

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

APPROVED MINUTES

Summary of Board of Directors
Budget & Finance Committee Meeting
9:45 a.m., Wednesday, January 24, 2007

1. **Call to Order:** Chairperson Chris Daly called the meeting to order at 9:45 a.m.

Roll Call: Chris Daly, Chair; Harold Brown, Dan Dunnigan, Jerry Hill, Patrick Kwok, Gayle B. Uilkema (10:00 a.m.)

Absent: Erin Garner, Janet Lockhart, Tim Smith.

Also Present: Mark Ross.

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

3. **Approval of Minutes of December 19, 2006:** Director Brown moved approval of the minutes; seconded by Director Kwok; carried unanimously without objection.

4. **District Financial Overview Fiscal Year 2007-2008:** *Staff presented a summary of the status of the FY 07-08 budget season.*

Jeff McKay, Chief Financial Officer, presented the report and summarized the status of the fiscal year 2007/2008 budget season. Mr. McKay provided an overview on mid-year financial projections, county revenue, fee revenue, expenses, and current uses of reserves.

Mr. McKay discussed the District's unfunded medical liability, including Other Post Employment Benefits (OPEB). The unfunded medical liability must be reported starting fiscal year 2008/2009. A more detailed presentation on this matter will be brought back to the Committee at a future meeting.

There are three Carl Moyer audits being conducted now – Bureau of State Audits, Air Resources Board, and Department of Finance – which were briefly reviewed. Mr. McKay stated that four air districts are being audited. Chairperson Daly requested that this item be kept on the agendas of the next few meetings so that the Committee can be updated on the progress of the audits.

Director Gayle B. Uilkema arrived at 10:00 a.m.

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

5. Consideration of Recommendation to Add One Employee Position to the Current Fiscal Year Budget in the Grant Programs Section: *The Committee considered recommending Board of Directors' approval of adding one employee position to the current fiscal year budget in the Grant Programs Section of the Outreach and Incentives Division.*

Jean Roggenkamp, Deputy APCO, introduced the item and stated that the Carl Moyer Program is in its eighth year and that the Program itself has grown. The funding for this Program has significantly increased from \$2.5 million to \$12.5 million, which takes more resources to make sure the funds are allocated properly. Staff is requesting one additional employee position to help with the expanded workload of the Program.

Jack Colbourn, Director of Outreach and Incentives, reiterated that the Moyer Program workload has increased and noted that the auditors are taking up a significant amount of staff time. The staff request is for a Supervising Environmental Planner position that would have the expertise to administer an expanded program. The increase in the percent of revenues to offset staff costs would fund this position.

Ms. Roggenkamp added that one unknown this year is the new set of guidelines that the California Air Resources Board (CARB) has issued. Staff will need to come up to speed on working with the new guidelines.

Staff recommended that the Committee recommend Board of Directors' approval of one additional employee position to the current fiscal year budget in the Grant Programs Section of the Outreach and Incentives Division.

The Committee requested that staff provide detailed information on the amount of the Carl Moyer funding that is allocated for staff.

Committee Action: Director Brown moved the staff recommendation; seconded by Director Hill; carried unanimously without objection.

- 6. Committee Member Comments/Other Business.** Director Uilkema commented regarding the announcement at the Climate Protection Summit of the formation of a Climate Protection Foundation and the \$3 million in funds that will be available. Chairperson Daly noted that the Climate Protection Committee has discussed this issue.
- 7. Time and Place of Next Meeting:** 9:45 a.m., Wednesday, February 28, 2007 – 939 Ellis Street, San Francisco, CA 94109
- 8. Adjournment:** The meeting adjourned at 10:18 a.m.

/s/ Mary Romaidis
Mary Romaidis
Clerk of the Boards