

Bay Area Air Quality Management District
939 Ellis Street
San Francisco, California 94109
(415) 749-5073

Videoconference Location:
Santa Rosa Junior College
Doyle Library Room 4243
1501 Mendocino Avenue
Santa Rosa, CA 95401

APPROVED MINUTES

Summary of Board of Directors
Budget and Finance Committee Meeting
Wednesday, April 24, 2013

1. Call to Order – Roll Call

Chairperson Carole Groom called the meeting to order at 9:32 a.m.

Present: Chairperson Carole Groom; Vice-Chairperson Eric Mar; and Directors David Hudson, Mark Ross, Brad Wagenknecht and Shirlee Zane (from videoconference location).

Absent: Directors John Gioia, Liz Kniss and Nate Miley.

Also Present: None.

2. Public Comment Period: None.

3. Approval of Minutes of March 27, 2013

Committee Comments: None.

Public Comments: None.

Committee Action: Director Hudson made a motion to approve the Minutes of March 27, 2013; Director Wagenknecht seconded; and the motion carried unanimously.

4. Summary of Draft Fee Amendments for Fiscal Year Ending (FYE) 2014

Jeffrey McKay, Deputy Air Pollution Control Officer, gave the staff presentation Draft Amendments to Regulation 3, Fees, including an explanation of the background and current cost recovery policy, proposed changes to fee schedules, impact on small businesses, proposed online customer interface, incident response and open burning fees, public comments and the rule development schedule.

NOTED PRESENT: Director Mar was noted present at 9:37 a.m.

Director Wagenknecht asked, regarding slide 4, Impact on Small Businesses, if all of the examples are in the 9% increase category, which question was answered by Jim Karas, Director of Engineering.

Mr. McKay continued the presentation.

Director Wagenknecht asked, regarding slide 5, Regulation 3, Fee Update, why the Air District is working with public fire agencies on the open burning fee, which question was answered by Wayne Kino, Director of Compliance and Enforcement.

Director Zane said public fire agencies in the north counties are concerned about the open burning fee because of questions about whether the agencies or farmers will be responsible for the fees. Mr. Kino clarified the proposal. Director Zane asked about outreach efforts, which clarification was provided by Mr. Kino.

Mr. McKay concluded the presentation.

Public Comments:

Tito Sasaki, North Bay Agriculture Alliance, addressed the Committee in opposition to the adoption of the open burning fee. Mr. Kino provided background on the regulations and Air District activities relative to open burning.

Committee Comments:

Director Hudson requested that information on when the open burns occur be provided to the Board of Directors when this matter comes before them.

Chairperson Groom requested that information relative to where the open burns occur, by County, be provided to the Board of Directors when this matter comes before them.

Director Zane asked about the availability of open burn fee waivers and anticipated total costs for members of the regulated community, which questions were answered by Mr. Kino and Jack Broadbent, Executive Officer/Air Pollution Control Officer.

Director Zane suggested the Air District enhance its outreach efforts relating to new technology alternatives to burning.

Committee Action: None; informational only.

5. Continued Discussion of FYE 2014 Proposed Air District Budget and Consideration to Recommend Adoption

Mr. McKay gave the staff presentation Proposed FYE 2014 Budget, including the status of the current FYE 2013, an overview of the revenue and expenditure forecast for FYE 2014, a

summary of personnel costs and vacancy distribution, a review of strategic staffing principles and implementation, and trending in Air District reserve funds.

Committee Comments:

Director Zane noted the reserves target of 15% of the General Fund and asked if the Air District should slowly increase the percentage towards 25%, which question was answered by Mr. McKay. Director Zane recommended a slow increase without regard for the target levels of other agencies.

Director Wagenknecht asked about the long-term plan for filling the remaining 43 staff vacancies, which question was answered by Mr. McKay.

Public Comments: None.

Committee Action: Director Wagenknecht made a motion to recommend Board of Directors adoption of the proposed FYE 2014 Budget; Director Hudson seconded; and the motion carried unanimously.

6. Third Quarter Financial Report – FYE 2013

Jack Colbourn, Director of Administrative Services, gave the staff presentation 3rd Quarter Financial Report, including an overview of general fund revenues and expenses, fund balances and vendor payments in excess of \$70,000 without Board of Directors review.

Director Zane asked, regarding slide 3, 3rd Quarter Results FYE 2013 General Fund Expenses, for an explanation of “capital outlay,” which was provided by Mr. McKay.

Mr. Colbourn continued the presentation.

Director Zane asked, regarding slide 4, 3rd Quarter Results FYE 2013 Investments, for the definition of “TFCA” and “MSIF,” which were provided by Mr. Colbourn.

Mr. Colbourn concluded the presentation.

Committee Comments: None.

Public Comments: None.

Committee Action: None; informational only.

7. Committee Member Comments/Other Business:

Chairperson Groom thanked staff for the launch of videoconferencing capability.

Director Zane echoed Chairperson Groom and urged for decreased Air District staffing at videoconferencing locations to lessen emissions.

Director Zane announced the continued work by Sonoma County on the Sonoma Clean Power project and the recent submission of the related application to the California Public Utilities Commission.

Director Hudson commended staff and the Committee members on their work.

Director Ross commended staff for the launch of the videoconferencing capability and suggested a visual cue be established for speaker requests from remote locations.

8. **Time and Place of Next Meeting:** Wednesday, May 22, 2013, at Bay Area Air Quality Management District Headquarters, 939 Ellis Street, San Francisco, CA 94109 at 9:30 a.m.
9. **Adjournment:** The meeting adjourned at 10:20 a.m.

/s/ Sean Gallagher

Sean Gallagher
Clerk of the Boards