

**Bay Area Air Quality Management District
939 Ellis Street
San Francisco, California 94109**

APPROVED MINUTES

Summary of Board of Directors
Budget & Finance Committee Meeting
Immediately Following Board Meeting, Wednesday, May 18, 2005

1. **Call to Order:** Chairperson Julia Miller called the meeting to order at 10:49 a.m.

Roll Call: Julia Miller, Chair; Roberta Cooper, Chris Daly, Scott Haggerty, Jerry Hill, Mark Ross, Gayle B. Uilkema.

Absent: Harold Brown, Patrick Kwok.

Also Present: Marland Townsend, Shelia Young.

2. **Public Comment Period:** There were none.

3. **Approval of Minutes of May 5, 2005:** Director Cooper moved approval of the minutes; seconded by Director Hill; carried without objection.

4. **Third Quarter Financial Report for Fiscal Year 2004/2005:** *The Financial Report for the Third Quarter of Fiscal Year 2004/2005 was presented. This is an informational item.*

Jeff McKay, Interim Director of Administrative Services, presented the report and reviewed the Statement of Revenue and Expenditures for the General Fund and the Transportation Fund for Clean Air (TFCA) Fund. Mr. McKay also provided a list of the fund balances for special reserves and unreserved.

Committee Action: None. This report provided for information only.

5. **Consider Request to Revise Fiscal Year 2004/2005 Budget:** *The Committee considered staff recommendations to amend the District's approved FY 2004/2005 budget.*

Mr. McKay presented the recommendations to revise the fiscal year 2004/2005 approved budget. Mr. McKay reviewed the amended revenue projections and the accelerated capital outlay recommendations. A new line item to the Public Information and Outreach Professional Services in the amount of \$250,000 would be added for costs related to the 50th Anniversary Symposium. A corresponding revenue line item of \$250,000 would be added to recognize sponsorship income from this event. A detailed list of accelerated capital outlay recommendations was provided to the Committee.

Committee Action: Director Daly moved that the Committee recommend that the Board of Directors approve the following:

- Increase the District's approved fiscal year Penalties and Settlements Revenue budget by \$800,000 to \$2,800,000 and County Revenue budget by \$638,000 to \$14,961,175 for a total increase of \$1,438,000;
- Increase the fiscal year 2004/2005 Capital Outlay for Building and Grounds by \$1,090,600, the Outlay for Motorized Equipment by \$130,000, the Outlay for Lab & Monitoring Equipment by \$171,400, and the Outlay for Computer & Network Equipment by \$46,000, for a total increase of \$1,438,000; and
- Add a new line item in the fiscal year 2004/2005 Public Information and Outreach Professional Services budget for costs related to the 50th Anniversary Symposium in the amount of \$250,000, and correspondingly add a revenue line item of \$250,000 to recognize sponsorship income for this event.

Director Hill seconded the motion and the motion carried unanimously without objection.

- 6. Continued Discussion and Consideration of Recommended Adoption of Proposed Amendments to Fee Regulation:** *The Committee continued discussions on the proposed amendments to the fee schedules and considered recommending Board of Director adoption of fee regulation.*

Brian Bateman, Director of Engineering, presented an update of the proposed amendments to the fee regulation. Mr. Bateman reviewed the background of the proposed fee amendments and the rule development schedule. It was noted that some Gasoline Dispensing Facilities are opposed to some of the proposed fees. The impact of the proposed amendments on annual permit renewal fees for various types of facilities was reviewed.

Speaker: Dennis Bolt
Western States Petroleum Association

Jack Broadbent, Executive Officer/APCO, reiterated the recommended action that the Committee consider recommending that the Board of Directors adopt the proposed amendments to the fee regulation for fiscal year 2005/2006.

Committee Action: Director Cooper moved the staff's recommendation; seconded by Director Daly; carried unanimously without objection.

- 7. Continued Discussion and Consideration of Recommended Adoption of Fiscal Year 2005/2006 Draft Budget:** *The Committee continued discussions on the proposed FY 2005/2006 budget and considered recommending adoption by the Board of Directors.*

Mr. Broadbent presented the report and provided an overview of the budget and reviewed the challenges facing the Air District in the upcoming fiscal year. There was discussion on the proposed 9/80 work schedule and what the savings would be for the District.

Committee Action: Director Hill moved that the Committee recommend the Board of Directors adopt the proposed fiscal year 2005/2006 budget; seconded by Director Cooper; carried unanimously without objection.

- 8. Committee Member Comments/Other Business.** Chairperson Miller thanked the Committee members for staying after the Regular Board meeting to attend this meeting.

9. **Time and Place of Next Meeting:** At the Call of the Chair. The June 22nd meeting is cancelled.
10. **Adjournment:** The meeting adjourned at 11:37 a.m.

/s/ Mary Romaidis

Mary Romaidis
Clerk of the Boards