



BAY AREA  
AIR QUALITY  
MANAGEMENT  
DISTRICT

## ADVISORY COUNCIL EXECUTIVE COMMITTEE

### COMMITTEE MEMBERS

**BRIAN ZAMORA, CHAIRPERSON**  
ELINOR BLAKE  
FRED GLUECK  
STAN HAYES

**JOHN HOLTZCLAW, PH.D.**  
KRAIG KURUCZ  
VICTOR TORREANO

**WEDNESDAY  
MARCH 9, 2005  
9:00 A.M.**

**ROOM 716**

### AGENDA

- 1. Call to Order – Roll Call**
- 2. Public Comment Period**

*Public Comment on Non-Agenda Items, Pursuant to Government Code Section 54954.3. The public has the opportunity to speak on any agenda item. All agendas for Advisory Council Committee meetings are posted at the District, 939 Ellis Street, San Francisco, at least 72 hours before a meeting. At the beginning of the meeting, an opportunity is also provided for the public to speak on any subject within the Committee's purview. Speakers are limited to five minutes each.*

- 3. Approval of Minutes of November 10, 2004**
- 4. Update of Advisory Council By-Laws**

*The Committee will discuss draft revisions to the Advisory Council's By-Laws.*

- 5. Review of Advisory Council Budget**

*Discussion of Advisory Council budget for fiscal year 2005/2006.*

## **6. Discussion on Conflict-of-Interest**

*The Committee will discuss areas of potential conflict of interest as members of the Advisory Council.*

## **7. Work Plan Review with Committee Chairs**

*The Committee will discuss work plan progress and areas of possible joint committee work.*

## **8. Committee Member Comments/Other Business**

*Committee or staff members on their own initiative, or in response to questions posed by the public, may: ask a question for clarification, make a brief announcement or report on their own activities, provide a reference to staff about factual information, request staff to report back at a subsequent meeting concerning any matter or take action to direct staff to place a matter of business on a future agenda.*

## **9. Time and Place of Next Meeting**

*9:00 a.m., Wednesday, May 11, 2005, 939 Ellis Street, San Francisco, CA 94109.*

## **10. Adjournment**

BZ:jc

**CONTACT CLERK OF THE BOARDS - 939 ELLIS STREET SF, CA 94109**

**(415) 749-4965**  
**FAX: (415) 928-8560**  
**BAAQMD homepage:**  
**[www.baaqmd.gov](http://www.baaqmd.gov)**

- To submit written comments on an agenda item in advance of the meeting.
- To request, in advance of the meeting, to be placed on the list to testify on an agenda item.
- To request special accommodations for those persons with disabilities notification to the Clerk's Office should be given in a timely manner so that arrangements can be made accordingly.

**BAY AREA AIR QUALITY MANAGEMENT DISTRICT**  
**939 ELLIS STREET, SAN FRANCISCO, CALIFORNIA 94109**  
**(415) 771-6000**

**CLERK OF THE BOARDS OFFICE:**  
**MONTHLY CALENDAR OF DISTRICT MEETINGS**

**MARCH 2005**

| <u>TYPE OF MEETING</u>   | <u>DAY</u> | <u>DATE</u> | <u>TIME</u>       | <u>ROOM</u>   |
|--|------------|-------------|-------------------|---|
| <b>Board of Directors Regular Meeting</b> ( <i>Meets 1<sup>st</sup> &amp; 3<sup>rd</sup> Wednesday of each Month</i> ) - CANCELLED | Wednesday  | 2           | 9:45 a.m.         | Board Room  |
| <b>Board of Directors Budget &amp; Finance Committee</b> ( <i>Meets 4<sup>th</sup> Wednesday each Month</i> )                      | Wednesday  | 2           | 9:45 a.m.         | 4 <sup>th</sup> Floor Conf. Room  |
| <b>Advisory Council Air Quality Planning Committee Meeting</b> - CANCELLED   | Tuesday    | 8           | 9:30 a.m.         | Room 716  |
| <b>Advisory Council Executive Committee</b>  | Wednesday  | 9           | 9:00 a.m.         | Room 716  |
| <b>Advisory Council Regular Meeting</b>  | Wednesday  | 9           | 10:00 a.m.        | Board Room  |
| <b>Board of Directors Mobile Source Committee</b> ( <i>Meets 2<sup>nd</sup> Thursday each Month</i> ) - CANCELLED                  | Thursday   | 10          | 9:30 a.m.         | 4 <sup>th</sup> Floor Conf. Room  |
| <b>Board of Directors Public Outreach Committee</b> ( <i>Meets 2nd Monday every other Month</i> ) - RESCHEDULED TO 3/21/05         | Monday     | 14          | 9:45 a.m.         | 4th Floor Conf. Room  |
| <b>Board of Directors Regular Meeting</b> ( <i>Meets 1st &amp; 3rd Wednesday of each Month</i> )                                   | Wednesday  | 16          | 9:45 a.m.         | Board Room  |
| <b>Board of Directors Public Outreach Committee</b> ( <i>Meets 2nd Monday every other Month</i> )                                  | Monday     | 21          | 9:30 a.m.         | 4th Floor Conf. Room  |
| <b>Board of Directors Budget &amp; Finance Committee</b> ( <i>Meets 4th Wednesday each Month</i> )                                 | Wednesday  | 23          | 9:45 a.m.         | 4th Floor Conf. Room  |
| <b>Joint Policy Committee</b>  | Friday     | 25          | 10:00 a.m. – Noon | MetroCenter Auditorium<br>101 8 <sup>th</sup> Street<br>Oakland, CA 94607 |
| <b>Board of Directors Stationary Source Committee</b> ( <i>Meets 4<sup>th</sup> Monday every other Month</i> )                     | Monday     | 28          | 9:30 a.m.         | Board Room  |
| <b>Board of Directors Executive Committee</b> ( <i>Meets 5<sup>th</sup> Wednesday of Months that have 5 Wednesdays</i> )           | Wednesday  | 30          | 9:30 a.m.         | 4 <sup>th</sup> Floor Conf. Room  |

## APRIL 2005

| <u>TYPE OF MEETING</u>   | <u>DAY</u> | <u>DATE</u> | <u>TIME</u>       | <u>ROOM</u>   |
|--|------------|-------------|-------------------|---|
| <b>Board of Directors Regular Meeting</b> ( <i>Meets 1<sup>st</sup> &amp; 3<sup>rd</sup> Wednesday of each Month</i> ) | Wednesday  | 6           | 9:45 a.m.         | Board Room  |
| <b>Advisory Council<br/>Joint Air Quality Planning &amp; Technical<br/>Committees</b>                                  | Wednesday  | 13          | 9:30 a.m.         | Board Room  |
| <b>Board of Directors Mobile Source<br/>Committee</b> ( <i>Meets 2<sup>nd</sup> Thursday each Month</i> )              | Thursday   | 14          | 9:30 a.m.         | 4 <sup>th</sup> Floor<br>Conf. Room                                       |
| <b>Joint Policy Committee</b>  | Friday     | 15          | 10:00 a.m. – Noon | MetroCenter Auditorium<br>101 8 <sup>th</sup> Street<br>Oakland, CA 94607 |
| <b>Advisory Council<br/>Public Health Committee</b>  | Monday     | 18          | 1:30 p.m.         | Room 716  |
| <b>Board of Directors Regular Meeting</b> ( <i>Meets 1<sup>st</sup> &amp; 3<sup>rd</sup> Wednesday of each Month</i> ) | Wednesday  | 20          | 9:45 a.m.         | Board Room  |
| <b>Board of Directors Budget &amp; Finance<br/>Committee</b> ( <i>Meets 4<sup>th</sup> Wednesday each Month</i> )      | Wednesday  | 27          | 9:45 a.m.         | 4 <sup>th</sup> Floor<br>Conf. Room                                       |

## MAY 2005

| <u>TYPE OF MEETING</u>   | <u>DAY</u> | <u>DATE</u> | <u>TIME</u>       | <u>ROOM</u>   |
|--|------------|-------------|-------------------|---|
| <b>Board of Directors Regular Meeting</b> ( <i>Meets 1<sup>st</sup> &amp; 3<sup>rd</sup> Wednesday of each Month</i> ) | Wednesday  | 4           | 9:45 a.m.         | Board Room  |
| <b>Advisory Council<br/>Executive Committee</b>  | Wednesday  | 11          | 9:00 a.m.         | Room 716  |
| <b>Advisory Council<br/>Regular Meeting</b>  | Wednesday  | 11          | 10:00 a.m.        | Board Room  |
| <b>Board of Directors Mobile Source<br/>Committee</b> ( <i>Meets 2<sup>nd</sup> Thursday each Month</i> )              | Thursday   | 12          | 9:30 a.m.         | 4 <sup>th</sup> Floor<br>Conf. Room                                       |
| <b>Board of Directors Public Outreach<br/>Committee</b> ( <i>Meets 2nd Monday every other Month</i> )                  | Monday     | 16          | 9:30 a.m.         | 4th Floor<br>Conf. Room   |
| <b>Board of Directors Regular Meeting</b> ( <i>Meets 1<sup>st</sup> &amp; 3<sup>rd</sup> Wednesday of each Month</i> ) | Wednesday  | 18          | 9:45 a.m.         | Board Room  |
| <b>Board of Directors Stationary Source<br/>Committee</b> ( <i>Meets 4<sup>th</sup> Monday every other Month</i> )     | Monday     | 23          | 9:30 a.m.         | Board Room  |
| <b>Board of Directors Budget &amp; Finance<br/>Committee</b> ( <i>Meets 4<sup>th</sup> Wednesday each Month</i> )      | Wednesday  | 25          | 9:45 a.m.         | 4 <sup>th</sup> Floor<br>Conf. Room                                       |
| <b>Joint Policy Committee</b>  | Friday     | 27          | 10:00 a.m. – Noon | MetroCenter Auditorium<br>101 8 <sup>th</sup> Street<br>Oakland, CA 94607 |

MR:hl  
2/25/05 (1:45) p.m.  
P/Library/Calendar/Moncal

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

**DRAFT MINUTES**

Advisory Council Executive Committee Meeting  
9:00 a.m., Wednesday, November 10, 2004

- 1. Call to Order – Roll Call.** 9:10 a.m. Quorum Present: Elinor Blake, Chairperson, Louise Bedsworth, Ph.D., Harold Brazil, Kraig Kurucz, Linda Weiner, Brian Zamora. Absent: William Hanna.
- 2. Public Comment Period.** There were none.
- 3. Approval of Minutes of September 8, 2004.** Mr. Zamora moved approval of the minutes as submitted; seconded by Mr. Kurucz; carried unanimously.
- 4. Standing Committee Chair Reports on Committee Work Plans.** Mr. Brazil reported that the Air Quality Planning Committee (AQPC), jointly with the Technical Committee, devoted the majority of the year to reviewing the District's Ozone Control Strategy (OCS), and the Committees have completed their review of it. On October 12, 2004 the Committees met jointly to receive and discuss guest speaker presentations on alternative fuels and alternative vehicle technologies. This issue will be continued into 2005 for further Committee review. Today, the full Council will receive an update on Smog Check II, which the AQPC reviewed during 2002 and 2003. Chairperson Blake noted that the Committee may wish to continue into 2005 a topic adopted at the 2004 Retreat regarding smart growth, transit modes and regional shifts in transportation planning. Mr. Kurucz observed that this issue is related to the Ozone Control Strategy Transportation Control Measure No. 15, which the Committee will review next year.

Ms. Weiner stated that the Public Health Committee met on October 25, 2004 and reviewed the staff referral on whether the type of fence line optical remote monitoring now in operation at the ConocoPhillips Refinery in Rodeo should be applied to other refineries in the Bay Area in order to provide real-time information to refinery neighbors. While the Committee did not find any correlation between the real-time fence line monitoring data and accidental releases, it did hear testimony from citizens in Rodeo and Crockett expressing satisfaction with having access to the fence line data. Today the Committee is presenting seven recommendations for the Council to consider on real-time refinery emission data from other types of refinery monitors. District staff considers these recommendations to be feasible. Chairperson Blake added that posting of the fence line monitoring data on the Contra Costa County Health Department website has been delayed, but the process is still moving forward.

Ms. Blake noted that of the 14 topics that the Council selected for review at the January 2004 retreat, all but three have been completed and these were longer-range items that can be considered for inclusion again at the 2005 retreat. They include communities disproportionately impacted by air pollution and construction site emissions, emergency response and homeland security, and the impact of daylight savings time and peak ozone.

5. **Discussion of a Year-End Review of Council Activities.** Chairperson Blake stated that in a recent member survey on the Council's role and effectiveness, about half of the Council responded and responses were overwhelmingly positive and useful suggestions were made. Detailed survey results will be forwarded to the incoming Council Chair for consideration next year.
6. **Discussion and Adoption of Recommendation of a Slate of Officers for 2005.** Chairperson Blake stated the Council's tradition is to recommend that the Vice-Chair be elected to the position of Chair; the Secretary to the position of Vice-Chair; and a new Secretary be chosen from among the Council membership. She moved the nomination of the following slate of officers for 2005: Mr. Zamora for Council Chair; Mr. Kurucz for Council Vice-Chair, and Mr. Glueck for Council Secretary. She noted that Mr. Glueck has been a member of the Council for eight years and has twice chaired the Air Quality Planning Committee, and has indicated his availability for this position. Dr. Bedsworth seconded Chairperson Blake's motion, which carried unanimously by acclamation.

Peter Hess, Deputy Air Pollution Control Officer, commended the Council Committees on a fruitful year. Ms. Weiner thanked Chairperson Blake for her leadership.

7. **Committee Member Comments/Other Business.** There were none.
8. **Time and Place of Next Meeting.** At the Call of the Chair.
9. **Adjournment.** 9:38 a.m.

James N. Corazza  
Deputy Clerk of the Boards

BY - LAWS  
of the  
ADVISORY COUNCIL  
of the  
BAY AREA AIR QUALITY MANAGEMENT DISTRICT

ARTICLE I

Regular meetings of the Advisory Council of the Bay Area Air Quality Management District shall be held on the SECOND Wednesday of September, November, January, March, May and July, except that the Council may, at its September meeting, establish a different date for the November meeting, in recognition of Veteran's Day.

ARTICLE II

Special meetings of the Advisory Council of the Bay Area Air Quality Management District shall be on the call of the Chairperson, or upon the request of any five (5) members.

ARTICLE III

The Chairperson or any five (5) members desiring to call a special meeting of the Advisory Council shall notify the Air Pollution Control Officer, and the Clerk of the Boards in sufficient time to permit the preparation and mailing of notices. The Clerk of the Boards shall mail notice of the meeting to the members at least ten (10) days in advance of the time of the meeting.

ARTICLE IV

There shall be the following officers of the Advisory Council:

Chairperson: Who shall preside at meetings and shall ordinarily represent the Advisory Council at the meetings of the Board of Directors and shall perform such other functions as may be directed by these By-Laws or by resolution of the Advisory Council. The Chairperson shall be an ex-officio member of all committees.

Vice Chairperson: Who shall act for the Chairperson in his absence, inability to act or at his request.

Secretary: Who shall attest the resolutions and other acts of the Advisory Council, and perform such other duties as may be directed by the Advisory Council.

ARTICLE V

Officers shall be elected at the regular meeting in November and shall take office on the 1<sup>st</sup> of January. At each biennium, when the Advisory Council is reappointed pursuant to Health and Safety Code Section 40263, the officers holding office on December 31<sup>st</sup> next preceding shall continue to hold office until successors are elected. Any vacancy in office shall be filled by election at the next succeeding regular meeting.

#### ARTICLE VI

A quorum for meetings of the Advisory Council is a majority of the number of members holding appointments at the time of the meeting. A quorum for committees is a majority of the appointed members of the committee. The Chairperson of the Advisory Council shall count to make a quorum when he attends committee meetings.

#### ARTICLE VII

There shall be the following standing committees of the Advisory Council:

EXECUTIVE  
AIR QUALITY PLANNING  
PUBLIC HEALTH  
TECHNICAL

The chairperson shall appoint the members of the standing committees and shall designate one member of each committee as chairperson of the committee. A committee chairperson may appoint the chairperson and members of any subcommittee.

#### ARTICLE VIII

When any ad hoc committee has been created by resolution or motion of the Advisory Council or any matter is referred to committee, the Chairperson shall appoint the committee from the members of the Advisory Council and shall designate one member as chairperson of the ad hoc committee.



#### ARTICLE IX

Whenever practicable, reports of special committees and reports of standing committees, other than routine reports, shall be in writing. A copy of the committee report shall be furnished to the Clerk of the Boards in sufficient time to permit reproduction and mailing to the members of the Advisory Council in advance of the meeting of the Advisory Council, at which time it is to be presented. The Clerk of the Boards shall furnish a copy of all reports to the Air Pollution Control Officer.

#### ARTICLE X

Whenever practicable, reports of the Advisory Council shall be in writing and shall be furnished to the Clerk of the Boards to permit reproduction and submission to the Board of Directors of the Bay Area Air Quality Management District and the Air Pollution Control Officer.

#### ARTICLE XI

These By-Laws may be amended by a vote of a majority of the members of the Advisory Council at any meeting, provided notice of such amendment has been given at the preceding Regular Meeting or in the written call for the meeting. The Clerk of the Boards shall mail such notice at least ten (10) days prior to the meeting. These By-Laws may be temporarily suspended by a unanimous vote of the members present at any meetings, a quorum being present.

#### ARTICLE XII

All meetings of the Council and its Standing Committees are to be formally noticed by an Agenda to all Councilpersons, and those requesting notice thereof.

#### ARTICLE XIII

Except where in conflict with the Bay Area Air Quality Management District law, the Administrative Code of the Bay Area Air Quality Management District or these By-Laws, the latest edition of Robert's Rules of Order shall govern the conduct of meetings of the Advisory Council.

Adopted January 12, 1994  
Amended July 26, 2000

**PROGRAM NARRATIVE**

**Advisory Council**

*name*

**123**

*number*

**Managing Division:**

Administration

**Contact Person:**

Mary Ann Goodley/ Mary Romaidis

**Program Purpose:**

To provide air pollution information as a result of research conducted with staff assistance.

**Description of Program:**

The Advisory Council advises the Board of Directors on air pollution issues related to the eventual development of air pollution regulations.

**Justification of Change Request:**

Tax was not included last year in calculating the Computer Software and Hardware support for the Scanner. The additional \$353 is the estimated tax for these items.

| Priority | Activities   | Comment | Revenue Source | Cost  |
|----------|--|---------|----------------|-------|
| 1        | Attend all regular and Committee meetings of the Advisory Council.   |         | GR             | 3,125 |
| 2        | Prepare comprehensive, concise summary minutes of each meeting for Advisory Council/Committee approval.                |         | GR             | 1,250 |
| 3        | Prepare Advisory Council/Committee agendas and supporting material for duplication and mailout.                        |         | GR             | 1,250 |
| 4        | Record and prepare quarterly expense reports for each Council member.  |         | GR             | 2,083 |
| 5        | Prepare and maintain Advisory Council/Committee meeting files for each meeting.  |         | GR             | 1,562 |
| 6        | Tape record each meeting.  |         | GR             | 2,083 |
| 7        | Plan and prepare for Advisory Council luncheons and Committee meetings.  |         | GR             | 1,042 |
| 8        | 6 Advisory Council Members to attend AWMA Conference.  |         | GR             | 2,083 |
| 4        | Keep Air District web site updated with Advisory Council rosters, agenda packets and approved minutes                  |         | GR             | 1,250 |
| 5        | Maintain the District's web site as it pertains to Advisory Council agenda packets and approved minutes                |         | GR             | 1,250 |
| 6        | Maintain the District's web site as it pertains to the Advisory Council Roster and Committees                          |         | GR             | 1,250 |
| 9        | Prepare material for annual Advisory Council retreat and attend and take minutes.                                      |         | GR             | 1,042 |
| 10       | Prepare Advisory Council meeting and Committee packets for scanning and scan such matters.                             |         | GR             | 521   |
| 11       | Maintain attendance record for each Advisory Council member  |         | GR             | 521   |
| 9        | Provide assistance to AC Applicant Selection Working Group (compile applications and arrange for candidate interviews) |         | GR             | 521   |

| Advisory Council     |  | 123     |          |          |
|----------------------|--|---------|----------|----------|
| Operating Expenses   |  | FY03-04 | FY04-05  | FY05-06  |
| Services & Supplies: |  | Actual  | Budget   | Budget   |
| 52100                | TRAVEL EXPENSES  |         | \$11,300 | \$11,300 |
| 52205                | Airfare  |         | \$2,100  | \$2,100  |
| 52205                | 6 members @ \$ 350/member (or other conferences as appropriate)                    |         | \$2,100  | \$2,100  |
| 52205                |  |         |          |          |
| 52205                |  |         |          |          |
| 52205                |  |         |          |          |
| 52205                |  |         |          |          |
| 52205                |  |         |          |          |
| 52210                | Hotel  |         | \$3,840  | \$3,840  |
| 52210                | 6 members (AWMA) or other conferences as appropriate @ \$160/day - 4 days = \$3840 |         | \$3,840  | \$3,840  |
| 52210                |  |         |          |          |
| 52210                |  |         |          |          |
| 52210                |  |         |          |          |
| 52210                |  |         |          |          |
| 52210                |  |         |          |          |
| 52210                |  |         |          |          |
| 52215                | Meals  |         | \$5,000  | \$5,000  |
| 52215                | 6 members (AWMA) (or other conferences as appropriate)                             |         | \$1,500  | \$1,500  |
| 52215                | Council meeting refreshments/lunches   |         | \$3,000  | \$3,000  |
| 52215                | Council annual retreat meeting expenses  |         | \$500    | \$500    |
| 52215                |  |         |          |          |
| 52215                |  |         |          |          |
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| 52215                |  |         |          |          |
| 52215                |  |         |          |          |
| 52215                |  |         |          |          |
| 52220                | Misc (Car. Pkg, tolls, etc)  |         | \$360    | \$360    |
| 52220                | Taxi/Airport Shuttle/other miscellaneous   |         | \$60     | \$60     |
| 52220                | Parking, tolls, phone, mileage, etc.   |         | \$100    | \$100    |
| 52220                | Reimbursement for parking, tolls, etc  |         | \$200    | \$200    |
| 52220                |  |         |          |          |
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| 52220                |  |         |          |          |
| 52220                |  |         |          |          |
| 52300                | TRAINING & EDUCATION   |         | \$4,320  | \$4,320  |
| 52305                | Conference & Seminary Registration   |         | \$4,320  | \$4,320  |
| 52305                | Registration for AWMA(or other conferences as appropriate) - 6 members             |         | \$4,320  | \$4,320  |
| 52305                |  |         |          |          |
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| 52305                |  |         |          |          |
| 52305                |  |         |          |          |
| 52305                |  |         |          |          |
| 52310                | Tuition, Fees and Books  |         |          |          |
| 52310                |  |         |          |          |
| 52310                |  |         |          |          |
| 52310                |  |         |          |          |
| 52310                |  |         |          |          |
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| Advisory Council     |                                      | 123     |         |         |
|----------------------|--------------------------------------|---------|---------|---------|
| Operating Expenses   |                                      | FY03-04 | FY04-05 | FY05-06 |
| Services & Supplies: |                                      | Actual  | Budget  | Budget  |
| 52315                | Contracted Training & Education      |         |         |         |
| 52315                |                                      |         |         |         |
| 52315                |                                      |         |         |         |
| 52315                |                                      |         |         |         |
| 52315                |                                      |         |         |         |
| 52315                |                                      |         |         |         |
| 52315                |                                      |         |         |         |
| 52315                |                                      |         |         |         |
| 52400                | REPAIR & MAINTENANCE (EQUIPMENT)     |         | \$4,110 | \$4,463 |
| 52405                | Computer                             |         | \$4,110 | \$4,463 |
| 52405                | Software Support                     |         | \$2,160 | \$2,344 |
| 52405                | Hardware Support                     |         | \$1,950 | \$2,119 |
| 52405                |                                      |         |         |         |
| 52405                |                                      |         |         |         |
| 52405                |                                      |         |         |         |
| 52405                |                                      |         |         |         |
| 52405                |                                      |         |         |         |
| 52405                |                                      |         |         |         |
| 52410                | Vehicles                             |         |         |         |
| 52410                |                                      |         |         |         |
| 52410                |                                      |         |         |         |
| 52410                |                                      |         |         |         |
| 52415                | Air Monitoring                       |         |         |         |
| 52415                |                                      |         |         |         |
| 52415                |                                      |         |         |         |
| 52415                |                                      |         |         |         |
| 52415                |                                      |         |         |         |
| 52415                |                                      |         |         |         |
| 52415                |                                      |         |         |         |
| 52415                |                                      |         |         |         |
| 52415                |                                      |         |         |         |
| 52420                | Audio Visual Equipment               |         |         |         |
| 52420                |                                      |         |         |         |
| 52420                |                                      |         |         |         |
| 52420                |                                      |         |         |         |
| 52420                |                                      |         |         |         |
| 52425                | Contracts - Repair & Maintenance     |         |         |         |
| 52425                |                                      |         |         |         |
| 52425                |                                      |         |         |         |
| 52425                |                                      |         |         |         |
| 52425                |                                      |         |         |         |
| 52425                |                                      |         |         |         |
| 52425                |                                      |         |         |         |
| 52425                |                                      |         |         |         |
| 52425                |                                      |         |         |         |
| 52430                | Other Equipment Repair & Maintenance |         |         |         |
| 52430                |                                      |         |         |         |
| 52430                |                                      |         |         |         |
| 52430                |                                      |         |         |         |
| 52500                | COMMUNICATIONS                       |         |         |         |
| 52505                | Telephone                            |         |         |         |
| 52505                |                                      |         |         |         |
| 52505                |                                      |         |         |         |
| 52505                |                                      |         |         |         |
| 52505                |                                      |         |         |         |
| 52505                |                                      |         |         |         |
| 52510                | Other (Cell, Pager, etc.)            |         |         |         |
| 52510                |                                      |         |         |         |
| 52510                |                                      |         |         |         |
| 52510                |                                      |         |         |         |

| Advisory Council     |                                   | 123     |         |         |
|----------------------|-----------------------------------|---------|---------|---------|
| Operating Expenses   |                                   | FY03-04 | FY04-05 | FY05-06 |
| Services & Supplies: |                                   | Actual  | Budget  | Budget  |
| 53210                |                                   |         |         |         |
| 53210                |                                   |         |         |         |
| 53210                |                                   |         |         |         |
| 53210                |                                   |         |         |         |
| 53210                |                                   |         |         |         |
| 53210                |                                   |         |         |         |
| 53215                | Outside Rental                    |         |         |         |
| 53215                |                                   |         |         |         |
| 53215                |                                   |         |         |         |
| 53215                |                                   |         |         |         |
| 53215                |                                   |         |         |         |
| 53215                |                                   |         |         |         |
| 53300                | PROFESSIONAL SERVICES & CONTRACTS |         | \$750   | \$750   |
| 53305                | Professional Services             |         | \$750   | \$750   |
| 53305                | Speaker Fees                      |         | \$750   | \$750   |
| 53305                |                                   |         |         |         |
| 53305                |                                   |         |         |         |
| 53305                |                                   |         |         |         |
| 53305                |                                   |         |         |         |
| 53305                |                                   |         |         |         |
| 53305                |                                   |         |         |         |
| 53305                |                                   |         |         |         |
| 53305                |                                   |         |         |         |
| 53305                |                                   |         |         |         |
| 53305                |                                   |         |         |         |
| 53305                |                                   |         |         |         |
| 53305                |                                   |         |         |         |
| 53305                |                                   |         |         |         |
| 53305                |                                   |         |         |         |
| 53305                |                                   |         |         |         |
| 53310                | PM2.5 Professional Services       |         |         |         |
| 53310                |                                   |         |         |         |
| 53310                |                                   |         |         |         |
| 53310                |                                   |         |         |         |
| 53315                | BioWatch Professional Services    |         |         |         |
| 53315                |                                   |         |         |         |
| 53315                |                                   |         |         |         |
| 53315                |                                   |         |         |         |
| 53320                | Auditing Services                 |         |         |         |
| 53320                |                                   |         |         |         |
| 53320                |                                   |         |         |         |
| 53320                |                                   |         |         |         |
| 53325                | Employee Assistance Program       |         |         |         |
| 53325                |                                   |         |         |         |
| 53325                |                                   |         |         |         |
| 53325                |                                   |         |         |         |
| 53330                | Membership & Dues                 |         |         |         |
| 53330                |                                   |         |         |         |
| 53330                |                                   |         |         |         |
| 53330                |                                   |         |         |         |
| 53330                |                                   |         |         |         |
| 53330                |                                   |         |         |         |
| 53335                | Other Services                    |         |         |         |
| 53335                |                                   |         |         |         |
| 53335                |                                   |         |         |         |
| 53335                |                                   |         |         |         |
| 53340                | Contracts                         |         |         |         |
| 53340                |                                   |         |         |         |
| 53340                |                                   |         |         |         |
| 53340                |                                   |         |         |         |
| 53340                |                                   |         |         |         |
| 53340                |                                   |         |         |         |

|                                 |  |                |                |
|---------------------------------|--|----------------|----------------|
| <b>Advisory Council</b>         |  | <b>123</b>     |                |
| <b>Operating Expenses</b>       |  | <b>FY03-04</b> | <b>FY04-05</b> |
| <b>Services &amp; Supplies:</b> |  | <b>Actual</b>  | <b>Budget</b>  |

**Guidance Change Factor**

**Reduction tolerance factor**

**10.00%**

**Explain increase in Justification of Change Request (Narrative)**



**Explain decrease in Justification of Change Request (Narrative)**

## Advisory Council

**PROGRAM: 123**

|  |       | FY03-04<br>Actual<br>Program<br>Expenditures | FY04-05<br>Approved<br>Program<br>Budget | FY05-06<br>Alloc.<br>Capital | FY05-06<br>Program<br>Budget | FY05-06<br>Proposed<br>Program<br>Budget | Difference  | Percent<br>Change |
|--|-------|--|--|------------------------------|------------------------------|--|-------------|-------------------|
| <b>Personnel</b>                         |       |  |  |                              |                              |  |             |                   |
| Number of Positions                      |       |  | 1.15                                     |                              |                              |  | (1.15)      |                   |
| Permanent Salaries                       | 51105 |  | \$68,005                                 |                              |                              |  | (\$68,005)  | (100.00%)         |
| Overtime Salaries                        | 51150 |  |  |                              |                              |  |             |                   |
| Temporary Salaries                       | 51200 |  |  |                              |                              |  |             |                   |
| Payroll Taxes                            | 51300 |  | \$653                                    |                              |                              |  | (\$653)     | (100.00%)         |
| PERS                                     | 51400 |  | \$4,760                                  |                              |                              |  | (\$4,760)   | (100.00%)         |
| FICA Replacement Benefits                | 51500 |  | \$4,447                                  |                              |                              |  | (\$4,447)   | (100.00%)         |
| Group Insurance                          | 51600 |  | \$9,556                                  |                              |                              |  | (\$9,556)   | (100.00%)         |
| Employee Transportation Subsidy          | 51700 |  | \$242                                    |                              |                              |  | (\$242)     | (100.00%)         |
| Worker Compensation                      | 51800 |  | \$1,008                                  |                              |                              |  | (\$1,008)   | (100.00%)         |
| Fees                                     | 51790 |  |  |                              |                              |  |             |                   |
| Prior Year Expenditure                   | 51795 |  |  |                              |                              |  |             |                   |
| <b>Subtotal Personnel</b>                |       |  | \$88,670                                 |                              |                              |  | (\$88,670)  | (100.00%)         |
| <b>Services and Supplies</b>             |       |  |  |                              |                              |  |             |                   |
| Travel Expenses                          | 52200 |  | \$11,300                                 |                              | \$11,300                     | \$11,300                                 |             |                   |
| Training And Education                   | 52300 |  | \$4,320                                  |                              | \$4,320                      | \$4,320                                  |             |                   |
| Repair & Maintenance (Equipment)         | 52400 |  | \$4,110                                  |                              | \$4,463                      | \$4,463                                  | \$353       | 8.59%             |
| Communications                           | 52500 |  |  |                              |                              |  |             |                   |
| Building Maintenance                     | 52600 |  |  |                              |                              |  |             |                   |
| Utilities                                | 52700 |  |  |                              |                              |  |             |                   |
| Postage                                  | 52800 |  |  |                              |                              |  |             |                   |
| Printing & Reproduction                  | 52900 |  |  |                              |                              |  |             |                   |
| Equipment Rental                         | 53100 |  |  |                              |                              |  |             |                   |
| Rents & Leases                           | 53200 |  |  |                              |                              |  |             |                   |
| Professional Services & Contracts        | 53300 |  | \$750                                    |                              | \$750                        | \$750                                    |             |                   |
| General Insurance                        | 53400 |  |  |                              |                              |  |             |                   |
| Shop & Field Supplies                    | 53500 |  |  |                              |                              |  |             |                   |
| Laboratory Supplies                      | 53600 |  |  |                              |                              |  |             |                   |
| Gasoline & Variable Fuel                 | 53700 |  |  |                              |                              |  |             |                   |
| Computer Hardware & Software             | 53800 |  |  |                              |                              |  |             |                   |
| Stationery & Office Supplies             | 53900 |  |  |                              |                              |  |             |                   |
| Books & Journals                         | 54100 |  |  |                              |                              |  |             |                   |
| Minor Office Equipment                   | 54200 |  |  |                              |                              |  |             |                   |
| Depreciation & Amortization              | 55750 |  |  |                              |                              |  |             |                   |
| <b>Subtotal Services and Supplies</b>    |       |  | \$20,480                                 |                              | \$20,833                     | \$20,833                                 | \$353       | 1.72%             |
| <b>Capital Leases and Capital Outlay</b> |       |  |  |                              |                              |  |             |                   |
| Building & Grounds                       | 60105 |  | \$2,976                                  |                              |                              |  | (\$2,976)   | (100.00%)         |
| Office Equip                             | 60110 |  |  |                              |                              |  |             |                   |
| Computer & Network Equip                 | 60115 |  | \$10,047                                 |                              |                              |  | (\$10,047)  | (100.00%)         |
| Motorized Equip                          | 60120 |  |  |                              |                              |  |             |                   |
| Lab & Monitoring Equip                   | 60125 |  |  |                              |                              |  |             |                   |
| Communications Equip                     | 60130 |  |  |                              |                              |  |             |                   |
| <b>Subtotal Fixed Assets</b>             |       |  | \$13,023                                 |                              |                              |  | (\$13,023)  | (100.00%)         |
| <b>Allocated Indirect Cost</b>           |       |  |  |                              |                              |  |             |                   |
| <b>Total Expenditures</b>                |       |  | \$122,173                                |                              | \$20,833                     | \$20,833                                 | (\$101,340) | (82.95%)          |

**Program Activities Eligible for Revenue Sources:**

|                           |                                   |
|---------------------------|-----------------------------------|
| Operating Permit Fees     | Federal Grant &                   |
| New & Modified Permits    | State Subvention                  |
| Title V Permit Fees       | CMAQ Funding &                    |
| Asbestos Fees             | Miscellaneous Revenue             |
| Soil Aeration Fees        | TFCA Admin Costs and Proj Funding |
| AB 2588 Income            | General Revenue *                 |
| Hearing Board Fees        | Additional State Subvention       |
| Penalties and Settlements | <b>Total</b>                      |
| \$20,833                  |                                   |
| \$20,833                  |                                   |

\* General Revenue includes County, Interest, Contractual, and District Service Revenues