

Benton Clean Air Agency
FY 2025 Budget
Adopted
May 23, 2024



		Benton Clean Air Agency	2025 Working			
5/16/2024		<i>Approved May 23, 2024</i>				
		COLA %	4.3			
BCAA Code	Budget Line Item		FY 2025	FY 2024	Difference	
1940		Control Officer	\$108,517	\$102,003	\$6,514	1.06
1946		AQE 2	\$32,754	\$39,254	-\$6,501	0.83
1947		AQE 1	\$85,390	\$80,265	\$5,125	1.06
1941		AQS 2	\$67,068	\$63,042	\$4,026	1.06
1942		AQS 1	\$48,695	\$47,714	\$982	1.02
		Compensatory/Vac Cashout Time	\$12,000	\$12,000	\$0	
	Total Salaries		\$369,665	\$344,278	\$25,387	
2102		Social Security+Medicare	\$28,279	\$26,337	\$1,942	
2103		Health & Life Ins	\$122,944	\$110,874	\$12,070	
2104		Retirement	\$34,533	\$31,265	\$3,268	
		Family Leave	\$1,109	\$1,033	\$76	
2101		Industrial Insurance	\$9,242	\$8,607	\$635	
2107		Unemployment	\$1,220	\$1,136	\$84	
	Total Benefits		\$197,327	\$179,252	\$18,075	
3101		Office Supplies	\$3,500	\$3,500	\$0	
3106		Printers	\$7,000	\$7,000	\$0	
3111		Reference Materials	\$100	\$100	\$0	
	Total Supplies		\$10,600	\$10,600	\$0	
		Professional Services	\$38,600	\$38,600	\$0	
4101		Legal Services	\$22,600	\$22,600	\$0	
4102		PE Services	\$0	\$0	\$0	
4103		Bookkeeper	\$5,000	\$5,000	\$0	
4105		Ecology Oversight AOP (Title 5)	\$3,500	\$3,500	\$0	
4106		Ecology Oversight Ag	\$2,500	\$2,500	\$0	
4109		IT Support	\$5,000	\$5,000	\$0	
		Communications	\$13,800	\$13,800	\$0	
4201		IT Infrastructure	\$5,000	\$5,000	\$0	
4202		Landlines	\$2,800	\$2,800	\$0	
4205		Cellular Phone Service	\$4,500	\$4,500	\$0	
4206		Postage	\$1,500	\$1,500	\$0	
4301		Travel & Training	\$15,000	\$15,000	\$0	
4403		Advertising and Outreach	\$16,500	\$13,500	\$3,000	
4401		Legal Advertising	\$2,000	\$2,000	\$0	
4403		Public Outreach	\$11,000	\$8,500	\$2,500	
4405		Media Outreach	\$3,500	\$3,000	\$500	

		Utilities	\$2,800	\$2,800	\$0	
4701		Electricity	\$2,200	\$2,200	\$0	
4704		Refuse collection	\$600	\$600	\$0	
4600		Insurance	\$11,500	\$12,000	-\$500	
		Repairs & Maintenance	\$16,000	\$41,000	-\$25,000	
4801		Facility Maint/Operations	\$10,000	\$35,000	-\$25,000	
4807		Vehicle Maintenance	\$6,000	\$6,000	\$0	
4906		Printing	\$0	\$500	-\$500	
4901		Dues, Publications	\$1,200	\$1,200	\$0	
	Total Contracts/Services		\$115,400	\$138,400	-\$23,000	
6401		Operating Equipment	\$2,000	\$2,000	\$0	
6407		Information Technology Equipment	\$5,000	\$85,000	-\$80,000	
6406		Capital Equipment/Projects	\$200,000	\$149,000	\$51,000	
	Total Capital Equipment		\$207,000	\$236,000	-\$29,000	
	Total Budget		\$899,992	\$908,530	-\$8,538	
	Total Anticipated Revenue		\$906,005	\$920,237	-\$14,232	

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Reserve Funds		Name	FY 2025
			Funding Level
6317-601		Emergency Reserve	\$300,000.00
6317-602		Building Maintenance	\$20,000.00
6317-603		Legal Defense	\$20,000.00
6317-604		Equipment Replacement	\$42,000.00
6317-605		Audit	\$17,450.00

Projected Revenue FY 2025

REVENUE SOURCE	Projected Income	Revenue	Fiscal Period
<u>LOCAL REVENUES</u>			
Local Assessments Total	\$213,900	\$210,850	Calendar Year
Local Fee Revenues			
Asbestos Fees	\$17,500	\$17,500	BCAA Fiscal
Registration Fees	\$120,000	\$117,000	BCAA Fiscal
Special Burn Permits	\$3,500	\$3,500	BCAA Fiscal
Ag Burn Permits	\$13,000	\$13,000	BCAA Fiscal
NOC Fees	\$29,000	\$19,000	BCAA Fiscal
Total	\$183,000	\$170,000	
Air Operating Permit (Title V) Fees	\$115,000	\$111,690	Calendar Year
Penalties	\$12,000	\$12,000	BCAA Fiscal
Misc. Non Revenue	\$12,500	\$12,500	BCAA Fiscal
General Fund	\$200,000	\$210,000	
TOTAL LOCAL REVENUES	\$736,400	\$727,040	
<u>State and Federal Grants</u>			
Federal Core Program Grants	\$82,920	\$79,592	BCAA Fiscal - 2-Yr
StateCore Program Grants	\$59,996	\$57,589	BCAA Fiscal - 2-Yr
PM2.5 Monitoring Funds	\$12,500	\$4,500	BCAA Fiscal - 4-Yr
Wood Stove Education Grant	\$4,189	\$3,909	BCAA Fiscal - 2-Yr
Inflation Reduction Act CAA Grant		\$47,607	BCAA Fiscal - 1-Yr
Wood Smoke Reduction Grant	\$10,000		
Total Grants	\$169,605	\$193,197	
Total Anticipated Revenue	\$906,005	\$920,237	
Total Anticipated Expenditure	\$899,992	\$907,166	
Net (excess revenue)	\$6,013	\$13,071	

Benton Clean Air Agency Revenue Details, FY 2025

Revenue Source	Approximate Revenue	Details, Risk	Future
Local Assessment – from the County and Cities	\$213,900	Set by Board, last reset in 2008	Increases in the immediate future not anticipated
Fees			
Asbestos	\$17,500	Decrease in construction or renovation	
Registration	\$120,000	Loss of registered sources or reduced throughput	Designed to increase gradually, most years
Burn Permits	\$16,500	Loss of agricultural sources	
Notice of Construction Permits	\$19,000	Decrease in activity	Proposed increase in NOC fee schedule to align with program costs and other local airt.
Air Operating Permit Fees	\$115,000	Loss of large industrial sources	
Federal Core Grant	\$82,920	FY2025. Appears to be stable for the next several years	Risks of forward Federal Funding Cash flow for end of FY 25 could be managed (with reserves if necessary)
State Core Grant	\$59,996	Affected by the above, in addition to State Budget stresses	
PM 2.5 Monitoring Grant	\$12,500	Federal Grant, affected Federal Budget Actions	One time increase of 4 year grant cycle. Could decrease in FY2029.
Wood Stove Ed. Grant	4,189	State Grant, affected by State Budget Actions	
Wood Smoke Reduction Grant	\$10,000	State Grant, affected by State Budget Actions	2 year grant cycle
General Fund	\$200,000	Used for Building Remodel.	

NOTES:

Expenditures:

- Salaries: with Step increase along with 4.3% COLA derived from Western States CPI.
- Building remodel: Parking lot repairs were more than anticipated due to stormwater requirements, and having to develop a new website, along with security fencing used most of the remodel budget in FY 2024. Funds from the General Fund are anticipated to be used for the remodel in FY2025.
- Supplies; anticipate no significant change.
- Other line items; anticipate no significant change.

Revenues:

- Federal and State Core anticipated to remain stable.
- Implementing 4.3% registration fee increases for FY 2025 in line with Western States CPI.
- NOC fees proposed to increase to align with program costs and other local clean air agencies.
- Maintain Asbestos Fees and Burn Permit Fees with a gradual increase as activity increases.
- Federal, state, local, and agency revenues remain stable.
- General fund will be used to cover additional costs including building remodel.

Benton Clean Air Agency Reserve Funds

Reserve Funds			FY 2025
	Name		Funding Level
6317-601	Emergency Reserve		\$300,000.00
6317-602	Building Maintenance		\$20,000.00
6317-603	Legal Defense		\$20,000.00
6317-604	Equipment Replacement		\$42,000.00
6317-605	Audit		\$17,450.00

1. Reserve Fund Account – This account has been established to provide support for the agency in the event of unanticipated expenditure or revenue shortfall. The retained earnings are accrued to this fund when the books are closed at the end of each Fiscal Year. Use of this fund will be approved by the board.

2. Building Maintenance Fund - To the extent practical, the agency budgets for routine building maintenance needs each year through current revenues rather than use of funds in reserve accounts. However, the agency maintains a capital equipment reserve account to minimize fluctuations due to large or unanticipated building maintenance expenses.

3. Legal Defense Fund – This account has been established to provide support for the agency in the event of protracted legal action or award. Use of this fund will be approved by the board.

4. Equipment Replacement Reserve Account - To the extent practical, the agency budgets for routine capital equipment needs each year through current revenues rather than use of funds in reserve accounts. However, the agency maintains a capital equipment reserve account (see Appendix 2) to minimize fluctuations due to large or unanticipated capital purchases.

5. Audit Reserve Fund – The agency is audited by the State Auditor’s Office at three or four year intervals. As this audit notification of audit received in time to place it in the operating budget, and the funding need will increase for each year included in the audit cycle, this fund is used to minimize impact on the annual operating budget.