

**Bay Area Air Quality Management District**  
**939 Ellis Street**  
**San Francisco, California 94109**  
**(415) 771-6000**

**APPROVED MINUTES**

Summary of Board of Directors  
Mobile Source Committee Meeting  
9:30 a.m., Thursday, July 14, 2005

1. **Call to Order – Roll Call:** Chairperson Scott Haggerty called the meeting to order at 9:42 a.m.  
  
**Present:** Scott Haggerty, Chairperson; Patrick Kwok, Jake McGoldrick, Tim Smith, Pamela Torliatt.  
  
**Absent:** Jerry Hill, Nate Miley, John Silva, Shelia Young.  
  
**Also Present:** Julia Miller, Marland Townsend, Gayle B. Uilkema.
2. **Public Comment Period:** There were none.
3. **Approval of Minutes of April 25, 2005:** Director Smith moved approval of the minutes; seconded by Director Torliatt, carried unanimously without objection.
4. **Vehicle Buy Back Program Fiscal Year 2004/2005 Annual Report:** *Staff provided an overview of the Vehicle Buy Back Program annual report for fiscal year 2004/2005.*

Vanessa Mongeon, Environmental Planner, presented the annual report for the Vehicle Buy Back (VBB) Program and provided an overview of the Program. Ms. Mongeon noted that the VBB Program is one of the most cost-effective TFCA-funded programs, with an estimated cost effectiveness of \$8,600 per ton of reduced emissions for fiscal year 2004/2005.

The budget for fiscal year 2004/2005 was \$3.8 million. Currently, there are three vehicle dismantling contractors with a total of 20 dismantling yards in the Bay Area, where an average of 600 light-duty vehicles are scrapped per month for the VBB Program. Ms. Mongeon reviewed the changes authorized by the Board of Directors in October 2004 and stated that staff has no recommended changes for the 2005/2006 funding cycle for this program.

During discussion it was noted that approximately 60-70% of the vehicles being scrapped are model years 1982 to 1985.

**Committee Action:** Director Smith moved to receive and file the report; seconded by Director Kwok; carried unanimously without objection.

- 5. Vehicle Buy Back Program Direct Mail Campaign Contract Extension:** *The Committee considered recommending Board of Director approval of a one-year contract extension for the Vehicle Buy Back Program Direct Mail campaign.*

Ms. Mongeon presented the report and reviewed the background and importance of direct mail to the Vehicle Buy Back Program. The original contract to Ad Mail was approved by the Board of Directors in May 2004 and it included a provision for a one-year renewal. Staff recommends renewing the contract for one year in the amount of up to \$90,000.

**Committee Action:** Director Torliatt moved the staff recommendation; seconded by Director McGoldrick.

In response to a question from Director Haggerty, Ms. Mongeon stated that approximately \$75,000 has been spent on the direct mail campaign so far. The motion then carried unanimously without objection.

- 6. Transportation Fund for Clean Air County Program Manager Expenditure Plans for Fiscal Year 2005/2006:** *The Committee considered recommending Board of Director approval of fiscal year 2005/2006 Transportation Fund for Clean Air (TFCA) County Program Manager expenditure plans.*

Juan Ortellado, Grant Programs Manager, presented the report and stated that the Air District reviews the TFCA Program Manager (PM) expenditure plans and provides recommendations to the Board of Directors for their approval. Mr. Ortellado reviewed the project evaluation guidelines and discussed the County Program Manager expenditure plans for fiscal year 2005/2006. Staff is recommending 62 projects for approval as well as the swapping of TFCA and Congestion Mitigation and Air Quality (CMAQ) funds proposed by the Alameda and Santa Clara Program Managers.

Mr. Ortellado reviewed the TFCA County Program Manager expenditure plans for fiscal year 2005/2006 summarized in Tables 1 and 2 of the staff report. Staff recommended that the Committee recommend Board of Director approval of County Program Manager expenditure plans for fiscal year 2005/2006 summarized on Tables 1 and 2 of the staff report.

In response to a question from Director McGoldrick, David Chan of the San Francisco County Transportation Authority explained the differences between the two bicycle locker projects for San Francisco County.

**Committee Action:** Director Smith moved the Committee recommend Board of Director approval of the staff recommendation; seconded by Director Torliatt; carried unanimously without objection.

- 7. Vehicle Incentive Program for Fiscal Year 2005/2006:** *The Committee considered recommending Board of Directors approval of the Vehicle Incentive Program (VIP) for fiscal year 2005/2006, including 2) allocation of \$500,000 in Transportation Fund for Clean Air (TFCA) funds for the fiscal year 2005/2006 VIP funding cycle; and b) approval of the VIP guidelines.*

Andrea Gordon, Senior Environmental Planner, provided an overview of the program and noted that staff is not recommending any changes in the proposed guidelines or incentive amounts. The Vehicle Incentive Program guidelines, process, and procedures were reviewed. Staff recommends Board of Director approval of the following:

- Allocation of \$500,000 in TFCA Regional funds for the fiscal year 2005/2006 VIP cycle, and
- Approval of the VIP guidelines in Attachments A and B of the staff report.

There was discussion on plug-in hybrids and Jack Broadbent, Executive Officer/APCO stated that this item will be brought back to the Committee at a later date.

**Committee Action:** Director Smith moved that the Committee recommend Board of Director approval of the staff recommendation; seconded by Director Kwok; carried unanimously without objection.

**8. Committee Member Comments/Other Business:** There were none.

**9. Time and Place of Next Meeting:** Chairperson Haggerty announced that the August 11, 2005 meeting was cancelled. The next meeting of the Committee is scheduled for 9:30 a.m., Thursday, September 8, 2005, 939 Ellis Street, San Francisco, CA 94109

**10. Adjournment:** The meeting adjourned at 10:25 a.m.

*/s/ Mary Romaidis*  
Mary Romaidis  
Clerk of the Boards