

FEATHER RIVER AIR QUALITY MANAGEMENT DISTRICT
MEMORANDUM
10/1/2018

TO: FRAQMD BOARD OF DIRECTORS

FROM: Christopher D. Brown, AICP, APCO

SUBJECT: Approve the Policy/Finance Committee recommendation to approve the authorization for a new Air Quality Specialist I position and associated budget amendments.

RECOMMENDATION:

Approve the Committee recommendation to amend position allocation table resolution to include an additional Air Quality Compliance Specialist I and approve related budget adjustments.

ALTERNATIVES:

- 1.) Not approve recommended actions and provide direction to staff.
- 2.) Refer matter back to policy finance and/or personnel committee(s).

BACKGROUND:

The FRAQMD Compliance Division carries out all annual field inspections (~650), manages all aspects of the burn program, responds to all complaints and (as of 2018) conducts inspections on all gas field equipment in the District subject to ARB's Oil and Gas Regulation (CCR 95665 et seq.).

Currently the District has two Compliance Specialists who report to the Air Quality Compliance Supervisor. The workload exceeds the amount of staff time available. The Compliance Inspector I is an entry level position.

In December 2017 the District Board approved an MOU with ARB which provided funding (\$100,000 in FY 17/18, \$75,000 thereafter) in exchange for the District taking on local enforcement and inspection duties for the Oil and Gas MOU. The District has received the first payment under this agreement.

The additional annual income from ARB largely covers the costs of the new position. The additional revenue can be realized by shifting some duties from other programs, which will more equitably balance workload in the office. Attached is a list of administration revenue associated with grants that the District has entered into and can also be used to off-set any salary deficit for the new position.

An additional expense for this position will be the eventual need to remodel the District office to create a workspace for the new person. Funds have been set aside for this work; however Staff recommends waiting until later in the year to proceed with the work. In the meantime staff will need to "double up" which is valuable for training purposes anyway.

Staff will be watching the budget closely and will come back to the board if filling this position turns out not to be fiscally sustainable in the long run. If the revenue in the MOU with the state is reduced or taken away this position will likely need to be eliminated.

FISCAL IMPACT:

The district is proposing the hire the additional position in January 2019. The estimated associated salary/benefit costs needed for fiscal year 18/19 is \$41,740.

Fiscal year 19/20 estimated associated salary/benefit cost would be \$90,330. Both estimates are based on the assumption the employee would be married with a family and would be a PEPRA retiree.

GRANT ADMINISTRATION REVENUE RECAP

GRANT PROGRAM	AUTHORIZED BY	ADMIN AMOUNT	FUNDING STATUS	COMMENTS
FARMER	AB 134/AB 109	\$60,000	10/1/2018	Funding Agricultural Replacement Measures for Emission Reductions
Carl Moyer Program	Regular Year 21	\$45,000	6/1/2019	
Electric School Bus \$	AB 134	\$31,250	6/1/2019	
Emission Inventory Update	AB 197	\$20,000	12/1/2018	
Woodstove	CA Climate Investments	\$20,000	Invoice qtrly.	Received \$12,662.00 to date
	Total:	\$176,250		