cmte Mtgs	1.00	0.00	1.00	214,639	894	215,533	la
44 17 275	III	CB	Governing Board	Attend/Record/Monitor Meetings	1.40	0.00	1.40	336,508	(1,512)	334,996	la
45 35 350	III	LPA	Graphic Arts	Graphic Arts	2.00	0.00	2.00	356,448	(3,768)	352,680	la

A prorated share of the District General Budget has been allocated to each line in the work program based on the number of FTEs reflected on the line.

**Operational Support (Cont.)  
Work Program by Category**

Program Code	Goal	Office	Program	Activities	FTEs FY 2019-20	FTEs FY 2020-21 +/-	FTEs FY 2019-20	FTEs FY 2020-21 +/-	Expenditures FY 2019-20	Expenditures FY 2020-21 +/-	Revenue Categories
46 27 370	III	IM	Information Technology Svcs	Enhance Oper Effic/Productivity	2.75	0.00	2.75	0.00	\$ 573,711	\$ 5,582	la
47 08 401	III	LEG	Legal Advice/SCAQMD Programs	General Advice: Contracts	2.00	0.00	2.00	0.00	\$ 479,278	\$ 1,788	la
48 27 420	III	IM	Library	General Library Svcs/Archives	0.25	0.00	0.25	0.00	\$ 58,437	\$ 507	la
49 16 446	III	AHR	Mentorship Program	Mentorship Program	0.00	0.10	0.00	0.10	-	\$ 16,726	la
50 04 447	I	FIN	Mobile Sources/Accounting	Record Acct Rec & Pay/Special Funds	0.65	0.00	0.65	0.00	\$ 97,269	\$ (1,474)	IX
51 27 470	III	IM	Network Operations/Telecomm	Operate/Maintain/Implem SCAQMD	9.25	-1.00	8.25	-1.00	\$ 2,139,731	\$ (182,752)	la
52 27 480	III	IM	New System Development	Dev sys for special oper needs	2.50	-0.50	2.00	-0.50	\$ 552,546	\$ (96,115)	II,IV
53 04 493	II	FIN	Outreach/SB/MB/DVBE	Outreach/incr SB/DVBE Partic	0.05	0.00	0.05	0.00	\$ 7,482	\$ (113)	la
54 04 510	III	FIN	Payroll	Ded/Ret Rpts/PR/St & Fed Rpts	4.10	0.00	4.10	0.00	\$ 661,042	\$ (9,295)	la
55 04 570	III	FIN	Purchasing	Purch/Track Svcs & Supplies	2.50	0.00	2.50	0.00	\$ 374,111	\$ (5,668)	la
56 04 571	III	FIN	Purchasing/Receiving	Receive/Record SCAQMD Purchases	1.20	0.00	1.20	0.00	\$ 179,573	\$ (2,720)	la
57 04 572	III	FIN	Purchasing-Receiving/Stockroom	Track/Monitor SCAQMD Supplies	1.00	0.00	1.00	0.00	\$ 149,644	\$ (2,267)	la
58 27 615	III	IM	Records Information Mgmt Plan	Plan/Imp/Dir/Records Mgmt plan	1.25	0.00	1.25	0.00	\$ 294,078	\$ 2,537	la
59 27 616	III	IM	Records Services	Records/Documents processing	3.75	0.00	3.75	0.00	\$ 896,311	\$ 7,612	la,III,IV
60 04 630	III	FIN	Cash Mgmt/Revenue Receiving	Receive/Post Pymts/Reconcile	5.25	0.00	5.25	0.00	\$ 785,633	\$ (11,902)	II,III,IV,XI
61 16 640	III	AHR	Risk Management	Liab/Property/Wk Comp/Selfins	2.25	0.00	2.25	0.00	\$ 457,357	\$ 19,720	la
62 27 735	III	IM	Systems Maintenance	Maintain Existing Software Prog	4.50	0.00	4.50	0.00	\$ 1,346,777	\$ 9,134	II,III,IV
63 27 736	III	IM	Systems Implementation/PeopleS	Fin/HR PeopleSoft Systems Impl	1.50	0.00	1.50	0.00	\$ 300,524	\$ 3,045	la
64 04 805	III	FIN	Training	Continuing Education/Training	0.20	0.00	0.20	0.00	\$ 29,929	\$ (453)	lb
65 26 805	III	PRA	Training	Training	0.54	0.00	0.54	0.00	\$ 96,062	\$ 36	lb
66 50 805	III	EP	Training	Dist/Org Unit Training	3.10	0.00	3.10	0.00	\$ 548,593	\$ (11,000)	lb
67 60 805	III	CE	Training	Dist/Org Unit Training	2.00	2.00	4.00	2.00	\$ 305,085	\$ 308,182	lb
68 04 825	III	FIN	Union Negotiations	Official Labor/Mgmt Negotiate	0.02	0.00	0.02	0.00	\$ 2,993	\$ (45)	la
69 26 825	III	PRA	Union Negotiations	Official Labor/Mgmt Negotiate	0.04	0.00	0.04	0.00	\$ 7,116	\$ 3	la
70 35 825	III	LPA	Union Negotiations	Official Labor/Mgmt Negotiate	0.01	0.00	0.01	0.00	\$ 1,782	\$ (19)	la
71 44 825	III	STA	Union Negotiations	Labor/Mgmt Negotiations	0.05	0.00	0.05	0.00	\$ 8,310	\$ 142	la
72 50 825	III	EP	Union Negotiations	Official Labor/Mgmt Negotiate	0.05	0.00	0.05	0.00	\$ 8,848	\$ (177)	la
73 60 825	III	CE	Union Negotiations	Official Labor/Mgmt Negotiate	0.10	0.00	0.10	0.00	\$ 15,254	\$ 77	la
74 04 826	III	FIN	Union Steward Activities	Rep Employees in Grievance Act	0.01	0.00	0.01	0.00	\$ 1,496	\$ (23)	la
75 26 826	III	PRA	Union Steward Activities	Rep Employees in Grievance Act	0.08	0.00	0.08	0.00	\$ 14,231	\$ 5	la
76 35 826	III	LPA	Union Steward Activities	Union Steward Activities	0.01	0.00	0.01	0.00	\$ 1,782	\$ (19)	la
77 44 826	III	STA	Union Steward Activities	Rep Employees in Grievance Act	0.05	0.00	0.05	0.00	\$ 8,310	\$ 142	la
78 50 826	III	EP	Union Steward Activities	Rep Employees in Grievance Act	0.05	0.00	0.05	0.00	\$ 8,848	\$ (177)	la
79 60 826	III	CE	Union Steward Activities	Rep Employees in Grievance Act	0.10	0.00	0.10	0.00	\$ 15,254	\$ 77	la
80 04 827	I	FIN	VW-General Admin	VW-General Admin	1.00	0.00	1.00	0.00	\$ 149,644	\$ (2,267)	XVII
81 27 827	I	IM	VW-General Admin	VW-General Admin	0.00	1.00	1.00	1.00	-	\$ 202,379	XVII
82 03 855	II	EO	Web Tasks	Create/edit/review web content	0.03	0.00	0.03	0.00	\$ 9,399	\$ 47	la
83 04 855	II	FIN	Web Tasks	Create/edit/review web content	0.02	0.00	0.02	0.00	\$ 2,993	\$ (45)	la
84 17 855	II	CB	Web Tasks	Create/edit/review web content	0.03	0.00	0.03	0.00	\$ 7,211	\$ (32)	la
85 26 855	II	PRA	Web Tasks	Create/edit/review web content	0.10	-0.05	0.05	-0.05	\$ 17,789	\$ (8,891)	la
86 27 855	II	IM	Web Tasks	Create/edit/review web content	3.25	0.00	3.25	0.00	\$ 933,354	\$ 6,597	la
87 35 855	II	LPA	Web Tasks	Create/edit/review web content	0.40	0.00	0.40	0.00	\$ 71,290	\$ (754)	la
88 50 855	II	EP	Web Tasks	Creation/Update of Web Content	0.25	0.00	0.25	0.00	\$ 44,241	\$ (887)	la
89 60 855	II	CE	Web Tasks	Creation/Update of Web Content	1.50	-1.40	0.10	-1.40	\$ 228,814	\$ (213,482)	la

<b>Total Operational Support</b>	138.85	4.54	143.39	\$ 29,113,274	\$ 575,261	\$ 29,688,534
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A prorated share of the District General Budget has been allocated to each line in the work program based on the number of FTEs reflected on the line.

Policy Support Work Program by Category											
Program Code	Goal	Office	Program	Activities	FTEs FY 2019-20	+/-	FTEs FY 2020-21	Expenditures FY 2019-20	+/-	Expenditures FY 2020-21	Revenue Categories
1 44 041	I	STA	Admin/Office Mgmt/Policy Supp	Overall Policy Supp/Mgmt/Coord	0.49	0.00	0.49	\$ 81,441	\$ 1,396	\$ 82,837	lb
2 03 083	II	EO	Hlth Effects Air Pollution Fou	Health Effects Air Poll Foundation Support	0.01	0.00	0.01	3,133	16	3,149	la
3 04 083	II	FIN	Hlth Effects Air Pollution Fou	Health Effects Air Poll Foundation Support	0.02	0.00	0.02	2,993	(45)	2,948	la
4 26 083	II	PRA	Hlth Effects Air Pollution Fou	Health Effects Air Poll Foundation Support	0.10	0.00	0.10	17,789	7	17,796	la,II,IV
5 26 148	I	PRA	Climate/Energy/Incentives	GHG/Climate Change Policy Development	2.00	-1.50	0.50	355,784	(266,805)	88,979	IV,XVII
6 50 148	I	EP	Climate/Energy/Incentives	GHG/Climate Change Support	0.50	0.00	0.50	88,483	(1,774)	86,708	II,IX
7 26 240	I	PRA	EJ-AQ Guidance Document	AQ Guidance Document	0.10	-0.10	0.00	17,789	(17,789)	-	II,IX
8 03 275	I	EO	Governing Board	Board/Committee Support	1.72	0.00	1.72	538,849	2,698	541,547	la
9 26 276	I	PRA	Advisory Group/Home Rule	Governing Board Advisory Group	0.50	0.00	0.50	88,946	33	88,979	la
10 44 276	I	STA	Advisory Group/Technology Adva	Tech Adv Advisory Group Supp	0.10	0.00	0.10	16,621	285	16,906	VIII
11 50 276	I	EP	Board Committees	Admin/Statory Source Committees	0.25	0.00	0.25	44,241	(887)	43,354	la
12 60 276	I	CE	Board Committees	Admin/Statory Source Committee	0.15	-0.05	0.10	22,881	(7,550)	15,332	la
13 26 277	I	PRA	Advisory Group/AQMP	Governing Board AQMP Advisory Group	0.05	0.45	0.50	8,895	80,084	88,979	II,IX
14 26 278	I	PRA	Advisory Group/Sci,Tech,Model	Scientific/Tech/Model Peer Rev	0.10	0.30	0.40	17,789	53,394	71,183	II,IX
15 35 280	I	LPA	Advisory Group/Ethnic Comm	GB Ethnic Comm Advisory Group	0.40	0.00	0.40	71,290	(754)	70,536	II,IX
16 35 281	I	LPA	Advisory Group/Small Business	SBA Advisory Group Staff Support	0.50	0.00	0.50	89,112	(942)	88,170	IV,IX
17 35 283	I	LPA	Governing Board Policy	Brd sup/Respond to GB req	0.55	0.00	0.55	98,023	(1,036)	96,987	la
18 35 345	II	LPA	Goods Mivmt&Financial Incentive	Goods Movement & Financial Incentives Progr	1.00	0.00	1.00	178,224	(1,884)	176,340	IX
19 03 381	I	EO	Interagency Liaison	Local/State/Fed Coord/Interact	0.71	0.00	0.71	222,432	1,114	223,545	la,IX
20 08 404	I	LEG	Legal Rep/Legislation	Draft Legis/SCAQMD Position/Mtgs	0.25	0.00	0.25	53,660	223	53,883	II,IX
21 03 410	I	EO	Legislation	Testimony/Mtgs:New/Current Leg	0.03	0.00	0.03	9,399	47	9,446	la,IX
22 44 410	I	STA	Legislation	Support Pollution Reduction thru Legislatio	0.50	0.00	0.50	83,103	1,424	84,528	IX
23 35 412	I	LPA	Legislation/Federal	Lobbying/Analyses/Tracking/Out	0.25	0.00	0.25	709,686	(471)	709,215	la
24 35 413	I	LPA	Legislation/Exec Office Support	Coord Legis w/ EO, EC, Mgmt	0.25	0.00	0.25	44,556	(471)	44,085	la
25 35 414	I	LPA	Legislation-Effects	Lobbying/Analyses/Tracking/Out	0.80	0.00	0.80	152,579	(1,507)	151,072	la,IX
26 03 416	I	EO	Legislative Activities	Supp/Promote/Influence Legis/Adm	0.03	0.00	0.03	9,399	47	9,446	la
27 08 416	I	LEG	Legislative Activities	Lobbying: Supp/Promote/Influence legis/Adm	0.10	0.00	0.10	21,464	89	21,553	la
28 26 416	I	PRA	Legislative Activities	Supp/Promote/Influence Legis/Adm	0.50	0.00	0.50	88,946	33	88,979	la
29 35 416	I	LPA	Legislative Activities	Supp/Promote/Influence Legis/Adm	0.50	0.00	0.50	454,112	(942)	453,170	la
30 50 416	I	EP	Legislative Activities	Legislative Activities	0.25	0.00	0.25	44,241	(887)	43,354	la
31 35 494	I	LPA	Outreach/Collateral/Media	Edits,Brd's,Talk shows,Commercl	5.60	0.00	5.60	1,162,771	(10,551)	1,152,220	la
32 08 717	II	LEG	Student interns	Gov Board/Student Intern Program	0.10	0.00	0.10	21,464	89	21,553	la
33 16 717	II	AHR	Student interns	Gov Board/Student Intern Program	4.20	-4.20	0.00	713,732	(713,732)	-	la
34 26 717	II	PRA	Student interns	Gov Bd/Student Intern Program	0.50	0.00	0.50	88,946	33	88,979	la
35 35 717	II	LPA	Student interns	Student interns	0.10	0.00	0.10	17,822	(188)	17,634	la
36 60 717	II	CE	Student interns	Gov Board/Student Intern Program	0.05	0.05	0.10	7,627	7,705	15,332	la
					23.26	(5.05)	18.21	\$ 5,648,222	\$ (879,500)	\$ 4,768,722	

**Total Policy Support**



**Timely Review of Permits  
Work Program by Category**

#	Program Code	Goal	Office	Program	Activities	FTEs FY 2019-20	+/-	FTEs FY 2020-21	Expenditures FY 2019-20	+/-	Expenditures FY 2020-21	Revenue Categories
1	50 120	I	EP	Certification/Registration Pro	Certification/Registration Prog	1.00	0.00	1.00	\$ 176,965	\$ (3,549)	\$ 173,417	III
2	50 253	I	EP	ERC Appl Processing	Process ERC Applications	3.50	0.00	3.50	619,379	(12,420)	606,959	III
3	50 367	I	EP	Hearing Board/Appeals	Appeals: Permits & Denials	0.25	0.00	0.25	44,241	(887)	43,354	III
4	26 461	I	PRA	Permit & CEQA Modeling Review	Review Model Permit/Risk Assmt	1.00	0.00	1.00	202,892	66	202,958	III
5	50 475	I	EP	NSR Implementation	Implement NSR/Allocate ERCs	2.50	0.00	2.50	442,413	(8,871)	433,542	II,III,V,XV
6	50 476	I	EP	NSR Data Clean Up	Edit/Update NSR Data	0.50	0.00	0.50	88,483	(1,774)	86,708	II
7	50 515	I	EP	Perm Proc/Non TV/Non RECLAIM	PP: Non TITIV/TITIII/RECLAIM	50.25	0.00	50.25	8,924,511	(154,313)	8,770,198	III,XV
8	08 516	I	LEG	Permit Processing/Legal	Legal Advice: Permit Processing	0.10	0.00	0.10	21,464	89	21,553	III
9	50 517	I	EP	Permit Services	Facility Data-Creates/Edit	12.50	0.00	12.50	2,212,067	(44,357)	2,167,711	III,XV
10	50 518	I	EP	RECLAIM Non-Title V	Process RECLAIM Only Permits	4.00	0.00	4.00	707,862	(14,194)	693,667	III,IV,XV
11	50 519	I	EP	Perm Proc/Title III (Non TV)	Process Title III Permits	1.00	0.00	1.00	176,965	(3,549)	173,417	III
12	50 521	I	EP	Perm Proc/Expedited Permit	Proc Expedited Permits (301OT)	4.00	0.00	4.00	707,862	(14,194)	693,667	III
13	27 523	III	IM	Permit Streamlining	Permit Streamlining	0.25	0.00	0.25	50,087	507	50,595	III
14	50 523	I	EP	Permit Streamlining	Permit Streamlining	4.75	0.00	4.75	840,586	(16,855)	823,730	III
15	44 545	I	STA	Protocols/Reports/Plans	Eval Test Protocols/Cust Svc	0.10	0.00	0.10	16,621	285	16,906	III,IV
16	44 546	I	STA	Protocols/Reports/Plans	Eval Test Protocols/Compliance	6.15	0.00	6.15	1,022,171	17,520	1,039,691	IV,VI
17	50 607	I	EP	RECLAIM & Title V	Process RECLAIM & TV Permits	18.40	0.00	18.40	3,256,163	(65,293)	3,190,870	III
18	50 643	I	EP	Rule 222 Filing Program	Rule 222 Filing Program	0.50	0.00	0.50	88,483	(1,774)	86,708	IV
19	35 680	I	LPA	Small Business/Permit Streamlin	Asst sm bus to comply/SCAQMD req	3.95	0.00	3.95	703,985	(7,442)	696,543	I,III,IV,V,XV
20	44 725	I	STA	Permit Processing/Support E&C	Assist EAC w/ Permit Process	0.05	0.30	0.35	8,310	50,859	59,169	III
21	50 728	I	EP	Perm Proc/IM Programming	Assist IM: Design/Review/Test	2.55	0.00	2.55	451,262	(9,049)	442,213	I,III,IV
22	08 770	I	LEG	Title V	Leg Advice: Title V Prog/Perm Dev	0.05	0.00	0.05	10,732	45	10,777	I,IV
23	27 770	I	IM	Title V	Dev/Maintain Title V Program	1.50	0.00	1.50	300,524	3,045	303,569	III
24	08 772	I	LEG	Title V Permits	Leg Advice: New Source Title V Permit	0.05	0.00	0.05	10,732	45	10,777	III
25	50 774	I	EP	TV/Non-RECLAIM	Process Title V Only Permits	18.00	0.00	18.00	3,185,377	(63,873)	3,121,504	III
26	50 775	I	EP	Title V - Admin	Title V Administration	1.00	0.00	1.00	176,965	(3,549)	173,417	III

**Total Timely Review of Permits**      137.90      0.30      138.20      \$ 24,447,102      \$ (353,482)      \$ 24,093,620

**Total South Coast AQMD**      939.00      7.00      946.00      \$ 170,896,725      \$ 2,092,256      \$ 172,988,981

## WORK PROGRAM GLOSSARY

**Below are descriptions of the activities related to the Work Program.**

**AB 134** – under the Community Air Protection Program, funding from CARB is distributed to air districts for the implementation of projects pursuant to the Carl Moyer Memorial Air Quality Standards Attainment Program. (See Carl Moyer Program).

**AB 617** – Community Air Protection Program (to improve air quality in disadvantaged communities with high cumulative exposure through monitoring and emission reduction plans.

**AB 1318 Mitigation** - an eligible electrical generating facility shall pay mitigation fees for the transfer of emission credits from South Coast AQMD's internal emission credit accounts. Mitigation fees shall be used to finance emission reduction projects, pursuant to the requirements of AB 1318.

**AB 2766** (Mobile Sources, MSRC) - programs funded from motor vehicle registration fees. The activities include: evaluation, monitoring, technical assistance, and tracking of AB2766 Subvention Fund Program progress reports including cost-effectiveness and emissions reductions achieved; supporting programs implemented by the Mobile Source Review Committee (MSRC); disbursing and accounting for revenues subvended to local governments; and performing South Coast AQMD activities related to reduction of emissions from mobile sources.

**Acid Rain Program** - developing and implementing the Continuous Emissions Monitoring (CEMS) Program in compliance with 40 CFR Part 75 of the Clean Air Act.

**Administration/South Coast AQMD** - supporting the administration of South Coast AQMD. Examples are tracking fixed assets, operating the mailroom, preparing and reviewing contracts, conducting oversight of South Coast AQMD activities, developing District-wide policies and procedures, preparing the South Coast AQMD budget, providing legal advice on South Coast AQMD programs and other activities, and performing activities in support of South Coast AQMD as a whole.

**Admin/South Coast AQMD Capital Assets (Asset Management)** – tracking of acquisitions, disposals/retirements and reconciliation of capital assets to the Capital Outlays account, and conducting annual lab and biennial asset inventories.

**Administration/Office Management** - supporting the administration of an organizational unit or a unit within an Office. This includes preparing Office budgets, tracking programs, providing overall direction and coordination, providing program management and integration, preparing policies and procedures manuals, and preparing special studies and projects.

**Advisory Group** – providing support to various groups such as: AQMP (Air Quality Management Plan), Environmental Justice, Home Rule, Local Government and Small Business Assistance, Technology Advancement, and Permit Streamlining Task Force.

## WORK PROGRAM GLOSSARY

**Air Filtration** - installation of high-efficiency air filtration devices in schools with the goal of reducing children's exposure to particulate matter in the classroom.

**Air Quality Evaluation** - analyzing air quality trends and preparing the Reasonable Further Progress (RFP) report.

**Ambient Air Analysis/Ambient Network** (Audit, Data Reporting, Special Monitoring) – complying with Federal regulations to monitor air quality for criteria pollutants at air monitoring stations to determine progress toward meeting the federal ambient air quality standards. This includes operating South Coast AQMD's air monitoring network and localized monitoring at landfill sites as well as conducting specialized monitoring in response to public nuisance situations. South Coast AQMD monitoring stations also collect samples which are analyzed by South Coast AQMD's laboratory. Also see Special Monitoring.

**Ambient Lead Monitoring** – maintaining the current ambient lead monitoring network to meet federal monitoring requirements.

**Annual Emission Reporting (AER)** – implementing the AER Program and tracking actual emissions reported by facilities, conducting audits of data, handling refunds, and preparing inventories and various reports.

**Annual Emission Reporting Program Public Assistance** - providing public assistance in implementing South Coast AQMD's AER program by conducting workshops, resolving fee-related issues, and responding to questions.

**AQIP Evaluation** – provides incentive funding for projects to meet VOC, NO<sub>x</sub>, and CO emission targets with funds generated from companies who pay fees in lieu of carpool programs. Projects are funded through a semi-annual solicitation process.

**AQMP** (Air Quality Management Plan) – Management Plan for the South Coast Air Basin and the Interagency AQMP Implementation Committee.

**Air Quality Sensor Performance Evaluation Center (AQ-SPEC)** - program to test commercially available, low-cost air quality sensors.

**Architectural Coatings** – Rule 314 requires architectural coatings manufacturers which distribute and/or sell their manufactured architectural coatings within South Coast AQMD for use in the South Coast AQMD to submit an Annual Quantity and Emissions Report. To recover the cost of the program, a fee is assessed to these manufacturers. The fee is based on the quantity of coatings sold as well as the cumulative emissions from the quantity of coatings distributed or sold for use in the South Coast AQMD.

**Area Sources/Compliance** – developing rules and compliance programs, as well as alternatives to traditional permitting for smaller sources of emissions of VOCs and NO<sub>x</sub>.

## WORK PROGRAM GLOSSARY

**Auto Services** - maintaining South Coast AQMD's fleet of automobiles, trucks, and vans as well as providing messenger services as needed.

**Billing Services** - administering South Coast AQMD's permit billing system, responding to inquiries, and resolving issues related to fees billed.

**Board Committees** - participation in Governing Board committees by preparing materials, presenting information on significant or new programs and providing technical expertise.

**Building Corporation** - managing the South Coast AQMD Building Corporation. The Building Corporation issued Installment Sale Revenue Bonds in conjunction with the construction of South Coast AQMD's Diamond Bar headquarters facility.

**Building Maintenance** - maintaining and repairing the Diamond Bar Headquarters facility and South Coast AQMD air monitoring sites.

**Business Services** – overseeing operation of Facilities Services, Automotive Services, Print Shop and Mail/Subscriptions Services; negotiating and administering leases for the Diamond Bar facility, Long Beach Office, and air monitoring stations.

**California Natural Gas Vehicle Partnership** – strategic, non-binding partnership formed to work together in developing and deploying natural gas vehicles and implementing a statewide natural gas infrastructure.

**Call Center** - operates the 24-hour radio communication system via telephone between South Coast AQMD headquarters and the public/field staff.

**CARB Oil & Gas** - Memorandum of Agreement (MOA) with CARB to coordinate the enforcement of CARB's Oil and Natural Gas Regulation for the implementation and enforcement of greenhouse gas emission standards for crude oil and natural gas facilities pursuant to California Health and Safety Code section 40701.

**CARB PERP (Portable Equipment Registration Program)** – a program established by CARB allowing the operation of portable equipment in any air district throughout the state without individual local district permits. Amended to enhance enforceability and expand CARB's requirements for portable engines and equipment units, creating a more comprehensive and inclusive statewide registration program that now provides for triennial inspection and renewal of PERP registration.

**Carl Moyer Program** – provides incentive funding for the repower, replacement, or purchase of new heavy-duty vehicles and equipment beyond the emission limits mandated by regulations. Awards are granted through an annual solicitation process. Separate program announcements

## WORK PROGRAM GLOSSARY

are also issued for pre-1990 diesel Class 7 or 8 truck fleet and ports truck fleet modernization programs. Also see Mobile Sources.

**Case Disposition** - resolving Notices of Violation (NOV) issued by South Coast AQMD inspectors. This includes preparing both civil and criminal cases and administering South Coast AQMD's Mutual Settlement Agreement Program.

**Cash Management** – receiving revenue, posting of payments, processing of refunds associated with South Coast AQMD programs and bank and preparing cash reconciliations.

**CEMS Certification** (Continuous Emissions Monitoring System) - evaluating, approving, and certifying the continuous emissions monitoring systems installed on emissions sources to ensure compliance with South Coast AQMD rules and permit conditions.

**CEQA Document Projects/Special Projects** (California Environmental Quality Act) - reviewing, preparing, assessing, and commenting on projects which have potential air quality impacts.

**Certification/Registration Program** – manufacturers can voluntarily apply to have standard, off-the-shelf equipment certified by South Coast AQMD to ensure that it meets all applicable requirements.

**China Partnership for Cleaner Shipping** - initiative with China to encourage cleaner ships to come to the Ports.

**Classification and Pay** – maintaining the classification plan and conducting job analyses to ensure South Coast AQMD positions are allocated to the proper class and conducting compensation studies to ensure classes are appropriately compensated and salaries remain competitive in the workforce.

**Clean Air Connections** – increase awareness of air quality issues and South Coast AQMD's programs and goals by developing and nurturing a region-wide group of community members with an interest in air quality issues.

**Clean Fuels Program** – accelerate the development and deployment of advanced, low emission technologies, including, but not limited to electric, hydrogen, and plug-in hybrid electric vehicles, low emission heavy-duty engines, after treatment for off-road construction equipment and identification of tailpipe emissions from biofuels.

**Climate/Energy/Incentives** – developing and evaluating policy and strategy related to local, state, federal and international efforts on climate change. Seek to maximize synergies for criteria and toxic reduction and minimize and negative impacts.

**Compliance** – ensuring compliance of clean air rules and regulations through regular inspection of equipment and facilities, as well as responding to air quality complaints made by the public.

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**Compliance/Notice of Violation (NOV) Administration** – NOV processing and review for preparation for assignment to Mutual Settlement Agreement (MSA), civil, or criminal handling.

**Computer Operations** - operating and managing South Coast AQMD's computer resources. These resources support South Coast AQMD's business processes, air quality data, and modeling activities and the air monitoring telemetry system. Also see Systems Maintenance.

**Conformity** - reviewing of federal guidance and providing input on conformity analysis for the Regional Transportation Improvement Program (RTIP). Staff also participates in various Southern California Association of Governments (SCAG) meetings, the Statewide Conformity Working group, and other meetings to address conformity implementation issues. Staff participates in the federal Conformity Rule revision process, and monitors and updates Rule 1902, Transportation Conformity, as needed.

**Credit Generation Programs** (Intercredit Trading) – rulemaking and developing and implementing a program that expands emission credit trading by linking South Coast AQMD's stationary and mobile source credit markets.

**Criteria Pollutants/Mobile Sources** – coordinating the implementation of the AQMP and conducting feasibility studies for mobile source categories; developing control measures and amended rules as warranted.

**1-800-CUT-SMOG** - The Call Center handles (1-800-CUT-SMOG) calls from drivers who identify a vehicle emitting excessive amounts of exhaust smoke.

**Database Information Support** – day-to-day support of ad hoc reports and bulk data updates required from South Coast AQMD's enterprise databases.

**Database Management** - developing and supporting the data architecture framework, data modeling, database services, and the ongoing administration of South Coast AQMD's central information repository.

**DB/Computerization** – developing laboratory instrument computer systems for data handling and control, evaluating the quality of the stored information. Further develop and maintain the Source Test Information Management System (STIMS).

**DERA (Diesel Emission Reduction Act)** – a U.S. EPA funded program to modernize diesel fleets by retrofitting and replacing diesel engines/vehicles with cleaner, more efficient options.

**Economic Development/Business Retention** – meeting with various governmental agencies to assist company expansion or retention in the Basin.

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**EJ-AQ Guidance Document (Environmental Justice-Air Quality Guidance Document)** – providing outreach to local governments as they update their general plans and make land use decisions. Providing updates to the reference document titled “Guidance Document for Addressing Air Quality Issues in General Plans and Local Planning.”

**Emergency Response** - responding to emergency air pollution (toxic) incidents, providing air quality monitoring support to local authorities.

**Emission Reduction Credit Application Processing** – processing applications for Emission Reduction Credits (ERC).

**Emissions Inventory Studies** – developing major point source emissions data and area source emissions inventory, updating emissions factors, developing and updating control factors, performing special studies to improve emission data, and responding to public inquiries regarding emission data.

**Employee Benefits** – administering South Coast AQMD’s benefit plans, including medical, dental, vision, and life insurance, as well as State Disability Insurance, Section 125 plan, Long Term Care and Long Term Disability plans, Section 457 Deferred Compensation Plan, and Consolidated Omnibus Budget Reconciliation Act (COBRA) program.

**Employee Relations** – managing the collective bargaining process, administering Memorandum Of Understanding (MOU’s), preparing disciplinary documents, and administering South Coast AQMD’s performance appraisal program, Family and Medical Leave Act (FMLA) requests, tuition reimbursement, and outside training requests.

**Employee/Employment Law** – handling legal issues dealing with employment law in coordination with outside counsel.

**Enhanced Fleet Modernization Program (Replace Your Ride) Admin Support** – CARB-funded voluntary car retirement and replacement incentive program. The goal is to incentivize lower-income motorists to scrap their older, high-emitting cars and replace them with newer, cleaner, and more fuel-efficient cars to reduce smog-forming pollutants.

**Enforcement Litigation** – staff attorneys pursue enforcement litigation including actions for civil penalties or injunctions when violations have not been settled or circumstances otherwise dictate.

**Environmental Education** - informing and educating the public about air pollution and their role in bringing clean air to the basin.

**Environmental Justice (EJ)** - a strategy for equitable environmental policymaking and enforcement to protect the health of all persons who live or work in the South Coast District from the health effects of air pollution regardless of age, culture, ethnicity, gender, race,

## WORK PROGRAM GLOSSARY

socioeconomic status, or geographic location. The Environmental Justice Initiatives help to identify and address potential areas where citizens may be disproportionately impacted by air pollutants and ensure clean air benefits are afforded to all citizens and communities of the region.

**Equal Employment Opportunity** – ensuring non-discrimination and equal employment for employees and applicants through broad-based, targeted advertising; training interviewers to ensure fairness in evaluating candidates; ensuring that selection processes and testing instruments are appropriate and job-related; coaching supervisors and managers regarding hiring processes; and gathering data and preparing related staffing reports.

**Facilities Services** – monitoring service contracts, supporting tenants, overseeing conference center use, administering identification badges, overseeing building access control, maintaining key/lock systems, and configuring workspaces.

**Facility-Based Mobile Source Measures (FBMSMs)** – effort to begin implementation of the five FBMSMs (Warehouse Distribution Centers, Commercial Airports, New or Redevelopment Projects, Commercial Marine Ports, and Railyard & Intermodal Facilities) adopted in the 2016 AQMP to reduce emissions from facilities and ensure that these reductions are counted towards the region’s emissions budget.

**FARMER (Funding Agricultural Replacement Measures For Emission Reductions)** - CARB funding for projects that will reduce agricultural sector emissions by providing grants, rebates, and other financial incentives for agricultural harvesting equipment, heavy-duty trucks, agricultural pump engines, tractors, and other equipment used in agricultural operations.

**Fee Review** – activities relating to conducting Fee Review Committee hearings for businesses that contest South Coast AQMD fees (Rule 313).

**Financial Management** - managing the financial aspects of the South Coast AQMD. This includes cash management, treasury/investment, accounting, and program and financial audits. It also includes maintaining South Coast AQMD’s permit-related financial and accounting records as well as maintaining and enhancing South Coast AQMD's payroll and accounting systems.

**Goods Movement and Financial Incentives** – programs to evaluate the air quality issues associated with goods movement and traffic congestion, and for the identification of financial incentives for expedited facility modernization and diesel engine conversion.

**Governing Board** – supporting the operation of the Governing Board and advisory groups of the South Coast AQMD. These activities range from preparing the agenda and minutes to providing support services, legal advice, speeches, letters, and conference coordination.

**Grants Management** - coordinating, negotiating, monitoring, accounting, and reporting of South Coast AQMD's air pollution program and financial activities relating to grants, including U.S. EPA, DOE, CEC, and DHS grants and CARB Subvention.



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**Graphics Arts** - designing and producing presentation materials and South Coast AQMD publications.

**Green House Gas Reporting (GHG)** - many of the businesses and facilities within South Coast AQMD's jurisdiction are required to report their GHG emissions to CARB under the regulation for Mandatory Reporting of Greenhouse Gases (state) and, beginning in 2011, to the U.S. EPA under their Mandatory Reporting Rule (federal).

**Green House Gas Reduction Fund** – CARB's Low Carbon Transportation Greenhouse Gas Reduction Fund (GGRF) Investment Program funds projects to demonstrate zero emission trucks.

**Health Effects** – conducting research and analyzing the health effects of air pollutants and assessing the health implications of pollutant reduction strategies; working with industry, trade associations, environmental groups, CARB and U.S. EPA and providing information to concerned citizens.

**Hearing Board** – supporting operation of South Coast AQMD's Hearing Board. These activities include accepting petitions filed; preparing and distributing notices; preparing minute orders, findings, and decisions of the Board; collecting fees; and general clerical support for the Board.

**Incentive RFP Emissions Reduction Projects** – the Board released an RFP to solicit stationary and mobile source projects that will result in emissions reductions of NO<sub>x</sub>, VOC, and PM in accordance with the approved control strategy in the 2016 AQMP. Project funding comes from existing special revenue funds related to mitigation fees, settlements, or grants from other agencies.

**Information Technology Services** - implementing new information technologies to enhance operational efficiency and productivity. Examples include developing workflow applications, training and supporting computer end users, and migrating network operating systems.

**Inspections** - inspecting facilities and equipment that emit or have the potential to emit air pollutants.

**Inspections/RECLAIM Audits** – conducting RECLAIM inspections and audits at facilities subject to Regulation XX (RECLAIM).

**Interagency Coordination/Liaison** - interacting with state, local, and federal control agencies and governmental entities.

**Intergovernmental/Geographic Deployment** - influencing local policy development and implementing a local government clean air program.

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**Lawnmower Exchange** – residents of the South Coast Air Basin may trade in their gas-powered lawnmower and purchase a new zero-emission, battery electric lawnmower at a significant discount.

**Lead Agency Projects** – South Coast AQMD permitting and rule development projects where a CEQA document is prepared and the South Coast AQMD is the lead agency.

**Legal** - providing legal support to South Coast AQMD in the areas of liability defense, writs of mandate, injunctions, and public hearings. This activity also includes reviewing contracts, and advising staff on rules, fees and other governmental issues.

**Legislation** - drafting new legislation, analyzing and tracking proposed legislation, and developing position recommendations on legislation which impacts air quality.

**Library** - acquiring and maintaining reference materials and documentation that support the South Coast AQMD's programs.

**Lobby Permit Services** – providing information and support to applicants to expedite permit processing. Includes consolidating forms, prescreening review for completeness of applications, providing internet access of certain forms, and providing “over-the-counter” permits in the lobby of South Coast AQMD’s Diamond Bar headquarters.

**MATES V (Fifth Multiple Air Toxics Exposure Study)** – this study provides unique information on air toxics and their associated health risks based on long-term monitoring at ten fixed locations throughout the South Coast Air Basin (Basin) and a detailed emissions inventory and modeling analysis.

**Mentorship Program** - program is designed to connect people from across the South Coast AQMD organization, to allow staff to share and learn valuable knowledge and skills, and to provide an opportunity for employees to take a proactive role in their career development.

**Meteorology** - modeling, characterizing, and analyzing both meteorological and air quality data to produce the South Coast AQMD's daily air quality forecast.

**Microscopic Analysis** - analyzing, identifying, and quantifying asbestos for compliance with South Coast AQMD, state, and federal regulations.

**Mobile Sources** - transportation monitoring, strategies, control measures, demonstration projects, the Mobile Source Air Pollution Reduction Review Committee (MSRC), implementation of Fleet Rules, High Emitter Repair & Scrapage Program, and locomotive remote sensing.

**Mobile Source and AQMP (Air Quality Management Plan) Control Strategies** – provide technical assistance on the mobile source element of the AQMP.

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**Moyer Program** – see Carl Moyer Program

**Mutual Settlement Program** - resolving civil penalties without court intervention; this program is a mechanism to resolve violations and avoid criminal proceedings.

**National Air Toxics Trends Stations (NATTS)** – through U.S. EPA funding, two sites in the monitoring network are utilized to collect ambient VOC and particulate samples. Samples are analyzed by the South Coast AQMD lab and reported to U.S. EPA where the data is used to determine toxic trends.

**Near Roadway (NO<sub>2</sub>) Monitoring** – federal monitoring requirement that calls for state and local air monitoring agencies to install near-road NO<sub>2</sub> monitoring stations at locations where peak hourly NO<sub>2</sub> concentrations are expected to occur within the near-road environment in larger urban areas.

**Network Operations/Telecommunications** – installing, maintaining, and providing operational support of South Coast AQMD's PC, voice, data, image, and radio networks; planning, designing, and implementing new network systems or services in response to South Coast AQMD's communications and business needs; and providing training, support, and application development services for end-users of voice and PC systems.

**New Systems Development** – providing support for computer systems development efforts.

**New Source Review (NSR)** - developing and implementing New Source Review rules; designing, implementing, and maintaining the Emission Reduction Credits and the NSR programs. These programs streamline the evaluation of permit renewal and emissions reporting.

**Outreach** - increasing public awareness of South Coast AQMD's programs, goals, permit requirements, and employment opportunities; interacting, providing technical assistance, and acting as liaison between South Coast AQMD staff and various sectors of private industry, local governments, small businesses, and visiting dignitaries.

**Outreach Media/Communications** - monitoring local and national press accounts, both print and broadcast media, to assess South Coast AQMD's outreach and public opinion on South Coast AQMD rules and activities. This also includes responding to media calls for informational background material on South Coast AQMD news stories.

**Payroll** - paying salaries and benefits to South Coast AQMD employees, withholding and remitting applicable taxes, and issuing W2s.

**Permit Processing** - inspecting, evaluating, auditing, analyzing, reviewing and preparing final approval or denial to operate equipment which may emit or control air contaminants.

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**Permit Streamlining** – activities relating to reducing organizational costs and streamlining regulatory and permit requirements on businesses.

**Photochemical Assessment Monitoring Systems (PAMS)** - promulgating PAMS (a federal regulation), which requires continuous ambient monitoring of speciated hydrocarbons during smog season. Through U.S. EPA funding, ozone precursors are measured at seven stations and samples are collected.

**PM Sampling Program (U.S. EPA)** – daily collection of particulate samples

**Port of Long Beach (POLB) Advanced Maritime Emission Control System (AMECS) Demo** – funded by the Port of Long Beach, the proposed project will assess the performance and effectiveness of a barge-mounted emission control system to capture and treat hoteling emissions from ocean-going vessels (OGV) at berth at the Port of Long Beach.

**Portable Equipment Registration Program (PERP)** – see CARB PERP Program.

**Position Control** – tracking Board-authorized positions and South Coast AQMD workforce utilization, processing personnel transactions for use by Payroll, and preparing reports regarding employee status, personnel transactions, and vacant positions.

**Print Shop** – performing in-house printing jobs and contracting outside printing/binding services when necessary.

**Procedure 5 Review** – evaluation of asbestos plans which are required for the clean-up any disturbed asbestos containing materials.

**Proposition 1B** - providing incentive funding for goods movement and lower emission school bus projects with funds approved by voters in November 2006.

**Protocols/Reports/Plans/LAP** - evaluating and approving protocols, source testing plans and reports submitted by regulated facilities as required by South Coast AQMD rules and permit conditions, New Source Review, state and federal regulations; and evaluating the capabilities of source test laboratories under the Laboratory Approval Program (LAP).

**Public Complaints/Breakdowns** - responding to air pollution complaints about odors, smoke, dust, paint overspray, or companies operating out of compliance; responding to industry notifications of equipment breakdowns, possibly resulting in emission exceedances.

**Public Education/Public Events** – implementing community events and programs to increase the public's understanding of air pollution and their role in improving air quality.

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**Public Information Center** - notifying schools and large employers of predicted and current air quality conditions on a daily basis and providing the public with printed South Coast AQMD information materials.

**Public Notification** – providing timely and adequate notification to the public of South Coast AQMD rulemaking workshops and public hearings, proposed rules, upcoming compliance dates, and projects of interest to the public.

**Public Records Act** - providing information to the public as requested and as required by Government Code, Section 6254.

**Purchasing** (Receiving, Stockroom) - procuring services and supplies necessary to carry out South Coast AQMD programs.

**Quality Assurance** – assuring the data quality from the Monitoring and Analysis Division meets or exceeds state and federal standards and also assuring the appropriateness of the data for supporting South Coast AQMD regulatory, scientific and administrative decisions.

**RECLAIM/Admin Support** – developing and implementing rules and monitoring emissions of the REgional CLean Air Incentives Market (RECLAIM) program, a market incentives trading program designed to help achieve federal and state ambient air quality standards in a cost-effective manner with minimal impacts to jobs or public health. The RECLAIM program will transition to a command and control regulatory structure.

**RECLAIM and Title V** – permit processing of applications from facilities that are both RECLAIM and Title V.

**RECLAIM Non-Title V** – permit processing of applications from RECLAIM facilities only.

**Records Information Management Plan** – providing the process to comply with internal and external requirements for the retention and retrieval of information pertinent to the mission and operation of the South Coast AQMD.

**Records Services** – maintaining South Coast AQMD's central records and files, converting paper files to images, and operating the network image management system; providing for all off-site long-term storage of records and for developing and monitoring South Coast AQMD's Records Retention Policy.

**Recruitment and Selection** – assisting South Coast AQMD management in meeting staffing needs by conducting fair and non-discriminatory recruitment and selection processes that result in qualified, diverse applicants for South Coast AQMD jobs; overseeing promotional and transfer processes and reviewing proposed staff reassignments.

## WORK PROGRAM GLOSSARY

**Refinery Pilot Project** – pursuant to the AQMP, a working group was formed to examine the efficacy of an alternative regulatory approach to reducing refinery emissions beyond the current requirements by establishing a targeted emission reduction commitment for each refinery for a set period of time and allow the use of on-site or off-site reduction strategies with acceptable environmental justice attributes.

**Regional Modeling** – designing, performing, and reviewing modeling and risk assessment analysis to assess the air quality impacts of new or modified sources of air pollution. Also see Meteorology.

**Ridesharing** - implementing South Coast AQMD's Rule 2202 Trip Reduction Plan.

**Risk Management** - developing and administering South Coast AQMD's liability, property, workers' compensation and safety programs.

**Rule 1180** - adopted in December 2017, this rule requires real-time fenceline air monitoring systems and establishes a fee schedule to fund refinery-related community air monitoring systems that will provide air quality information to the public about levels of various criteria air pollutants, volatile organic compounds, metals and other compounds at or near the property boundaries of petroleum refineries and in nearby communities.

**Rule 1610** – ensuring compliance with Rule 1610, Old-Vehicle Scrapping.

**Rule 2202 ETC Training** – administering and conducting monthly Rule 2202 implementation training classes, workshops and/or forums for the regulated public and other interested individuals.

**Rule 222 Implement/Support/Filing Program** – ensuring compliance with Rule 222 for equipment subject to a filing requirement with South Coast AQMD.

**Rulemaking/Rules** – developing new rules and evaluating existing South Coast AQMD and CARB rules and compliance information to assure timely implementation of the AQMP and its control measures.

**Salton Sea Monitoring** – maintaining the monitoring network for expected nuisance pollutants, primarily hydrogen sulfide, which are released from the Salton Sea area.

**School Bus Lower Emission Program** – funding to replace pre-1987 diesel school buses with new alternative fuel buses owned and operated by public school districts.

**South Coast AQMD Mail** – processing and delivering all incoming and outgoing mail.

## WORK PROGRAM GLOSSARY

**South Coast AQMD Projects** – South Coast AQMD permitting and rule development projects where a California Environmental Quality Act (CEQA) document is prepared and the South Coast AQMD is the lead agency.

**School Siting** – identifying any hazardous emission sources within one-quarter mile of a new school site as required by AB3205. District activities include reporting of criteria and toxic pollutant information and conducting inspections of permitted facilities within a quarter-mile radius of proposed schools.

**Small Business Assistance** - providing technical and financial assistance to facilitate the permit process for small businesses.

**Socio-Economic** - developing an economic database to forecast economic activity, analyzing economic benefits of air pollution control, and analyzing the social impact of economic activity resulting from air quality regulations and plans.

**Source Education** - providing classes to facility owners and operators to ensure compliance with applicable South Coast AQMD's rules and regulations.

**Source Testing (ST)** – conducting source tests as needed in support of permitting functions and to determine compliance with permit conditions and South Coast AQMD Rules. Additionally, data submitted by facilities is reviewed for protocol approval, CEMS certification, or test data acceptance.

**Speaker's Bureau** - training South Coast AQMD staff for advising local government and private industry on air quality issues.

**Special Monitoring** – performing special ambient air sampling at locations where public health, nuisance concern, or Rule 403 violations may exist; determining the impacts from sources emitting toxics on receptor areas; and performing special monitoring in support of the emergency response program and public complaints response. Also see Emergency Response.

**Sample Analyses** – analyzing samples submitted by inspectors to determine compliance with South Coast AQMD Rules. Samples are also analyzed in support of rule development activities.

**Student Interns** – providing mutually beneficial educational hands-on experience for high school and college students by providing them with the opportunity to engage in day-to-day work with mentoring professionals within South Coast AQMD.

**Subscription Services** - maintaining South Coast AQMD's rule subscription mailing list and coordinating the mailing of South Coast AQMD publications.

## WORK PROGRAM GLOSSARY

**Systems Implementation PeopleSoft** – implementing activities required to maintain an integrated Financial and Human Resources system, including additional features and functions introduced with scheduled software upgrades.

**Systems Maintenance** - routinely maintaining installed production data systems that support South Coast AQMD's business fluctuations, including minor modifications, special requests, fixes, and general maintenance.

**Targeted Air Shed** – funding from U.S. EPA to reduce air pollution in the nation's areas with the highest levels of ozone or particulate matter 2.5 (PM<sub>2.5</sub>) exposure.

**Technology Advancement** - supporting the development of innovative controls for mobile and stationary sources, reviewing promising control technologies, and identifying those most deserving of South Coast AQMD developmental support.

**Title III** - permitting equipment that emits hazardous air pollutants in compliance with the federal Clean Air Act.

**Title V** - developing and implementing a permit program in compliance with the federal Clean Air Act.

**Toxics/AB 2588** – evaluation of toxic inventories, risk assessments and risk reduction plans, with public notification as required. Analyzing, evaluating, reviewing, and making recommendations regarding toxic substances and processes and contributing input to District toxic rules and programs.

**Training** (Education, Organizational and Human Resources Development, Staff) - providing increased training in the areas of personnel education, computers, safety procedures, new programs, hazardous materials, and new technologies.

**Transportation Regional Programs/Research** – actively participating in Advisory Groups and Policy Committees involving the development and monitoring of South Coast AQMD's AQMP, Congestion Mitigation Air Quality Improvement Program (CMAQ), Safe Accountable Flexible Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), Transportation Control Measures (TCMs), and regional alternative commute mode programs.

**Union Negotiations/Union Steward Activities** – Union-related activities of union stewards including labor management negotiations and assisting in the filing of employee grievances.

**VOC Sample Analysis** - providing data and technical input for VOC rule development, performing analytical testing for compliance with South Coast AQMD rules regulating VOC content in coatings, inks, plastic foam, paint, adhesives, and solvents, and providing assistance and technical input to small businesses and other regulatory agencies, industry and the public.



## WORK PROGRAM GLOSSARY

**Volkswagen (VW) Environmental Mitigation Trust** – The Beneficiary Mitigation Plan for the Volkswagen (VW) Environmental Mitigation Trust identifies five funding categories for funded projects intended to mitigate the excess NOx emissions caused by VW vehicles.

**Voucher Incentive Program (VIP)** - incentive program designed to reduce emissions by replacing old, high-polluting vehicles with newer, lower-emission vehicles, or by installing a Verified Diesel Emission Control Strategy (VDECS).

**Web Tasks** – preparing and reviewing materials for posting to South Coast AQMD’s internet and/or intranet website.

# WORK PROGRAM ACRONYMS

## ORGANIZATIONAL UNITS

AHR	Administrative & Human Resources
CB	Clerk of the Boards
CE	Compliance & Enforcement
DG	District General
EP	Engineering & Permitting
EO	Executive Office
FIN	Finance
GB	Governing Board
IM	Information Management
LEG	Legal
LPAM	Legislative & Public Affairs/Media Office
PRA	Planning, Rule Development & Area Sources
STA	Science & Technology Advancement

## PROGRAMS

AB 134	Community Air Protection Program (Carl Moyer)
AB 617	Community Air Protection Program
AB 1318	Offsets-Electrical Generating Facilities
AB 2588	Air Toxics (“Hot Spots”)
AB 2766	Motor Vehicle Subvention Program
APEP	Annual Permit Emissions Program
AQIP	Air Quality Investment Program
AQMP	Air Quality Management Plan
BACT	Best Available Control Technology
CEMS	Continuous Emissions Monitoring Systems
CEQA	California Environmental Quality Act
CF	Clean Fuels Program
CMP	Carl Moyer Program
DERA	Diesel Emission Reduction Act
EFMP	Enhanced Fleet Modernization Program
ERC	Emission Reduction Credit
FARMER	Funding Agricultural Replacement Measures For Emissions Reductions
GGRF	Greenhouse Gas Reduction Fund
MATES	Multiple Air Toxics Exposure Study
MS	Mobile Sources Program
NSR	New Source Review
PERP	Portable Equipment Registration Program
PR	Public Records Act
QA	Quality Assurance
RECLAIM	REgional CLEAN Air Incentives Market
SOON	Surplus Off-Road Opt-In for NO <sub>x</sub>
ST	Source Test
Title III	Federally Mandated Toxics Program
Title V	Federally Mandated Permit Program
VIP	Voucher Incentive Program
VW	Volkswagen

## GOVERNMENT AGENCIES

APCD	Air Pollution Control District (Generic)
CARB	California Air Resources Board
CEC	California Energy Commission
DHS	Department of Homeland Security
DOE	Department of Energy
EPA	Environmental Protection Agency
NACAA	National Association of Clean Air Agencies
SCAG	Southern California Association of Governments

## GENERAL

AA	Affirmative Action
AER	Annual Emissions Reporting
AM	Air Monitoring
AQ-SPEC	Air Quality Sensor Performance Evaluation Center
AVR	Average Vehicle Ridership
BARCT	Best Available Retrofit Control Technology
CLASS	Clean Air Support System
CNG	Compressed Natural Gas
DB	Database
EIR	Environmental Impact Report
EJ	Environmental Justice
ERC	Emission Reduction Credit
ETC	Employee Transportation Coordinator
EV	Electric Vehicle
FBMSMs	Facility-Based Mobile Source Measures
FY	Fiscal Year
GHG	Greenhouse Gas
HR	Human Resources
HRA	Health Risk Assessment
ISR	Indirect Source Rules
LAER	Lowest Achievable Emissions Rate
LEV	Low Emission Vehicle
LNG	Liquefied Natural Gas
MOU	Memorandum of Understanding
MSERCs	Mobile Source Emission Reduction Credits
MSRC	Mobile Source (Air Pollution Reduction) Review Committee
NATTS	National Air Toxics Trends Stations
NESHAPS	National Emission Standards for Hazardous Air Pollutants
NGV	Natural Gas Vehicle
NOV	Notice of Violation
NSR	New Source Review
NSPS	New Source Performance Standards
OEHHA	Office of Environmental Health Hazard Assessment
PAMS	Photochemical Assessment Monitoring System
PAR	Proposed Amended Rule
PE	Program Evaluations
PEV	Plug-In Electric Vehicle
PHEV	Plug-In Hybrid Electric Vehicle
PR	Proposed Rule
RFP	Request for Proposal
RFQ	Request for Quotations
RFQQ	Request for Qualifications and Quotations
RTC	RECLAIM Trading Credit
SBA	Small Business Assistance
SIP	State Implementation Plan
ST	Source Testing
SULEV	Super Ultra Low-Emission Vehicle
TCM	Transportation Control Measure
ULEV	Ultra- Low-Emissions Vehicle
VMT	Vehicle Miles Traveled
ZECT	Zero Emission Cargo Transport
ZEV	Zero-Emission Vehicle

## POLLUTANTS

CO	Carbon Monoxide
NO <sub>x</sub>	Oxides of Nitrogen
O <sub>3</sub>	Ozone
PM <sub>2.5</sub>	Particulate Matter <2.5 microns
PM <sub>10</sub>	Particulate Matter ≤ 10 microns
ROG	Reactive Organic Gases
SO <sub>x</sub>	Oxides of Sulfur
VOC	Volatile Organic Compound

## GOVERNING BOARD

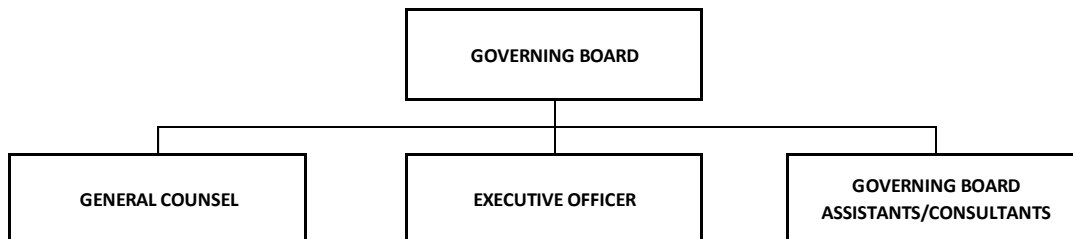
<b>At a Glance:</b>	
FY 2019-20 Adopted	\$1.8M
FY 2020-21 Budget	\$1.7M
% of FY 2020-21 Budget	1.0%
Total FTEs FY 2020-21 Budget	<b>N/A</b>

### DESCRIPTION OF MAJOR SERVICES:

The Governing Board is made up of 13 officials who meet monthly to establish policy and review new or amended rules for approval. The Governing Board appoints the South Coast AQMD Executive Officer and General Counsel, and members of the Hearing Board. Each Governing Board member is allocated funds to retain the services of Board Consultants and/or Assistants to provide support in their duties as Governing Board members.

Governing Board members include:

- One county Board of Supervisor’s representative each from the counties of Los Angeles, Orange, Riverside, and San Bernardino;
- One representative each from cities within Orange, Riverside, and San Bernardino counties, two representatives from cities within Los Angeles County, and one city representative from the City of Los Angeles;
- One representative appointed by the Governor, one by the Assembly Speaker, and one by the Senate Rules Committee.



**Governing Board  
Line Item Expenditure**

Major Object / Account # / Account Description		FY 2018-19 Actuals	FY 2019-20 Adopted Budget	FY 2019-20 Amended Budget	FY 2019-20 Estimate *	FY 2020-21 Adopted Budget
<b>Salary &amp; Employee Benefits</b>						
51000-52000	Salaries	\$ 201,909	\$ 462,913	\$ 462,913	\$ 197,563	\$ 359,073
53000-55000	Employee Benefits	17,465	284,590	284,591	19,218	237,073
Sub-total Salary & Employee Benefits		\$ 219,374	\$ 747,503	\$ 747,504	\$ 216,781	\$ 596,146
<b>Services &amp; Supplies</b>						
67250	Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
67300	Rents & Leases Equipment	-	-	-	-	-
67350	Rents & Leases Structure	-	-	-	-	-
67400	Household	-	-	-	-	-
67450	Professional & Special Services	668,613	807,784	786,784	786,784	807,784
67460	Temporary Agency Services	-	-	-	-	-
67500	Public Notice & Advertising	86,296	52,000	46,145	46,145	-
67550	Demurrage	-	-	-	-	-
67600	Maintenance of Equipment	-	-	-	-	-
67650	Building Maintenance	-	-	-	-	-
67700	Auto Mileage	13,779	10,000	10,000	10,000	10,000
67750	Auto Service	-	-	-	-	-
67800	Travel	69,339	64,800	64,800	64,800	64,800
67850	Utilities	-	-	-	-	-
67900	Communications	10,570	20,000	20,000	20,000	20,000
67950	Interest Expense	-	-	-	-	-
68000	Clothing	-	-	-	-	-
68050	Laboratory Supplies	-	-	-	-	-
68060	Postage	1,536	10,000	10,000	10,000	10,000
68100	Office Expense	6,600	4,000	4,000	4,000	4,000
68200	Office Furniture	-	-	-	-	-
68250	Subscriptions & Books	-	-	-	-	-
68300	Small Tools, Instruments, Equipment	-	-	-	-	-
68400	Gas and Oil	-	-	-	-	-
69500	Training/Conference/Tuition/ Board Exp.	123,973	112,500	112,500	112,500	132,500
69550	Memberships	-	-	-	-	-
69600	Taxes	-	-	-	-	-
69650	Awards	-	-	-	-	-
69700	Miscellaneous Expenses	28,009	15,000	36,000	36,000	15,000
69750	Prior Year Expense	-	-	-	-	-
69800	Uncollectable Accounts Receivable	-	-	-	-	-
89100	Principal Repayment	-	-	-	-	-
Sub-total Services & Supplies		\$ 1,008,714	\$ 1,096,084	\$ 1,090,229	\$ 1,090,229	\$ 1,064,084
77000	<b>Capital Outlays</b>	\$ -	\$ -	\$ -	\$ -	\$ -
79050	<b>Building Remodeling</b>	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures		\$ 1,228,088	\$ 1,843,587	\$ 1,837,733	\$ 1,307,010	\$ 1,660,230

\* Estimates based on July 2019 through February 2020 actual expenditures and February 2020 budget amendments.

**EXECUTIVE OFFICE**

**WAYNE NASTRI  
EXECUTIVE OFFICER**

<b>At a Glance:</b>	
FY 2019-20 Adopted	\$1.6M
FY 2020-21 Budget	\$1.6M
% of FY 2020-21 Budget	0.9%
Total FTEs FY 2020-21 Budget	5

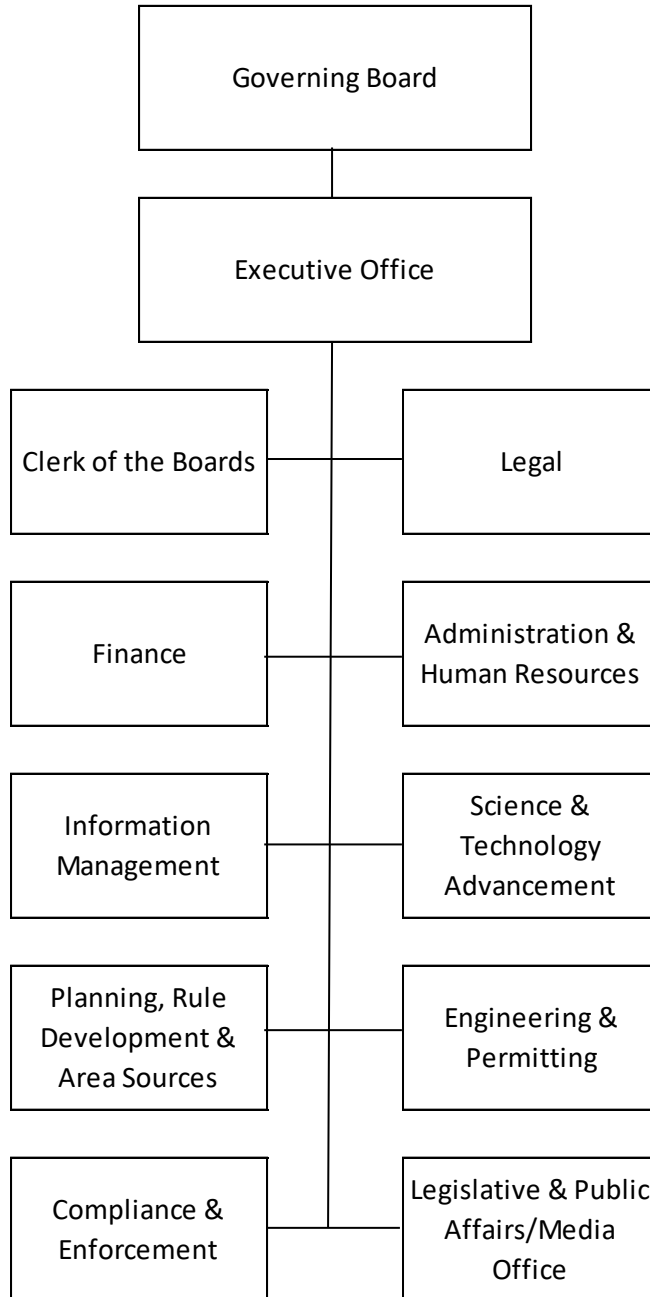
**DESCRIPTION OF MAJOR SERVICES:**

The Executive Office is responsible for the comprehensive management of the South Coast AQMD and the development and implementation of near-term and long-term strategies to attain ambient air quality standards. The Executive Office also translates set goals and objectives into effective programs and enforceable regulations that meet federal and state statutory requirements, while being sensitive to potential socioeconomic and environmental justice impacts in the South Coast Air Basin.

The Executive Office currently consists of the Executive Officer, Chief Operating Officer, and three support staff. The Executive Officer serves as Chief of Operations in implementing policy directed by the agency's 13-member Governing Board and in working proactively with state and federal regulatory officials. The Executive Officer also oversees all of the day-to-day administrative functions of staff and the annual operating budget.

## EXECUTIVE OFFICE (cont.)

### ORGANIZATIONAL CHART:



**EXECUTIVE OFFICE (cont.)**

**POSITION SUMMARY: 5 FTEs**

Executive Office Unit	Amended FY 2019-20	Change	Budget FY 2020-21
Administration	5	-	5

**POSITION DETAIL:**

<u>FTEs</u>	<u>Title</u>
1	Chief Operating Officer
1	Executive Officer
<u>3</u>	Executive Secretary
5	Total FTEs

**Executive Office  
Work Program by Office**

#	Program Code	Program Category	Program	Activities	FTEs FY 2019-20	+/-	FTEs FY 2020-21	Revenue Categories
1	03 1010	Develop Programs	AQMP	Develop/Implement AQMP	0.05	0.00	0.05	I,I,X
2	03 1028	Develop Programs	Admin/SCAQMD Policy	Dev/Coord Goals/Policies/Overs	0.44	0.00	0.44	la
3	03 1038	Operational Support	Admin/Office Management	Budget/Program Management	1.00	0.00	1.00	Ib
4	03 1083	Policy Support	Hlth Effects Air Pollution Fou	Health Effects Air Poll Foundation Support	0.01	0.00	0.01	la
5	03 1275	Policy Support	Governing Board	Board/Committee Support	1.72	0.00	1.72	la
6	03 1381	Policy Support	Interagency Liaison	Local/State/Fed Coord/Interact	0.71	0.00	0.71	Ia,I,X
7	03 1410	Policy Support	Legislation	Testimony/Mtgs:New/Current Leg	0.03	0.00	0.03	Ia,I,X
8	03 1416	Policy Support	Legislative Activities	Supp/Promote/Influence Legis/Adm	0.03	0.00	0.03	la
9	03 1490	Customer Service and Business Assistance	Outreach	Publ Awareness Clean Air Prog	0.97	0.00	0.97	la
10	03 1565	Customer Service and Business Assistance	Public Records Act	Comply w/ Public Req for Info	0.01	0.00	0.01	la
11	03 1855	Operational Support	Web Tasks	Create/edit/review web content	0.03	0.00	0.03	la

5.00	-	5.00
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**Total Executive Office**



Executive Office Line Item Expenditure						
Major Object / Account # / Account Description		FY 2018-19 Actuals	FY 2019-20 Adopted Budget	FY 2019-20 Amended Budget	FY 2019-20 Estimate *	FY 2020-21 Adopted Budget
<b>Salary &amp; Employee Benefits</b>						
51000-52000	Salaries	\$ 875,062	\$ 868,518	\$ 868,518	\$ 834,143	\$ 839,752
53000-55000	Employee Benefits	489,069	462,846	468,665	468,516	476,993
Sub-total Salary & Employee Benefits		\$ 1,364,131	\$ 1,331,364	\$ 1,337,183	\$ 1,302,659	\$ 1,316,745
<b>Services &amp; Supplies</b>						
67250	Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
67300	Rents & Leases Equipment	-	-	-	-	-
67350	Rents & Leases Structure	-	-	-	-	-
67400	Household	-	-	-	-	-
67450	Professional & Special Services	8,094	75,000	75,000	75,000	75,000
67460	Temporary Agency Services	-	-	-	-	-
67500	Public Notice & Advertising	-	7,500	7,500	7,500	7,500
67550	Demurrage	-	-	-	-	-
67600	Maintenance of Equipment	201	400	551	551	400
67650	Building Maintenance	-	-	-	-	-
67700	Auto Mileage	629	800	800	800	800
67750	Auto Service	-	-	-	-	-
67800	Travel	49,382	77,000	77,000	77,000	77,000
67850	Utilities	-	-	-	-	-
67900	Communications	5,645	6,500	6,500	6,500	6,500
67950	Interest Expense	-	-	-	-	-
68000	Clothing	-	-	-	-	-
68050	Laboratory Supplies	-	-	-	-	-
68060	Postage	23	7,000	7,000	7,000	7,000
68100	Office Expense	2,218	6,300	6,300	6,300	6,300
68200	Office Furniture	-	-	-	-	-
68250	Subscriptions & Books	-	5,000	5,000	5,000	5,000
68300	Small Tools, Instruments, Equipment	-	-	-	-	-
68400	Gas and Oil	-	-	-	-	-
69500	Training/Conference/Tuition/ Board Exp.	3,955	1,000	3,500	3,500	1,000
69550	Memberships	25,098	26,000	26,000	26,000	26,000
69600	Taxes	-	-	-	-	-
69650	Awards	-	-	7,196	7,196	-
69700	Miscellaneous Expenses	5,408	25,000	25,304	25,304	25,000
69750	Prior Year Expense	-	-	-	-	-
69800	Uncollectable Accounts Receivable	-	-	-	-	-
89100	Principal Repayment	-	-	-	-	-
Sub-total Services & Supplies		\$ 100,653	\$ 237,500	\$ 247,651	\$ 247,651	\$ 237,500
77000	<b>Capital Outlays</b>	\$ -	\$ -	\$ -	\$ -	\$ -
79050	<b>Building Remodeling</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures</b>		<b>\$ 1,464,784</b>	<b>\$ 1,568,864</b>	<b>\$ 1,584,834</b>	<b>\$ 1,550,310</b>	<b>\$ 1,554,245</b>

\* Estimates based on July 2019 through February 2020 actual expenditures and February 2020 budget amendments.



**SOUTH COAST**

**AIR QUALITY MANAGEMENT DISTRICT**

## DISTRICT GENERAL

<b>At a Glance:</b>	
FY 2019-20 Adopted	\$16.7M
FY 2020-21 Budget	\$18.0M
% of FY 2020-21 Budget	10.4%
Total FTEs FY 2020-21 Budget	N/A

Accounts associated with general operations of the South Coast AQMD are budgeted and tracked in District General. Included are such items as retirement payouts, principal and interest payments, insurance, utilities, taxes, housekeeping, security, and building maintenance and improvements.

District General Line Item Expenditure						
Major Object / Account # / Account Description		FY 2018-19 Actuals	FY 2019-20 Adopted Budget	FY 2019-20 Amended Budget	FY 2019-20 Estimate *	FY 2020-21 Adopted Budget
<b>Salary &amp; Employee Benefits</b>						
51000-52000	Salaries	\$ -	\$ 1,785,964	\$ 1,785,965	\$ 1,785,964	\$ 1,785,964
53000-55000	Employee Benefits	263,583	480,000	476,179	260,000	480,000
Sub-total Salary & Employee Benefits		\$ 263,583	\$ 2,265,964	\$ 2,262,144	\$ 2,045,964	\$ 2,265,964
<b>Services &amp; Supplies</b>						
67250	Insurance	\$ 1,717,104	\$ 1,317,400	\$ 1,317,400	\$ 1,317,400	\$ 1,449,140
67300	Rents & Leases Equipment	112,649	117,000	121,500	121,500	117,000
67350	Rents & Leases Structure	-	-	19,841	19,841	19,300
67400	Household	634,759	809,388	805,288	805,288	869,261
67450	Professional & Special Services	1,405,201	1,254,852	1,324,320	1,324,320	1,273,089
67460	Temporary Agency Services	-	-	-	-	-
67500	Public Notice & Advertising	24,386	25,000	25,000	25,000	25,000
67550	Demurrage	-	100,000	100,000	100,000	100,000
67600	Maintenance of Equipment	386,375	403,654	406,993	406,993	403,654
67650	Building Maintenance	891,624	831,479	881,479	881,479	831,479
67700	Auto Mileage	-	-	-	-	-
67750	Auto Service	-	-	-	-	-
67800	Travel	-	-	-	-	-
67850	Utilities	1,413,787	1,959,620	1,699,977	1,418,977	1,959,620
67900	Communications	166,021	150,900	151,400	151,400	150,900
67950	Interest Expense	3,637,290	3,503,982	3,503,983	3,503,983	3,353,106
68000	Clothing	-	-	-	-	-
68050	Laboratory Supplies	-	-	-	-	-
68060	Postage	9,015	17,083	17,083	17,083	17,083
68100	Office Expense	144,859	288,200	288,200	168,200	288,200
68200	Office Furniture	11,474	4,000	37,400	37,400	14,000
68250	Subscriptions & Books	-	-	-	-	-
68300	Small Tools, Instruments, Equipment	-	-	-	-	-
68400	Gas and Oil	-	-	-	-	-
69500	Training/Conference/Tuition/ Board Exp.	-	-	-	-	-
69550	Memberships	-	-	-	-	-
69600	Taxes	17,603	56,000	56,577	56,577	56,000
69650	Awards	12,863	27,342	27,342	27,342	17,342
69700	Miscellaneous Expenses	9,761	14,375	24,161	24,161	10,625
69750	Prior Year Expense	(1,774)	-	-	-	-
69800	Uncollectable Accounts Receivable	471,292	-	-	-	-
89100	Principal Repayment	2,553,110	2,686,640	2,686,641	2,686,641	3,840,443
Sub-total Services & Supplies		\$ 13,617,400	\$ 13,566,915	\$ 13,494,585	\$ 13,093,585	\$ 14,795,242
77000	<b>Capital Outlays</b>	\$ 577,988	\$ 75,000	\$ 1,634,335	\$ 1,634,335	\$ 75,000
79050	<b>Building Remodeling</b>	\$ -	\$ -	\$ -	\$ -	\$ -
99950	<b>Transfers Out</b>	\$ 2,904,582	\$ 841,353	\$ 2,525,592	\$ 2,525,592	\$ 841,353
Total Expenditures		\$ 17,363,553	\$ 16,749,232	\$ 19,916,656	\$ 19,299,476	\$ 17,977,559

\* Estimates based on July 2019 through February 2020 actual expenditures and February 2020 budget amendments.

## ADMINISTRATIVE & HUMAN RESOURCES

### A. JOHN OLVERA DEPUTY EXECUTIVE OFFICER

<b>At a Glance:</b>	
FY 2019-20 Adopted	\$6.7M
FY 2020-21 Budget	\$6.5M
% of FY 2020-21 Budget	3.8%
Total FTEs FY 2020-21 Budget	43

#### DESCRIPTION OF MAJOR SERVICES:

Administrative & Human Resources is comprised of several units: Employment & Labor Relations/Benefits & Records, Classification & Pay/Recruitment & Selection, Risk Management, Business Services, and Building Services. Human Resources units are responsible for planning and administering programs to maximize hiring, retention, and development of the highly qualified employees necessary to meet South Coast AQMD's air quality goals. Risk Management is responsible for programs aimed at ensuring a healthful and safe work environment, including security, emergency preparedness, and business continuity programs as well as programs to reduce liability and accident-related costs. Business Services oversees the administration of the South Coast AQMD headquarters facility services, its leases, the maintenance of fleet vehicles, and the management of the Print Shop and Mail/Subscription services. Building Services is responsible for the maintenance and repair of the South Coast AQMD headquarters building, childcare center, field offices, air monitoring stations, and meteorological stations.

#### ACCOMPLISHMENTS:

##### RECENT:

- Administered employee benefits programs including an expanded health fair, expanded options in the 457 deferred compensation plan, expanded wellness education programs, and expanded supervisor and manager training opportunities.
- Conducted successful recruitment efforts for promotional opportunities and new hires.
- Completed reclassification studies; received Board approval for adoption or reclassification of 11 classifications.
- Provided support and direction to management and staff with respect to adherence to relevant state and federal laws and South Coast AQMD policies, procedures and Memoranda of Understanding.
- Supported South Coast AQMD's Succession Planning program through the Executive Office.

## ADMINISTRATIVE & HUMAN RESOURCES (cont.)

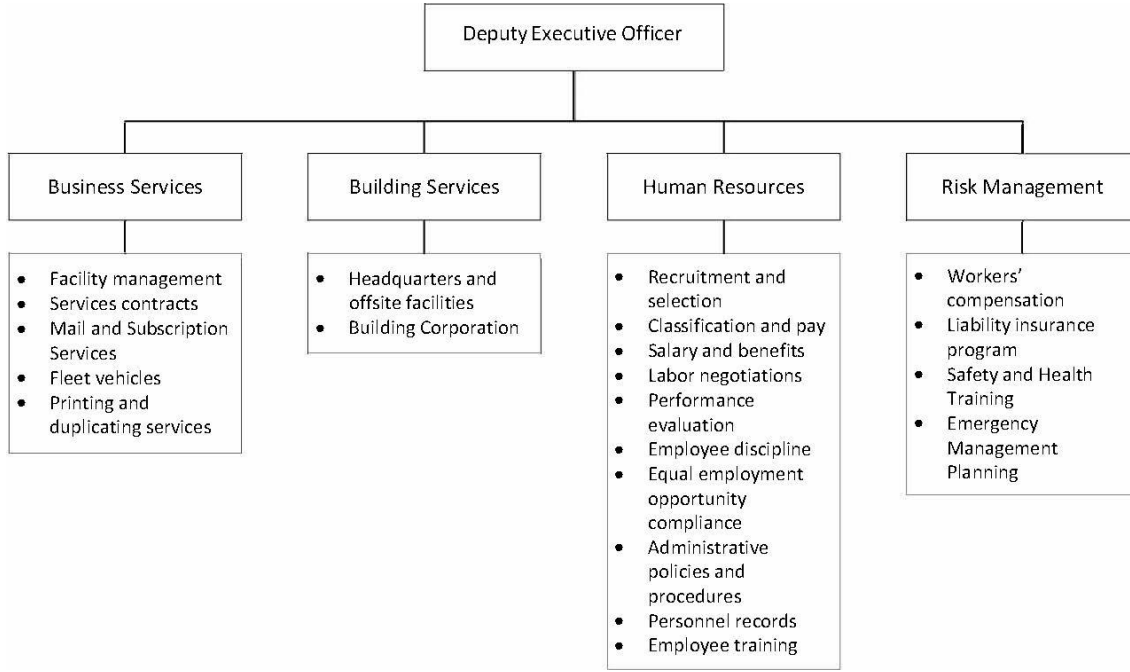
- Implemented the District-wide mentoring program.
- Administered the Governing Board Summer Intern Program.
- Conducted ergonomic workspace evaluations and other safety training programs.
- Implemented the Teleworking Program for employees.
- Held training on sexual harassment prevention and anti-bullying policies, as well as programs for career development and workforce education.
- Completed a Continuity of Operations Plan and Emergency Operations Plan, and conducted training.
- Implemented the Elevator Modernization project.
- Completed the installation of drought-resistant landscaping and water-saving irrigation along the building.
- Achieved Board approval for a new Child Care Center 10-year lease.
- Achieved Board approval for extension and expansion of Long Beach Office lease.
- Completed new office construction and conference room updates at headquarters building.
- Completed work-space design and reconfiguration on several floors.
- Purchased and deployed 10 new fleet vehicles.

### **ANTICIPATED:**

- Negotiate new MOUs for represented groups, and new compensation terms for unrepresented groups.
- Continue to provide support and direction to management and staff with respect to adherence to relevant state and federal laws and South Coast AQMD policies, procedures and Memoranda of Understanding.
- Continue recruitment and selection efforts and conduct classification studies.
- Provide training workshops for supervisors and managers.
- Implement the Continuity of Operations Plan and Emergency Operations Plan program.
- Implement the mentorship program.
- Conduct emergency preparedness drills.
- Conduct training on emergency preparedness programs, including COOP/EOP.
- Implement new training programs (supervisor skills, safety), using new Learning Management Software system.
- Continue updates and implementation of South Coast AQMD's Succession Planning program.
- Continue to plan for significant turnover of vehicle fleet due to CNG tank expiration.

ADMINISTRATIVE & HUMAN RESOURCES (cont.)

**ORGANIZATIONAL CHART:**



**POSITION SUMMARY: 43 FTEs**

Administrative & Human Resources Units	Amended FY 2019-20	Change	Budget FY 2020-21
Office Administration	2	-	2
Business Services	14	-	14
Building Services	8	-	8
Career Development Interns	6	-	6
Classification & Pay/Recruitment & Selection	5	-	5
Employee & Labor Relations/Benefits & Records	6	-	6
Risk Management	2	-	2
<b>Total</b>	<b>43</b>	<b>-</b>	<b>43</b>

ADMINISTRATIVE & HUMAN RESOURCES (cont.)

**POSITION DETAIL:**

<u>FTEs</u>	<u>Title</u>
1	Building Maintenance Manager
1	Building Supervisor
1	Business Services Manager
6	Career Development Intern
1	Deputy Executive Officer/Administrative & Human Resources
1	Facilities Services Technician
1	Fleet Services Supervisor
2	Fleet Services Worker II
5	General Maintenance Worker
5	Human Resources Analyst
2	Human Resources Manager
2	Human Resources Technician
2	Mail Subscription Services Clerk
1	Mail Subscription Services Supervisor
1	Office Assistant
1	Offset Press Operator
2	Print Shop Duplicator
1	Print Shop Supervisor
1	Risk Manager
2	Secretary
1	Senior Administrative Secretary
2	Senior Office Assistant
<u>1</u>	Staff Specialist
43	Total FTEs



**Administrative & Human Resources  
Work Program by Office**

#	Program Code	Program Category	Program	Activities	FTEs FY 2019-20	+/-	FTEs FY 2020-21	Revenue Categories
1	16 1026	Operational Support	SCAQMD Mail	Posting/Mailing/Delivery	2.30	0.00	2.30	la
2	16 1035	Operational Support	AB617-General	AB617-General	3.00	1.00	4.00	IX
3	16 1038	Operational Support	Admin/Office Management	Reports/Proj/Budget/Contracts	3.85	2.15	6.00	IX
4	16 1060	Operational Support	Equal Employment Opportunity	Program Dev/Monitor/Reporting	0.10	-0.05	0.05	la
5	16 1080	Operational Support	Auto Services	Vehicle/Radio Repair & Maint	3.00	1.00	4.00	la
6	16 1090	Operational Support	Building Maintenance	Repairs & Preventative Maint	8.00	0.00	8.00	la
7	16 1092	Operational Support	Business Services	Building Services Admin/Contracts	2.55	0.14	2.69	la
8	16 225	Operational Support	Employee Benefits	Benefits Analysis/Orient/Records	1.50	1.00	2.50	la
9	16 226	Operational Support	Classification & Pay	Class & Salary Studies	0.30	0.02	0.32	la
10	16 228	Operational Support	Recruitment & Selection	Recruit Candidates for SCAQMD	3.25	-0.95	2.30	la
11	16 232	Operational Support	Position Control	Track Positions/Workforce Analysis	0.55	-0.35	0.20	la
12	16 233	Operational Support	Employee Relations	Meet/Confer/Labor-Mgmt/Grievance	2.20	-0.70	1.50	la
13	16 255	Operational Support	Facilities Services	Phones/Space/Keys/Audio-Visual	1.00	0.00	1.00	la
14	16 446	Operational Support	Mentorship Program	Mentorship Program	0.00	0.10	0.10	la
15	16 457	Advance Clean Air Technology	MS/Carl Moyer Admin	C Moyer/Contractor Compliance	0.10	-0.07	0.03	IX
16	16 540	Customer Service and Business Assistance	Print Shop	Printing/Collating/Binding	4.00	1.00	5.00	la
17	16 542	Advance Clean Air Technology	Prop 1B:Goods Movement	Prop 1B: Goods Movement	0.10	-0.07	0.03	IX
18	16 565	Customer Service and Business Assistance	Public Records Act	Comply w/ Public Rec Requests	0.05	-0.02	0.03	la
19	16 640	Operational Support	Risk Management	Liab/Property/Wk Comp/Selfins	2.25	0.00	2.25	la
20	16 717	Policy Support	Student Interns	Gov Board/Student Intern Program	4.20	-4.20	0.00	la
21	16 720	Customer Service and Business Assistance	Subscription Services	Rule & Gov Board Materials	0.70	0.00	0.70	IV,XVII

**Total Administrative & Human Resources**

43.00	(0.00)	43.00
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**Administrative & Human Resources  
Line Item Expenditure**

Major Object / Account # / Account Description		FY 2018-19 Actuals	FY 2019-20 Adopted Budget	FY 2019-20 Amended Budget	FY 2019-20 Estimate *	FY 2020-21 Adopted Budget
<b>Salary &amp; Employee Benefits</b>						
51000-52000	Salaries	\$ 3,259,541	\$ 3,413,047	\$ 3,413,046	\$ 3,320,536	\$ 3,200,293
53000-55000	Employee Benefits	2,029,196	2,122,658	2,122,658	2,174,948	2,154,045
Sub-total Salary & Employee Benefits		\$ 5,288,737	\$ 5,535,704	\$ 5,535,704	\$ 5,495,484	\$ 5,354,338
<b>Services &amp; Supplies</b>						
67250	Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
67300	Rents & Leases Equipment	29,522	41,600	41,600	41,600	41,600
67350	Rents & Leases Structure	-	-	-	-	-
67400	Household	887	5,284	5,284	5,284	5,284
67450	Professional & Special Services	207,821	151,750	123,198	123,198	151,750
67460	Temporary Agency Services	97,858	17,000	49,565	49,565	17,000
67500	Public Notice & Advertising	10,394	12,066	12,066	12,066	9,066
67550	Demurrage	-	-	-	-	-
67600	Maintenance of Equipment	3,893	5,500	5,500	5,500	5,500
67650	Building Maintenance	-	-	-	-	-
67700	Auto Mileage	6,385	4,200	4,200	4,200	4,200
67750	Auto Service	520,817	470,000	470,000	470,000	470,000
67800	Travel	1,658	2,500	2,500	2,500	2,500
67850	Utilities	-	-	-	-	-
67900	Communications	16,358	21,900	21,900	21,900	21,900
67950	Interest Expense	-	-	-	-	-
68000	Clothing	12,463	10,808	10,808	10,808	10,808
68050	Laboratory Supplies	-	-	-	-	-
68060	Postage	6,280	5,469	5,469	5,469	5,469
68100	Office Expense	106,910	111,300	111,300	111,300	111,300
68200	Office Furniture	67,464	-	-	-	-
68250	Subscriptions & Books	2,838	2,520	2,520	2,520	2,520
68300	Small Tools, Instruments, Equipment	6,494	5,030	5,030	5,030	5,030
68400	Gas and Oil	299,038	292,021	292,021	292,021	292,021
69500	Training/Conference/Tuition/ Board Exp.	15,545	15,062	15,062	15,062	15,062
69550	Memberships	618	3,265	3,265	3,265	6,265
69600	Taxes	2,255	-	2,279	2,279	-
69650	Awards	-	-	-	-	-
69700	Miscellaneous Expenses	8,203	12,000	5,708	5,708	12,000
69750	Prior Year Expense	(370)	-	-	-	-
69800	Uncollectable Accounts Receivable	-	-	-	-	-
89100	Principal Repayment	-	-	-	-	-
Sub-total Services & Supplies		\$ 1,423,329	\$ 1,189,275	\$ 1,189,275	\$ 1,189,275	\$ 1,189,275
77000	<b>Capital Outlays</b>	\$ -	\$ -	\$ 450,000	\$ 450,000	\$ -
79050	<b>Building Remodeling</b>	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures		\$ 6,712,066	\$ 6,724,979	\$ 7,174,979	\$ 7,134,759	\$ 6,543,613

\* Estimates based on July 2019 through February 2020 actual expenditures and February 2020 budget amendments.

**CLERK OF THE BOARDS**

**FAYE THOMAS  
CLERK OF THE BOARDS**

<b>At a Glance:</b>	
FY 2019-20 Adopted	\$1.4M
FY 2020-21 Budget	\$1.4M
% of FY 2020-21 Budget	0.8%
Total FTEs FY 2020-21 Budget	6

**DESCRIPTION OF MAJOR SERVICES:**

Clerk of the Boards coordinates the activities, provides operational support, and maintains the official records for both the Governing Board and the Hearing Board. The Office is responsible for preparing the legal notices for hearings and meetings, and ensuring that such notices are published as required. Clerk of the Boards’ staff assist petitioners and attorneys in the filing of petitions before the Hearing Board and explain the Hearing Board’s functions and procedures. Staff prepares Minute Orders, Findings and Decisions of the Hearing Board, and Summary Minutes of Governing Board meetings. The Clerk acts as communication liaison for the Boards with South Coast AQMD staff and state and federal agencies.

**ACCOMPLISHMENTS:**

**RECENT**

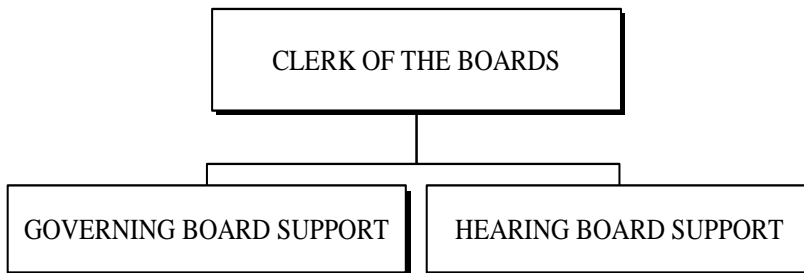
- Received and processed 54 subpoenas, public/administrative records requests, and claims against the South Coast AQMD.
- Provided support for 12 Governing Board meetings, including: preparing an agenda and minutes for each meeting; preparation, distribution, and publication of 32 meeting and public hearing notices; preparation of 30 Board Resolutions.
- Provided support for 89 hearings, pre-hearing conferences, and general meetings held by the Hearing Board, including: processing 88 petitions; preparation, distribution, and publication of 69 meeting and public hearing notices; preparation of 91 Minute Orders, Findings & Decisions, Pre-hearing Memoranda, and General Meeting Reports of Actions; and preparation and distribution of 152 daily agendas and monthly case calendars.
- Planned and coordinated efforts and provided clerical support for special offsite meetings, including: Governing Board – Mobile Board Meeting 10/4/2018 in Los Angeles, Board Retreat 5/9/2019-5/10/2019 in Indian Wells.

**CLERK OF THE BOARDS (cont.)**

**ANTICIPATED:**

- Provide support for approximately 80 hearings, pre-hearing conferences, and general meetings held by the Hearing Board, including: processing approximately 90 petitions; preparation, distribution, and publication of 100 meeting and public hearing notices; preparation of over 100 Minute Orders, Findings and Decisions, Pre-hearing Memoranda, and General Meeting Reports of Actions; and preparing and distributing more than 120 daily agendas and monthly case calendars.
- Provide support for 12 Governing Board meetings, including preparation of meeting agendas, minutes and Board Resolutions.

**ORGANIZATIONAL CHART:**



**POSITION SUMMARY: 6 FTEs**

Clerk of the Boards Unit	Amended FY 2019-20	Change	Budget FY 2020-21
Governing/Hearing Board Support	6	-	6

**POSITION DETAIL:**

<u>FTEs</u>	<u>Title</u>
1	Clerk of the Board
3	Deputy Clerk/Transcriber
1	Office Assistant
<u>1</u>	Senior Deputy Clerk
6	Total FTEs

**Clerk of the Boards  
Work Program by Office**

#	Program Code	Program Category	Program	Activities	FTEs FY 2019-20	+/-	FTEs FY 2020-21	Revenue Categories
1	17 024	Operational Support	Admin/SCAQMD/GB/HB Mgmt	Admin Governing/Hearing Brds	1.25	0.00	1.25	la,VII,XV
2	17 275	Operational Support	Governing Board	Attend/Recrd/Monitor Meetings	1.40	0.00	1.40	la
3	17 364	Ensure Compliance	Hearing Board/Abatement Orders	Attnd/Recrd/Monitr Mtgs	0.10	0.00	0.10	IV
4	17 365	Ensure Compliance	Hearing Board/Variences/Appeal	Attend/Record/Monitor HB Mtgs	3.20	0.00	3.20	IV,V,VII
5	17 565	Customer Service and Business Assistance	Public Records Act	Comply w/ Public Rec Requests	0.02	0.00	0.02	la
6	17 855	Operational Support	Web Tasks	Create/edit/review web content	0.03	0.00	0.03	la

**Total Clerk of the Boards**

6.00	-	6.00
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**Clerk of the Boards  
Line Item Expenditure**

Major Object / Account # / Account Description		FY 2018-19 Actuals	FY 2019-20 Adopted Budget	FY 2019-20 Amended Budget	FY 2019-20 Estimate *	FY 2020-21 Adopted Budget
<b>Salary &amp; Employee Benefits</b>						
51000-52000	Salaries	\$ 424,342	\$ 408,778	\$ 408,778	\$ 418,029	\$ 409,056
53000-55000	Employee Benefits	314,077	291,875	291,874	290,408	278,098
Sub-total Salary & Employee Benefits		\$ 738,419	\$ 700,653	\$ 700,652	\$ 708,437	\$ 687,154
<b>Services &amp; Supplies</b>						
67250	Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
67300	Rents & Leases Equipment	-	-	-	-	-
67350	Rents & Leases Structure	-	-	-	-	-
67400	Household	-	-	-	-	-
67450	Professional & Special Services	15,000	85,200	85,200	25,200	85,200
67460	Temporary Agency Services	-	-	-	-	-
67500	Public Notice & Advertising	17,277	40,000	45,855	45,855	40,000
67550	Demurrage	-	-	-	-	-
67600	Maintenance of Equipment	-	200	200	200	200
67650	Building Maintenance	-	-	-	-	-
67700	Auto Mileage	-	100	100	100	100
67750	Auto Service	-	-	-	-	-
67800	Travel	410	200	200	200	200
67850	Utilities	-	-	-	-	-
67900	Communications	97	500	500	500	500
67950	Interest Expense	-	-	-	-	-
68000	Clothing	-	-	-	-	-
68050	Laboratory Supplies	-	-	-	-	-
68060	Postage	556	1,200	1,200	1,200	1,200
68100	Office Expense	2,858	6,600	6,600	6,600	6,600
68200	Office Furniture	-	-	-	-	-
68250	Subscriptions & Books	-	-	-	-	-
68300	Small Tools, Instruments, Equipment	-	-	-	-	-
68400	Gas and Oil	-	-	-	-	-
69500	Training/Conference/Tuition/ Board Exp.	538,903	584,920	584,920	584,920	584,920
69550	Memberships	300	300	300	300	300
69600	Taxes	-	-	-	-	-
69650	Awards	-	-	-	-	-
69700	Miscellaneous Expenses	252	500	500	500	500
69750	Prior Year Expense	-	-	-	-	-
69800	Uncollectable Accounts Receivable	-	-	-	-	-
89100	Principal Repayment	-	-	-	-	-
Sub-total Services & Supplies		\$ 575,653	\$ 719,720	\$ 725,575	\$ 665,575	\$ 719,720
77000	<b>Capital Outlays</b>	\$ -	\$ -	\$ -	\$ -	\$ -
79050	<b>Building Remodeling</b>	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures		\$ 1,314,072	\$ 1,420,373	\$ 1,426,227	\$ 1,374,012	\$ 1,406,874

\* Estimates based on July 2019 through February 2020 actual expenditures and February 2020 budget amendments.

## COMPLIANCE & ENFORCEMENT

### TERRENCE MANN DEPUTY EXECUTIVE OFFICER

<b>At a Glance:</b>	
FY 2019-20 Adopted	\$21.0M
FY 2020-21 Budget	\$20.8M
% of FY 2020-21 Budget	12.0%
Total FTEs FY 2020-21 Budget	155

#### DESCRIPTION OF MAJOR SERVICES:

Compliance and Enforcement (C&E) ensures public health by conducting unannounced field inspections to verify compliance with South Coast AQMD, state and federal rules and regulations and investigating air quality complaints and equipment breakdowns. Title V and RECLAIM sources are inspected at least annually, with the exception of select industries targeted for more frequent evaluation (e.g., at least quarterly inspection of chrome plating facilities). All other 24,000 stationary sources and 13,000 PERP engines/equipment are inspected at least once every three years. Notices to Comply are issued when additional information is required of a source to determine compliance, and for minor administrative violations. Notices of Violation are issued for more serious, typically emissions-based violations. Other activities include participation in Emergency Response and joint inspection activities with other agencies, providing expert testimony before the South Coast AQMD Hearing Board, and conducting training classes for the public and regulated community.

#### ACCOMPLISHMENTS:

##### RECENT:

- Completed 204 inspections of chrome plating facilities (quarterly inspections of 102 facilities).
- Completed 168 Title V facility inspections.
- Completed 167 RECLAIM facility audits.
- Completed inspections of 3,342 other permitted stationary source facilities.
- Completed inspections of 2,148 PERP-registered engines/equipment.
- Completed 15 “Blue Sky” team inspections at refineries.
- Responded to 6,198 complaints (96.4% of those received).
- Responded to 378 breakdown notifications (79% of those received).
- Issued 1,619 Notices to Comply and 1,587 Notices of Violation (NOVs).
- Conducted 24 training classes for members of the public and the regulated community.

## COMPLIANCE & ENFORCEMENT (cont.)

### ANTICIPATED:

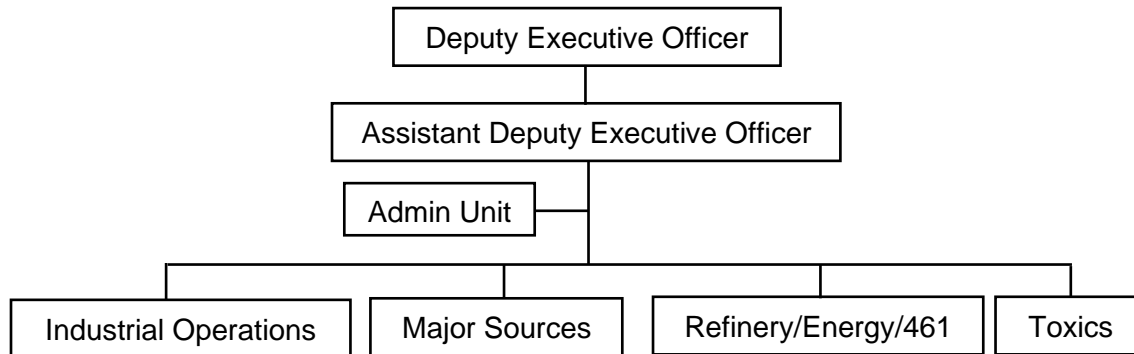
- Asbestos Strike Force
  - Due to the current global health crisis, we will attempt to maintain the number of asbestos notification inspections at 1,200.
- Marine Vessel & Terminal Inspection Program: Operation Sea Force (Community Emissions Reduction Plan [CERP Action])
  - Perform surveillance and track marine vessels in the South Coast AQMD waters that vent emissions into the atmosphere without notification or due to poor maintenance.
  - Attempt to board and inspect two marine oil tankers per week for Rule 1142 compliance.
- Complaint Prioritization
  - Improve timelines of complaint response by meeting the first contact complaint response time goal of two hours for an average of at least 85 % of the time.
- Inspection Prioritization
  - Due to the current global health crisis, we will attempt to maintain the number of non-Title V/non-RECLAIM inspections at 7,000 annually.
- Oil and Gas Inspections (CERP Action)
  - Coordinate efforts with the Monitoring team to conduct inspections of oil wells that have elevated pollutants during mobile platform surveys.
- Idling Truck Program (CERP Action)
  - Conduct quarterly sweeps in three AB 617 communities, including at locations identified by community members.
  - Work with CARB and Legislative & Public Affairs/Media Office (LPAM) to have “No Idling Signage” installed in AB 617 communities and schools.
- Rendering Plants (CERP Action)
  - Continue responding to rendering odor complaints and update complainants on a timely basis.
  - Conduct inspections to evaluate compliance with Rule 415.
- Rule 1180 - Refinery Community and Fenceline Monitoring Response
  - Respond to public complaints and investigate emission exceedances of pollutants which exceed pre-determined thresholds.
- Work with Planning, Rule Development and Area Sources staff on continued rule development to ensure clear and enforceable rules and effective notification systems.
- Conduct additional multi-agency inspection sweeps to identify and confirm possible sources of excess Cr6 emissions in other communities.
- Reduce paperwork and streamline the report writing process to increase inspection efficiencies.
- Efficiently move NOV reports to the General Counsel’s office.
- Work closely with the General Counsel’s office to address significant violations.
- Work closely with monitoring and rule-making staff to identify, assess, and address facilities with high emissions.



**COMPLIANCE & ENFORCEMENT (cont.)**

- Update policies and procedures governing enforcement actions.

**ORGANIZATIONAL CHART:**



**POSITION SUMMARY: 155 FTEs**

Office of Compliance and Enforcement Units	Amended FY 2019-20	Change	Budget FY 2020-21
Major Sources	22	-	22
Industrial Operations	52	-	52
Refinery/Energy/461	38	-	38
Toxics	35	-	35
Senior Admin/Staff	8	-	8
Total	155	-	155

## COMPLIANCE & ENFORCEMENT (cont.)

### STAFFING DETAIL:

<u>FTEs</u>	<u>Title</u>
6	AQ Analysis & Compliance Supervisor
91	AQ Inspector II
15	AQ Inspector III
1	Assistant Deputy Executive Officer
1	Deputy Executive Officer
10	Office Assistant
2	Senior Office Assistant
4	Senior Enforcement Manager
1	Staff Assistant
3	Staff Specialist
2	Senior Administrative Secretary
2	Secretary
<u>17</u>	Supervising AQ Inspector
155	Total Adopted Positions

**Compliance & Enforcement  
Work Program by Office**

#	Program Code	Program Category	Program	Activities	FTEs FY 2019-20	+/-	FTEs FY 2020-21	Revenue Categories
1	60 1030	Advance Clean Air Technology	AB134	AB134	0.00	0.25	0.25	IX
2	60 1032	Ensure Compliance	AB617-Meetings	AB617-Meetings	8.00	-7.00	1.00	IX
3	60 1033	Ensure Compliance	AB617-Inspections	AB617-Inspections	0.00	3.00	3.00	IX
4	60 1034	Ensure Compliance	AB617-CERP	AB617-CERP	0.00	0.10	0.10	IX
5	60 1036	Ensure Compliance	AB617-Complaints	AB617-Complaints	0.00	1.00	1.00	IX
6	60 1038	Customer Service and Business Assistance	Admin/Office Budget	Dev/Coord Goals/Policies/Overs	6.00	0.00	6.00	lb
7	60 1047	Customer Service and Business Assistance	Admin/Operations Support	Budget/Contracts/Reports/Projects	4.90	-1.90	3.00	lb
8	60 1070	Ensure Compliance	CARB PERP Program	CARB Audits/Statewide Equip Reg	6.00	0.00	6.00	XIX
9	60 1093	Ensure Compliance	CARB Oil & Gas Reg.	GHG EM Stds Oil/NG Facilities	0.00	4.00	4.00	XVII
10	60 148	Policy Support	Climate/Energy/Incentives	GHG/Climate Chg Support	0.00	0.00	0.00	IV,IX
11	60 152	Ensure Compliance	Compliance/IM Related Activiti	Assist IM: Design/Review/Test	0.50	-0.30	0.20	IV
12	60 155	Ensure Compliance	Compliance Guidelines	Procedures/Memos/Manuals	1.50	-1.25	0.25	IV
13	60 157	Ensure Compliance	Compliance/Special Projects	Prog Audits/Data Req/Bird Supp	3.00	1.00	4.00	II
14	60 158	Ensure Compliance	Compliance Testing	R461/Combustion Equip Testing	1.00	-0.50	0.50	IV
15	60 210	Monitoring Air Quality	Emergency Response	Emerg Tech Asst to Public Saf	0.10	0.00	0.10	IV,XV
16	60 276	Policy Support	Board Committees	Admin/Stationary Source Committee	0.15	-0.05	0.10	la
17	60 365	Ensure Compliance	Hearing Bd /Variances	Variances/Orders of Abatement	2.00	-1.75	0.25	VII
18	60 375	Ensure Compliance	Inspections	Compliance/Inspection/Follow-up	85.00	0.00	85.00	II,V,XV
19	60 377	Ensure Compliance	Inspections/RECLAIM Audits	Audit/Compliance Assurance	14.00	2.00	16.00	II,IV
20	60 416	Policy Support	Legislative Activities	Legislative Activities	0.00	0.00	0.00	la
21	60 492	Customer Service and Business Assistance	Outreach/Business	Pub Events/Conf/Rideshare Fair	0.20	-0.10	0.10	IX
22	60 539	Ensure Compliance	Procedure 5 Review	Evaluate Proc 5 Asbestos Plans	0.40	2.60	3.00	XVII
23	60 550	Ensure Compliance	Public Complaints/Breakdowns	Compltrsp/Invlupw/Resolutn	9.00	1.00	10.00	II,IV,V,XV
24	60 565	Customer Service and Business Assistance	Public Records Act	Comply w/ Public Req for Info	3.00	-2.70	0.30	la
25	60 605	Ensure Compliance	RECLAIM/Admin Support	Admin/Policy/Guidelines	0.50	-0.25	0.25	II,III,IV,XV
26	60 657	Develop Rules	Rulemaking/Support PRA	Provide Rule Development Supp	1.00	-0.25	0.75	IV,XV
27	60 678	Ensure Compliance	School Siting	Identify Haz. Emission Sources near Schools	0.00	0.75	0.75	IV
28	60 690	Customer Service and Business Assistance	Source Education	Prov Tech Asst To Industries	0.40	-0.20	0.20	III,IV,V,XV
29	60 717	Policy Support	Student Interns	Gov Board/Student Intern Program	0.05	0.05	0.10	la
30	60 751	Ensure Compliance	Title III Inspections	Title III Comp/Insp/Follow Up	0.00	0.00	0.00	IV
31	60 771	Ensure Compliance	Title V	Title V Compl/Inspect/Follow Up	4.50	0.00	4.50	II,IV
32	60 791	Ensure Compliance	Toxics/AB2588	Risk Reduct Plan Rvw/Comm Mtgs	0.10	-0.10	0.00	X
33	60 805	Operational Support	Training	Dist/Org Unit Training	2.00	2.00	4.00	lb
34	60 825	Operational Support	Union Negotiations	Official Labor/Mgmt Negotiate	0.10	0.00	0.10	la
35	60 826	Operational Support	Union Steward Activities	Rep Employees in Grievance Act	0.10	0.00	0.10	la
36	60 855	Operational Support	Web Tasks	Creation/Update of Web Conten	1.50	-1.40	0.10	la

**Total Compliance & Enforcement**

155.00	-	155.00
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Compliance & Enforcement						
Line Item Expenditure						
Major Object / Account # / Account Description		FY 2018-19 Actuals	FY 2019-20 Adopted Budget	FY 2019-20 Amended Budget	FY 2019-20 Estimate *	FY 2020-21 Adopted Budget
<b>Salary &amp; Employee Benefits</b>						
51000-52000	Salaries	\$ 11,832,986	\$ 13,046,309	\$ 13,044,311	\$ 12,884,727	\$ 12,720,909
53000-55000	Employee Benefits	6,559,881	7,574,368	7,574,367	7,084,400	7,694,758
Sub-total Salary & Employee Benefits		\$ 18,392,867	\$ 20,620,677	\$ 20,618,678	\$ 19,969,127	\$ 20,415,666
<b>Services &amp; Supplies</b>						
67250	Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
67300	Rents & Leases Equipment	-	-	-	-	-
67350	Rents & Leases Structure	106,868	111,543	111,543	111,543	111,543
67400	Household	-	-	-	-	-
67450	Professional & Special Services	13,801	19,500	6,500	6,500	12,500
67460	Temporary Agency Services	-	2,000	-	-	-
67500	Public Notice & Advertising	-	-	-	-	-
67550	Demurrage	-	250	250	250	-
67600	Maintenance of Equipment	25,242	34,000	11,000	11,000	22,000
67650	Building Maintenance	-	-	-	-	-
67700	Auto Mileage	993	1,000	1,000	1,000	1,000
67750	Auto Service	-	1,000	-	-	-
67800	Travel	8,181	15,000	12,000	12,000	15,000
67850	Utilities	-	-	-	-	-
67900	Communications	65,305	117,350	117,350	117,350	117,350
67950	Interest Expense	-	-	-	-	-
68000	Clothing	44,764	31,297	21,297	21,297	31,000
68050	Laboratory Supplies	7,277	12,000	6,000	6,000	12,000
68060	Postage	15,450	11,645	11,645	11,645	14,000
68100	Office Expense	79,900	9,355	142,355	142,355	40,000
68200	Office Furniture	1,922	2,000	-	-	2,000
68250	Subscriptions & Books	1,296	400	400	400	457
68300	Small Tools, Instruments, Equipment	6,054	15,460	7,460	7,460	8,000
68400	Gas and Oil	-	-	-	-	-
69500	Training/Conference/Tuition/ Board Exp.	18,734	25,550	25,550	25,550	25,000
69550	Memberships	-	250	250	250	-
69600	Taxes	-	-	-	-	-
69650	Awards	-	-	-	-	-
69700	Miscellaneous Expenses	1,983	5,750	5,750	5,750	3,500
69750	Prior Year Expense	(16)	-	-	-	-
69800	Uncollectable Accounts Receivable	-	-	-	-	-
89100	Principal Repayment	-	-	-	-	-
Sub-total Services & Supplies		\$ 397,755	\$ 415,350	\$ 480,350	\$ 480,350	\$ 415,350
77000	<b>Capital Outlays</b>	\$ -	\$ -	\$ 93,000	\$ 93,000	\$ -
79050	<b>Building Remodeling</b>	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures		\$ 18,790,622	\$ 21,036,027	\$ 21,192,028	\$ 20,542,477	\$ 20,831,016
* Estimates based on July 2019 through February 2020 actual expenditures and February 2020 budget amendments.						

## ENGINEERING & PERMITTING

### AMIR DEJBAKHSH DEPUTY EXECUTIVE OFFICER

<b>At a Glance:</b>	
FY 2019-20 Adopted	\$25.7M
FY 2020-21 Budget	\$24.9M
% of FY 2020-21 Budget	14.4%
Total FTEs FY 2020-21 Budget	161

#### DESCRIPTION OF MAJOR SERVICES:

Engineering & Permitting (E&P) is responsible for processing applications for Permits to Construct & Operate, and special services. The permit processing activities involve approximately 360 major facilities that have been issued Title V Federal Operating permits, about 250 facilities in the RECLAIM program, and over 27,000 large and small business operations. In addition, staff also participates in activities with other agencies, assists with Economic Development and Business Retention programs, provides engineering support to other divisions, and evaluates and implements permit backlog reduction and permit streamlining activities, including automation and other permit processing modernization efforts.

#### ACCOMPLISHMENTS:

##### RECENT:

- Since the commencement of the backlog reduction effort in July 2016, reduced and maintained reduction of total pending applications by over 50%, from more than 7,300 to less than 3,500 pending applications.
- Continued permit streamlining efforts by:
  - Processing almost 2,400 Permits to Construct and 7,401 applications for Permits, Plans, and ERC during FY 2018-19;
  - Focusing on reducing last remaining aged permit applications to extent possible; and
  - Continuing to focus on reducing pending applications beyond targets established in 2016 Action Plan to establish a cushion to help address additional incoming permit applications anticipated from RECLAIM program phase-out over the next one to three years.
- Met the 2,250 – 2,500 (less RECLAIM transition applications) target for FY 2019-20 by maintaining pending application inventory at less than 2,500 (excluding Permits to Construct issued).

## **ENGINEERING & PERMITTING (cont.)**

- Achieved and maintained the timely completion rate for new permit applications by processing over 76 percent of new permit applications within 180 days of being deemed complete.
- Issued over 170 Title V renewal and modification permits in calendar year 2019.
- Continued program to recognize top performing individuals and teams to help maintain high morale and acknowledge performance.
- Continued development of Online Permit Processing tools and other automation efforts. Deployed online registration tool for the three most frequently registered equipment categories, while continuing to support online permitting for dry cleaning equipment, gasoline dispensing facilities and automotive refinishing spray booths.
- Maintained Division's Permit Streamlining goal of application delivery to Permitting Teams within 4 business days.
- Continued implementation of EPA Title V Program Audit Findings Action Plan.
- Posted all newly issued Title V permits to the internet for online public access on an ongoing basis.
- Participated in public meetings to address public concerns regarding high toxic risks and emissions.
- Assisted in developing and amending South Coast AQMD Rules and Regulations such as Reg. III, Reg. XI, Reg. XIV, and other amendments called for under AB 617, including Reg. XX, and incorporating updated Best Available Retrofit Control Technology (BARCT).
- Provided Pre- and Post-application conferences to help permit applicants.
- Participated, reviewed and provided permit remedies to permit holders throughout Calendar Year 2019 from Fee Review cases.
- Provided technical support to IM to test and troubleshoot CLASS programs issues.
- Successfully provided engineering support and/or expert testimony in Hearing Board cases throughout calendar year 2019.
- Organized and administered the annual Certified Permit Processing Professional (CPP) exam for 24 participants. Certified nine new CPP holders as well as provided support to 163 existing CPP holders.
- Prepared Federal New Source Review (NSR) Equivalency Determination Reports pursuant to Rule 1315.
- Prepared annual report on the NO<sub>x</sub> and SO<sub>x</sub> RECLAIM Program in accordance with Rule 2015.

### **ANTICIPATED:**

- Continue progress in reducing the permit applications inventory by maintaining pending permit applications inventory excluding Permits to Construct issued and RECLAIM transition applications at or near 3,000, and total pending applications inventory to below 3,500.
- Continue to maintain the timely completion rate for new permit applications by processing 75 to 80 percent of new permit applications within 180 days of being deemed complete.
- Monitor and reduce average permit application residence times.

## ENGINEERING & PERMITTING (cont.)

- Continue to complete timely renewal of Title V permits.
- Continue to implement action plan to further improve Title V program pursuant to EPA's recommendations:
  - a) Continue to prepare expanded Statement of Basis (SOB) for all initial Title V permits, at least 10 percent of Title V renewals, and all De-Minimis and Significant Title V revisions,
  - b) Continue efforts to develop automated capability to publish Title V permits online,
  - c) Provide more detailed accounts of applicable federal requirements in Title V permits,
  - d) Provide public with online access to all issued Title V permits, and
  - e) Develop formal policy for sources exiting the Title V program.
- Continue efforts to streamline and expedite permit issuance through:
  - a) Equipment certification/registration programs
  - b) Streamlined standard permits
  - c) Enhancement of permitting systems (including electronic permitting)
  - d) Expedited Permit Processing Program
  - e) Maintaining adequate staff resources
  - f) Improved training
  - g) Revisiting policies and rules.
- Expand the outreach of the of online permitting and permit automation tools for dry cleaning, gasoline dispensing facilities and automotive spray booths.
- Continue the development and deployment of Phase II Online Permitting efforts:
  - a) On-line Dashboard tool for Permit Application Status Tracking that will allow public to track the status of individual permit applications,
  - b) Rule 222 Filing & Registration Forms,
  - c) Registration/Certification for Emergency Generators and Soil Vapor Extraction Systems,
  - d) 400-E-xx Permit Application Forms, and
  - e) Enhancements to Dry Cleaning, Gasoline Dispensing and Automotive Spray Booth modules.
- Continue permit processing modernization efforts through the development of a plan and business model that will facilitate transition to electronic permit application submittal and processing and can be deployed as soon as the development of electronic smart permit applications forms is complete.
- Continue implementation of the staff recognition program, recognizing top performing individuals and teams to help maintain high morale and acknowledge performance.
- Continue to improve and monitor the operational and permitting efficiency of permitting teams by:
  - a) Streamlining workflow,
  - b) Enhancing permitting tools,
  - c) Standardizing permit conditions,
  - d) Reviewing and updating outdated Permitting Policies and Procedures, and
  - e) Standardizing time and processing status metrics for monitoring permit applications through completion.

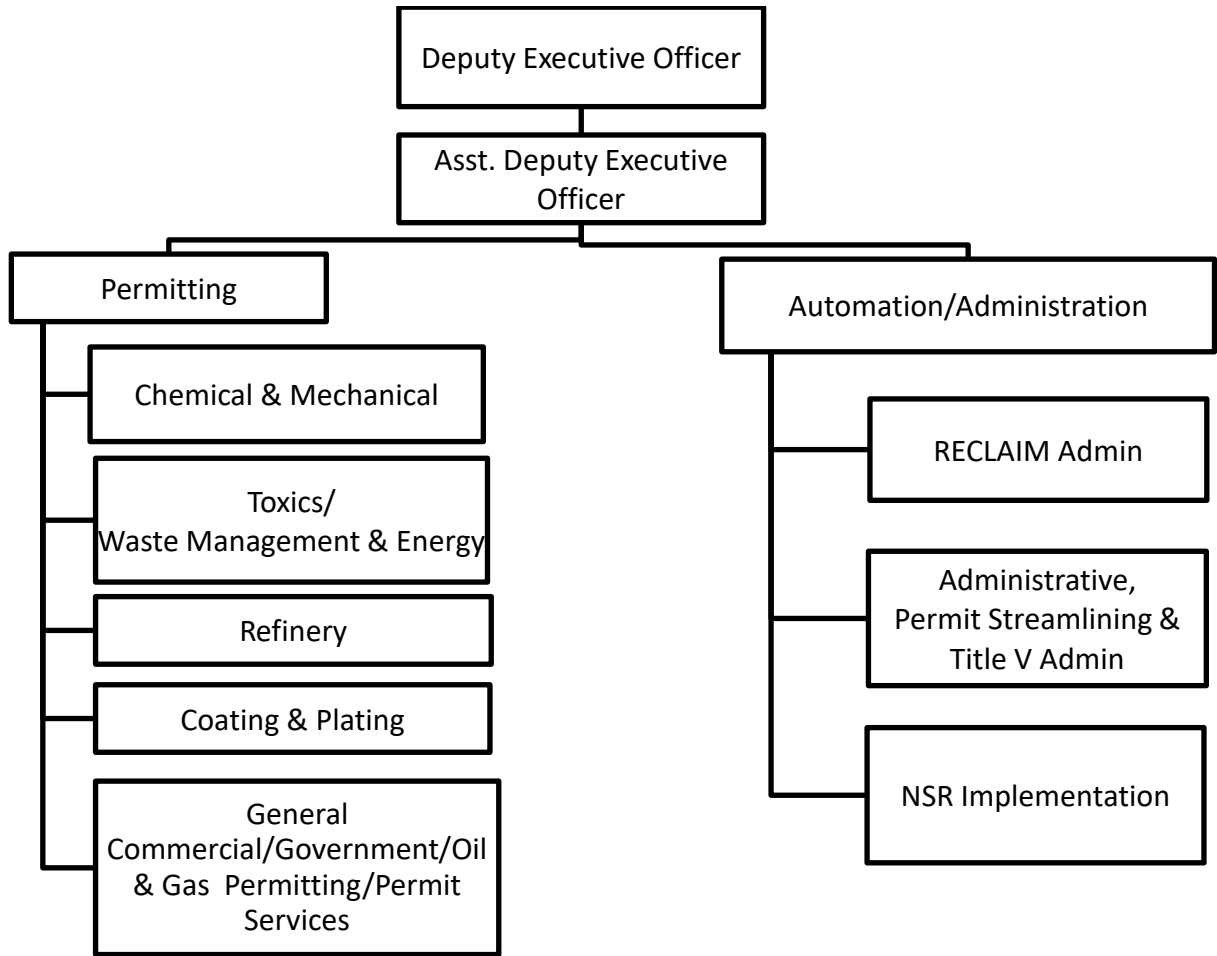
## ENGINEERING & PERMITTING (cont.)

- Continue soliciting stakeholder input on permit application backlog reduction and permit streamlining efforts through Permit Streamlining Task Force subcommittee meetings.
- Continue certification of Certified Permitting Professionals (CPPs).
- Continue to improve customer services and public outreach by:
  - a) Providing public education by attending public meetings and addressing public concerns,
  - b) Aiding permit applicants through pre- and post-conferences, and
  - c) Providing permitting information for Public Record requests.
- Continue to evaluate the optional Expedited Permitting Program and propose improvements if warranted.
- Update and expand the Permit Processing Handbook.
- Review and comment on Rule 1402 Risk Reduction Plans.
- Continue to provide critical input in developing and amending South Coast AQMD Rules.
- Continue to provide critical input to Compliance & Enforcement in enforcing South Coast AQMD Rules.
- Continue to provide support in Fee Review cases and Hearing Board cases.
- Continue to prepare Federal NSR Equivalency Determination Reports pursuant to Rule 1315.
- Continue to prepare annual report on the NO<sub>x</sub> and SO<sub>x</sub> RECLAIM Program in accordance with Rule 2015.
- Develop a plan to re-issue permits to facilities that are opting out of NO<sub>x</sub> RECLAIM program.
- Continue to provide critical guidance to PRDAS in developing a streamlined NSR process for facilities exiting the RECLAIM program.



**ENGINEERING & PERMITTING (cont.)**

**ORGANIZATIONAL CHART:**



**POSITION SUMMARY: 161 FTEs**

Engineering & Permitting	Amended FY 2019-20	Change	Budget FY 2020-21
Administration	4	-	4
Engineering	130	-	130
Operations	27	-	27
Total	161	-	161

## ENGINEERING & PERMITTING (cont.)

### POSITION DETAIL:

<u>FTEs</u>	<u>Title</u>
92	Air Quality Engineer II
1	Air Quality Specialist
1	Assistant Deputy Executive Officer
2	Data Technician
1	Deputy Executive Officer
1	Office Assistant
1	Program Supervisor
5	Secretary
2	Senior Administrative Secretary
20	Senior Air Quality Engineer
6	Senior Air Quality Engineering Manager
17	Senior Office Assistant
2	Staff Specialist
8	Supervising Air Quality Engineer
<u>2</u>	Supervising Office Assistant
161	Total FTEs

**Engineering & Permitting  
Work Program by Office**

Program #	Code	Program Category	Program	Activities	FTEs FY 2019-20	+/-	FTEs FY 2020-21	Revenue Categories
1	50 035	Develop Rules	AB617-General	AB617-General	1.00	0.00	1.00	IX
2	50 038	Customer Service and Business Assistance	Admin/Office Management	Dev/Coord Goals/Policies/Overs	3.00	0.00	3.00	Ib
3	50 047	Customer Service and Business Assistance	Admin/Operations Support	Budget/Contracts/Reports/Projects	3.00	0.00	3.00	Ib
4	50 120	Timely Review of Permits	Certification/Registration Pro	Certification/Registration Prog	1.00	0.00	1.00	III
5	50 148	Policy Support	Climate/Energy/Incentives	GHG/Climate Change Support	0.50	0.00	0.50	II,X
6	50 156	Ensure Compliance	Perm Proc/Info to Compliance	Prov Permit Info to Compliance	3.00	0.00	3.00	III,IV,XV
7	50 200	Customer Service and Business Assistance	Economic Dev/Bus Retention	Perm Proc/Public Participation	0.10	0.00	0.10	III
8	50 240	Ensure Compliance	Environmental Justice	R461/Combustion Equip Testing	0.50	0.00	0.50	II,IV,XV
9	50 253	Timely Review of Permits	ERC Appl Processing	Process ERC Applications	3.50	0.00	3.50	III
10	50 260	Customer Service and Business Assistance	Fee Review	Fee Review Committee	0.45	0.00	0.45	II,III,IV
11	50 276	Policy Support	Board Committees	Admin/Stationary Source Committees	0.25	0.00	0.25	Ia
12	50 365	Ensure Compliance	Hearing Bd/Variations	Variations/Orders of Abatement	0.75	0.00	0.75	VII
13	50 367	Timely Review of Permits	Hearing Board/Appeals	Appeals: Permits & Denials	0.25	0.00	0.25	III
14	50 377	Ensure Compliance	Inspections/RECLAIM Audits	Audit/Compliance Assurance	6.00	0.00	6.00	II,IV
15	50 416	Policy Support	Legislative Activities	Legislative Activities	0.25	0.00	0.25	Ia
16	50 425	Customer Service and Business Assistance	Lobby Permit Services	Supp Perm Proc/Customer Svc	1.00	0.00	1.00	III
17	50 475	Timely Review of Permits	NSR Implementation	Implement NSR/Allocate ERCs	2.50	0.00	2.50	II,III,V,XV
18	50 476	Timely Review of Permits	NSR Data Clean Up	Edit/Update NSR Data	0.50	0.00	0.50	II
19	50 492	Ensure Compliance	Customer Service	Compliance/Inspection/Follow-up	0.50	0.00	0.50	II,V,IX,XV
20	50 515	Timely Review of Permits	Perm Proc/Non TV/Non RECLAIM	PP: Non TitIV/TitIII/RECLAIM	50.25	0.00	50.25	III,XV
21	50 517	Timely Review of Permits	Permit Services	Facility Data-Create/Edit	12.50	0.00	12.50	III,XV
22	50 518	Timely Review of Permits	RECLAIM Non-Title V	Process RECLAIM Only Permits	4.00	0.00	4.00	III,IV,XV
23	50 519	Timely Review of Permits	Perm Proc/Title III (Non TV)	Process Title III Permits	1.00	0.00	1.00	III
24	50 520	Customer Service and Business Assistance	Perm Proc/Pre-App Mtg Outreac	Pre-App Mtgs/Genl Prescreening	1.00	0.00	1.00	III
25	50 521	Timely Review of Permits	Perm Proc/Expedited Permit	Proc Expedited Permits (301OT)	4.00	0.00	4.00	III
26	50 523	Timely Review of Permits	Permit Streamlining	Permit Streamlining	4.75	0.00	4.75	III
27	50 565	Customer Service and Business Assistance	Public Records Act	Comply w/ Public Req for Info	0.25	0.00	0.25	Ia
28	50 605	Ensure Compliance	RECLAIM/Admin Support	Admin/Policy/Guidelines	6.50	0.00	6.50	II,III,IV,XV
29	50 607	Timely Review of Permits	RECLAIM & Title V	Process RECLAIM & TV Permits	18.40	0.00	18.40	III
30	50 643	Timely Review of Permits	Rule 222 Filing Program	Rule 222 Filing Program	0.50	0.00	0.50	IV
31	50 650	Develop Rules	Rulemaking	Dev/Amend/Impl Rules	0.25	0.00	0.25	II,XV
32	50 657	Develop Rules	Rulemaking/Support PRA	Provide Rule Development Supp	0.25	0.00	0.25	II,XV
33	50 678	Ensure Compliance	School Siting	Identify Haz. Emission Sources near Schools	0.25	0.00	0.25	II
34	50 680	Ensure Compliance	Small Business Assistance	Asst sm bus w/ Permit Process	0.50	0.00	0.50	III,IV
35	50 690	Customer Service and Business Assistance	Source Education	Prov Tech Asst To Industries	2.80	0.00	2.80	III,IV,V,XV
36	50 728	Timely Review of Permits	Perm Proc/IM Programming	Assist IM: Design/Review/Test	2.55	0.00	2.55	II,III,IV
37	50 752	Develop Rules	Title III Rulemaking	Title III Dev/Implement Rules	0.25	0.00	0.25	II,V,XV
38	50 773	Develop Rules	Title V & NSR Rulemaking-Supp	Title V Rules Dev/Amend/Impl	0.25	0.00	0.25	II
39	50 774	Timely Review of Permits	TV/Non-RECLAIM	Process Title V Only Permits	18.00	0.00	18.00	III
40	50 775	Timely Review of Permits	Title V - Admin	Title V Administration	1.00	0.00	1.00	III
41	50 791	Ensure Compliance	Toxics/AB2588	AB2588 Rev Rpts/Risk Redplans	0.25	0.00	0.25	X
42	50 805	Operational Support	Training	Dist/Org Unit Training	3.10	0.00	3.10	Ib
43	50 825	Operational Support	Union Negotiations	Official Labor/Mgmt Negotiate	0.05	0.00	0.05	Ia
44	50 826	Operational Support	Union Steward Activities	Rep Employees in Grievance Act	0.05	0.00	0.05	Ia
45	50 855	Operational Support	Web Tasks	Creation/Update of Web Content	0.25	0.00	0.25	Ia
<b>Total Engineering &amp; Permitting</b>					161.00	-	161.00	

**Engineering & Permitting  
Line Item Expenditure**

Majmr mbjept / Appmunt # / Appmunt Descriptimn		FY 2018-19 Actuals	FY 2019-20 Admpted Budget	FY 2019-20 Amended Budget	FY 2019-20 Estimate *	FY 2020-21 Adopted Budget
<b>Salary &amp; Emplmyee Benefits</b>						
51000-52000	Salaries	\$ 15,713,314	\$ 16,271,427	\$ 16,271,427	\$ 15,994,319	\$ 15,450,276
53000-55000	Emplmyee Benefits	8,131,976	9,013,891	9,013,892	8,516,626	9,099,404
Sub-tmtal Salary & Emplmyee Benefits		\$ 23,845,290	\$ 25,285,319	\$ 25,285,319	\$ 24,510,945	\$ 24,549,681
<b>Services &amp; Supplies</b>						
67250	Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
67300	Rents & Leases Equipment	1,200	8,000	8,000	8,000	8,000
67350	Rents & Leases Structure	328	8,000	8,000	8,000	8,000
67400	Household	-	-	-	-	-
67450	Professional & Special Services	972	2,500	8,500	8,500	2,500
67460	Temporary Agency Services	63,937	32,000	32,000	32,000	56,000
67500	Public Notice & Advertising	82,013	140,000	140,000	140,000	116,000
67550	Demurrage	-	250	250	250	250
67600	Maintenance of Equipment	-	-	-	-	-
67650	Building Maintenance	-	-	-	-	-
67700	Auto Mileage	26,989	35,000	35,000	35,000	35,000
67750	Auto Service	-	-	-	-	-
67800	Travel	6,929	18,433	18,433	18,433	18,433
67850	Utilities	-	-	-	-	-
67900	Communications	11,973	6,450	6,450	6,450	6,450
67950	Interest Expense	-	-	-	-	-
68000	Clothing	2,692	4,500	4,500	4,500	4,500
68050	Laboratory Supplies	-	-	-	-	-
68060	Postage	25,495	37,000	28,000	28,000	37,000
68100	Office Expense	101,731	59,296	59,711	59,711	59,296
68200	Office Furniture	-	3,500	3,500	3,500	3,500
68250	Subscriptions & Books	130	400	400	400	400
68300	Small Tools, Instruments, Equipment	-	-	-	-	-
68400	Gas and Oil	-	-	-	-	-
69500	Training/Conference/Tuition/ Board Exp.	3,024	5,500	8,500	8,500	5,500
69550	Memberships	620	1,500	1,500	1,500	1,500
69600	Taxes	-	-	-	-	-
69650	Awards	104	2,000	2,000	2,000	2,000
69700	Miscellaneous Expenses	529	5,000	5,000	5,000	5,000
69750	Prior Year Expense	-	-	-	-	-
69800	Uncollectable Accounts Receivable	-	-	-	-	-
89100	Principal Repayment	-	-	-	-	-
Sub-tmtal Services & Supplies		\$ 328,667	\$ 369,329	\$ 369,744	\$ 369,744	\$ 369,329
77000	<b>Capital mutlays</b>	\$ -	\$ -	\$ -	\$ -	\$ -
79050	<b>Building Remmdeling</b>	\$ -	\$ -	\$ -	\$ -	\$ -
Tmtal Expenditures		\$ 24,173,957	\$ 25,654,648	\$ 25,655,063	\$ 24,880,689	\$ 24,919,010

\* Estimates based on July 2019 through February 2020 actual expenditures and February 2020 budget amendments.

## FINANCE

### SUJATA JAIN CHIEF FINANCIAL OFFICER

<b>At a Glance:</b>	
FY 2019-20 Adopted	\$6.4M
FY 2020-21 Budget	\$6.5M
% of FY 2020-21 Budget	3.8%
Total FTEs FY 2020-21 Budget	49

#### DESCRIPTION OF MAJOR SERVICES:

Finance provides services to internal and external customers and stakeholders, including fee payers, internal divisions, employees, the Mobile Source Air Pollution Reduction Review Committee, the Building Corporation, and the Health Effects of Air Pollution Foundation. These services are provided through three distinct units: Controller, Financial Services, and Procurement. The Controller is responsible for accounting, financial reporting, accounts payable, payroll, state and federal tax reporting, revenue posting, and asset management. The Financial Services Manager is responsible for budget preparation, budgetary reporting, forecasting, grants management, billing services, and ad-hoc internal financial support/analysis. The Procurement Manager is responsible for the procurement of goods and services, contracting, proposal/bid solicitations and advertising, processing supplier deliveries, and controlling/dispensing/reconciling inventory.

#### ACCOMPLISHMENTS:

##### RECENT:

- Continued to expand electronic payment options to include Permit Processing Fee payments for asbestos, dry cleaners, spray booths, gas stations, and a portion of Rule 222 registrations.
- Processed 903 contracts and modifications, issued 39 Request for Proposals/Quotes, and processed 128 proposals/quotations. Processed 1,584 purchase orders and 482 CalCard orders.
- Received the Government Finance Officer's Association's (GFOA) awards for the Annual Budget, Comprehensive Annual Financial Report (CAFR), and Popular Annual Financial Report (PAFR) for the most recent fiscal year.
- Improved the process to track grant receipts and expenditures within PeopleSoft.
- Published South Coast AQMD's FY 2019-20 Budget, which includes goals and priority objectives and a multiyear financial summary of all revenues, expenditures and staffing used by each of South Coast AQMD's divisions.
- Completed FY 2018-19 audited financial statements. These required statements offer short-term and long-term financial information about South Coast AQMD. The statement of net position provides information about the nature and amounts of investments in resources (assets) and obligations (liabilities) at the close of the fiscal year. The financial statements are

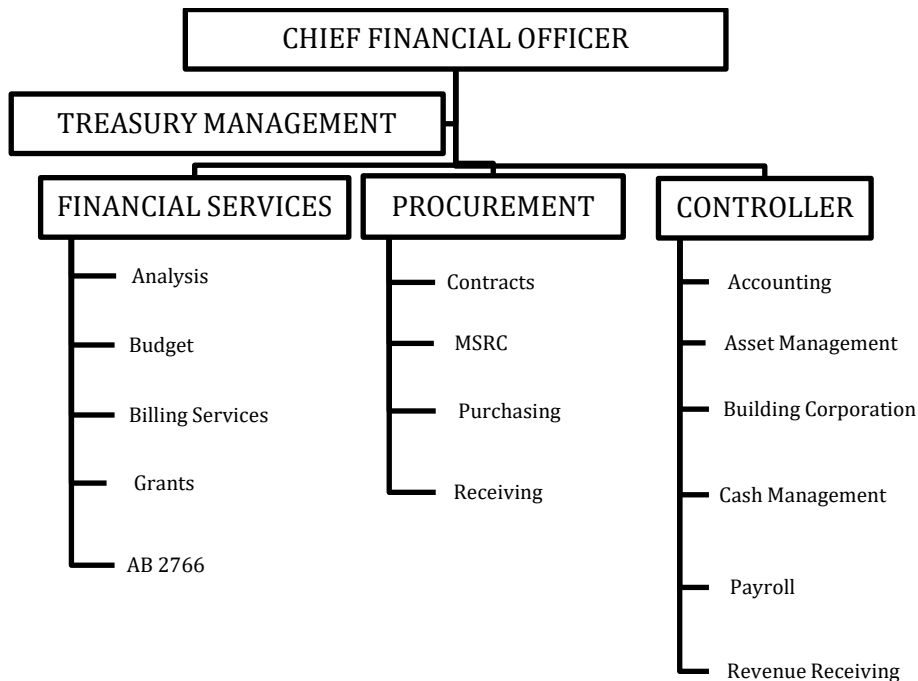
## FINANCE (cont.)

prepared on the accrual basis in accordance with U.S. Generally Accepted Accounting Principles.

### ANTICIPATED:

- Continue to receive GFOA Awards for the Annual Budget, CAFR, and PAFR to ensure South Coast AQMD's financial reports meet the highest professional standards.
- Ensure compliance with all AB 617, AB 134, and VW Mitigation Settlement guidelines for financial reporting and tracking of revenue and expenditures.
- Implement the new lease accounting standards required by Governmental Accounting Standards Board (GASB) Statement Number 87 for recognizing certain lease assets and liabilities for leases that were operating leases previously, which will impact South Coast AQMD starting with FY 2020-21.
- Continue to identify and implement additional opportunities for electronic payments.

### ORGANIZATIONAL CHART:



**FINANCE (cont.)**

**POSITION SUMMARY: 49 FTEs**

Finance Units	Amended FY 2019-20	Change	Budget FY 2020-21
Office Administration	3	-	3
Controller	20	-	20
Financial Services	16	-	16
Procurement	10	-	10
Total	49	-	49

**POSITION DETAIL:**

<u>FTEs</u>	<u>Title</u>
2	Accounting Technician
1	Chief Financial Officer
2	Contracts Assistant
1	Controller
1	District Storekeeper
5	Financial Analyst
1	Financial Services Manager
7	Fiscal Assistant
1	Payroll Supervisor
3	Payroll Technician
1	Procurement Manager
2	Purchasing Assistant
1	Purchasing Supervisor
2	Secretary
3	Senior Accountant
1	Senior Administrative Secretary
2	Senior Fiscal Assistant
9	Senior Office Assistant
1	Staff Assistant
1	Staff Specialist
1	Stock Clerk
<u>1</u>	Supervising Office Assistant
49	Total FTEs

**Finance  
Work Program by Office**

Program Code	Program Category	Program	Activities	FTEs FY 2019-20	+/-	FTEs FY 2020-21	Revenue Categories
1 04 1002	Customer Service and Business Assistance	AB2766/Mobile Source	Prog Admin: Monitor/Dist/Audit	0.10	0.00	0.10	IX
2 04 1003	Advance Clean Air Technology	AB2766/MSRC	MSRC Program Administration	0.35	0.00	0.35	IX
3 04 1009	Develop Programs	AB 1318 Mitigation	AB 1318 Projects Admn/Impl	0.13	-0.13	0.00	XVII
4 04 1020	Operational Support	Admin/SCAQMD Budget	Analyze/Prepare/Impl/Track WP	2.65	0.06	2.71	la
5 04 1021	Operational Support	Admin/SCAQMD Contracts	Contract Admin/Monitor/Process	3.20	0.00	3.20	la
6 04 1023	Operational Support	Admin/SCAQMD Capital Assets	FA Rep/Reconcile/Inv/Acct	0.70	0.00	0.70	la
7 04 1030	Advance Clean Air Technology	AB134	AB134	2.00	0.00	2.00	IX
8 04 1035	Operational Support	AB617-General	AB617-General	0.50	0.00	0.50	IX
9 04 1038	Operational Support	Admin/Office Management	Fin Mgmt/Oversee Activities	2.75	0.00	2.75	lb
10 04 1045	Operational Support	Admin/Office Budget	Office Budget/Prep/Impl/Track	0.05	0.00	0.05	lb
11 04 1071	Operational Support	Arch Ctgs - Admin	Cost Analysis/Payments	0.04	0.00	0.04	XVIII
12 04 1083	Policy Support	Hlth Effects Air Pollution Fou	Health Effects Air Poll Foundation Support	0.02	0.00	0.02	la
13 04 1085	Operational Support	Building Corporation	Building Corp Acct/Fin Reports	0.02	0.00	0.02	la
14 04 1130	Advance Clean Air Technology	Clean Fuels/Contract Admin	Clean Fuels Contract Admin/Monitor	0.15	0.00	0.15	VIII
15 04 1170	Customer Service and Business Assistance	Billing Services	Answer/Resp/Resolv Prob & Inq	8.00	0.00	8.00	II,III,IV
16 04 1233	Operational Support	Employee Relations	Assist HR/Interpret Salary Res	0.10	0.00	0.10	la
17 04 1260	Customer Service and Business Assistance	Fee Review	Cnte Mtg/Fee-Related Complaint	0.10	0.00	0.10	II,III,IV,XV
18 04 1265	Operational Support	Financial Mgmt/Accounting	Record Accts Rec & Pay/Rpts	6.20	1.07	7.27	la
19 04 1266	Operational Support	Financial Mgmt/Fin Analysis	Fin/SCAQMD Stat Analysis & Audit	0.80	0.00	0.80	la
20 04 1267	Operational Support	Financial Mgmt/Treasury Mgmt	Treas Mgt Anlyz/Trk/Prog/Invst	1.00	0.00	1.00	la
21 04 1268	Operational Support	Financial Systems	CLASS/Rev/Acct/PR/Sys Analyze	0.10	0.00	0.10	la
22 04 1355	Customer Service and Business Assistance	Grants Management	Grant Anlyz/Eval/Negot/Acc/Rpt	1.00	0.00	1.00	IV,V,XV
23 04 1447	Operational Support	Mobile Sources/Accounting	Record Acct Rec & Pay/Special Funds	0.65	0.00	0.65	IX
24 04 1457	Advance Clean Air Technology	Mobile Source/Moyer Adm	Carl Moyer: Contract/Fin Admin	1.02	0.00	1.02	IX
25 04 1493	Operational Support	Outreach/SB/MB/DVBE	Outreach/incr SB/DVBE Partic	0.05	0.00	0.05	la
26 04 1510	Operational Support	Payroll	Ded/Ret Rpts/PR/St & Fed Rpts	4.10	0.00	4.10	la
27 04 1542	Advance Clean Air Technology	Prop 1B: Goods Movement	Contracts/Finance Admin	0.50	0.00	0.50	IX
28 04 1544	Advance Clean Air Technology	Prop 1B: Low Emiss Sch Bus	Grants/Finance Admin	0.05	0.00	0.05	IX
29 04 1565	Customer Service and Business Assistance	Public Records Act	Comply w/ Public Rec Requests	0.02	0.00	0.02	la
30 04 1570	Operational Support	Purchasing	Purch/Track Svcs & Supplies	2.50	0.00	2.50	la
31 04 1571	Operational Support	Purchasing/Receiving	Receive/Record SCAQMD Purchases	1.20	0.00	1.20	la
32 04 1572	Operational Support	Purchasing-Receiving/Stockroom	Track/Monitor SCAQMD Supplies	1.00	0.00	1.00	la
33 04 1630	Operational Support	Cash Mgmt/Revenue Receiving	Receive/Post Pymts/Reconcile	5.25	0.00	5.25	II,III,IV,XI
34 04 1631	Customer Service and Business Assistance	Cash Mgmt/Refunds	Research/Doc/Prep/Proc Refunds	0.30	0.00	0.30	III,IV,XI
35 04 1791	Ensure Compliance	Toxics/AB2588	AB2588 Toxics HS Fee Collection	0.15	0.00	0.15	X
36 04 1805	Operational Support	Training	Continuing Education/Training	0.20	0.00	0.20	lb
37 04 1825	Operational Support	Union Negotiations	Official Labor/Mgmt Negotiate	0.02	0.00	0.02	la
38 04 1826	Operational Support	Union Steward Activities	Rep Employees in Grievance Act	0.01	0.00	0.01	la
39 04 1827	Operational Support	VW-General Admin	VW-General Admin	1.00	0.00	1.00	XVII
40 04 1855	Operational Support	Web Tasks	Create/edit/review web content	0.02	0.00	0.02	la

<b>Total Finance</b>	48.00	1.00	49.00
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Finance Line Item Expenditure						
Major Object / Account # / Account Description		FY 2018-19 Actuals	FY 2019-20 Adopted Budget	FY 2019-20 Amended Budget	FY 2019-20 Estimate *	FY 2020-21 Adopted Budget
<b>Salary &amp; Employee Benefits</b>						
51000-52000	Salaries	\$ 3,600,307	\$ 3,634,399	\$ 3,726,780	\$ 3,649,457	\$ 3,650,089
53000-55000	Employee Benefits	2,249,639	2,335,967	2,335,968	2,316,705	2,423,141
Sub-total Salary & Employee Benefits		\$ 5,849,946	\$ 5,970,366	\$ 6,062,748	\$ 5,966,162	\$ 6,073,230
<b>Services &amp; Supplies</b>						
67250	Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
67300	Rents & Leases Equipment	-	-	-	-	-
67350	Rents & Leases Structure	-	-	-	-	-
67400	Household	-	900	900	900	900
67450	Professional & Special Services	146,597	155,178	155,178	155,178	168,178
67460	Temporary Agency Services	45,365	63,000	63,000	63,000	63,000
67500	Public Notice & Advertising	-	7,000	7,000	7,000	7,000
67550	Demurrage	-	780	780	780	780
67600	Maintenance of Equipment	614	1,860	1,860	1,860	1,860
67650	Building Maintenance	-	-	-	-	-
67700	Auto Mileage	3,315	4,468	4,468	4,468	4,468
67750	Auto Service	-	-	-	-	-
67800	Travel	4,603	6,000	6,000	6,000	6,000
67850	Utilities	-	-	-	-	-
67900	Communications	1,657	9,000	9,000	9,000	9,000
67950	Interest Expense	-	-	-	-	-
68000	Clothing	1,012	1,200	1,200	1,200	1,200
68050	Laboratory Supplies	-	-	-	-	-
68060	Postage	163,503	111,038	111,038	111,038	111,038
68100	Office Expense	35,266	36,120	35,705	35,705	36,120
68200	Office Furniture	-	-	-	-	-
68250	Subscriptions & Books	1,962	3,470	3,470	3,470	3,470
68300	Small Tools, Instruments, Equipment	-	-	-	-	-
68400	Gas and Oil	-	-	-	-	-
69500	Training/Conference/Tuition/ Board Exp.	4,681	27,250	27,250	27,250	27,250
69550	Memberships	2,875	2,793	2,793	2,793	2,793
69600	Taxes	-	-	-	-	-
69650	Awards	-	-	-	-	-
69700	Miscellaneous Expenses	3,084	5,200	5,200	5,200	5,200
69750	Prior Year Expense	(61)	-	-	-	-
69800	Uncollectable Accounts Receivable	-	-	-	-	-
89100	Principal Repayment	-	-	-	-	-
Sub-total Services & Supplies		\$ 414,472	\$ 435,257	\$ 434,842	\$ 434,842	\$ 448,257
77000	<b>Capital Outlays</b>	\$ -	\$ -	\$ -	\$ -	\$ -
79050	<b>Building Remodeling</b>	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures		\$ 6,264,418	\$ 6,405,623	\$ 6,497,590	\$ 6,401,004	\$ 6,521,487
* Estimates based on July 2019 through February 2020 actual expenditures and February 2020 budget amendments.						



**SOUTH COAST**

**AIR QUALITY MANAGEMENT DISTRICT**

## INFORMATION MANAGEMENT

### RON MOSKOWITZ CHIEF INFORMATION OFFICER

<b>At a Glance:</b>	
FY 2019-20 Adopted	\$12.2M
FY 2020-21 Budget	\$12.2M
% of FY 2020-21 Budget	7.1%
Total FTEs FY 2020-21 Budget	57

#### DESCRIPTION OF MAJOR SERVICES:

Information Management (IM) provides a wide range of information management systems and services in support of all South Coast AQMD operations. In addition to IM's administrative unit which provides for overall planning, administration and coordination of all IM activities, IM is comprised of two Information Technology (IT) units, and a Project Management unit. The two IT units are distinguished from each other in that one is primarily concerned with hardware and network issues (while acquiring and applying software to integrate systems and functions), whereas the other focuses on system development (while integrating communication functions and the latest computer technologies). Due to the increasing convergence between hardware, software and digital technologies, the work performed by the two IT units often overlaps and requires close coordination. Areas where the two units overlap include workflow automation, imaging, automatic system messaging (e.g., through email), GIS, etc. The Project Management unit performs project management functions along with other projects as they arise.

#### ACCOMPLISHMENTS:

##### RECENT:

- AB617 Monitoring Web Site
- Affordable Care Act Reporting Support
- Annual Emissions Reporting (AER)
- South Coast AQMD-Mobile App/Android
- Bank of America (BoFA) Check Image Platform upgrade
- BofAlink Lockbox Rewrite
- BofAlink Transmittal Platform Change
- Clear Air Awards Nomination Website
- Compliance Deployment (Emission Categorization)
- Facility Information Detail (FIND) System
- Fiscal Year End & Tax Update

## INFORMATION MANAGEMENT (cont.)

- Flare Event Notification System
- INGRES 11 Migration (application updates)
- Media Office Web page
- Mentoring Software (River) implementation
- Onbase Version Upgrade (application updates)
- Online Equipment Form Filing & Submittal (400-E-XX) - Phase I - 10 Forms
- Online Filing and Registration System (R222)
- Online Payment FIS platform upgrade
- Online Training System
- PeopleSoft 457 limit
- PeopleSoft Benefit Enrollment
- PeopleSoft eRequisition
- PeopleSoft Payroll Tax Update
- PeopleSoft Payroll Union Negotiation Implementation
- Permit Application Status Dashboard
- Permitting PAATS/PPS rule 301 update
- Rule 1113/314 Upgrade
- Rule 1415 Refrigerant Filing System
- Rule 2202 On Line Plan Submission
- Replace your Ride Phase III
- Rideshare Survey Application
- Rule 1180 Refinery Fence Line Monitoring
- Security Portal Crash recovery
- VW Mitigation
- Wildfire monitoring support (Thermal, Getty, Martinez)
- Year End Tax Reporting Support (W-2, 1099)
- AB617 DMS Azure Implementation
- AER Annual Update and Bug Fixes
- South Coast AQMD mobile application development Support
- AQ-SPEC System Implementation in Azure
- ArcGIS Server Version Patch Updates and ArGIS Pro Upgrade
- Auto-Extraction & Redaction of Inspection Reports
- Azure Data Center and VPN Implementation
- Azure Next Gen Firewall
- Backfile Scanning of Paper Documents
- Blade Server Upgrades
- Cable TV Implementation
- Carl Moyer Program Online Application Annual Updates and Bug Fixes
- Cubicle Re-configurations
- Cybersecurity Awareness Training for Employees
- Cybersecurity Newsletter
- Database Implementation of 1403 Enhancements

## INFORMATION MANAGEMENT (cont.)

- DBA-Ingres Upgrade Version 11
- Emergency Notification Systems
- Enterprise GIS Phase II Web Application
- Flare Event Notification System (FENS) Database Implementation
- GeoJobe Version Upgrade
- GIS API Server
- Help Desk Tickets Resolved 3,709
- Ingres 11 patch 15466 Upgrade
- Ingres 11 patch 15475 Upgrade
- Ingres Net Client Upgrade to Version 11 with Patches
- Internet Proxy Server Upgrade (Zscaler)
- Laptop and Desktop Upgrades
- Load Balance CLASS Databases
- New Backup Solution for VMs
- Next Generation Firewall Implementation
- Office 365 Phase II (Office 365 Email, OneDrive, and Office Desktop)
- OnBase Legal Implementation
- Planning, Rule Development and Area Source Org Unit Storage and Server Upgrade
- Public Records Enhancements
- Public Records Requests Processed, over 4,500
- Rule 461 Bug Fixes
- Redis Cache Server Implementation
- Redundant Core Switch Implementation
- Renewal of HP Server Maintenance & Support
- Request To Speak System
- RFQ 2019-20 Hardware, Software and Services Approved Vendors List
- Rule 1173 file upload form
- Sacramento shared office workstation and network setup
- SAN expansion and fiber channel switch purchase and implementation
- Source Test Upload Form
- Storage Space Direct
- Technology Advancement Office – Prop 1B Inspection Form & Workflow
- Title V Alternate Format Permits
- Upgrade OnBase servers to 2016
- Windows Server OS Upgrades

### ANTICIPATED:

- Agenda Tracking System
- AQ-Spec Phase 2 (Multiple Data source input)
- AQ-Spec Phase I / AB617 Data Management System
- Compliance Upgrade
- Emergency/Major incident notification system

## INFORMATION MANAGEMENT (cont.)

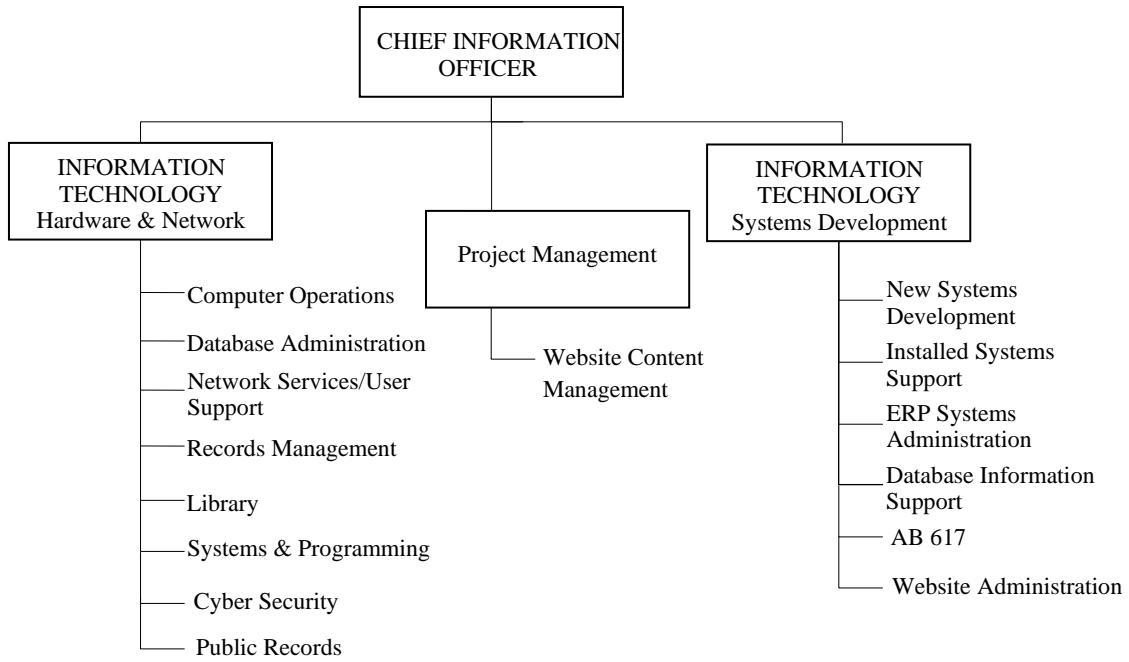
- Legal Office System
- Mobile App Phase 3 Enhancements (Spanish +)
- New Air Quality support system (Hourly Forecast, Interpolated AQI)
- Online Application Filing - Paperless workflow
- Online Equipment Form Filing & Submittal (400-E-XX) - Phase I - 10 Forms
- Online Equipment Form Filing & Submittal (400-E-XX) - Phase II - 10 Forms
- PeopleSoft eRequisition
- Rule 1403 Enhancements
- Rule 2202 Transportation Online Plan Submission
- Security Portal Upgrade
- Source Test Tracking System
- Special Monitoring Web site rewrite
- TV Compliance e-Reporting System/Portal
- VW Phase 2 and 3 (Administration and Tracking)
- Building Security System Server Upgrades
- Computer Room HVAC Replacement
- Cybersecurity Assessment
- Cybersecurity Policies and Standards
- First Floor Network Expansion
- Ingres version upgrade Actian X 11-1
- Internet Bandwidth Upgrade to 2G
- Long Beach Office Network Expansion
- Mobile App YouTube API
- Network and firewall zoning
- Network Security Redesign - Telemetry Air Monitor Sites
- Virtualize All Physical Servers on the Blade Servers
- Application Security Testing
- ArcGIS Version Upgrade
- Azure DevOps
- Cell Phone Upgrades
- Computer Training Room Upgrade
- Disaster Recovery Implementation in Azure
- Emission Reporting System (ERS) Replacement
- High Fluoride (HF) Station Replacement
- Hurricane MTA Server Upgrade
- IT Service Management Software
- Laptop and Desktop Upgrades
- Load Balancer Implementation All Web Servers
- Microfiche Conversion
- Network Traffic Analysis System
- Office 365 Phase III
- Office 365 upgrade to Microsoft 365

## **INFORMATION MANAGEMENT (cont.)**

- OnBase Version Upgrade (EP)
- Outdoor WIFI Coverage
- Security Information and Event Management (SIEM) Implementation
- Telephone System Upgrade
- Vulnerability Scanning and Management Solution
- Windows Server OS and Hardware Upgrades

## INFORMATION MANAGEMENT (cont.)

### ORGANIZATIONAL CHART:



### POSITION SUMMARY: 57 FTEs

Information Management Units	Amended FY 2019-20	Change	Budget FY 2020-21
Office Administration	2	-	2
Hardware & Network	33	(1)	32
Systems Development	21	-	21
Project Management	2	-	2
<b>Total</b>	<b>58</b>	<b>(1)</b>	<b>57</b>



## INFORMATION MANAGEMENT (cont.)

### POSITION DETAIL:

<u>FTEs</u>	<u>Title</u>
1	Assistant Database Administrator
3	Assistant Information Technology Specialist
1	Chief Information Officer
1	Database Administrator
2	Information Technology Manager
1	Information Technology Specialist I
3	Information Technology Supervisor
4	Office Assistant
1	Public Affairs Specialist
2	Secretary
1	Senior Administrative Secretary
6	Senior Information Technology Specialist
4	Senior Office Assistant
2	Supervising Office Assistant
14	Systems Analyst
<u>11</u>	Systems and Programming Supervisor
57	Total FTEs

**Information Management  
Work Program by Office**

#	Program Code	Program Category	Program	Activities	FTEs FY 2019-20	+/-	FTEs FY 2020-21	Revenue Categories
1	27 1035	Operational Support	AB617-General	AB617-General	8.00	0.00	8.00	IX
2	27 1038	Operational Support	Admin/Office Management	Overall Direction/Coord of IM	2.00	0.00	2.00	Ib
3	27 071	Operational Support	Arch Ctgs - Admin	Database Dev/Maintenance	0.25	0.00	0.25	XVIII
4	27 160	Operational Support	Computer Operations	Oper/Manage Host Computer Sys	5.25	0.00	5.25	la
5	27 173	Operational Support	CyberSecurity	CyberSecurity	0.00	1.00	1.00	la
6	27 184	Operational Support	Database Information Support	Ad Hoc Reports/Bulk Data Update	1.00	0.00	1.00	la
7	27 185	Operational Support	Database Management	Dev/Maintain Central Database	2.25	0.00	2.25	la
8	27 215	Operational Support	Annual Emission Reporting	System Enhancements for GHG	0.50	0.00	0.50	II,XVII
9	27 370	Operational Support	Information Technology Svcs	Enhance Oper Effic/Productivity	2.75	0.00	2.75	la
10	27 420	Operational Support	Library	General Library Svcs/Archives	0.25	0.00	0.25	la
11	27 470	Operational Support	Network Operations/Telecomm	Operate/Maintain/Implem SCAQMD	9.25	-1.00	8.25	la
12	27 480	Operational Support	New System Development	Dev sys for special oper needs	2.50	-0.50	2.00	II,IV
13	27 481	Customer Service and Business Assistance	New System Development	Dev sys in supp of Dist-wide	1.75	-0.50	1.25	la,III
14	27 523	Timely Review of Permits	Permit Streamlining	Permit Streamlining	0.25	0.00	0.25	III
15	27 565	Customer Service and Business Assistance	Public Records Act	Comply w/ Public Req for Info	4.75	0.00	4.75	la
16	27 615	Operational Support	Records Information Mgmt Plan	Plan/impl/Dir/Records Mgmt plan	1.25	0.00	1.25	la
17	27 616	Operational Support	Records Services	Records/Documents processing	3.75	0.00	3.75	la,III,IV
18	27 735	Operational Support	Systems Maintenance	Maintain Existing Software Prog	4.50	0.00	4.50	II,III,IV
19	27 736	Operational Support	Systems Implementation/Peoples	Fin/HR PeopleSoft Systems impl	1.50	0.00	1.50	la
20	27 770	Timely Review of Permits	Title V	Dev/Maintain Title V Program	1.50	0.00	1.50	III
21	27 791	Ensure Compliance	Toxics/AB2588	AB2588 Database Software Supp	0.50	0.00	0.50	X
22	27 827	Operational Support	VW-General Admin	VW-General Admin	0.00	1.00	1.00	XVII
23	27 855	Operational Support	Web Tasks	Create/edit/review web content	3.25	0.00	3.25	la

**Total Information Management**

57.00	-	57.00
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**Information Management  
Line Item Expenditure**

Major Object / Account # / Account Description		FY 2018-19 Actuals	FY 2019-20 Adopted Budget	FY 2019-20 Amended Budget	FY 2019-20 Estimate *	FY 2020-21 Adopted Budget
<b>Salary &amp; Employee Benefits</b>						
51000-52000	Salaries	\$ 5,832,411	\$ 5,889,051	\$ 5,968,257	\$ 6,275,888	\$ 5,827,294
53000-55000	Employee Benefits	3,434,894	3,567,551	3,567,551	3,567,551	3,662,975
Sub-total Salary & Employee Benefits		\$ 9,267,305	\$ 9,456,602	\$ 9,535,808	\$ 9,843,439	\$ 9,490,269
<b>Services &amp; Supplies</b>						
67250	Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
67300	Rents & Leases Equipment	-	1,880	1,880	1,880	1,880
67350	Rents & Leases Structure	-	-	-	-	-
67400	Household	-	1,250	1,100	1,100	1,250
67450	Professional & Special Services	1,407,577	1,404,121	1,245,484	1,245,484	1,404,121
67460	Temporary Agency Services	103,871	347,199	240,699	240,699	347,198
67500	Public Notice & Advertising	-	-	-	-	-
67550	Demurrage	-	650	650	650	650
67600	Maintenance of Equipment	98,143	157,750	154,260	154,260	157,750
67650	Building Maintenance	-	-	-	-	-
67700	Auto Mileage	3,269	1,250	4,000	4,000	1,250
67750	Auto Service	-	-	-	-	-
67800	Travel	23,522	2,160	13,418	13,418	2,160
67850	Utilities	-	-	-	-	-
67900	Communications	14,127	36,900	36,900	36,900	36,900
67950	Interest Expense	-	-	-	-	-
68000	Clothing	-	-	-	-	-
68050	Laboratory Supplies	-	-	-	-	-
68060	Postage	1,108	5,500	5,500	5,500	5,500
68100	Office Expense	1,085,223	673,912	1,078,409	1,078,409	673,912
68200	Office Furniture	4,761	-	1,000	1,000	-
68250	Subscriptions & Books	73,349	30,000	97,804	97,804	30,000
68300	Small Tools, Instruments, Equipment	247	2,000	2,000	2,000	2,000
68350	Film	-	-	-	-	-
68400	Gas and Oil	-	-	-	-	-
69500	Training/Conference/Tuition/ Board Exp.	117,592	46,575	126,421	126,421	46,575
69550	Memberships	85	1,320	1,320	1,320	1,320
69600	Taxes	-	1,000	1,000	1,000	1,000
69650	Awards	-	-	-	-	-
69700	Miscellaneous Expenses	235	-	-	-	-
69750	Prior Year Expense	(2,919)	-	-	-	-
69800	Uncollectable Accounts Receivable	-	-	-	-	-
89100	Principal Repayment	-	-	-	-	-
Sub-total Services & Supplies		\$ 2,930,190	\$ 2,713,467	\$ 3,011,845	\$ 3,011,845	\$ 2,713,466
77000	<b>Capital Outlays</b>	\$ 2,498,890	\$ 35,000	\$ 2,217,760	\$ 2,217,760	\$ 35,000
79050	<b>Building Remodeling</b>	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures		\$ 14,696,385	\$ 12,205,069	\$ 14,765,413	\$ 15,073,044	\$ 12,238,734

\* Estimates based on July 2019 through February 2020 actual expenditures and February 2020 budget amendments.



**SOUTH COAST**

**AIR QUALITY MANAGEMENT DISTRICT**

**LEGAL**

**BAYRON T. GILCHRIST  
GENERAL COUNSEL**

<b>At a Glance:</b>	
FY 2019-20 Adopted	\$7.1M
FY 2020-21 Budget	\$7.1M
% of FY 2020-21 Budget	4.1%
Total FTEs FY 2020-21 Budget	35

**DESCRIPTION OF MAJOR SERVICES:**

The General Counsel’s Office is responsible for advising the South Coast AQMD Board and staff on all legal matters and enforcing South Coast AQMD rules and state laws related to air pollution control. Attorneys review and assist in the drafting of South Coast AQMD rules and regulations to ensure they are within South Coast AQMD’s authority and are written in a clear and enforceable manner. Attorneys ensure that all legal requirements for noticing, public workshop, CEQA analysis, and socioeconomic analysis of proposed rules and air quality management plans are satisfied.

The General Counsel’s Office is also responsible for representing the South Coast AQMD Board and staff in court proceedings and administrative hearings related to matters arising out of staff’s performance of official duties as South Coast AQMD officers and employees.

The Office is responsible for the enforcement of all South Coast AQMD rules and regulations and applicable state law. In addition, staff attorneys represent the Executive Officer in all matters before the South Coast AQMD Hearing Board, including variances, permit appeals, and abatement orders. Staff investigators support civil penalty and litigation and settlement efforts, including the minor source penalty program which is handled by investigators.

**ACCOMPLISHMENTS:**

**RECENT:**

- Staff advised and participated in the negotiation of Memoranda of Understanding (MOUs) with each of the five commercial airports in the Basin – Los Angeles International Airport (LAX), John Wayne Orange County Airport (SNA), Hollywood Burbank Airport (BUR), Ontario International Airport (ONT), and Long Beach Airport (LGB). The MOUs included schedules for the implementation of specified measures from each airport’s air quality improvement plans that are eligible for State Implementation Plan credit.
- Staff advised on AB 617 implementation and reviewed and commented on all Community Emissions Reduction Plans (CERPs) for the first-year communities.

## LEGAL (cont.)

- Staff advised and participated in the preparation and submittal of the Contingency Measure Plan defining the South Coast AQMD's 182(e)(5) measures.
- Staff obtained over \$11 million in civil penalties for air pollution violations in 2019. Penalties obtained included \$7 million in penalties from Home Depot, and \$1.6 million in penalties from Lowe's to address alleged violations of Rule 1143 at the two home improvement stores. Home Depot and WM Barr voluntarily discontinued further sales of denatured alcohol in the South Coast AQMD. In addition, Lowe's voluntarily discontinued further sales of denatured alcohol, turpentine, and kerosene in the South Coast AQMD.
- Staff continued to implement and enforce the objectives of the Community Air Toxics Initiative. Staff's work included, but was not limited to, obtaining a Stipulated Order for Abatement against Trojan Battery requiring significant improvements at the facility. Trojan Battery also agreed to pay penalties of \$755,000.
- Staff submitted an amicus brief in support of United States' position that the Chemical Safety Board's demands for information from Exxon-Mobil with respect to the Torrance refinery's modified hydrofluoric acid (MHF) alkylation unit were relevant to its investigation into the 2015 explosion, even though no MHF was released. The Ninth Circuit agreed that such information was relevant.
- Staff reviewed and processed over 1,000 contracts from various departments within the District.
- Staff participated in the completion of first phases of the development of new legal office software for case management.

### ANTICIPATED:

- Provide legal advice regarding the development of facility-based mobile source measures for warehouses and ports.
- Provide legal advice for the transition away from RECLAIM, including the development of (Best Available Retrofit Control Technology (BARCT) rules, and working with U.S. EPA to identify potential solutions for New Source Review (NSR) permitting and the lack of Emission Reduction Credits (ERC) in the open market.
- Provide legal advice regarding AB 617, including potential enforcement actions based on the CERPs for the first-year communities, and implementation advice for the development of CERPs in the second-year communities.
- Revise the South Coast AQMD records retention policy and providing training to staff on the requirements.
- Participate in litigation challenging the legality of U.S. EPA's revocation of the Clean Air Act waiver conferred on California's Advanced Clean Cars Program.
- Participate in litigation challenging the legality of the National Highway Transportation Administration's regulation preempting zero emission vehicle mandates.

**LEGAL (cont.)**

**ORGANIZATIONAL CHART:**



**POSITION SUMMARY: 35 FTEs**

Legal Units	Amended FY 2019-20	Change	Budget FY 2020-21
Office Administration	4	-	4
General Counsel	26	-	26
Investigations	5	-	5
<b>Total</b>	<b>35</b>	<b>-</b>	<b>35</b>

LEGAL (cont.)

POSITION DETAIL:

<u>FTEs</u>	<u>Title</u>
4	Administrative Secretary/Legal
1	Assistant Chief Deputy – Major Prosecutions
1	Chief Deputy Counsel
1	General Counsel
4	Investigator
3	Legal Secretary
1	Office Assistant
2	Paralegal
4	Principal Deputy District Counsel
10	Senior Deputy District Counsel
1	Senior Office Assistant
1	Senior Paralegal
1	Staff Specialist
<u>1</u>	Supervising Investigator
35	Total FTEs



Legal Work Program by Office							
Program Code	Program Category	Program	Activities	FTEs FY 2019-20	+/-	FTEs FY 2020-21	Revenue Categories
1	08 1001	Advance Clean Air Technology	AB2766 Mob Src/Legal Advice	AB2766 Leg Adv: Trans/Mob Source	0.05	0.00	IX
2	08 1003	Advance Clean Air Technology	AB2766/MSRC	Legal Advice: MSRC Prog Admin	0.10	0.00	IX
3	08 1010	Develop Programs	AQMP	AQMP Revision/CEQA Review	0.10	0.00	II,IV,IX
4	08 1025	Operational Support	Admin/SCAQMD-Legal Research	Legal Research/Staff/Exec Mgmt	1.20	0.00	la
5	08 1030	Advance Clean Air Technology	AB134	AB134	1.50	0.00	IX
6	08 1035	Operational Support	AB617-General	AB617-General	2.50	0.00	IX
7	08 1038	Operational Support	Admin/Office Management	Attorney Timekeeping/Perf Eval	3.50	0.00	lb
8	08 071	Operational Support	Arch Ctgs - Admin	Rule Dev/TA/Reinterpretations	0.05	0.00	XVIII
9	08 072	Ensure Compliance	Arch Ctgs - End User	Case Dispo/Rvw, Track, Prep NOV's	0.05	0.00	XVIII
10	08 073	Ensure Compliance	Arch Ctgs - Other	Case Dispo/Rvw, Track, Prep NOV's	0.05	0.00	XVIII
11	08 102	Operational Support	CEQA Document Projects	CEQA Review	0.75	0.00	II,III,IX
12	08 115	Ensure Compliance	Case Disposition	Trial/Dispo-Civil Case/Injunct	4.75	0.00	II,IV,V,VII,XV
13	08 131	Advance Clean Air Technology	Clean Fuels/Legal Advice	Legal Advice: Clean Fuels	0.15	0.00	VIII
14	08 154	Ensure Compliance	Compliance/NOV Administration	Review/Track/Prep NOV's/MSAs	0.75	0.00	IV
15	08 185	Ensure Compliance	Database Management	Support IM/Dev Tracking System	1.00	0.00	IV
16	08 227	Operational Support	Employee/Employment Law	Legal Advice: Employment Law	0.50	0.00	la
17	08 235	Ensure Compliance	Enforcement Litigation	Maj Prosecutions/Civil Actions	2.00	0.00	IV
18	08 275	Operational Support	Governing Board	Legal Advice:Attend Board/Cmte Mtgs	1.00	0.00	la
19	08 366	Ensure Compliance	Hearing Board/Legal	Hear/Disp-Variant/Appeal/Rev	3.00	0.00	IV,V,XV
20	08 380	Ensure Compliance	Interagency Coordination	Coordinate with Other Agencies	0.20	0.00	II,V
21	08 401	Operational Support	Legal Advice/SCAQMD Programs	General Advice: Contracts	2.00	0.00	la
22	08 403	Ensure Compliance	Legal Rep/Litigation	Prep/Hearing/Disposition	3.50	0.00	la,II
23	08 404	Policy Support	Legal Rep/Legislation	Draft Legis/SCAQMD Position/Mtgs	0.25	0.00	II,IX
24	08 416	Policy Support	Legislative Activities	Lobbying: Supp/Promote/Influence legis/Adm	0.10	0.00	la
25	08 457	Advance Clean Air Technology	Mob Src/C Moyer/Leg Advice	Moyer/Implem/Program Dev	0.10	0.00	IX
26	08 465	Ensure Compliance	Mutual Settlement	Mutual Settlement Program	1.50	0.00	IV
27	08 516	Timely Review of Permits	Permit Processing/Legal	Legal Advice: Permit Processing	0.10	0.00	III
28	08 565	Customer Service and Business Assistance	Public Records Act	Comply w/ Public Rec Requests	1.50	0.00	la
29	08 651	Develop Rules	Rules/Legal Advice	Legal Advice: Rules/Draft Regs	1.20	0.00	II
30	08 661	Develop Rules	Rulemaking/RECLAIM	RECLAIM Legal Adv/Related Iss	0.50	0.00	II
31	08 681	Customer Service and Business Assistance	Small Business/Legal Advice	Legal Advice: SB/Fee Review	0.05	0.00	II,III
32	08 717	Policy Support	Student Interns	Gov Board/Student Intern Program	0.10	0.00	la
33	08 770	Timely Review of Permits	Title V	Leg Advice: Title V Prog/Perm Dev	0.05	0.00	II,IV
34	08 772	Timely Review of Permits	Title V Permits	Leg Advice: New Source Title V Permit	0.05	0.00	III
35	08 791	Ensure Compliance	Toxics/AB2588	AB2588 Legal Advice: Plan & Impl	0.05	0.00	X
36	08 805	Ensure Compliance	Training	Continuing Education/Training	0.75	0.00	lb

35.00	-	35.00
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Total Legal

Legal Line Item Expenditure						
Major Object / Account # / Account Description		FY 2018-19 Actuals	FY 2019-20 Adopted Budget	FY 2019-20 Amended Budget	FY 2019-20 Estimate *	FY 2020-21 Adopted Budget
<b>Salary &amp; Employee Benefits</b>						
51000-52000	Salaries	\$ 3,921,191	\$ 4,282,146	\$ 4,282,146	\$ 4,068,039	\$ 4,192,355
53000-55000	Employee Benefits	2,189,836	2,411,122	2,411,123	2,328,057	2,491,256
Sub-total Salary & Employee Benefits		\$ 6,111,027	\$ 6,693,269	\$ 6,693,269	\$ 6,396,096	\$ 6,683,610
<b>Services &amp; Supplies</b>						
67250	Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
67300	Rents & Leases Equipment	-	-	-	-	-
67350	Rents & Leases Structure	-	-	-	-	-
67400	Household	-	-	-	-	-
67450	Professional & Special Services	802,544	246,001	696,001	696,001	246,001
67460	Temporary Agency Services	-	7,250	7,250	7,250	7,250
67500	Public Notice & Advertising	-	2,500	2,500	2,500	2,500
67550	Demurrage	568	4,000	4,000	4,000	4,000
67600	Maintenance of Equipment	-	500	500	500	500
67650	Building Maintenance	-	-	-	-	-
67700	Auto Mileage	497	1,600	1,600	1,600	1,600
67750	Auto Service	-	-	-	-	-
67800	Travel	8,294	15,000	15,000	15,000	15,000
67850	Utilities	-	-	-	-	-
67900	Communications	1,607	10,300	10,300	10,300	10,300
67950	Interest Expense	-	-	-	-	-
68000	Clothing	430	500	500	500	500
68050	Laboratory Supplies	-	-	-	-	-
68060	Postage	1,717	4,750	4,750	4,750	4,750
68100	Office Expense	17,255	16,000	16,000	16,000	16,000
68200	Office Furniture	-	4,500	4,500	4,500	4,500
68250	Subscriptions & Books	124,491	115,000	115,000	115,000	115,000
68300	Small Tools, Instruments, Equipment	-	-	-	-	-
68400	Gas and Oil	-	-	-	-	-
69500	Training/Conference/Tuition/ Board Exp.	14,035	17,500	17,500	17,500	17,500
69550	Memberships	150	750	750	750	750
69600	Taxes	-	-	-	-	-
69650	Awards	-	-	-	-	-
69700	Miscellaneous Expenses	1,837	2,000	2,000	2,000	2,000
69750	Prior Year Expense	-	-	-	-	-
69800	Uncollectable Accounts Receivable	-	-	-	-	-
89100	Principal Repayment	-	-	-	-	-
Sub-total Services & Supplies		\$ 973,426	\$ 448,151	\$ 898,151	\$ 898,151	\$ 448,151
77000	<b>Capital Outlays</b>	\$ -	\$ -	\$ -	\$ -	\$ -
79050	<b>Building Remodeling</b>	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures		\$ 7,084,452	\$ 7,141,420	\$ 7,591,420	\$ 7,294,247	\$ 7,131,761

\* Estimates based on July 2019 through February 2020 actual expenditures and February 2020 budget amendments.

**LEGISLATIVE & PUBLIC AFFAIRS/MEDIA OFFICE**

**DERRICK ALATORRE  
DEPUTY EXECUTIVE OFFICER**

<b>At a Glance:</b>	
FY 2019-20 Adopted	\$10.1M
FY 2020-21 Budget	\$10.4M
% of FY 2020-21 Budget	6.0%
Total FTEs FY 2020-21 Budget	56

**DESCRIPTION OF MAJOR SERVICES:**

Legislative & Public Affairs/Media Office provides a broad range of services to internal and external stakeholders. These services include:

**Legislative/Communications**

**State and Federal Relations**

State and Federal Relations works with all levels of elected officials and their staff, agencies, and other stakeholders to support South Coast AQMD’s legislative priorities. Efforts are focused on policy and funding issues that support South Coast AQMD’s Air Quality Management Plan to meet state and federal clean air standards. This unit also works to defend against legislative activities by others detrimental to the goals and priorities of clean air.

**Local Government/Community Relations**

Local Government and Community Relations works in all four counties of South Coast AQMD’s jurisdiction, including 86 cities in Los Angeles County, 34 cities in Orange County, 27 cities in Riverside County and 16 cities in San Bernardino County. Activities include monitoring government actions on all levels (local, state and federal); facilitating a two-way flow of communication between South Coast AQMD and stakeholders; assisting with inquiries from government offices, community members, health and environmental justice organizations, and business organizations; and, promoting and providing information on South Coast AQMD programs and initiatives.

**Communications & Public Information Center**

The Communications & Public Information Center serves and assists members of the public who wish to report air quality complaints, contact District staff or acquire additional information regarding South Coast AQMD programs. The Communications Center and its associated toll-free numbers, along with South Coast AQMD’s main telephone line, provide easy access to the public for reporting of a wide variety of air quality related concerns. The Public Information Center (PIC), which is located in the South Coast AQMD lobby, serves as a walk-up resource for all visitors to South Coast AQMD. The PIC assists with other inquiries made by the public, which can range from requests for information to consultations on South Coast AQMD programs and regulations.

## **LEGISLATIVE & PUBLIC AFFAIRS/MEDIA OFFICE (cont.)**

### **Small Business Assistance**

The Small Business Assistance (SBA) program is required under Section 40448 of the California Health and Safety Code to provide administrative, technical services and information to small businesses and the public.

### **Environmental Justice**

South Coast AQMD's Environmental Justice initiatives focus on a wide variety of programs to partner with disadvantaged communities to address air pollution related issues. Specific programs such as the Environmental Justice Community Partnership program and the Environmental Justice Advisory Group seek to build community capacity to empower residents and to reduce air pollution in areas of cumulative impact.

### **AB 617**

The South Coast AQMD is actively conducting comprehensive community-based efforts that focus on improving air quality and public health in environmental justice communities. For Year 1 of the program, AB 617 implementation efforts continue in three (3) South Coast AQMD communities: Wilmington/Carson/West Long Beach, San Bernardino/Muscoy and Boyle Heights/East Los Angeles/West Commerce.

### **Media**

The Media Relations Office serves as the agency's official liaison with news media in its many forms, including the Internet; newspapers and radio; broadcast, cable and satellite TV; books, magazines and newsletters; digital and social media. The Media Relations Office also supports programs and policies of South Coast AQMD and its Board with a wide range of proactive media and public relations programs. The Office provides strategic counsel to the Executive Officer, Board members and their staff and Executive Council members on sensitive, high-profile media relations issues as well as building public awareness of air quality issues.

### **Social Media**

South Coast AQMD's Social Media program maintains, builds awareness of, and monitors South Coast AQMD's social media websites. The agency is active on Facebook, Twitter and Instagram on a daily basis.

### **Graphics**

The Graphics Department is responsible for providing all graphic services for the agency, from conceptual design to final design and completion of projects.

## LEGISLATIVE & PUBLIC AFFAIRS/MEDIA OFFICE (cont.)

### ACCOMPLISHMENTS:

#### RECENT:

##### State Legislative

- Assisted with efforts to secure \$50 million statewide to air districts to implement AB 617, Community Air Toxics Program.
- Actively worked to garner \$245 million statewide to air districts for incentives to accelerate turnover to cleaner vehicles and equipment.
- Worked to secure \$132 million statewide to air districts for reducing agricultural emissions through diesel engine replacement and upgrades.
- South Coast AQMD sponsored bill SB 1502, to modernize the public notice requirement to allow for electronic communications, signed into law.
- Secured amendments to SB 1260 (Jackson) to allow South Coast AQMD to issue controlled burn permits for open fires in mechanized burners within Los Angeles County, to promote fire hazard mitigation and reduce air pollution, signed into law.
- Prevented diversion of \$26 million in statewide tire fee revenue from the Carl Moyer Program.

##### Federal Legislative

- Worked with the Administration and Members of Congress to move forward the U.S. Environmental Protection Agency (EPA) Clean Trucks Initiative which focuses on a proposed rule for an Ultra-Low NOx Emission Standard for Heavy Duty Trucks.
- Organized and staffed four trips to Washington, D.C. with Governing Board and Executive Council members to educate the Administration and Members of Congress on South Coast AQMD and our specific air quality-related issues.
- Worked with our Congressional Delegation to increase and/or protect funding for:
  - The Diesel Emission Reductions Act (DERA), which grew from \$75 million in Fiscal Year (FY) 2018 to \$87 million in FY 2019
  - Targeted Airshed (TAS) grants, which grew from \$40 million in FY 2018 to \$53 million in FY 2019; and
  - ,
  - Section 103/105 funding remained level at \$228.2 million despite the Administration's initial budget proposal to significantly decrease this account.
- A visit and tour of the South Coast Air Basin by Assistant EPA Administrator Bill Wehrum and key staff.
- Chairman of the House Subcommittee on Interior, Environmental, and Related Agencies, Congressman Ken Calvert visited South Coast AQMD for meetings, a tour of the laboratory and a display of near-zero and zero emission medium and heavy-duty vehicles.

##### Communications & Public Information Center

- Assisted the Small Business Assistance Unit by performing nearly 1,300 initial calls to businesses with expired permits to remind them about the expired status of the permits, and to encourage them to bring the permits current.

## **LEGISLATIVE & PUBLIC AFFAIRS/MEDIA OFFICE (cont.)**

- Processed 2,650 walk-up inquiries through the Public Information Center booth in the South Coast AQMD Lobby.
- Assisted in the updating/publishing of about 230 web pages, including specific web pages relating to: 1) the Aliso Canyon Natural Gas Leak; 2) ongoing air monitoring activities in Paramount and Compton; 3) Sunshine Canyon Landfill; 4) Torrance Refinery; and 5) the Exide lead battery recycling facility.

### **Local Government/Community Affairs**

- Regular attendance at regional and community meetings throughout the four counties including League of California Cities, the Councils of Governments, and Chambers of Commerce and business organizations.
- Assisted with communications, outreach and issue management for high profile items such as the Special Toxics Investigations in Paramount and Compton, Torrance Refinery (formerly ExxonMobil), SoCalGas Aliso Canyon Storage Facility, Sunshine Canyon Landfill, Coastal Odors and several other facilities.
- Organized logistics, conducted outreach and staffed for 15 public meetings such as Town Hall/Community Meetings, Rule-related meetings, Hearings; and Committees.
- Participated in and represented South Coast AQMD throughout the four-county region at 52 community events such as health and environmental justice resources fairs, Council of Government General Assemblies, and air quality related forums and conferences.
- Planned, organized and produced the 2019 “Martin Luther King, Jr. Day of Service Forum” which had more than 400 attendees.
- Planned, organized and produced the 2019 “Cesar Chavez Day of Remembrance” which had more than 350 attendees.
- Planned, organized and produced the 2018 “Clean Air Awards” which honored ten individuals, businesses, and organizations. Over 400 attended the event.
- Completed 32 Visiting Dignitaries and Speakers Bureau presentations and tours.
- On an administrative level, the team met on a regular weekly basis to share information on administrative business, rule-related activity, high profile topics, and events, programs and initiatives, including specific items of interest in each of the counties. These meetings included the Environmental Justice staff as well, to better facilitate programs and share information across the department.

### **Environmental Justice**

- Organized and staffed four Environmental Justice Advisory Group meetings.
- Held three Environmental Justice Community Partnership Advisory Council meetings.
- Hosted an Inter-Agency Task Force Summit to facilitate coordination between agencies within Los Angeles County process their environmental complaints, and to discuss ways in which environmental complaints can be processed more collaboratively and efficiently.
- Held the 4th Annual Environmental Justice Conference: “Technology’s Role in the Future of Environmental Justice.”
- Organized, conducted outreach for and staffed four Environmental Justice Community Partnership (EJCP) Workshops.

## LEGISLATIVE & PUBLIC AFFAIRS/MEDIA OFFICE (cont.)

- Held meetings of the Young Leaders Advisory Council (YLAC), which will educate and engage young adults regarding the region's clean air issues.

### AB 617

- Organized and staffed the kick-off meetings for the AB 617 program including 13 Meetings attended by 525 stakeholders.
- Assisted with the process to identify the first-year AB 617 communities through an extensive scientific and outreach process. The three communities approved by CARB are:
  - Boyle Heights, East Los Angeles, West Commerce
  - Wilmington, West Long Beach, Carson
  - San Bernardino, Muscoy
- Coordinated with other South Coast AQMD Departments to form three Community Steering Committees including 91 total Community Steering Committee Members.
- Held six Steering Committee meetings attended by approximately 450 stakeholders.

### Media

- Implemented the Google and YouTube campaign for "The Right to Breathe" including the completion of an updated video.
- Developed AB 617/134 hot topics webpage as well as monitored and update other major issue webpages.
- Participated and implemented web improvements such as the streamlining of the "All Videos" webpage and the production of home page announcement banners.
- Oversaw the implementation of the Check Before You Burn program including AMC movie theater ads, Power106 radio promotion spots, and three videos for social media.
- Provided media relations services and strategic counsel for high-profile media issues through press releases, media advisories, talking points, in-person and on-camera interviews, and opinion pieces and letters to the editor.
- Handled 987 media interactions on behalf of South Coast AQMD.
- Wrote and issued 39 news releases; issued a total of 34 Smoke Advisories, Odor Advisories, and No-burn Alerts.

### Small Business Assistance

- Conducted 83 on-site consultations.
- Provided assistance to businesses relating to 2,556 permit applications.
- Approved and processed 728 Air Quality Permit Checklist submittals.
- Provided technical support to 255 businesses to understand South Coast AQMD rules and regulations.
- Provided 10 businesses with recordkeeping training.
- Issued four dry cleaning grants.
- Assisted three businesses file variances before the South Coast AQMD Hearing Board.
- Participated in 12 small business-related events.
- Outreached to 588 facilities as part of the Expired Permit Program.

## LEGISLATIVE & PUBLIC AFFAIRS/MEDIA OFFICE (cont.)

### Social Media

- Increased followers:
  - Facebook – approximately 20 percent;
  - Twitter – approximately 36 percent; and
  - Instagram – over 75 percent.
- Began streaming community meetings on Facebook Live including all AB 617 meetings.
- Continued event coverage (Clean Air Awards, MLK Day of Service, Cesar Chavez Day of Remembrance Day, EJ Conference and other EJ events) utilizing live tweets/quotes, photo and video.
- Timely reaction to publishing news/advisories resulting in extended news media and outside government agency exposure.

### Graphics

- Created approximately 500 major graphics projects/assignments including:
  - 2017 Annual Report;
  - Collateral brochures and promotional items;
  - Bi-Monthly Advisor Publication;
  - Quarterly Governing Board Member Newsletters;
  - Annual Clean Car Buying Guide;
  - Program Announcements;
  - Educational Materials;
  - Advertisements;
  - Signage;
  - Video projects;
  - Newspaper Advertorials; and,
  - Informational materials for Town Hall Meetings, Community Meetings and Events (including the Clean Air Awards, the Martin Luther King Jr. Day event, the Cesar Chavez Day event, the Environmental Justice Conference, multiple environmental justice workshops and senior events).

### ANTICIPATED:

#### State Legislative

- Sponsor Voter District Authorization Legislation for South Coast AQMD.
- Seek \$50 million statewide to continue implementation of the AB 617 program.
- Work to secure \$500 million statewide to accelerate turnover to cleaner vehicles and equipment.
- Strengthen our state legislative outreach and communication by increased engagement with the Governor's Office and state legislators and Capitol staff (members and committees), to promote South Coast AQMD's legislative priorities, sponsored legislation, and to support 2016 AQMP efforts.
- Strengthen our educational outreach related to legislation to build increased engagement with all stakeholders, including, but not limited to, government entities, business,



## LEGISLATIVE & PUBLIC AFFAIRS/MEDIA OFFICE (cont.)

environmental groups and the community, to promote South Coast AQMD's legislative priorities, sponsored legislation, and to support 2016 AQMP efforts.

- Continue to work with South Coast AQMD departments to improve efficiency and ease with which existing data can be extracted on a recurring basis for specified, approved purposes for the benefit of public outreach and governmental relations. (CLASS and PeopleSoft.)

### Federal Legislative

- Work with U.S. EPA, Members of Congress and stakeholders to ensure the rule-making process for the Ultra-Low NOx Emissions Standard is transparent with equitable stakeholder participation.
- Support and secure funding for air quality issues through existing and new opportunities – Infrastructure, Climate Change, and other types of incentives (tax benefits).
- Participate in the administrative and legislative process to educate policymakers on climate change initiatives and other air quality-related policies as they relate to and impact the South Coast region.
- Support legislation and/or administrative efforts to protect science-driven and health-based determinations of the National Ambient Air Quality Standards (NAAQS).
- Work to ensure that the federal government does its fair share to reduce air pollution by:
  - Providing funding or regulatory authority adequate for nonattainment areas to attain NAAQS by upcoming federal deadlines, and in particular, South Coast AQMD to implement the 2016 AQMP and attain federal ozone and particulate matter standards by upcoming federal deadlines;
  - Reauthorizing and expanding funding for Diesel Emission Reduction Act (DERA);
  - Increasing funding for the TAS program;
  - Authorizing and funding new programs which will reduce air pollution through the adoption and deployment of zero and near-zero emission technologies, fuels and recharging/refueling infrastructure;
  - Establishing programs or policies that incentivize the federal government to purchase and use advanced clean technologies and eliminate the use of technologies generating NOx and particulate matter emissions; and
  - Incentivizing individuals, businesses, states, and local governments to purchase and use advanced clean technologies and eliminate the use of technologies generating NOx and particulate matter emissions.
- Partner with stakeholders on educational outreach efforts, including, but not limited to, government entities, business, environmental groups and health advocacy groups, on federal legislation (such as the Transportation Infrastructure bill and the Energy bill) to support clean air and engage with regional issues related to clean air.

### Local Government/Community Relations

- Continue to build and maintain relationships with stakeholders to foster a two-way flow of communication in support of South Coast AQMD's mission.

## LEGISLATIVE & PUBLIC AFFAIRS/MEDIA OFFICE (cont.)

- Support with educational and informational outreach on regional, state and federal Initiatives, such as, but not limited to:
  - Voter District Authorization legislation;
  - U.S. EPA Rule for Ultra-Low NOx Emissions Standard for Heavy-Duty Trucks; and,
  - Funding & Policy Issues.
- Elevate awareness on South Coast AQMD and air quality issues through participation in community events region wide, the Visiting Dignitaries and Speaker's Bureau program and hosting signature and major events.
- Oversee the contract for and implement the High School Air Quality Education program.
- Facilitate interaction with stakeholders on high profile issues such as Paramount, Torrance Refinery and coastal odors.
- Conduct outreach, issues management and community meetings on various South Coast AQMD programs and mission-centered efforts.
- Increase relationship building with all levels of government, community, health, environmental, business and other stakeholder groups. A focused subset of this outreach will be on environmental justice.
- Enhance database and list management to increase successful communications.
- Work with Small Business Assistance (SBA) to provide information on their programs and services. Support SBA efforts by facilitating relationships with cities/counties, business organizations, and community groups. Improve community access to SBA programs through outreach efforts as directed by the Public Advisor and SBA Supervisor.
- Collaborate and assist other South Coast AQMD departments on major initiatives and projects including, but not limited to, Title V permits and other permits, compliance and enforcement issues, rule making process, AQMP, AB2588 Toxic "Hot Spots" program, AB2766 outreach to cities, incentive programs, "Check Before You Burn," and other projects.
- Partner with environmental education organizations, develop and implement an educational outreach program to reach children and their families. It is possible that South Coast AQMD can provide technical expertise to an existing educational program that is being implemented.
- Build relationships with organizations to expand air quality awareness among young adults and professionals.

### **Communications Center & Public Information**

- Increase role for Communications and Public Information staff to provide excellent customer service.
- Receive and process about 48,000 – 52,000 main line calls from the public in the form of Cut Smog calls, after hour calls, Spanish line calls, and Clean Air Connection calls. These calls also include air quality complaints, reports of equipment breakdowns, and emergency response requests.
- Assist the Small Business Assistance Unit by contacting about 1,400 businesses with expired permits to remind them about the expired status of the permits, and to encourage them to bring the permits current.

## **LEGISLATIVE & PUBLIC AFFAIRS/MEDIA OFFICE (cont.)**

- Process 2,900-3,200 walk-up inquiries via the PIC in the South Coast AQMD Lobby.
- Assist in updating / publishing web pages, including specific web pages relating to various key issues/items, including ongoing air monitoring activities in various communities within the South Coast region.
- Implement TTY software system for the hearing impaired in the Communication Center.

### **Environmental Justice**

- Further develop and implement the Los Angeles Inter-Agency Task Force and Task Force Steering Committee focused on environmental justice complaint issues including a complaint resource guide for stakeholders.
- Develop and implement the Environmental Justice Community Partnership Student Assembly Air Quality Educational Program targeting elementary schools.
- Environmental Justice Community Partnership Advisory Council: South Coast AQMD will host four Environmental Justice Community Partnership Advisory Council meetings to discuss how South Coast AQMD can better implement environmental justice efforts. Members of this group include community group leaders, scholars, lawyers, activists, residents, business owners, and public health professionals.
- Organize and hold four Environmental Justice Advisory Group meetings.
- Coordinate and implement two Environmental Justice Student Bus Tours for high school and college students.

### **AB 617**

- Convene monthly Steering Committee meetings for each of the three communities which will include more than 30 meetings from January through October.
- Organize and implement additional AB 617 meetings including the Technical Advisory Group meetings and community updates.
- Implement Year 2 AB 617 Communities including the initial outreach process and formation of the Community Steering Committees.
- Assist with the process to support first year AB 617 plans presentation to South Coast AQMD Board in July and work related to submitting to CARB in September.

### **Small Business Assistance**

- Expand the awareness of South Coast AQMD's Small Business Assistance Program by outreaching to trade organizations, municipalities, and other agencies to inform them about our services.
- Provide timely and accurate information to all persons seeking information from the Small Business Assistance Program.
- Provide easy to understand information about compliance, permit application requirements, and incentive programs offered to small businesses, to business in general and the general public.
- Develop, collect and coordinate information concerning air quality compliance methods and technologies for small businesses by actively participating in South Coast AQMD rulemaking workshops and hearings.

## LEGISLATIVE & PUBLIC AFFAIRS/MEDIA OFFICE (cont.)

- Assist small businesses in determining applicable requirements, applying for permits, and petitioning for variances.
- Conduct more “no-fault” inspections to provide compliance audits on the operations of small businesses.
- Assist small businesses with air pollution control and air pollution prevention by providing information concerning alternative technologies, process changes, products, and methods of operation that reduce air pollution.
- Conduct outreach for the dry-cleaner program and work with cities on permit issues.

### Media

- Develop a strategic communications plan for overall agency messaging and critical issues and crisis management communications.
- Provide media relations services and strategic counsel for high-profile media issues as well as ongoing South Coast AQMD programs and projects through press releases, media advisories, talking points, in-person and on-camera interviews, opinion pieces and letters to the editor.
- Review requests from partner agencies, organizations and firms for quotes from South Coast AQMD officials for articles and press releases.
- Continue the implementation of Google ad campaign for “The Right to Breathe.”
- Implement story maps on the South Coast AQMD website and continue to update and maintain hot topics webpages.
- Produce videos for AB 617.
- Implement South Coast AQMD photo library.
- Design and implement the FY 20-21 Check Before You Burn program.
- Continue to help focus/narrow Public Records Requests (PRR) from news media; review PRR documents provided to news media and advise management of potential news stories that could result from them.
- Write advertorials for newspapers as part of South Coast AQMD sponsorships.

### Social Media

- Continue follower growth (goal of 30% increase from 2019).
- Streamline the Advisory publishing process to ensure the public gets content in a timely manner.
- Utilize more original South Coast AQMD content, including new up-to-date photos and content from various South Coast AQMD departments.

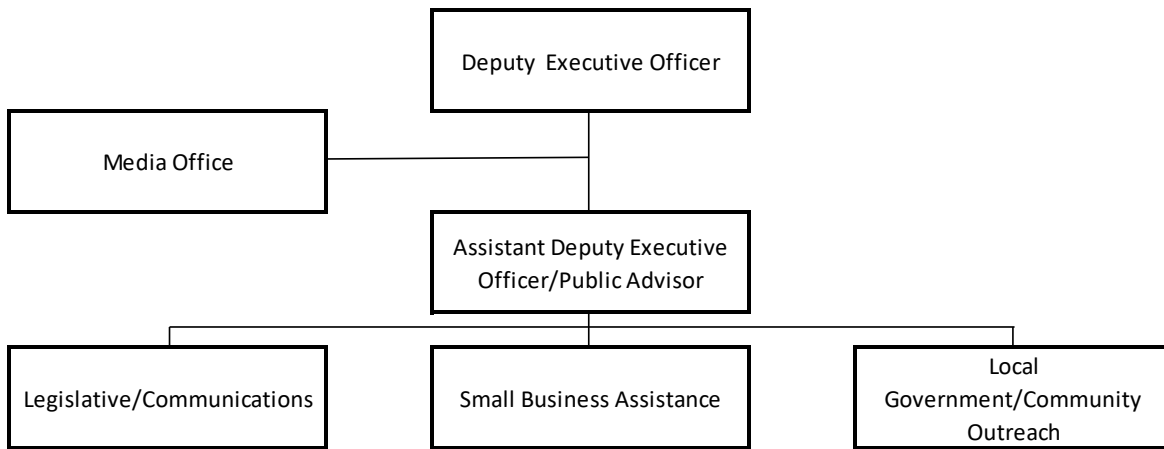
### Graphics

- Complete graphics projects/assignments, including: 1) collateral brochures and promotional items; 2) Bi-Monthly Advisor publication; 3) Quarterly Governing Board Member Newsletters; 4) Yearly Clean Car Buying Guide; 5) signage, and informational materials for Town Hall Meetings, community meetings and events, etc.; 6) educational materials; 7) advertisements; 8) Program Announcements; and 9) video projects.

**LEGISLATIVE & PUBLIC AFFAIRS/MEDIA OFFICE (cont.)**

- In coordination with a Director of Communications, redesign and redevelop South Coast AQMD core collaterals and electronic and social media content to ensure consistent themes and messaging and to create focused and clear branding of South Coast AQMD throughout all South Coast AQMD collateral materials and electronic content provided to elected officials, agency staff, stakeholders, impacted communities and the public at large.

**CURRENT ORGANIZATIONAL CHART:**



**POSITION SUMMARY: 56 FTEs**

Legislative & Public Affairs/Media Office Units	Amended FY 2019-20	Change	Budget FY 2020-21
Administration	7	-	7
Legislative & Public Affairs	44	-	44
Media Office	5	-	5
Total	56	-	56

## LEGISLATIVE & PUBLIC AFFAIRS/MEDIA OFFICE (cont.)

### POSITION DETAIL:

<u>FTEs</u>	<u>Title</u>
1	Administrative Secretary
2	Air Quality Engineer
2	Air Quality Specialist
1	Assistant Deputy Executive Officer
1	Community Relations Manager
1	Deputy Executive Officer
1	Director of Communications
3	Graphic Illustrator II
1	Legislative Assistant
1	Office Assistant
3	Public Affairs Manager
1	Program Supervisor
1	Public Affairs Specialist
3	Secretary
2	Senior Administrative Secretary
9	Senior Office Assistant
1	Senior Public Affairs Manager
19	Senior Public Information Specialist
1	Senior Staff Specialist
1	Staff Assistant
<u>1</u>	Supervising Office Assistant
56	Total FTEs

**Legislative & Public Affairs/Media Office  
Work Program by Office**

Program Code	Program Category	Program	Activities	FTEs FY 2019-20	+/-	FTEs FY 2020-21	Revenue Categories
1 35 1037	Customer Service and Business Assistance	AB617-Outreach	AB617-Outreach	5.00	0.00	5.00	IX
2 35 1046	Customer Service and Business Assistance	Admin/Prog Mgmt	Admin Office/Units/SuppCoord Staff	5.02	0.00	5.02	Ib
3 35 111	Ensure Compliance	Call Center/CUT SMOG	Smoking Vehicle Complaints	8.00	0.00	8.00	IX,XV
4 35 126	Customer Service and Business Assistance	Clean Air Connections	Coord of region-wide community group	1.00	0.00	1.00	II,IX
5 35 205	Customer Service and Business Assistance	Environmental Education	Curriculum Dev/Project Coord	0.25	0.00	0.25	II,IX,XV
6 35 240	Customer Service and Business Assistance	Environmental Justice	Impl Board's EJ Pgrms/Policies	2.00	1.00	3.00	II,IV
7 35 260	Customer Service and Business Assistance	Fee Review	Cnte Mtg/Fee-Related Complaint	0.50	0.00	0.50	II,III,IV,XV
8 35 280	Policy Support	Advisory Group/Ethnic Comm	GB Ethnic Comm Advisory Group	0.40	0.00	0.40	II,IX
9 35 281	Policy Support	Advisory Group/Small Business	SBA Advisory Group Staff Support	0.50	0.00	0.50	IV,IX
10 35 283	Policy Support	Governing Board Policy	Brd sup/Respond to GB req	0.55	0.00	0.55	Ia
11 35 345	Policy Support	Goods Mvmt&Financial Incentive	Goods Movement & Financial Incentives Progr	1.00	0.00	1.00	IX
12 35 350	Operational Support	Graphic Arts	Graphic Arts	2.00	0.00	2.00	Ia
13 35 381	Customer Service and Business Assistance	Interagency Liaison	Interact Gov Agns/Promote SCAQMD	0.15	0.00	0.15	Ia,XV
14 35 390	Customer Service and Business Assistance	Intergov/Geographic Deployment	Dev/Impl Local Govt Outreach	10.50	0.00	10.50	II,IX
15 35 412	Policy Support	Legislation/Federal	Lobbying/Analyses/Tracking/Out	0.25	0.00	0.25	Ia
16 35 413	Policy Support	Legislation/Exec Office Support	Coord Legis w/ EO, EC, Mgmt	0.25	0.00	0.25	Ia
17 35 414	Policy Support	Legislation-Effects	Lobbying/Analyses/Tracking/Out	0.80	0.00	0.80	Ia,IX
18 35 416	Policy Support	Legislative Activities	Supp/Promote/Influence Legis/Adm	0.50	0.00	0.50	Ia
19 35 491	Customer Service and Business Assistance	Outreach/Business	Chambers/Business Meetings	1.00	0.00	1.00	II,IV
20 35 492	Customer Service and Business Assistance	Public Education/Public Events	Pub Events/Conf/Rideshare Fair	2.00	0.00	2.00	II,V,IX,XV
21 35 494	Policy Support	Outreach/Collateral/Media	Edits, Brds, Talk shows, Commercl	5.60	0.00	5.60	Ia
22 35 496	Customer Service and Business Assistance	Outreach/Visiting Dignitary	Tours/Briefings-Dignitary	0.25	0.00	0.25	Ia
23 35 514	Customer Service and Business Assistance	Permit: Expired Permit Program	Assist w Permit Reinstatement	0.30	0.00	0.30	IV
24 35 555	Customer Service and Business Assistance	Public Information Center	Inform public of unhealthy air	1.00	0.00	1.00	II,V,IX
25 35 560	Develop Programs	Public Notification	Public notif of rules/hearings	0.50	0.00	0.50	II,IV,IX
26 35 565	Customer Service and Business Assistance	Public Records Act	Comply w/ Public Req for Info	0.10	0.00	0.10	Ia
27 35 679	Customer Service and Business Assistance	Small Business Assistance	Small Business/Financial Assistance	1.00	0.00	1.00	III
28 35 680	Timely Review of Permits	Small Business/Permit Streamlin	Asst sm bus to comply/SCAQMD req	3.95	0.00	3.95	II,III,IV,V,XV
29 35 710	Customer Service and Business Assistance	Speakers Bureau	Coordinate/conduct speeches	0.10	0.00	0.10	Ia
30 35 717	Policy Support	Student Interns	Student Interns	0.10	0.00	0.10	Ia
31 35 791	Customer Service and Business Assistance	Toxics/AB2588	Outreach/AB 2588 Air Toxics	0.01	0.00	0.01	X
32 35 825	Operational Support	Union Negotiations	Official Labor/Mgmt Negotiate	0.01	0.00	0.01	Ia
33 35 826	Operational Support	Union Steward Activities	Union Steward Activities	0.01	0.00	0.01	Ia
34 35 855	Operational Support	Web Tasks	Create/edit/review web content	0.40	0.00	0.40	Ia

**Total Legislative & Public Affairs/Media Office**

55.00	1.00	56.00
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**Legislative & Public Affairs/Media Office  
Line Item Expenditure**

Major Object / Account # / Account Description		FY 2018-19 Actuals	FY 2019-20 Adopted Budget	FY 2019-20 Amended Budget	FY 2019-20 Estimate *	FY 2020-21 Adopted Budget
<b>Salary &amp; Employee Benefits</b>						
51000-52000	Salaries	\$ 4,453,056	\$ 4,915,612	\$ 5,000,607	\$ 5,145,615	\$ 5,003,376
53000-55000	Employee Benefits	2,747,320	3,087,636	3,087,637	3,193,962	3,310,018
Sub-total Salary & Employee Benefits		\$ 7,200,376	\$ 8,003,247	\$ 8,088,244	\$ 8,339,577	\$ 8,313,394
<b>Services &amp; Supplies</b>						
67250	Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
67300	Rents & Leases Equipment	19,595	7,000	7,000	7,000	7,000
67350	Rents & Leases Structure	9,042	9,000	9,000	9,000	9,000
67400	Household	-	-	-	-	-
67450	Professional & Special Services	2,256,110	1,515,851	1,673,834	1,673,834	1,515,851
67460	Temporary Agency Services	128,447	114,000	104,000	104,000	114,000
67500	Public Notice & Advertising	80,823	26,600	66,600	66,600	26,600
67550	Demurrage	696	-	-	-	-
67600	Maintenance of Equipment	-	9,000	9,000	9,000	9,000
67650	Building Maintenance	-	-	-	-	-
67700	Auto Mileage	25,335	24,800	24,800	24,800	24,800
67750	Auto Service	-	-	-	-	-
67800	Travel	56,309	45,200	45,200	45,200	45,200
67850	Utilities	-	-	-	-	-
67900	Communications	46,022	47,000	47,000	47,000	47,000
67950	Interest Expense	-	-	-	-	-
68000	Clothing	-	-	1,800	1,800	-
68050	Laboratory Supplies	-	-	-	-	-
68060	Postage	26,133	137,800	57,000	57,000	137,800
68100	Office Expense	89,128	45,300	45,300	45,300	45,300
68200	Office Furniture	-	-	-	-	-
68250	Subscriptions & Books	22,969	18,200	33,200	33,200	18,200
68300	Small Tools, Instruments, Equipment	-	-	-	-	-
68400	Gas and Oil	-	-	-	-	-
69500	Training/Conference/Tuition/ Board Exp.	1,480	8,500	8,500	8,500	8,500
69550	Memberships	29,761	26,250	46,250	46,250	26,250
69600	Taxes	-	-	-	-	-
69650	Awards	43,984	49,681	39,681	39,681	49,681
69700	Miscellaneous Expenses	39,360	43,100	43,100	43,100	43,100
69750	Prior Year Expense	(0)	-	-	-	-
69800	Uncollectable Accounts Receivable	-	-	-	-	-
89100	Principal Repayment	-	-	-	-	-
Sub-total Services & Supplies		\$ 2,875,194	\$ 2,127,282	\$ 2,261,265	\$ 2,261,265	\$ 2,127,282
77000	<b>Capital Outlays</b>	\$ -	\$ -	\$ 35,000	\$ 35,000	\$ -
79050	<b>Building Remodeling</b>	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures		\$ 10,075,569	\$ 10,130,529	\$ 10,384,509	\$ 10,635,842	\$ 10,440,676

\* Estimates based on July 2019 through February 2020 actual expenditures and February 2020 budget amendments.



## PLANNING, RULE DEVELOPMENT & AREA SOURCES

### PHILIP FINE DEPUTY EXECUTIVE OFFICER

<b>At a Glance:</b>	
FY 2019-20 Adopted	\$24.6M
FY 2020-21 Budget	\$24.4M
% of FY 2020-21 Budget	14.1%
Total FTEs FY 2020-21 Budget	148

#### DESCRIPTION OF MAJOR SERVICES:

Planning, Rule Development and Area Sources (PRDAS) is responsible for the majority of South Coast AQMD's air quality planning and rulemaking functions, including State Implementation Plan (SIP) related activities, air quality management and maintenance plans, reporting requirements and other state and federal Clean Air Act requirements. Key functions include:

- Developing proposals for new and amended rules to implement SIP commitments and to reduce air toxic emissions/exposures.
- Conducting socioeconomic impact and California Environmental Quality Act (CEQA) analyses for rulemaking efforts.
- Commenting on CEQA projects throughout the South Coast Air Basin and acting as the Lead or Responsible Agency for South Coast AQMD permitting projects.
- Developing and implementing mobile source strategies such as:
  - Implementing fleet rules to reduce emissions from public fleets.
  - Developing facility-based measures aimed at achieving emission reductions from the indirect mobile sources associated with ports, airports, railyards, and warehouses.
  - Engaging CARB and U.S. EPA on mobile source rulemaking efforts
- Coordinating closely with Legislative & Public Affairs/Media Office and the Technology Advancement Office (TAO) on state and federal legislative and regulatory issues and on avenues for funding air quality programs and grants.
- Conducting air quality evaluations, modeling, forecasting, and developing emissions inventories.
- Performing compliance activities related to area sources.
- Coordinating the implementation of AB 617 in priority communities, developing the emission reduction plans in those communities, and implementing many of the action items in those plans.
- Leading the assessment, dissemination, and communication of air quality data through the Multiple Air Toxics Exposure Study (MATES), air quality forecasts, advisories, and alerts, and by providing input and guidance on health effects associated with air quality policies and other air quality-related issues that arise from individual facilities or communities.
- Implementing several key ongoing programs, including the state Toxics "Hot Spots" program (AB 2588), Annual Emissions Reporting program (AER), Employee Commute Trip Reduction (Rule 2202) and the AB 2766 Subvention fund program.
- Developing South Coast AQMD policy for climate change, energy, and other air quality related subjects.

## PLANNING, RULE DEVELOPMENT & AREA SOURCES (cont.)

### ACCOMPLISHMENTS:

#### Recent:

##### AB 617

- Continued convening Community Steering Committees for each of the three communities selected for Year 1 implementation.
- Participated in AB 617 meetings with CARB, CAPCOA and other stakeholders.
- Adopted three Community Emissions Reduction Plans for Wilmington/Carson/West Long Beach; East Los Angeles/Boyle Heights/West Commerce; and San Bernardino/Muscoy.
- Completed technical evaluation and community selection process for Year 2 communities, recommended two communities to CARB, and began community engagement.

##### AB 2588

- Approved a risk reduction plan (RRP) for Aircraft and rejected another for Anaplex, both of which are Potentially High-Risk Level facilities in Paramount.
- Conducted three public notifications (Glendale Water and Power/Kirckhill Industries/ So. Cal Gas Playa del Rey Storage Facility) sending out approximately 8,300 notices.
- Revised the Facility Prioritization Procedures (September 6, 2019).
- Calculated priority scores for 68 facilities, also in support of AB 617.
- Conducted 49 facility audits of quadrennial emissions inventories.
- Reviewed 31 and approved 11 Air Toxic Inventory Reports.
- Reviewed 11, approved five, and rejected one Health Risk Assessment.
- Reviewed four, approved two, and rejected one Risk Reduction Plan.
- Reviewed five and approved one Voluntary Risk Reduction Plan (VRRP).

##### Air Quality Assessment

- Implemented software enhancements to improve the accuracy of the air quality forecast and reduce required forecaster time.
- Issued daily air quality forecasts.
- Developed and deployed hourly air quality forecasts and “cleanest time of day” products, which are issued daily. Developed and deployed a wildland and agricultural burn outlook product.
- Issued 100 advisories in 2019. Designed software to streamline the issuance of advisories.
- Reviewed 13 permit modeling requests.
- Answered over 200 air quality related emails and phone calls.
- Created community-facing interactive maps to support AB 617 efforts.
- Completed several geostatistical analysis projects to support AB 617 community prioritization and community emission reduction plans.
- Developed tools to analyze PM2.5 and PM10 exceptional events for future demonstrations.
- Drafted PM2.5 exceptional event demonstrations for wildfire and firework exceedances.
- Made significant progress in the development of a gridded real-time air quality map to increase the accuracy and spatial resolution of monitored air quality.

## PLANNING, RULE DEVELOPMENT & AREA SOURCES (cont.)

- Developed and deployed a residential wood smoke forecasting model to improve winter PM2.5 forecast accuracy and guide outreach and compliance efforts related to the Check Before You Burn (CBYB) program.

### Air Quality Modeling/Emissions Inventory

- Developed the Net Emissions Analysis Tool (NEAT) to estimate the emission benefits and costs associated with switching residential appliances to cleaner and more efficient technologies.
- Developed emissions inventory of Air Toxics to estimate cancer exposure risk for MATES V.
- Developed AB 617 community-based detailed emissions inventory and source attribution for the three first year communities and for the two second year communities.
- Hosted Technical Advisory Group meeting to assist AB 617 community source attribution analysis.
- Continued collaboration with NASA and other academic and research agencies to utilize satellite retrieved data in air quality modeling and analysis.
- Developed a methodology to estimate biogenic VOC emissions from urban areas
- Continued improving air quality model predictability to be state-of-the-science and appropriate for Air Quality Management Plan (AQMP) attainment demonstrations.
- Continued refining AQMP/SIP emissions inventory to assist implementation of the AQMP.
- Reviewed General Conformity requirements for projects submitted to South Coast AQMD.

### Annual Emissions Reporting

- Updated the Annual Emissions Reporting (AER) web tool software to implement Rule 301 amendments, improved reporting under AB 617, and on-line payments and certifications.
- Identified and notified approximately 2,200 facilities subject to South Coast AQMD's AER program.
- Reviewed AER reports ultimately generating \$16.2 million in annual emission fees.
- Audited more than 250+ Emission Reports.
- Assisted facilities with emission reporting process through three multi-hour workshops and AER hotline during the first quarter of 2019.
- Compiled and submitted 2019 device level emission data to CARB.
- Continued providing input to CARB and coordinating with CAPCOA regarding drafting their Criteria Pollutant and Toxics Emissions Reporting (CTR) regulation section of AB 617.

### AQMP/SIP

- Adopted Contingency Measure Plan for the 1997 8-hour ozone standard for the Basin to address Clean Air Act Section 182(e)(5) requirements and submitted to U.S. EPA through CARB.
- Submitted a request to U.S. EPA to reclassify Coachella Valley from Severe to Extreme nonattainment for the 1997 8-hour ozone standard.
- Submitted 2019 Quantitative Milestone Report for 2012 Annual PM2.5 NAAQS.
- Prepared a RACT demonstration for the 2015 8-hour ozone standard.
- Continued execution and implementation of the contracts for the 26 awarded incentive projects designed to reduce emission/toxic exposure and technology demonstration and deployment.

### CEQA

- Prepared CEQA documents for 19 South Coast AQMD rule projects, oversaw the preparation of CEQA documents for four permit projects, and conducted 33 CEQA pre-screenings.

## PLANNING, RULE DEVELOPMENT & AREA SOURCES (cont.)

- Reviewed on over 1,200 CEQA documents prepared by other lead agencies and provided comments on over 350 CEQA documents.
- Provided technical consultation for local and tribal ongoing development projects including the I-710 corridor, Inglewood Basketball and Entertainment Center, Santa Susana Field Laboratory, California High Speed Rail, Morongo Casino Expansion, and Los Angeles Airport Airfield and Terminal Modernization Project.

### Facility Based Mobile Source Measures

- Developed and adopted Memorandum of Understanding (MOU) between the South Coast AQMD and five commercial airports in the Basin, Los Angeles International Airport, Long Beach Airport, Hollywood Burbank Airport, Ontario International Airport, and John Wayne Airport, based on each airport's Air Quality Improvement Plan or Air Quality Improvement Measures and by working with the Airports MOU Working Group and through the public process.
- Continued development of indirect source rules on warehouses and railyards.
- Continued development of the MOU with the Ports of Los Angeles (LA) and Long Beach (LB) through the Ports MOU Working Group and Ports MOU Technical Working Group.
- Continued developing the Pacific Rim Initiative for Maritime Emission Reductions (PRIMER) to partner with Asian and west coast ports to incentivize cleaner vessels that will call at the Ports of LA and LB and other Pacific Rim ports and assisted TAO with developing a pilot project to demonstrate a retrofit technology for ships.
- Conducted oversight of several studies, including the potential impacts of an indirect source rule on the warehousing industry, the potential national economic impacts of accelerated deployment of ZE/NZE trucks, and PRIMER incentive optimization for vessels frequently calling Pacific Rim ports.

### Health Effects

- Continued implementation of the MATES V study including extensive advanced monitoring.
- Participated in inter-agency environmental justice efforts, including the Southern California Association of Governments (SCAG) Environmental Justice Working Group, and the Department of Toxics and Substances Control (DTSC) working group, for implementation of SB 673.
- Oversaw the completion of two research contracts and continued work on two additional research contracts through the Health Effects of Air Pollution Foundation.
- Completed 11 media interviews on air pollution and health-related topics.

### Fleet Rules

- Continued implementation of South Coast AQMD Fleet Rules.
- Continued technical evaluation of Rule 1610 Mobile Source Emission Reduction Credits (MSERC) applications and Rule 2202 Electric Vehicle Charging Station Projects.
- Evaluated CARB's proposed regulations for zero-emission airport shuttle buses and innovative clean transit and provided comments and testimony.

### Stationary Source Rule Development

- Amended Rule 102 to add definition of "South Coast AQMD" as an additional abbreviation for South Coast Air Quality Management District.
- Amended Rule 445 to include contingency provisions in the event the region fails to attain the PM2.5 standards or reasonable further progress requirements.

## PLANNING, RULE DEVELOPMENT & AREA SOURCES (cont.)

- Rescinded Rule 1106.1 and amended Rule 1106 to be consistent with the U.S. EPA Control Techniques Guidelines and National Emission Standards for Hazardous Air Pollutants (NESHAP) for Shipbuilding and Ship Repair.
- Amended Rule 1107 to remove exemptions for certain categories.
- Amended Rule 1110.2 to reduce NOx emissions from stationary engines subject to RECLAIM.
- Amended Rule 1111 to extend the compliance date for condensing and non-condensing furnaces in locations greater than 4,200 feet above sea level until October 1, 2020.
- Amended Rule 1407 to establish additional emission control requirements to reduce emissions of arsenic, cadmium, and nickel from non-chromium metal melting operations.
- Adopted Rule 1480 to establish a process that requires a facility, if it meets specific criteria, to conduct ambient monitoring and sampling of metal toxic air contaminants.
- Amended Rule 2001 to remove the opt-out provision and prevent facilities from exiting the RECLAIM program until all applicable rules that need to be updated are adopted and approved.
- The following rule development projects were initiated before or during the fiscal year and are expected to be adopted or amended in the next fiscal year:
  - Proposed Amended Rule 1117 (glass melting furnaces)
  - Proposed Amended Rule 1134 (gas turbines)
  - Proposed Rule 1109.1 (refinery equipment)
  - Proposed Amended/Adopted Rule 1147 series (miscellaneous sources)
  - Proposed Rule 1150.3 (combustion equipment at landfills)
  - Proposed Rule 1179.1 (combustion equipment at publicly owned treatment work facilities)
  - Proposed Rule 1410 (HF use at refineries) but removed from rule calendar per Board direction
  - Proposed Rule 1407.1 (chromium metal melting)
- Conducted monthly RECLAIM meetings and held over 50 individual facility or industry-specific meetings. The RECLAIM general working group meetings have shifted focus to address New Source Review issues for the transition.
- Launched an updated web-based Flare Event Notification System (FENS) for refineries with a flare map to highlight where and when flaring is occurring and the reason for the flare event.

### Socioeconomic Analysis

- Completed Socioeconomic Impact Assessments for all new rules and rule amendments.
- Conducted oversight of several studies, including two focused on improving the public welfare benefits analysis in future AQMPs, and another evaluating the potential revenue that could be generated by a future sales tax.
- Developed new computer model that helps optimize spending of incentive funding.

### Transportation Programs

- Assisted 162 local governments with the implementation of AB 2766 funds to reduce emissions, including 358 projects in their communities using approximately \$22M of Motor Vehicle revenues.
- Conducted 15 AB 2766 training sessions for 96 representatives of 71 local governments attended.
- Developed an MOU with CARB that transferred management of the AB 2766 reporting software to South Coast AQMD for the purpose of developing a future web-based submittal portal.
- Assisted regulated employers in the development of their Rule 2202 plans. Evaluated and processed approximately 1,350 Rule 2202 plan submittals.

## PLANNING, RULE DEVELOPMENT & AREA SOURCES (cont.)

- Conducted 22 Rule 2202 Employee Transportation Coordinator (ETC) certification classes in which 281 new ETCs were trained.

### Other

- Developed comment letters on key U.S. EPA initiatives, including the proposed glider kit rule, Corporate Average Fuel Economy (CAFE) standards, and transparency in regulatory science, as well as successfully advised U.S. EPA to take action on revising the heavy-duty NOx emission standard.
- Completed contract management for three PM control related projects funded by AB 1318.
- Continued working with stakeholders to develop protocols and conduct NOx characterization study of residential and commercial food service equipment (ovens, fryers, griddles, etc.).
- Completed underfired charbroiler PM control testing at UCR CE-CERT.
- Continued inventory, implementation and enforcement of rules for area sources of emissions.
- Initiated audits for approved Rule 1111 alternate compliance plans.
- Launched Rule 1415 on-line refrigerant registration program.

### **ANTICIPATED:**

#### AB 617

- Conduct outreach and develop recommendations for the selection and prioritization of communities for community emissions reduction plans and/or community air monitoring for Year 3 (2020).
- Work with Year 2 (2019) communities to develop community emissions reduction plans.
- Begin implementation of community emissions reduction plans for Year 1 (2018) communities.
- Convene Technical Advisory Group meetings to discuss modeling approaches, emissions data and numerical methodologies in depth.
- Participate in AB 617 conference calls and meetings with CARB, other air agencies and stakeholders.

#### AB 2588

- Update the Industry-Wide AB 2588 Health Risk Assessments (HRA) for gas stations using new health risk guidelines from Office of Environmental Health Hazard Assessment (OEHHA) (pending adoption) and revised emission factors and Industry-Wide HRA Guidelines from CARB. The CARB Industry-Wide HRA Guidelines is estimated to be released mid-2019.
- Continue work with CARB regarding an updated and expanded list of toxic substances under AB 2588.
- Work with consultants on quicker verification of priority scores, approval of ATIRs, HRAs, and VRRPs.
- Develop priority scores for facilities conducting required quadrennial emissions reporting.
- Continue updating the Rule 1402 & AB 2588 Guidelines as necessary.
- Conduct as many as 12 public meetings regarding facility health risk levels.

#### Air Quality Assessment

- Continue to develop tools to allow rapid preparation of PM2.5 and PM10 exceptional event demonstrations. Prepare such demonstrations for PM2.5 in the South Coast Air Basin.
- Continue to improve the dissemination of forecasts and advisories thorough the South Coast AQMD website, AirNOW, Enviroflash, and the South Coast AQMD app.
- Continue developing and disseminating the hourly and higher-spatial resolution predictions of PM2.5, PM10, and O3 throughout South Coast AQMD's jurisdiction.
- Continue the development of software to predict high-wind dust events to facilitate timely PM10 dust advisories.

## PLANNING, RULE DEVELOPMENT & AREA SOURCES (cont.)

- Continue the development of interactive maps and GIS data analysis to support AB 617 efforts. Continue to develop and improve gridded real-time AQI products.
- Continue supporting program functions through air quality forecasting, issuing advisories, calculating air quality trends, responding to public inquiries via phone and email, and conducting point-source permit modeling.

### Air Quality Modeling/Emissions Inventory

- Develop 2<sup>nd</sup> version of the Net Emissions Analysis Tool (NEAT) to incorporate a dynamic dispatch model to reflect the State of California's renewable energy goal.
- Complete the development of Toxic Air Contaminant emissions inventory and the estimation of cancer exposure risk for MATES V.
- Continue technical assistance to the AB 617 program, especially to identify the sources of major air contaminants for each community.
- Continue collaboration with regulatory agencies and academic institutions to improve air quality models to be the state-of-the-science and appropriate for AQMP attainment demonstrations.
- Host Science, Technology, Model Peer-Review (STMPR) meeting as a part of the 2022 AQMP.
- Complete the development of urban biogenic emissions and incorporate the new emissions in the 2022 AQMP modeling attainment demonstration.
- Continue refining AQMP/SIP emissions inventory to assist the implementation of AQMP.
- Continue reviewing General Conformity requirements of the projects submitted to South Coast AQMD and tracking the usage of SIP/ South Coast AQMD General Conformity account.
- Continue assisting inter- and intra-divisional projects that require regional modeling, SIP emissions inventory and Geographical Information System (GIS) based geospatial analysis.

### Annual Emissions Reporting

- Continue evaluating submissions of emissions inventories and annual emissions fees.
- Continue to improve AER on-line reporting system to facilitate data entry for users and incorporate changes to facilitate emission reporting required under AB 617.
- Continue to work with CARB and CAPCOA on the development and implementation of the Criteria Pollutant and Toxics Emissions Reporting (CTR) regulation section of AB 617.
- Continue to improve AER mailing list generator program to facilitate inclusion of facilities subject to AB 617 for emissions reporting.

### AQMP/SIP

- Begin preparation of the 2022 AQMP to address 2015 8-hour ozone standard.
- Prepare a SIP update for the 1997 8-hr ozone standard for Coachella Valley.
- Evaluate PM<sub>2.5</sub> design values for attainment status of the 2006 24-hr PM<sub>2.5</sub> standard for the Basin.
- Continue developing funding to implement the incentive control measures in the 2016 AQMP.
- Execute contracts for stationary source projects that reduce emissions and toxic exposure.
- Develop a tracking system for emission reductions achieved as a co-benefit to existing climate change programs.

## PLANNING, RULE DEVELOPMENT & AREA SOURCES (cont.)

### CEQA

- Continue working group process to establish guidance to reflect the 2015 Revised OEHHA Guidelines for estimating health risk.
- Continue working group process to update South Coast AQMD's localized significance thresholds (LSTs) to reflect the latest air dispersion model (AERMOD) and meteorological data.
- Continue working group process to develop guidance on how to address and disclose the health effects from significant adverse air quality impacts pursuant to the Friant Ranch CEQA case.
- Continue preparing and reviewing CEQA Lead Agency projects (rules and permitting projects) and commenting on other agencies' CEQA documents.

### Facility-Based Mobile Source Measures

- Bring indirect source rules and other measures for warehouses and railyards to Governing Board for consideration in 2020.
- Initiate compliance program for facilities covered by indirect source rules and MOUs.
- Track implementation of MOUs with the commercial airports to ensure progress.
- Continue developing the MOU (or other regulatory approaches) with the Ports of Los Angeles and Long Beach.
- Continue collaborations with key stakeholders at international ports, to develop incentive-based framework to accelerate deployment of cleaner vessels to trans-Pacific shipping routes.
- Continue to assist TAO on collaborations with marine technology manufacturers and shipping lines to identify and demonstrate promising retrofit technologies.

### Health Effects

- Work with Monitoring and Analysis staff to complete MATES V, including completing data validation of monitoring data, implementation of the Advanced Monitoring component, health risk modeling, report writing and data visualization.

### Mobile Sources

- Continue working on implementation of existing fleet rules including compliance verification activities; implement mobile source 2016 AQMP measures, such as fleet rule amendments.
- Secure SIP credits for mobile source incentive projects working with CARB and U.S. EPA.
- Track development of mobile source regulations by CARB and U.S. EPA.

### Stationary Source Rule Development

- Continue monthly RECLAIM Working Group Meetings to discuss the transition of RECLAIM facilities to a command and control regulatory structure consistent with the 2016 AQMP control measure CMB-05 and AB 617, as well as New Source Review issues pertaining to the transition and adopt/amend the following proposed or proposed amended rules for the RECLAIM transition:
  - Amend Rule 1134 to address U.S. EPA requirements comments for stationary turbines.
  - Amend Rule 1135 to address U.S. EPA requirements for electricity generating facilities.
  - Continue the development of Proposed Amended Rules 218/218.1 to establish monitoring, reporting, and recordkeeping requirements for facilities with Continuous Emissions Monitoring (CEMS) exiting RECLAIM .



## PLANNING, RULE DEVELOPMENT & AREA SOURCES (cont.)

- Adopt Proposed Rule 1109.1 that will establish Best Available Retrofit Control Technology (BARCT) requirements for refineries that are transitioning from RECLAIM to command and control.
- Amend Rule 1147 to implement BARCT for miscellaneous combustion sources at RECLAIM facilities that will transition to command-and-control.
- Adopt Proposed Rules 1147.1 (large miscellaneous combustion sources) that will establish requirements for facilities that are transitioning from RECLAIM to command and control.
- Amend Rule 1117 to update the emission standard to incorporate BARCT for glass melting equipment and incorporate provisions for facilities that are transitioning from NOx RECLAIM to command and control.
- Amend Rule 1100 that will establish the implementation schedule for specific NOx RECLAIM facilities that are transitioning to command and control.
- Amend Regulation XIII (New Source Review) and Regulation XX (RECLAIM) to revise New Source Review provisions to address facilities that are transitioning from RECLAIM to command-and-control. Propose amendments to Regulation XX to coordinate amendments to Regulation XIII.
- Adopt/Amend the following Rules:
  - Propose Rule 1407.1 to reduce air toxics from chromium alloy melting operations.
  - Propose Amended Rule 1469.1 to reduce hexavalent chromium emissions from spraying operations using chromium primers or coatings.
  - Propose Rules 1150.3 (landfills) and 1179.1 (Publicly Owned Treatment Works) to establish NOx emission requirements for facility-specific combustion equipment.
- Initiate rulemaking on the following rule projects:
  - Propose Rule 1138 to regulate emissions from restaurant operations.
  - Propose Rule 1450 to reduce exposure to methylene chloride from furniture stripping.
  - Propose Amended Rule 1426 to reduce air toxics from metal finishing operations.
  - Propose Rule 1435 to reduce point source and fugitive toxic air contaminants including hexavalent chromium emissions from heat treating processes.
  - Propose Rule 1147.2 (Metal Melting and Heat-Treating Furnaces) and 1147.3 (Aggregate Facilities) to establish NOx BARCT requirements for the RECLAIM transition.
  - Propose Amended Rule 1142 for VOC emissions from marine vessel operations.
  - Propose Amended Rule 2202 to streamline implementation for regulated entities.
- Continue working with stakeholders to assess implementation of Rule 1111.

### Socioeconomic Analysis

- Continue conducting socioeconomic analyses for rules and other special projects.
- Continue managing consultants to develop improved methods for evaluating socioeconomic impacts for the next AQMP.

### Transportation Programs

- Continue conducting Employee Transportation Coordinator certification sessions, and review and analyze Rule 2202 annual program submittals.
- Complete the development of EMovers, an on-line Rule 2202 plan submittal process.

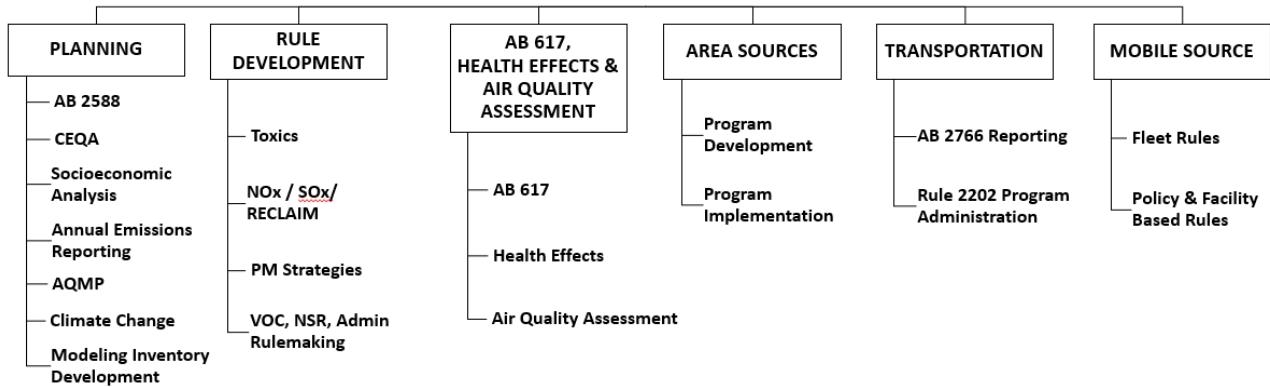
### Other

- Continue implementation of rules and compliance verification activities for area sources.

**PLANNING, RULE DEVELOPMENT & AREA SOURCES (cont.)**

- Establish two technical assessments for Rule 1118.1 (beneficial use of gas handling and impacts from food waste diversion) and others as needed.
- Continue development of the new web-based Flare Event Notification System (FENS).
- Complete development and launch on-line Rule 1415 registration.
- Continue working with CE-CERT to characterize and quantify the mechanisms leading to hexavalent chromium emissions during heat treating.

**ORGANIZATIONAL CHART:**



**POSITION SUMMARY: 148 FTEs**

Planning, Rule Development and Area Sources Units	Amended FY 2019-20	Change	Budget FY 2020-21
Office Administration	9	-	9
Planning	60	-	60
Rule Development	21	-	21
Area Sources	8	-	8
Transportation Programs	11	-	11
Health Effects	3	-	3
Mobile Source	9	-	9
AB 617	27	-	27
<b>Total</b>	<b>148</b>	<b>-</b>	<b>148</b>

## PLANNING, RULE DEVELOPMENT & AREA SOURCES (cont.)

### POSITION DETAIL:

<u>FTEs</u>	<u>Title</u>
1	Administrative Secretary
10	Air Quality Engineer II
4	Air Quality Inspector II
1	Air Quality Inspector III
63	Air Quality Specialist
2	Assistant Deputy Executive Officer
1	Contracts Assistant
1	Deputy Executive Officer - Planning, Rule Development & Area Sources
1	Director of Strategic Initiatives
1	Director of Community Air Programs/Health Effects Officer
4	Office Assistant
8	Planning and Rules Manager
26	Program Supervisor
10	Secretary
3	Senior Administrative Secretary
4	Senior Air Quality Engineer
1	Senior Meteorologist
4	Senior Office Assistant
<u>3</u>	Senior Staff Specialist
148	Total FTEs

**Planning, Rule Development & Area Sources  
Work Program by Office**

Program Code	Program Category	Program	Activities	FTEs FY 2019-20	+/-	FTEs FY 2020-21	Revenue Categories
1	26 1002	Develop Programs	AB2766/Mobile Source	2.70	0.50	3.20	IX
2	26 1007	Customer Service and Business Assistance	AB2766/MSRC	0.00	0.00	0.00	IX
3	26 1010	Develop Programs	AQMP	1.60	1.20	2.80	IV,V,IX,XV
4	26 1031	Develop Rules	AB617-BACT Cirghouse Dev	16.20	-4.25	11.95	IX
5	26 1033	Develop Programs	AB617-Em Inventory	3.00	0.00	3.00	IX
6	26 1034	Develop Programs	AB617-Em Reduc Plns	10.15	-0.05	10.10	IX
7	26 1035	Develop Rules	AB617-General	4.15	0.00	4.15	IX
8	26 1038	Develop Programs	Admin/Office Management	4.55	0.75	5.30	Ib
9	26 1050	Develop Rules	Admin/Rule Dev/PRA	1.10	0.00	1.10	Ib
10	26 1061	Monitoring Air Quality	Air Quality Evaluation	2.50	-0.50	2.00	IX
11	26 1068	Develop Programs	SCAQMD Projects	3.35	1.00	4.35	II,IV,IX
12	26 1071	Develop Rules	Arch Ctgs - Admin	0.50	0.00	0.50	XVIII
13	26 1072	Ensure Compliance	Arch Ctgs - End User	1.00	-0.25	0.75	XVIII
14	26 1073	Ensure Compliance	Arch Ctgs - Other	1.00	0.00	1.00	XVIII
15	26 1076	Ensure Compliance	Area Sources/Compliance	4.50	0.00	4.50	II,IV,V,IX,XV
16	26 1077	Develop Rules	Area Sources/Rulemaking	0.50	-0.25	0.25	II,IX
17	26 1083	Policy Support	Hlth Effects Air Pollution Fou	0.10	0.00	0.10	Ia,II,IV
18	26 1102	Develop Programs	CEQA Document Projects	3.75	0.00	3.75	II,IX
19	26 1104	Develop Programs	CEQA Policy Development	0.50	0.00	0.50	IV,IX
20	26 1121	Develop Programs	China Cln Shipping	1.00	0.00	1.00	IX
21	26 1128	Develop Programs	Cln Communities Pln	0.00	0.00	0.00	II,IX
22	26 1148	Policy Support	Climate/Energy/Incentives	2.00	-1.50	0.50	IV,XVII
23	26 1165	Develop Rules	Conformity	0.25	0.00	0.25	V,IX
24	26 2115	Ensure Compliance	AER Gen/Rev/Am/Aud	11.00	0.00	11.00	II,V
25	26 2117	Develop Programs	Emissions Inventory Studies	0.75	0.00	0.75	II,V,IX,XV
26	26 2118	Develop Programs	AQMP/Emissions Inventory	1.25	0.00	1.25	II,IX
27	26 240	Policy Support	EI-AQ Guidance Document	0.10	-0.10	0.00	II,IX
28	26 257	Develop Rules	Fac Based Mob Src	6.25	2.00	8.25	IX
29	26 276	Policy Support	Advisory Group/Home Rule	0.50	0.00	0.50	Ia
30	26 277	Policy Support	Advisory Group/AQMP	0.05	0.45	0.50	II,IX
31	26 278	Policy Support	Advisory Group/Sci,Tech,Model	0.10	0.30	0.40	II,IX
32	26 358	Ensure Compliance	GHG Rules-Compl	1.00	0.00	1.00	IV
33	26 362	Develop Rules	Health Effects	0.70	0.00	0.70	II,III,IX
34	26 368	Develop Programs	Incentive RFP Emis Red Projs	1.00	0.00	1.00	XVII
35	26 385	Develop Rules	Criteria Pollutants/Mob Srcs	0.75	-0.55	0.20	IV,IX
36	26 397	Develop Programs	Lead Agency Projects	2.50	0.00	2.50	III
37	26 416	Policy Support	Legislative Activities	0.50	0.00	0.50	Ia
38	26 443	Monitoring Air Quality	MATES V	0.30	0.90	1.20	XVII
39	26 444	Monitoring Air Quality	MATES V Refinery	0.10	0.00	0.10	XVII
40	26 445	Monitoring Air Quality	Meteorology	2.50	-0.50	2.00	II,V,IX

**Planning, Rule Development & Area Sources (Cont.)  
Work Program by Office**

Program Code	Program Category	Program	Activities	FTEs FY 2019-20	+/-	FTEs FY 2020-21	Revenue Categories
41 26 1449	Develop Rules	Mob Src/SCAQMD Rulemaking	Prepare SCAQMD Mob Src rulemaking proposals	3.60	-2.60	1.00	IX
42 26 451	Develop Programs	Mob Src/CARB/EPA Monitoring	CARB/US EPA Mob Src Fuel Policies	0.50	-0.10	0.40	IX
43 26 452	Develop Programs	Mob Src/CEC/US DOE Monitoring	CEC/US DOE Mob Src rulemaking proposals	0.20	0.00	0.20	IX,XVII
44 26 460	Develop Rules	Regional Modeling	Rule Impact/Analyses/Model Dev	5.00	0.00	5.00	II,V,IX
45 26 461	Timely Review of Permits	Permit & CEQA Modeling Review	Review Model Permit/Risk Assmt	1.00	0.00	1.00	III
46 26 503	Develop Programs	PM Strategies	PM10 Plan/Analyze/Strategy Dev	1.00	1.00	2.00	II,V,XV
47 26 530	Monitoring Air Quality	Photochemical Assessment	Photochemical Assessment	0.00	0.00	0.00	II,V
48 26 565	Customer Service and Business Assistance	Public Records Act	Comply w/ Public Rec Requests	0.79	0.00	0.79	la
49 26 620	Ensure Compliance	Refinery Pilot Project	Refinery Pilot Project	1.80	1.00	2.80	II
50 26 645	Ensure Compliance	Rule 1610 Plan Verification	Rule 1610 Plan Verification	0.50	0.00	0.50	V,IX
51 26 646	Develop Rules	R1180 Community Mon	R1180 Comm Monitoring Refinery	0.20	0.00	0.20	XVII
52 26 654	Develop Rules	Rulemaking/NOX	Rulemaking/NOX	0.90	0.00	0.90	II,IV,XV
53 26 655	Develop Rules	NSR/Adm Rulemaking	Amend/Develop NSR & Admin Rules	0.90	0.00	0.90	II,IV,V,XV
54 26 656	Develop Rules	Rulemaking/VOC	Dev/Amend VOC Rules	3.00	-2.50	0.50	II,IV,XV
55 26 659	Develop Rules	Rulemaking/Toxics	Develop/Amend Air Toxic Rules	8.75	2.65	11.40	II,XV
56 26 661	Develop Rules	Rulemaking/RECLAIM	RECLAIM Amend Rules/Related Is	1.50	0.00	1.50	II
57 26 685	Develop Programs	Socio-Economic	Apply econ models/Socio-econ	4.00	0.50	4.50	II,IV
58 26 717	Policy Support	Student Interns	Gov Bd/Student Intern Program	0.50	0.00	0.50	la
59 26 745	Develop Programs	Rideshare	Dist Rideshare/Telecommute Prog	0.55	0.00	0.55	IX
60 26 788	Customer Service and Business Assistance	AB2588 Mailing/Venue	AB2588 Mailing/Venue	0.05	-0.05	0.00	XVII
61 26 794	Ensure Compliance	Toxics/AB2588	AB2588/Toxics	13.00	0.00	13.00	X
62 26 805	Operational Support	Training	Training	0.54	0.00	0.54	Ib
63 26 816	Develop Programs	Transportation Regional Progs	Dev AQMP Meas/Coord w/Reg Agn	0.40	0.35	0.75	V,IX
64 26 825	Operational Support	Union Negotiations	Official Labor/Mgmt Negotiate	0.04	0.00	0.04	la
65 26 826	Operational Support	Union Steward Activities	Rep Employees in Grievance Act	0.08	0.00	0.08	la
66 26 833	Customer Service and Business Assistance	Rule 2202 ETC Training	Rule 2202 ETC Training	1.15	1.00	2.15	XI
67 26 834	Develop Programs	Rule 2202 Implement	Rule 2202 Proc/Sub Plans/Tech Eval	2.15	-0.29	1.86	XI
68 26 836	Develop Programs	Rule 2202 Support	R2202 Supt/CmptMaint/WebSubmt	2.05	-0.06	1.99	V,XI
69 26 855	Operational Support	Web Tasks	Create/edit/review web content	0.10	-0.05	0.05	la

**Total Planning, Rule Development, and Area Sources**

148.00	(0.00)	148.00
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**Planning, Rule Development & Area Sources  
Line Item Expenditure**

Major Object / Account # / Account Description		FY 2018-19 Actuals	FY 2019-20 Adopted Budget	FY 2019-20 Amended Budget	FY 2019-20 Estimate *	FY 2020-21 Adopted Budget
<b>Salary &amp; Employee Benefits</b>						
51000-52000	Salaries	\$ 12,610,708	\$ 14,726,917	\$ 14,726,917	\$ 13,852,516	\$ 14,254,554
53000-55000	Employee Benefits	6,832,924	8,299,872	8,299,871	7,662,815	8,458,911
Sub-total Salary & Employee Benefits		\$ 19,443,633	\$ 23,026,789	\$ 23,026,788	\$ 21,515,331	\$ 22,713,465
<b>Services &amp; Supplies</b>						
67250	Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
67300	Rents & Leases Equipment	-	-	-	-	-
67350	Rents & Leases Structure	1,203	2,000	2,000	2,000	2,000
67400	Household	-	-	-	-	-
67450	Professional & Special Services	1,039,665	894,000	824,000	776,000	894,000
67460	Temporary Agency Services	101,655	20,000	76,024	76,024	20,000
67500	Public Notice & Advertising	90,660	105,300	105,300	105,300	255,300
67550	Demurrage	753	1,000	4,177	4,177	1,000
67600	Maintenance of Equipment	-	5,000	8,600	8,600	5,000
67650	Building Maintenance	-	1,000	1,000	1,000	1,000
67700	Auto Mileage	5,377	8,500	8,500	8,500	8,500
67750	Auto Service	-	-	-	-	-
67800	Travel	75,912	70,000	70,000	70,000	70,000
67850	Utilities	-	-	-	-	-
67900	Communications	30,600	50,000	50,000	50,000	50,000
67950	Interest Expense	-	-	-	-	-
68000	Clothing	2,288	1,500	1,500	1,500	1,500
68050	Laboratory Supplies	-	-	-	-	-
68060	Postage	105,907	100,000	100,000	100,000	100,000
68100	Office Expense	202,402	161,484	182,897	182,897	161,484
68200	Office Furniture	4,357	-	-	-	-
68250	Subscriptions & Books	1,127	2,000	2,000	2,000	2,000
68300	Small Tools, Instruments, Equipment	-	-	-	-	-
68400	Gas and Oil	-	-	-	-	-
69500	Training/Conference/Tuition/ Board Exp.	17,476	25,000	21,000	21,000	25,000
69550	Memberships	248	4,000	4,000	4,000	4,000
69600	Taxes	-	-	-	-	-
69650	Awards	-	-	-	-	-
69700	Miscellaneous Expenses	45,507	125,000	114,435	114,435	125,000
69750	Prior Year Expense	-	-	-	-	-
69800	Uncollectable Accounts Receivable	-	-	-	-	-
89100	Principal Repayment	-	-	-	-	-
Sub-total Services & Supplies		\$ 1,725,137	\$ 1,575,784	\$ 1,575,433	\$ 1,527,433	\$ 1,725,784
77000	<b>Capital Outlays</b>	\$ 63,893	\$ -	\$ 24,200	\$ 24,200	\$ -
79050	<b>Building Remodeling</b>	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures		\$ 21,232,663	\$ 24,602,573	\$ 24,626,421	\$ 23,066,964	\$ 24,439,249

\* Estimates based on July 2019 through February 2020 actual expenditures and February 2020 budget amendments.

## SCIENCE & TECHNOLOGY ADVANCEMENT

### MATT MIYASATO CHIEF TECHNOLOGIST

At a Glance:	
FY 2019-20 Adopted	\$35.4M
FY 2020-21 Budget	\$37.3M
% of FY 2020-21 Budget	21.6%
Total FTEs FY 2020-21 Budget	231

#### DESCRIPTION OF MAJOR SERVICES:

Science & Technology Advancement is responsible for three key areas of operation: monitoring and analysis; technology research and development; and technology implementation. The Technology Advancement Office (TAO) implements the Clean Fuels Program to commercialize advanced low- and zero-emission technologies and incentive programs such as the AB 617 Community Air Protection (CAP), Carl Moyer, Lower-Emission School Bus, Volkswagen Mitigation Program (VMP), and Proposition 1B-Goods Movement programs (Prop 1B). TAO is also responsible for the administration and implementation of the Enhanced Fleet Modernization Program (EFMP). Staff also provides support for the Mobile Source Air Pollution Reduction Review Committee (MSRC), and Best Available Control Technology programs (BACT). The Monitoring & Analysis Division maintains the South Coast AQMD's (District) air monitoring network, operates the Rule 1180 refinery community air monitoring network, operates the analytical laboratory, conducts source tests and evaluation, conducts local community monitoring in areas of concern, implements quality assurance programs, evaluates low cost sensors, evaluates and implements optical remote sensing (ORS) technologies for emission measurements, and provides meteorological, sampling and analytical support as part of the District's incident response program, wildfire, and special monitoring projects for the agency.

#### ACCOMPLISHMENTS:

##### RECENT:

- Continued the implementation of the Carl Moyer, Surplus Off-Road Opt-In for NOx (SOON), Lower-emission School Bus (LESB), AB 617 CAP incentives, Funding Agricultural Replacement Measures for Emission Reductions (FARMER), VMP, EFMP and the Prop 1B programs with total funding exceeding \$200 million. Implemented program efficiencies for the EFMP in 2019, resulting in a total of 2,191 vouchers funded totaling \$17.98 million in expenditures. For the VMP, worked closely with CARB and the other administering air districts to execute the grant agreement for \$165 million in funding, completed the Implementation Manual, and released the first solicitation for the Combustion Freight and Marine Projects Category. Implemented the Voucher Incentive Program (VIP) for replacement of on-road trucks on a first-come-first-served basis.

## SCIENCE & TECHNOLOGY ADVANCEMENT (cont.)

- Completed CARB and State Controller's Office program reviews of the District's incentive funding programs, including over \$500 million in State grants and matching funds spanning 7 years of incentive program implementation, with no findings. This audit was the most extensive review of State incentive funding programs conducted by CARB to-date.
- Continued the Clean Fuels (CF) program, which is the research, development, demonstration and deployment program for the District. Board approved over \$68 million in projects, comprising of \$7.6 million in CF funds and \$12.1 million in awards from federal and state solicitations, and \$48.3 million in partners cost share; CF funds were leveraged with a ratio of 1:12. Projects in key technical areas include heavy-duty electric drive technologies, near-zero emission medium and heavy-duty engines, in-use emissions testing of HD trucks, local renewable natural gas production, and refueling infrastructure for alternative fuels (natural gas, electricity and hydrogen).
- Supported the development and demonstration of emission control technologies for marine and ocean-going vessels (OGV). Engaged the technology developers and vessel operators who have expertise in the area of shipping, engine technologies, emission control technologies to develop innovative technologies that will result in reducing emissions.
- Updated BACT Guidelines including updates to major and minor source policy and procedures in addition to Lowest Achievable Emission Rate (LAER) BACT determinations.
- Participated and provided input in the development of CARB's AB 617 BACT/Best Available Retrofit Control Technology (BARCT) Clearinghouse web-based portal.
- Continued research, development, demonstration and deployment of in-basin renewable energy and microgrid projects, including fuel cells, solar photovoltaic, energy storage and low NOx combustion technologies.
- Continued to assess ambient air quality in the Basin, operated and maintained approximately 43 air monitoring sites resulting in 202,210 valid pollutant data points per month, collected and analyzed of 1,075 canisters for ambient Volatile Organic Compounds (VOCs) and toxics and over 13,811 filters for components including mass, ions, carbon and metals. This is in support of federal programs including those for National Air Toxics Trends Stations (NATTS), Photochemical Assessment Monitoring Stations (PAMS), National Core (NCORE) PM2.5 Speciation, and Near-Road Monitoring. This data provides the basis for the compliance with the national ambient air quality standards (NAAQS) along with verifying emission models and understanding source contributions for future control measures.
- Performed audits of field laboratory test methods in support of federal monitoring programs and including "in-house" audits for air toxics; performed 2018 data certification and review.
- Continued the District's audit program to improve quality assurance, Total Suspended Particulate (TSP), PM10 and PM2.5 measurements performed by District staff.
- Continued special monitoring efforts to address community concerns and better characterize emissions from oil reclamation activities, metal finishing, metal forging and recycling, battery recycling facilities, and oil and gas operations. Continued PM10 monitoring in the City of Duarte to assess potential impacts from nearby mining operations. Also maintained monitoring efforts near the Salton Sea measuring hydrogen



## SCIENCE & TECHNOLOGY ADVANCEMENT (cont.)

sulfide and PM10 to provide information to alert the public of potential dust and/or odor events.

- Supported and verified compliance with current rules and regulations, analyzed over 880 samples for asbestos from demolition sites based on complaints and concerns about fallout (deposition), analyzed approximately 500 products for VOC and Hazardous Air Pollutants (HAP) content; and conducted over 1,800 Source Test (ST) protocol and report evaluations, Continuous Emissions Monitoring System (CEMS) certifications, Laboratory Approval Program (LAP) application reviews and ST observations.
- Finalized air toxic monitoring for the Multiple Air Toxics Exposure Study (MATES V) at ten fixed locations to characterize and spatially identify hazardous air pollutant exposure in the Basin. Began conducting air monitoring in and around communities neighboring refineries using a combination of standardized, advanced and low-cost methods to assess air pollution levels that may be related to refinery emissions.
- Continued the evaluation of commercially available low-cost air quality sensors in the field and laboratory within the AQ-SPEC program.
- Worked in collaboration with Google Outreach to test the performance of PM2.5, O3 and CO2 sensors on a mobile platform and developed a scientifically robust protocol for using sensor technology to conduct mobile measurements of air pollution.
- Deployed different particle and gas sensors in small networks for specific applications. A network of nine particle sensors has been operating at the fence line of Rainbow Environmental in Huntington Beach to monitor fugitive emissions of PM2.5 and PM10 from this facility in real time. An additional 90 sensors have been installed throughout the Los Angeles Air Basin for Phase II of the NASA Citizen Science project. Data collected by these sensors will assist NASA scientists to improve our understanding of relationship between satellite aerosol optical depth and surface PM, ultimately leading to better observations of air quality from space. As part of the U.S. EPA Science to Achieve Results (STAR) Grant project, approximately 300 sensors have already been installed to monitor and measure particulate matter at the community level in 14 communities in the State of California. In addition, a network of more than 100 multi-pollutant sensor units measuring O3, NO2, and PM have been operated in the Basin, and procedures have been developed to keep this network calibrated.
- Supported AB 617 community outreach efforts and community steering group orientation by participating in over 10 community meetings in each of three Year 1 AB 617 communities. Developed and began implementation of Community Air Monitoring Plans (CAMP) tailored to each community based on the information gathered from Community Steering Committees (CSC) and considering the past and current air monitoring efforts in those communities.
- Continued the development of state-of-the-art mobile platforms that use advanced measurement technologies to conduct highly resolved ambient concentration of criteria pollutants and air toxics. These mobile platforms are ideal for surveying large areas in a relatively short period of time, identifying pollution hotspots and sources that were previously unknown, providing valuable data for enforcement consideration, and informing emission reduction efforts.

## SCIENCE & TECHNOLOGY ADVANCEMENT (cont.)

- Continued the development of a comprehensive data platform for acquiring, validating, analyzing and mapping air measurement data from the various air monitoring technologies, including real- (and near-real-) time and time-integrated measurements.
- Continued to work with CARB, state and local agencies, and other stakeholders to implement each CAMP tailored to the three Year 1 AB 617 communities. Air monitoring in these communities began before the July 1, 2019 implementation deadline and is currently ongoing. Air monitoring methodologies implemented include a combination of mobile monitoring, real- (or near-real-) time and time-integrated measurements at fixed monitoring stations, and development of sensor networks to provide information on the air pollution impact caused by specific emission sources.
- Continued quarterly implementation of a Community Scale Project funded by the U.S. EPA and used ORS technologies for emission measurements in the Carson/Wilmington/Long Beach areas to characterize and quantify emissions from refineries and to assess their impact on surrounding communities.
- Continued efforts to maintain a network of 31 samplers for the Department of Homeland Security. Approximately 11,315 samples were delivered to the LA County Department of Public Health in support of the program.
- Continued to provide sampling, monitoring, and laboratory analyses in support of the District Incident and Nuisance Response efforts, including recent wildfire smoke incidents and coastal odor investigations.
- Facilitated the Emissions Quantification and Testing Evaluation (EQUATE) group as per the Governing Board resolution to the recent Regulation III amendments to provide input on the source test review process assessment. The EQUATE recommendations include implementation of an electronic source test submission portal and tracking dashboard.
- Conducted a source test measurement at a cannabis facility on their cannabis solvent extraction process. The process previously has not been tested for emissions, and the results will be used as a factor to determine whether controls are needed.
- Conducted source test evaluation of polyfluoroalkyl substances (PFAS) as a follow up to Rule 1469.
- Worked with each major refinery in the Basin and the Western States Petroleum Association (WSPA) to develop refinery fenceline air monitoring plans, with an emphasis on fenceline coverage, data display to the public, public notifications and quality assurance/quality control (QA/QC). Continued working with the refineries on the remaining elements of their plans including communication of data and notifications. Provided formal review and feedback to Rule 1180 Refinery Fenceline monitoring plans.
- Developed a Rule 1180 CAMP and provided to the public for review and comment in November 2019. Hosted four Rule 1180 community workshops providing a status update on the refinery air monitoring plans and introduced concepts for refinery-related community air monitoring and discussed the draft Rule 1180 CAMP.
- Deployed four Rule 1180 community air monitoring stations and began live data reporting for selected pollutants.

### ANTICIPATED:

- Continue the development and demonstration of heavy-duty (HD) zero emission cargo transport trucks and off-road equipment and initiate the development and

## SCIENCE & TECHNOLOGY ADVANCEMENT (cont.)

demonstration of zero emission goods movement corridors. Additionally, develop and demonstrate EV and hydrogen infrastructure supported by energy storage, onsite generation and microgrids to enable large deployments of zero emission HD trucks.

- Continue the implementation of the VIP on a first-come-first-served basis; solicit and complete contracting on- and off-road projects, including marine vessel engine repowering projects, and infrastructure for zero- and near-zero-emission vehicles for the Carl Moyer Program, identify and obtain community support for projects to be funded by CAP incentives and initiate contracting for these projects, continue EFMP implementation and processing over 200 vouchers per month, and obligate all remaining Prop 1B Program funds awarded to the District. Also, issue grants for the replacement of school buses with lower and zero emission buses under the LESB program. Develop and implement the Zero-Emissions Class 8 Truck and Combustion categories under CARB's VMP.
- Continue periodic updates to the BACT Guidelines, specifically major and minor source policy and procedures and LAER/BACT determinations.
- Conduct a BACT technical assessment for flares receiving biogas derived from advanced digestion and/or organic waste digestion or codigestion that considers costs, review of the current scientific literature, existing measurement methods, technology achieved in-practice, reliability issues, and if necessary, field testing. Report back to the Stationary Source Committee within 12 months of rule adoption to present findings and potential recommendations and amend the BACT Guidelines and Rule 1118.1, if necessary.
- Continue to participate in the development of CARB's AB 617 BACT/BARCT web-based portal.
- Continue research, development, demonstration and deployment of low NOx combustion technologies, renewable energy and microgrid projects.
- Develop and implement grant management databases for tracking of demonstration and implementation projects.
- Increase deployment of cleaner construction equipment, locomotives, marine (including OGV), and on-road HD vehicles through the continued implementation of funding incentive programs to meet emission reduction goals in the AQMP.
- Continue to apply for funding opportunities from local, state, and federal programs.
- Provide monitoring, source testing, and analysis for rule development related to upcoming amendments for Rules 1407.1 and 218d.
- Continue source test protocol and report evaluations, CEMS certifications, LAP application reviews and source test observations. Increase throughput on source test evaluations anticipated due to RECLAIM (Regional Clean Air Incentives Market) sunset and permit streamlining efforts.
- Facilitate an ammonia CEMS demonstration project to evaluate whether sources of ammonia can be continuously monitored for emissions. If the demonstration is successful, develop a procedure for validating the CEMS.
- Participate in outreach meetings and develop CAMP for both Year 2 AB 617 communities (South East Los Angeles and Eastern Coachella Valley) approved by CARB and begin implementation of those plans by December 2020.
- Continue working with the refineries towards approval of their Rule 1180 fenceline air monitoring plans. Continue to oversee the implementation of the refinery fenceline air monitoring systems, public data website and public notification systems developed and

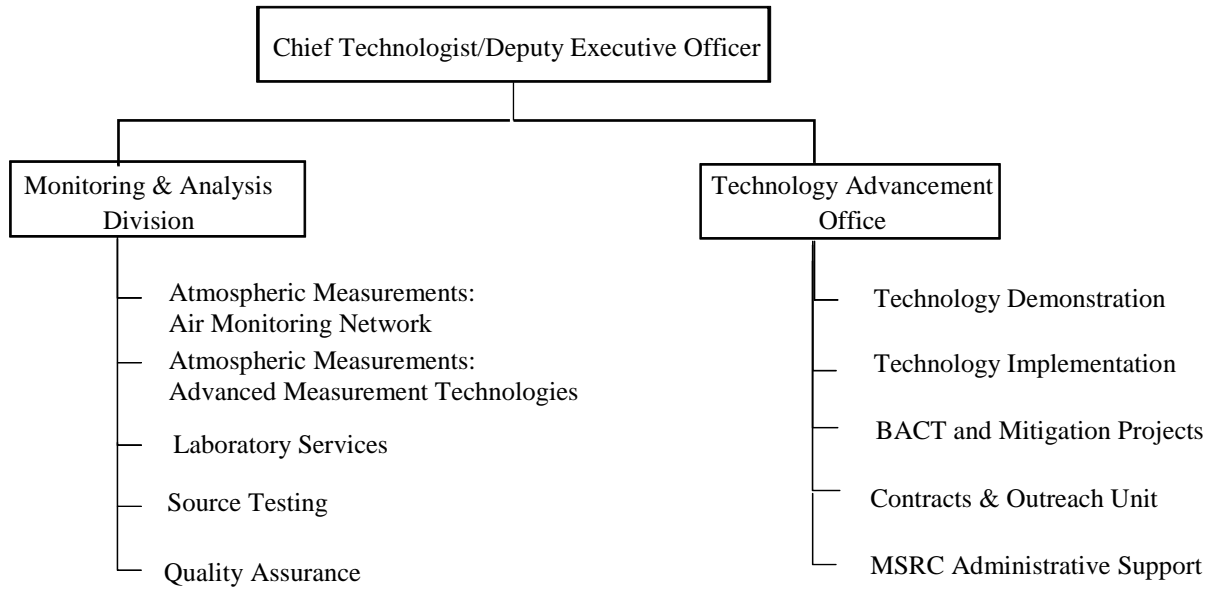
## SCIENCE & TECHNOLOGY ADVANCEMENT (cont.)

implemented by each refinery. Work with each refinery on implementing robust QA/QC of their fence-line air monitoring systems.

- Continue to develop and implement refinery-related community air monitoring as required under Rule 1180.
- Complete technical demonstration of optical tent for real-time monitoring of Benzene, Toluene, Ethylbenzene and Xylenes (BTEX) at the Phillips 66 Wilmington refinery.
- Continue development of the District's air monitoring network and special monitoring efforts critical to the District operations. This includes continued compliance verification and rule development, monitoring efforts in Paramount, West Rancho Dominguez, and East Los Angeles.
- Continue development and implementation of mobile surveying methods to assess pollutants in a large area in a short amount of time.
- Implement enhanced ozone monitoring strategy for the U.S. EPA PAMS program to provide more relevant and robust data sets for VOCs that are ozone precursors. Continue to develop concepts for additional specialized studies or ongoing measurements that would provide information to guide future pollution reduction efforts.
- Continue to enhance and modernize the laboratory instrumentation, methodologies, and analysis capabilities to help with special monitoring projects, incident and wildfire response. Continue operational efficiency improvement by investing in latest software, automated instruments and equipment and other workflow streamlining efforts.
- Continue to enhance and modernize the District's telemetry system and data management system that receives and validates the incoming data from the air monitoring stations and special monitoring locations to additionally include AB 617 data.
- Continue to assess and oversee operational integrity, efficiency and quality assurance through monthly internal audits of laboratory and field monitoring stations. Participate in the U.S. EPA Technical System Audit being conducted.
- Continue with full-scale testing of air quality sensors in AQ-SPEC and share testing results with the public. Develop concept for performance verification and/or certification of low-cost particle and gaseous sensors.
- Deploy and pilot several air quality sensor networks for the purpose of developing new low-cost monitoring capabilities for the District, regulated entities, and the public. Continue to implement the goals and objectives of the STAR grant to engage, educate, and empower California communities on the use and applications of "low-cost" air monitoring sensors and complete the deployment of sensor networks in collaboration with CAPCOA agencies and environmental justice groups and communities.
- Continue with the implementation of the remote sensing technology projects and experimentation with other next generation monitoring technologies and formulate appropriate recommendations to best integrate into the District's current measurement toolbox.
- Continue with the implementation of advanced air monitoring technologies for coastal odor investigations.
- Monitor smoke from prescribed burns that have been scheduled by the U.S Forest Service in the San Bernardino National Forest and San Jacinto Mountain Range.

**SCIENCE & TECHNOLOGY ADVANCEMENT (cont.)**

**ORGANIZATIONAL CHART:**



**POSITION SUMMARY: 231 FTEs**

Science & Technology Advancement Units	Amended 2019-20	Change	Budget FY 2020-21
Office Administration	14	-	14
Monitoring & Analysis	160	-	160
Technology Advancement	57	-	57
Total	231	-	231

## SCIENCE & TECHNOLOGY ADVANCEMENT (cont.)

### POSITION DETAIL:

<u>FTEs</u>	<u>Title</u>
27	Air Quality Chemist
10	Air Quality Engineer II
3	Air Quality Inspector II
22	Air Quality Instrument Specialist I
28	Air Quality Instrument Specialist II
31	Air Quality Specialist
2	Assistant Deputy Executive Officer/Science & Technology Advancement
3	Atmospheric Measurement Manager
14	Contracts Assistant
1	Chief Technologist/Deputy Executive Officer
6	Laboratory Technician
1	Meteorologist Technician
1	Monitoring Operations Manager
4	Office Assistant
2	Planning and Rules Manager
4	Principal Air Quality Chemist
2	Principal Air Quality Instrument Specialist
18	Program Supervisor
6	Secretary
3	Senior Administrative Secretary
11	Senior Air Quality Chemist
4	Senior Air Quality Engineer
12	Senior Air Quality Instrument Specialist
1	Senior Enforcement Manager
5	Senior Office Assistant
1	Senior Public Information Specialist
2	Senior Staff Specialist
1	Source Test Manager
2	Staff Assistant
2	Staff Specialist
1	Supervising Air Quality Engineer
<u>1</u>	Technology Implementation Manager
<b>231</b>	<b>Total FTEs</b>

**Science & Technology Advancement  
Work Program by Office**

Program Code	Program Category	Program	Activities	FTEs FY 2019-20	+/-	FTEs FY 2020-21	Revenue Categories
1	44 003	Advance Clean Air Technology	AB2766/MSRC	Mob Src Review Comm Prog Admin	0.50	0.00	0.50 IX
2	44 004	Advance Clean Air Technology	Advisory Group/Small Business	AB2766 Admin Discretionary Prog	3.00	0.00	3.00 IX
3	44 009	Develop Programs	AB 1318 Mitigation	AB 1318 Projects Admn/Impl	0.25	-0.20	0.05 XVII
4	44 012	Advance Clean Air Technology	AQMP/Control Tech Assessment	Tech Supp: Quantify Cost Effec	1.00	0.00	1.00 VIII
5	44 015	Ensure Compliance	Acid Rain Program	Acid Rain CEMS Eval/Cert	0.50	-0.30	0.20 II,IV
6	44 030	Advance Clean Air Technology	AB134	AB134	5.00	0.00	5.00 IX
7	44 035	Monitoring Air Quality	AB617-General	AB617-General	0.00	0.50	0.50 IX
8	44 036	Monitoring Air Quality	AB617-Monitoring	AB617-Monitoring	39.00	0.00	39.00 IX
9	44 038	Monitoring Air Quality	Admin/Office Mgmt/Monitoring	Overall Program Mgmt/Coord	1.40	-0.50	0.90 Ib
10	44 039	Advance Clean Air Technology	Admin/Office Mgt/Tech Adv	Admin Support/Coordination	0.77	0.00	0.77 VIII
11	44 041	Policy Support	Admin/Office Mgmt/Policy Supp	Overall Policy Supp/Mgmt/Coord	0.49	0.00	0.49 Ib
12	44 042	Ensure Compliance	Admin/Office Mgmt/Compliance	Compliance: Assign/Manage/Supp	0.37	0.00	0.37 Ib
13	44 043	Develop Rules	Admin/Office Mgmt/Rules	Rules: Assign/Manage/Supp	0.15	0.00	0.15 Ib
14	44 046	Monitoring Air Quality	Admin/Program Management	STA Program Administration	2.00	0.00	2.00 Ib
15	44 048	Advance Clean Air Technology	Admin/Prog Mgmt/Tech Advance	Overall TA Program Mgmt/Coord	1.55	0.00	1.55 VIII
16	44 063	Monitoring Air Quality	Ambient Air Analysis	Analyze Criteria/Tox/Pollutants	8.91	0.00	8.91 II,V,IX
17	44 064	Monitoring Air Quality	Ambient Network	Air Monitoring/Toxics Network	18.05	2.50	20.55 II,IV,V,IX
18	44 065	Monitoring Air Quality	Air Quality Data Management	AM Audit/Validation/Reporting	1.00	0.00	1.00 II,V,IX
19	44 067	Monitoring Air Quality	Ambient Lead Monitoring	Lead Monitoring/Analysis/Reporting	0.50	0.00	0.50 IV
20	44 069	Develop Programs	AQIP Evaluation	AQIP Contract Admin/Evaluation	0.50	-0.40	0.10 IX
21	44 072	Ensure Compliance	Arch Ctgs - End User	Sample Analysis/Rpts	2.00	0.00	2.00 XVIII
22	44 073	Monitoring Air Quality	Arch Ctgs - Other	Sample Analysis/Rpts	2.00	0.00	2.00 XVIII
23	44 079	Monitoring Air Quality	AQ SPEC	AQ SPEC	6.19	0.00	6.19 XVII
24	44 081	Monitoring Air Quality	Air Filtration EPA	Air Filtration EPA/Admn/Impl	0.15	0.00	0.15 V
25	44 082	Monitoring Air Quality	Air Filtration Other	Air Filtration Other/Admn/Impl	0.10	0.00	0.10 XVII
26	44 095	Advance Clean Air Technology	CA Natural Gas Veh Partnership	CA Natural Gas Veh Partnership	0.10	0.00	0.10 VIII
27	44 105	Ensure Compliance	CEMS Certification	CEMS Review/Approval	6.15	-1.15	5.00 II,III,VI
28	44 121	Advance Clean Air Technology	China Cln Shipping	China Partnership Cleaner Shpng	0.90	0.00	0.90 IX
29	44 130	Advance Clean Air Technology	Clean Fuels/Contract Admin	Admin/Project Supp for TA Cont	3.90	0.00	3.90 VIII
30	44 132	Advance Clean Air Technology	Clean Fuels/Mobile Sources	Dev/Impl Mobile Src Proj/Demo	1.00	0.00	1.00 VIII
31	44 134	Advance Clean Air Technology	Clean Fuels/Stationary Combust	Dev/Demo Clean Combustion Tech	0.30	0.00	0.30 VIII
32	44 135	Advance Clean Air Technology	Clean Fuels/Stationary Energy	Dev/Demo Alt Clean Energy	0.55	0.00	0.55 VIII
33	44 136	Advance Clean Air Technology	Clean Fuels/Tech Transfer	Disseminate Low Emiss CF Tech	1.80	0.00	1.80 VIII
34	44 161	Monitoring Air Quality	Comm Air Tox Init	Community Air Toxics Initiative	0.00	0.00	0.00 XVIII
35	44 175	Ensure Compliance	DB/Computerization	Develop Systems/Database	0.44	0.00	0.44 II,IV,VI
36	44 187	Advance Clean Air Technology	DERA Sch Bus Repl	DERA Sch Bus Repl Admin/Impl	0.10	0.00	0.10 V
37	44 188	Advance Clean Air Technology	DERA FY 13 Veh Repl	DERA Vehicle Repl Admin/Impl	0.10	0.00	0.10 XVII
38	44 190	Advance Clean Air Technology	Diesel Projects EPA	Diesel Projects EPA/Admn/Impl	0.20	-0.20	0.00 V
39	44 203	Advance Clean Air Technology	EFMP Program Support	EFMP Program Support	5.00	0.00	5.00 XVII
40	44 240	Monitoring Air Quality	Environmental Justice	Implement Environmental Justice	0.45	-0.45	0.00 II,IX

**Science & Technology Advancement (Cont.)  
Work Program by Office**

#	Program Code	Program Category	Program	Activities	FTEs		+/-	FTEs FY 2020-21	Revenue Categories
					FY 2019-20	FY 2020-21			
41	44	248	Monitoring Air Quality	EPA Community Scale AQ-SPEC	EPA Community Scale AQ-SPEC	1.00	0.00	1.00	V,XVII
42	44	258	Advance Clean Air Technology	FARMER Grant	Fund Ag Replacement Measures	2.50	-1.00	1.50	XVII
43	44	276	Policy Support	Advisory Group/Technology Adva	Tech Adv Advisory Group Supp	0.10	0.00	0.10	VIII
44	44	356	Advance Clean Air Technology	GGRF ZEDT Demo	GGRF ZEDT Demo Admin	1.10	0.00	1.10	XVII
45	44	368	Develop Programs	Incentive RFP Emis Red Projs	Incentive Projects Admin	3.00	0.00	3.00	XVII
46	44	396	Develop Programs	Lawnmower Exchange	Lawn Mower Admin/Imp/Outreach	0.30	0.00	0.30	XVII
47	44	410	Policy Support	Legislation	Support Pollution Reduction thru Legislatio	0.50	0.00	0.50	IX
48	44	450	Ensure Compliance	Microscopic Analysis	Asbestos/PM/Metals Analysis	2.00	1.00	3.00	VI
49	44	453	Advance Clean Air Technology	Mob Src: Emis Inven Method	Rvw CARB/US EPA emissions inven methodology	1.50	0.00	1.50	VIII,IX
50	44	456	Develop Rules	MS & AQMP Control Strategies	AQMP Control Strategies	0.30	0.00	0.30	VIII
51	44	457	Advance Clean Air Technology	Mob Src/C Moyer Adm/Outreach	Carl Moyer: Imp/Admin Grant	13.10	0.80	13.90	IX
52	44	458	Develop Programs	Mobile Source Strategies	Implement Fleet Rules	1.00	0.00	1.00	VIII
53	44	459	Advance Clean Air Technology	Mob Src/C Moyer/Imp/Prg Dev	Moyer/Implem/Program Dev	3.00	1.00	4.00	IX
54	44	460	Advance Clean Air Technology	VIP Admin	VIP Admin/Outreach/Imp	0.50	0.00	0.50	IX
55	44	468	Monitoring Air Quality	NATTS(Natl Air Tox Trends Sta)	NATTS (Natl Air Tox Trends)	1.00	0.00	1.00	II,V,IX
56	44	469	Monitoring Air Quality	Near Roadway Mon	Near Roadway Monitoring	1.50	-1.50	0.00	IV,V,IX
57	44	500	Ensure Compliance	PM2.5 Program	Est/Operate/Maint PM2.5 Network	10.30	0.00	10.30	II,V,IX
58	44	505	Monitoring Air Quality	PM Sampling Program (DHS)	PM Sampling Program - Addition	8.41	0.00	8.41	V
59	44	507	Monitoring Air Quality	PM Sampling Spec	PM Sampling Special Events	0.10	0.00	0.10	V
60	44	530	Monitoring Air Quality	Photochemical Assessment	Photochemical Assess & Monitor	3.00	0.00	3.00	V,IX
61	44	533	Advance Clean Air Technology	POLB AMECS Demo	POLB AMECS Demo-Admin/Impl	0.10	0.00	0.10	XVII
62	44	542	Develop Programs	Prop 18:Goods Movement	Prop 18:Goods Movement	2.00	0.00	2.00	IX
63	44	545	Timely Review of Permits	Protocols/Reports/Plans	Eval Test Protocols/Cust Svc	0.10	0.00	0.10	III,IV
64	44	546	Timely Review of Permits	Protocols/Reports/Plans	Eval Test Protocols/Compliance	6.15	0.00	6.15	IV,VI
65	44	565	Customer Service and Business Assistance	Public Records Act	Comply w/ Public Req for Info	0.17	0.45	0.62	Ia
66	44	585	Monitoring Air Quality	Quality Assurance	Quality Assurance Branch	7.00	-1.00	6.00	II,V,IX
67	44	646	Monitoring Air Quality	R1180 Community Mon	R1180 Comm Monitoring Refinery	9.00	5.00	14.00	XVII
68	44	653	Develop Rules	Rulemaking/BACT	Dev/Amend BACT Guidelines	1.50	0.00	1.50	II
69	44	657	Develop Rules	Rulemaking/Support PRA	Assist PRA w/ Rulemaking	0.05	1.15	1.20	II
70	44	663	Monitoring Air Quality	Salton Sea Monit	Mon/Analyze Hydrogen Sulfide	0.25	0.00	0.25	XVII
71	44	677	Advance Clean Air Technology	School Bus/Lower Emission Prog	School Bus Program Oversight	2.00	0.00	2.00	IX
72	44	700	Ensure Compliance	Source Testing/Compliance	Conduct ST/Prov Data/Compl	2.25	0.00	2.25	VI
73	44	701	Customer Service and Business Assistance	Source Testing/Customer Svc	Conduct ST/Prov Data/Cust Svc	0.05	0.00	0.05	VI
74	44	702	Develop Programs	ST Methods Development	Eval ST Methods/Validate	0.95	0.00	0.95	II
75	44	704	Ensure Compliance	ST/Sample Analysis/Compliance	Analyze ST Samples/Compliance	4.00	0.00	4.00	VI
76	44	705	Develop Programs	ST Sample Analysis/Air Program	Analyze ST Samples/Air Prgrms	0.25	0.00	0.25	II
77	44	706	Develop Rules	ST Sample Analysis/Air Program	Analyze ST Samples/Rules	0.25	0.00	0.25	II
78	44	707	Ensure Compliance	VOC Sample Analysis/Compliance	VOC Analysis & Rptg/Compliance	7.00	-0.50	6.50	IV,XV
79	44	708	Develop Rules	VOC Sample Analysis/Rules	VOC Analysis & Rptg/Rules	0.25	0.00	0.25	II,XV
80	44	709	Customer Service and Business Assistance	VOC Sample Analysis/SBA/Other	VOC Analysis & Reptg/Cust Svc	0.50	-0.50	0.00	VI
81	44	715	Monitoring Air Quality	Spec Monitoring/Emerg Response	Emergency Response	0.50	0.00	0.50	II



**Science & Technology Advancement (Cont.)  
Work Program by Office**

#	Program Code	Program Category	Program	Activities	FTEs FY 2019-20	+/-	FTEs FY 2020-21	Revenue Categories
82	44 716	Ensure Compliance	Special Monitoring	Rule 403 Compliance Monitoring	2.20	0.00	2.20	III,IV,IX,XV
83	44 725	Timely Review of Permits	Permit Processing/Support E&C	Assist EAC w/ Permit Process	0.05	0.30	0.35	III
84	44 738	Advance Clean Air Technology	Target Air Shed EPA	Targeted Air Shed Admin/Impl	0.50	0.00	0.50	V,XVII
85	44 740	Advance Clean Air Technology	Tech Adv/Commercialization	Assess CFs/Adv Tech Potential	0.25	0.00	0.25	VIII
86	44 741	Advance Clean Air Technology	Tech Adv/Non-Combustion	Dev/Demo Non-Combustion Tech	0.60	0.00	0.60	VIII
87	44 794	Ensure Compliance	Toxics/AB2588	Eval Protocols/Methods/ST	3.25	-1.25	2.00	X
88	44 795	Ensure Compliance	Toxics/Engineering	R1401 Toxics/HRA Prot/Rpt Eval	0.05	1.25	1.30	VI,X
89	44 816	Advance Clean Air Technology	Transportation Research	Transport Research/Adv Systems	0.10	0.00	0.10	VIII
90	44 825	Operational Support	Union Negotiations	Labor/Mgmt Negotiations	0.05	0.00	0.05	la
91	44 826	Operational Support	Union Steward Activities	Rep Employees in Grievance Act	0.05	0.00	0.05	la
92	44 827	Advance Clean Air Technology	VW-General Admin	VW-General Admin	4.00	-2.00	2.00	XVII
93	44 840	Advance Clean Air Technology	VW-ZE Trucks-South Coast	VW-ZE Trucks-South Coast	0.00	1.00	1.00	XVII
94	44 841	Advance Clean Air Technology	VW-Combustion-South Coast	VW-Combustion-South Coast	0.00	1.00	1.00	XVII

**Total Science & Technology Advancement**

FTEs FY 2019-20	226.00	+/-	5.00	FTEs FY 2020-21	231.00
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**Science & Technology Advancement  
Line Item Expenditure**

Major Object / Account # / Account Description		FY 2018-19 Actuals	FY 2019-20 Adopted Budget	FY 2019-20 Amended Budget	FY 2019-20 Estimate *	FY 2020-21 Adopted Budget
<b>Salary &amp; Employee Benefits</b>						
51000-52000	Salaries	\$ 16,970,789	\$ 20,252,169	\$ 20,570,292	\$ 18,654,155	\$ 20,155,907
53000-55000	Employee Benefits	9,420,742	11,778,087	11,778,083	10,537,687	12,135,074
Sub-total Salary & Employee Benefits		\$ 26,391,531	\$ 32,030,256	\$ 32,348,375	\$ 29,191,842	\$ 32,290,980
<b>Services &amp; Supplies</b>						
67250	Insurance	\$ 1,000	\$ -	\$ 40,000	\$ 40,000	\$ -
67300	Rents & Leases Equipment	103,735	36,800	104,027	104,027	36,800
67350	Rents & Leases Structure	216,037	169,000	853,024	853,024	443,000
67400	Household	950	500	2,500	2,500	500
67450	Professional & Special Services	2,408,177	1,455,000	1,433,102	1,433,102	1,705,000
67460	Temporary Agency Services	616,801	141,600	512,600	512,600	141,600
67500	Public Notice & Advertising	22,249	22,000	27,200	27,200	22,000
67550	Demurrage	67,052	55,000	84,578	84,578	55,000
67600	Maintenance of Equipment	406,379	205,000	729,031	729,031	205,000
67650	Building Maintenance	104,728	170,000	1,339,821	1,339,821	170,000
67700	Auto Mileage	98,137	3,909	147,386	147,386	18,909
67750	Auto Service	(199)	-	3,197	3,197	-
67800	Travel	112,347	48,403	148,925	148,925	48,403
67850	Utilities	134	-	20,000	20,000	30,000
67900	Communications	269,233	231,000	499,989	499,989	431,000
67950	Interest Expense	-	-	-	-	-
68000	Clothing	14,638	4,000	12,697	12,697	4,000
68050	Laboratory Supplies	419,982	295,000	599,714	599,714	545,000
68060	Postage	21,476	17,318	56,874	56,874	17,318
68100	Office Expense	244,892	41,393	318,645	318,645	66,393
68200	Office Furniture	31,648	-	166,312	166,312	-
68250	Subscriptions & Books	343	1,527	2,027	2,027	1,527
68300	Small Tools, Instruments, Equipment	288,915	87,246	441,172	441,172	162,246
68400	Gas and Oil	-	-	-	-	-
69500	Training/Conference/Tuition/ Board Exp.	168,665	107,000	120,520	120,520	107,000
69550	Memberships	161,107	2,250	163,250	163,250	2,250
69600	Taxes	3,584	2,000	2,000	2,000	2,000
69650	Awards	-	-	-	-	-
69700	Miscellaneous Expenses	6,518	2,600	30,020	30,020	2,600
69750	Prior Year Expense	(19,109)	-	-	-	-
69800	Uncollectable Accounts Receivable	-	-	-	-	-
89100	Principal Repayment	-	-	-	-	-
Sub-total Services & Supplies		\$ 5,769,421	\$ 3,098,546	\$ 7,858,611	\$ 7,858,611	\$ 4,217,546
77000	<b>Capital Outlays</b>	\$ 1,528,951	\$ 285,000	\$ 8,817,594	\$ 8,817,594	\$ 816,000
79050	<b>Building Remodeling</b>	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures		\$ 33,689,903	\$ 35,413,802	\$ 49,024,580	\$ 45,868,047	\$ 37,324,526

\* Estimates based on July 2019 through February 2020 actual expenditures and February 2020 budget amendments.

## South Coast AQMD Quick Facts

- Created by the 1977 Lewis Air Quality Management Act; amended by 1988 Lewis-Presley Air Quality Management Act (Health & Safety Code §40400-40540).
  - Regional governmental agency (Special District)
- Jurisdiction for comprehensive air pollution control over all of Orange County, all of Los Angeles County except for the Antelope Valley, the non-desert portion of western San Bernardino County and the western and Coachella Valley portion of Riverside County
  - 10,743 Square Miles; Population of 17,127,040 (2018)
  - Boundaries are Pacific Ocean to the west; San Gabriel, San Bernardino and San Jacinto Mountains to the north and east, and the San Diego County line to the south
  - Vehicle Registrations - 13,828,182 (2018); Average Daily Miles Traveled Per Vehicle – 28 (2018)
  - Two of the world’s busiest seaports are within its boundaries, Port of Los Angeles and Port of Long Beach, who combined handle almost 4,000 vessel calls (2019) and more than 17 million 20-foot long container units or 20-foot equivalent units (TEUs) annually (2019)
- Responsibilities include:
  - Monitoring air quality - 45 air monitoring stations
  - Planning, implementing, and enforcing programs to attain and maintain state and federal ambient air quality standards
    - Developing air quality rules and regulations that regulate stationary source emissions from such facilities as oil refineries, power plants, paint spray booths, incinerators, manufacturing plants, dry cleaners, and service stations
    - Establishing permitting requirements and issuing permits for stationary sources (26,873 operating locations with 69,085 permits)
- Decision-making body is a 13-member Governing Board
  - Ten elected officials with four appointed by the Board of Supervisors from each of the four counties and six appointed by cities within the South Coast AQMD
  - Three members appointed by the Governor, the Speaker of the State Senate, and the Rules Committee of the State Senate

**SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT**  
**Operating Indicators by Function**  
**Last Ten Fiscal Years**

<u>Program Category</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
<b>Advance Clean Air Technology</b>									
Contracts awarded	530	526	556	938	523	1,047	421	403	357
Total Funding awarded (\$M)	\$180.7	\$131.4	\$82.5	\$207.2	\$216.1	\$123.2	\$153.9	\$137.4	\$170.4
<b>Ensure Compliance with Clean Air Rules</b>									
Inspections	33,735	33,560	34,191	32,535	29,501	22,871	24,037	21,419	24,695
Notices of Violations	1,530	1,254	1,211	965	956	811	499	632	1,626
Hearing Board Orders for Abatement	35	47	93	51	46	411	23	27	24
Hearing Board Appeals	20	2	7	3	7	-	3	3	1
<b>Customer Service</b>									
Public Information Requests	3,821	3,410	3,543	3,460	4,505	4,012	4,958	5,282	4,676
Community/Public Meetings attended	202	190	274	294	264	217	239	210	156
Small Business Assistance Contacts	2,578	2,497	2,574	2,266	1,850	1,711	1,865	2,834	4,073
<b>Develop Programs to Achieve Clean Air</b>									
Transportation Plans processed	1,372	1,385	1,392	1,371	1,333	1,329	1,337	1,348	1,356
Emission Inventory Updates	703	521	530	408	460	336	356	244	343
<b>Develop Rules to Achieve Clean Air</b>									
Rules Developed	15	40	8	20	24	24	16	15	28
<b>Monitoring Air Quality</b>									
Samples Analyzed by the Laboratory	29,685	28,915	29,520	32,520	29,340	30,824	32,400	38,541	36,342
Source Testing Analyses/Evaluations/Review	740	1,030	952	1,035	968	996	936	952	714
<b>Timely Review of Permits</b>									
Applications Processed	9,627	13,044	12,225	14,153	13,217	9,495	10,116	11,780	10,913
Applications Received-Small Business	694	798	732	615	514	629	594	535	605
Applications Received-All Others	10,941	10,769	11,682	11,709	11,156	9,961	9,894	8,376	9,172
<b>Policy Support</b>									
News releases	69	64	57	61	62	76	89	86	120
Media Calls	313	252	520	1,131	774	532	1,450	1,201	-
Media Inquiries Completed	313	252	520	1,131	774	532	1,450	1,201	-
News Media Interactions*	-	-	-	-	-	-	-	-	1,235

\*Tracking of News Media Interactions began in 2018

## FINANCIAL POLICIES

South Coast AQMD is required to follow specific sections of the California Health & Safety Code, which guide South Coast AQMD's overall financial parameters. The Governing Board also provides financial direction to South Coast AQMD staff through the adoption of various financial-related policies. In addition, the Administrative Policies and Procedures offer further financial guidance. Below is an overview of the guidelines and procedures for the applicable financial-related policies.

### California Health & Safety Code (CA H&SC)

- District Budget Adoption – CA H&SC §40130

The South Coast AQMD shall prepare and make available to the public at least 30 days prior to public hearing, a summary of its budget and any supporting documents, including, but not limited to, a schedule of fees to be imposed by the South Coast AQMD to fund its programs. The South Coast AQMD shall notify each person who was subject to fees imposed by the South Coast AQMD in the preceding year of the availability of information. The South Coast AQMD shall notice and hold a public hearing for the exclusive purpose of reviewing the budget and of providing the public with the opportunity to comment upon the proposed South Coast AQMD budget.

- Fee Schedule - CA H&SC §40510

The South Coast AQMD may adopt a fee schedule for the issuance of variances and permits to cover the reasonable cost of permitting, planning, enforcement and monitoring.

- Fees Assessed on Stationary Sources – CA H&SC §40500.1

Fees assessed on stationary sources shall not exceed, for any fiscal year, the actual costs of District programs for the immediately preceding fiscal year with an adjustment not greater than the change in the California Consumer Price Index (CPI), for the preceding calendar year, from January 1 of the prior year to January 1 of the current year. Unless specifically authorized by statute, the total amount of all of the fees collected from stationary sources of emissions in the 1995-96 fiscal year, and in each subsequent fiscal year, shall not exceed the level of expenditure in the 1993-94 fiscal year, except that the total fee amount may be adjusted annually by not more than the percentage increase in the California CPI. Any new state or federal mandate that is applicable to the South Coast AQMD on and after January 1, 1994 shall not be subject to this section.

- Limitation on Increase in Permit Fees – CA H&SC §40510.5

Existing permit fees shall not increase by a percentage greater than any percentage increase in the California CPI for the preceding calendar year, unless the board makes a

## FINANCIAL POLICIES (cont.)

finding, based upon relevant information in a rulemaking record, that the fee increase is necessary and will result in an apportionment of fees that is equitable. Any fee increase above CPI shall be phased in over a period of at least two years.

### South Coast AQMD Governing Board Policy

- Administrative Code

The Administrative Code of Rules and Procedures prescribes the responsibilities, conduct and specified reimbursements of v employees and South Coast AQMD Board members. Sections include, but are not limited to, mileage reimbursement, travel expenses, tuition reimbursement, professional licenses and memberships, and bilingual pay.

- Annual Investment Policy

The Annual Investment Policy sets forth the investment guidelines for all general, special revenue, trust, agency and enterprise funds of the South Coast AQMD. The purpose of this policy is to ensure all of South Coast AQMD's funds are prudently invested to preserve principal and provide necessary liquidity, while earning a market average rate of return. The South Coast AQMD Annual Investment Policy conforms to the California Government Code as well as customary standards of prudent investment management.

The objectives of the policy, in priority order, are Safety of Principal, Liquidity, and Market Rate of Return. The policy establishes and defines investable funds, authorized instruments, credit quality requirements, maximum maturities and concentrations, collateral requirements, and qualifications of brokers, dealers, and financial institutions doing business with or on behalf of the South Coast AQMD.

The policy provides the Governing Board, the Treasurer, the Chief Financial Officer, and the Investment Oversight Committee with set duties and responsibilities to execute the policy.

- Budget Advisory Committee

Established by the South Coast AQMD Governing Board, the Budget Advisory Committee serves in an advisory capacity to the South Coast AQMD on budgeting and financial planning matters. The committee, made up of members from the business and environmental community, provides additional insight during the annual budget process by reviewing and commenting on the proposed budget. The Budget Advisory Committee's comments are required to be provided to the Governing Board by April 15<sup>th</sup> of each year pursuant to South Coast AQMD Rule 320.

## FINANCIAL POLICIES (cont.)

- Fund Balance Use

When both restricted and unrestricted resources are available for use, it is South Coast AQMD's policy to use restricted resources first and then unrestricted resources as they are needed. When using unrestricted fund balance amounts, South Coast AQMD's Governing Board approved policy is to use committed amounts first, followed by assigned and then unassigned.

- Procurement Policy and Procedure

The Procurement Policy and Procedure provides the guidelines for the contracting and/or purchasing of services, material, equipment, supplies and fixed assets (i.e. capital outlays) by the South Coast AQMD under the direction of the Procurement Manager. These guidelines include, but are not limited to, purchasing methods, bidding procedures, signature authorization levels, fixed asset acquisition and disposition, and publication requirements for advertised procurements.

Procedures are in place to ensure that all businesses including minority business enterprises, women business enterprises, disabled veteran business enterprises and small businesses have a fair and equitable opportunity to compete for and participate in South Coast AQMD contracts and that South Coast AQMD utilizes, when necessary, the most highly qualified outside consultants/contractors to carry out the organization's responsibilities.

- Rule 320 - Automatic Fee Adjustment

Rule 320 provides that all Regulation III fees, with specified exceptions, are automatically adjusted July 1 of each year by the California Consumer Price Index for the preceding calendar year unless the Governing Board decides not to implement a fee adjustment, or to implement a different adjustment for a given year, either for all fees or for a specified fee or fees. The Executive Officer is directed to prepare annually a socioeconomic impact of the effect of the fee adjustment for review by stakeholders and the Governing Board and to hold a public hearing on the automatic fee adjustment to receive any public comments. Public comments and any responses, along with recommendations by the Budget Advisory Committee, are to be forwarded to the Governing Board by April 15 of each year.

- Treasury Operations Contingency Plan and Procedures

The Treasury Operations Contingency Plan and Procedures states the course of action that may be implemented by the South Coast AQMD to protect the safety and liquidity of the South Coast AQMD funds and to protect South Coast AQMD from disruptions to ongoing operations if: 1) the financial stability of Los Angeles County may jeopardize South Coast

## FINANCIAL POLICIES (cont.)

AQMD funds invested through the Los Angeles County Treasurer; and/or 2) the Los Angeles County Treasurer, as Treasurer of South Coast AQMD, can no longer provide the treasury services currently provided in a satisfactory manner.

Under authority granted by Resolution 97-32, the Executive Officer can appoint either the Chief Financial Officer or Controller as Acting Treasurer to immediately begin implementing the defined procedures to safeguard South Coast AQMD funds.

- **Unreserved Fund Balance Policy**

The Unreserved Fund Balance Policy, originally adopted by the Board in June 2005 and adjusted in June 2014, states that the Unreserved Fund Balance in the General Fund should be maintained at a minimum of 20% of revenues. GFOA Recommended Best Practices prescribe a minimum 17% reserve amount plus an additional amount based on the organization's reliance on revenue over which it has no control. The 20% reserve amount is derived from the minimum 17% plus an additional 3% to account for South Coast AQMD's reliance on state subvention (\$4M), U.S. EPA Section 103/105 grants (\$5M), and one-time penalties and settlements (\$5M).

### Executive Officer Administrative Policies and Procedures

- **Contracting for Consulting and Professional Services**

Contracting for Consulting and Professional Services policy provides guidance in contracting for consulting and professional services in both a competitive and sole source environment as addressed in Section VIII of the South Coast AQMD Procurement Policy and Procedure document.

- **Fixed Assets and Controlled Items**

The Fixed Assets and Controlled Items policy provides guidance on the receipt, transfer, inventory, accountability, and disposal of fixed assets and controlled items.

- **Purchasing of Non-Consultant Services and Supplies**

The Purchasing of Non-Consultant Services and Supplies policy provides guidance in implementing the purchase of non-consultant services and supplies as addressed in Section IV of the South Coast AQMD Procurement Policy and Procedure document.

- **Travel**

The Travel Policy provides guidance on allowable travel expenses, travel advances, and documentation requirements.



## FINANCIAL POLICIES (cont.)

- Work Program- Cost Allocation Procedure

The Work Program allocates resources by Office, nine Work Program Categories, and Project which are tied to South Coast AQMD's Goal and Priority Objectives. Cost/Overhead Components of any given work program line can include:

- Salaries and Benefits based on regular and overtime hours charged directly to a specific work program code.
- Services and Supplies and Capital Outlays charged directly to a specific work program code.
- Division specific overhead (charges not attributable to a specific work program code such as benefits and absence time) are allocated to each direct expense work program line within that Division based on Full Time Equivalents (FTEs).
- District General Overhead expenditures associated with the overall operation (such as utilities, insurance, security, interest, etc.) are allocated to all direct program lines based on FTEs.
- Allocatable Division Overhead allocates work program lines within each Division that are Division-specific Administrative, Office, or Management related based on the Division's FTEs.
- District-wide Overhead Allocation spreads work program lines from Divisions that support the entire District (Executive Office, Finance, Legal, etc.) or work program lines without specific revenue streams (Legislative and Public Affairs/Media Office, Public Records Act, Advisory Groups, etc.) based on FTEs.

## BUDGET GLOSSARY

<b>Account</b>	A unique identification number and title for expenditures and revenues; used for budgeting and recording expenditures and revenues.
<b>Administrative Fee</b>	A fee charged to a program or project to recover the administrative costs to manage the program or project.
<b>Adopted Budget</b>	The annual budget for the General Fund that has been approved by South Coast AQMD's Governing Board.
<b>Amended Budget</b>	The adopted budget plus any modifications approved by South Coast AQMD's Governing Board during the fiscal year.
<b>Appropriation</b>	A specific amount of money authorized by South Coast AQMD's Governing Board which permits the South Coast AQMD to incur obligations and to make expenditures of resources.
<b>Assigned Fund Balance</b>	The portion of the fund balance that has been allocated by South Coast AQMD's Governing Board for a specific purpose.
<b>Budget Advisory Committee</b>	A committee made up of representatives from the business and environmental communities who review and provide feedback on South Coast AQMD's financial performance and proposed budget.
<b>Budgetary Basis of Accounting</b>	A form of accounting used in the budget where encumbered amounts are recognized as expenditures.
<b>Balanced Budget</b>	A budget in which planned expenditures do not exceed planned revenues.
<b>Capital Asset</b>	Tangible asset with an initial individual cost of \$5,000 or more and a useful life of at least one year or intangible assets with an individual cost of \$5,000 or more and a useful life of at least one year.
<b>Capital Outlays</b>	Expenditures for capital assets; A Major Object, or classification of expenditures, within South Coast AQMD's budget.
<b>Committed Fund Balance</b>	The portion of the fund balance that includes amounts that can be used only for specific purposes as determined by the South Coast AQMD Governing Board.
<b>Cost Allocation</b>	A process of accounting and recording the full costs of a program or activity by including its share of indirect or overhead costs in addition to its

## BUDGET GLOSSARY (cont.)

<b>Cost Allocation (cont)</b>	direct costs.
<b>CPI-Based Fee Increase</b>	Increases to fees (emission, annual operating, permit processing, Hot Spots, area sources, transportation, source test/analysis, and Hearing Board) based on the change in the Consumer Price Index for the preceding calendar year as reported for California Department of Finance– All Urban Consumer Series. This is in accordance with the California Health and Safety Code §40510.5.
<b>Debt Service</b>	The cost to cover the repayment of interest and principal on a debt for a particular period of time.
<b>Debt Structure</b>	The make-up of long-term debt. South Coast AQMD’s long-term debt has been taken on to fund building and pension obligations.
<b>Designation</b>	A portion of the Fund Balance that has been assigned for specific purposes by actions of South Coast AQMD’s Governing Board.
<b>Encumbrance</b>	An amount of money committed for the payment of goods and services that have not yet been received or paid for.
<b>Expenditures</b>	Charges incurred for goods and services.
<b>Fee Schedule</b>	The State Legislature has authorized air districts to levy fees to support industry related programs which improve air quality. The schedule of fees levied by South Coast AQMD is approved by South Coast AQMD’s Governing Board as part of the annual budget process. (Also see Regulation III.)
<b>Fiscal Year</b>	A period of 12 consecutive months selected to be the budget year. South Coast AQMD’s fiscal year runs from July 1 to June 30.
<b>FTE</b>	Full Time Equivalent; A measure of the level of staffing. One FTE equates to 2,080 hours of paid time within a 12-month period.
<b>Fund Balance</b>	The accumulation of revenues less expenditures within a fund for a specific year. South Coast AQMD’s fund balance is broken out into Reserves (non-spendable and committed) and Unreserved Designations. Unreserved Designations is further broken out into Assigned and Unassigned Fund

## BUDGET GLOSSARY (cont.)

<b>Fund Balance (cont.)</b>	Balance. This terminology is in accordance with GASB 54.
<b>GASB 54</b>	A standard issued by the Government Accounting Standards Board (GASB) to guide fund balance reporting.
<b>General Fund</b>	The primary operating fund for South Coast AQMD where expenditures and revenues associated with the daily operations of South Coast AQMD are accounted for.
<b>Grant</b>	A sum of money given by an organization for a particular purpose. The grants which provide funding to South Coast AQMD's General Fund are primarily received from the U. S. Environmental Protection Agency (EPA), the Department of Homeland Security (DHS), and the California Air Resource Board (CARB).
<b>Inventory</b>	Value at cost of office, computer, cleaning and laboratory supplies at year-end.
<b>Major Object</b>	South Coast AQMD has four expenditure classifications: Salaries and Employee Benefits, Services and Supplies, Capital Outlays, and Building Remodeling. Transfers between Major Objects must be approved by the South Coast AQMD Governing Board.
<b>Mobile Source Revenues</b>	Revenues received from motor vehicle registrations and from the administration of motor vehicle programs aimed at reducing air pollution from motor vehicles.
<b>Nonspendable Fund Balance</b>	Amounts in the fund balance that are not in a spendable form. In South Coast AQMD's General Fund, inventory makes up the nonspendable balance.
<b>Pension Obligation Bonds (POBs)</b>	A method of financing used by South Coast AQMD to refinance its obligations to its employees' pension fund.
<b>Proposed Budget</b>	The annual budget that has been developed by South Coast AQMD and made available to the public for review before being presented to the South Coast AQMD Governing Board for approval.
<b>Regulation III</b>	The rule that establishes the fee rates and schedules associated with permitting, annual renewals, emissions and other activities that help fund

## BUDGET GLOSSARY (cont.)

<b>Regulations III (cont.)</b>	most of South Coast AQMD's regulatory programs and services. (Also see Fee Schedule.)
<b>Reserves</b>	Funding within the Fund Balance that is set aside for a specific future use and not available for any other purpose. It consists of both nonspendable amounts (inventory of supplies) and committed amounts (encumbrances).
<b>Revenue</b>	Monies the South Coast AQMD receives as income. South Coast AQMD's revenue is mainly from fees charged to control or regulate emissions.
<b>SBCERA</b>	San Bernardino County Employment Retirement System manages the retirement plan for South Coast AQMD employees.
<b>Salaries and Employee Benefits</b>	Expenditures for Salary expenses, employee benefits, retirement and insurance benefits. It is a Major Object, or classification of expenditures, within South Coast AQMD's budget.
<b>Services and Supplies</b>	Expenditures for items and services needed for the daily operations of the South Coast AQMD including professional services, utilities, office expenses, maintenance, and debt service. It is a Major Object, or classification of expenditures, within South Coast AQMD's budget.
<b>Special Revenue Fund</b>	A fund used to account for revenues and expenditures from specific sources earmarked for specific purposes. South Coast AQMD's main fund is its General Fund. All other funds are designated as Special Revenue Funds. The South Coast AQMD does not adopt a budget for Special Revenue Funds. Board action is required for all expenditures.
<b>State Subvention</b>	The state of California provides assistance to air districts for on-going operations to perform mandated functions such as compliance and enforcement, planning, and rule development.
<b>Stationary Source Fees</b>	Revenues collected from emission fees, permit fees, and annual operating fees to support activities for improving air quality.
<b>Transfer In/Out</b>	A transfer between different funds within South Coast AQMD's accounting system. For example, a transfer of cash from the General Fund to a Special Revenue Fund would be a Transfer Out for the General Fund and a Transfer In for the Special Revenue Fund.

## BUDGET GLOSSARY (cont.)

<b>Unassigned Fund Balance</b>	The residual fund balance of the General Fund. It is not designated for a specific purpose and can only be used upon approval of South Coast AQMD's Governing Board.
<b>Unreserved Designations</b>	The portion of the Fund Balance that has not been committed by South Coast AQMD's Governing Board or is nonspendable due to specific Board constraints. It is further broken down into either amounts assigned by the Governing Board for specific purposes or an unassigned amount that can only be used upon approval of the Governing Board.
<b>Work Programs</b>	Activities carried out by South Coast AQMD staff. Work Programs are classified into nine Work Program Categories according to the nature of the activity being performed.



South Coast Air Quality Management District

# Air Quality Index Quick Guide

<b>Good</b> AQI: 0-50	Air quality is Good. Outdoor activity is advised for everyone.
<b>Moderate</b> AQI: 51-100	Air quality is acceptable; however, there could be a moderate health concern for people with severe respiratory reactions to smog.
<b>Unhealthy for Sensitive Groups</b> AQI: 101-150	Children and adults over the age of 65, or people with respiratory issues such as asthma may experience health effects and should minimize outdoor activities.
<b>Unhealthy</b> AQI: 151-200	The public may begin to experience health effects and should minimize outdoor activities. Children and adults over the age of 65, or people with respiratory issues such as asthma may experience more serious health effects and should avoid outdoor activities.
<b>Very Unhealthy</b> AQI: 201-300	Everyone may experience health effects. Children and adults over the age of 65, or people with respiratory issues should avoid all outdoor physical activity. Everyone else should avoid prolonged or heavy outdoor activity.
<b>Hazardous</b> AQI: 300+	Emergency health warning triggered. The entire population is more likely to be affected.

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