



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

BOARD OF DIRECTORS SPECIAL MEETING
AS THE SOLE MEMBER OF
THE BAY AREA CLEAN AIR FOUNDATION
APRIL 2, 2014
(REVISED)

A meeting of the Bay Area Air Quality Management District Board of Directors as the sole member of the Bay Area Clean Air Foundation will be held at 9:45 a.m. in the 7th floor Board Room of the Bay Area Air Quality Management District's headquarters, 939 Ellis Street, San Francisco, California.

**Questions About
an Agenda Item**

The name, telephone number and e-mail of the appropriate staff person to contact for additional information is listed for each agenda item.

Meeting Procedures

The public meeting of the Air District Board of Directors as the Sole Member of the Bay Area Clean Air Foundation begins at 9:45 a.m. The Board of Directors generally will consider items in the order listed on the agenda. However, any item may be considered in any order.

After action on any agenda item, the Board may reconsider or amend the item at any time during the meeting.

This meeting will be webcast. To see the webcast, please visit <http://www.baaqmd.gov/The-Air-District/Board-of-Directors/Agendas-and-Minutes.aspx> at the time of the meeting.

BOARD OF DIRECTORS SPECIAL MEETING AS THE SOLE MEMBER OF THE BAY AREA CLEAN AIR FOUNDATION

REVISED AGENDA

WEDNESDAY
APRIL 2, 2014
9:45 A.M.

BOARD ROOM
7th FLOOR

1. **CALL TO ORDER – ROLL CALL**

The Chair shall call the meeting to order and the Clerk of the Boards shall take roll of the Committee members.

2. **PUBLIC COMMENT PERIOD** (*Public Comment on Non-Agenda Items, Pursuant to Government Code §54954.3*) Members of the public are afforded the opportunity to speak on any agenda item. All agendas for regular meetings are posted at Air District headquarters, 939 Ellis Street, San Francisco, CA, and at the Air District website www.baaqmd.gov at least 72 hours in advance of a regular meeting. At the beginning of the regular meeting agenda, an opportunity is also provided for the public to speak on any subject within the Board's subject matter jurisdiction. Speakers will be limited to three (3) minutes each.

Staff/Phone (415) 749-

3. **Approval of the Minutes of March 20, 2013**

Clerk of the Boards/5073

The Board of Directors will consider approving the attached draft minutes of the Bay Area Clean Air Foundation meeting of March 20, 2013.

4. **Accept the Bay Area Clean Air Foundation 2013 Annual Report** **J. Broadbent/5052**
jbroadbent@baaqmd.gov

D. Breen/5041
dbreen@baaqmd.gov

The Board of Directors as the sole member of the Bay Area Clean Air Foundation will consider accepting the Bay Area Clean Air Foundation 2013 Annual Report.

5. **Adoption of the Bay Area Clean Air Foundation's Budget**

J. Broadbent/5052
jbroadbent@baaqmd.gov

J. McKay/4629
jmckay@baaqmd.gov

The Board of Directors will consider adopting the proposed 2014 Budget of the Bay Area Clean Air Foundation.

6. **Appoint Two Directors to the Bay Area Clean Air Foundation's Board of Directors**
J. Broadbent/5052
jbroadbent@baaqmd.gov

J. McKay/4629
jmckay@baaqmd.gov

The Board of Directors as the sole member of the Bay Area Clean Air Foundation will fill two vacant seats on the Bay Area Clean Air Foundation's Board of Directors. The Board of Directors will consider re-electing Jack P. Broadbent and Jeffrey McKay to their third 2-year terms as directors of the Bay Area Clean Air Foundation.

OTHER BUSINESS

7. Adjournment

The Special Board meeting shall be adjourned by the Chair.

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

(415) 749-5073
FAX: (415) 928-8560
BAAQMD
homepage:
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 Executive Office should be given at least 3 working days prior to the date of the meeting so that arrangements can be made accordingly.

Any writing relating to an open session item on this Agenda that is distributed to all, or a majority of all, members of the body to which this Agenda relates shall be made available at the Air District's headquarters at 939 Ellis Street, San Francisco, CA 94109, at the time such writing is made available to all, or a majority of all, members of that body.

**BAY AREA AIR QUALITY MANAGEMENT DISTRICT
939 ELLIS STREET, SAN FRANCISCO, CALIFORNIA 94109
FOR QUESTIONS PLEASE CALL (415) 749-5016 or (415) 749-4941**

**EXECUTIVE OFFICE:
MONTHLY CALENDAR OF AIR DISTRICT MEETINGS**

MARCH 2014

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Board of Directors Budget & Finance Committee <i>(Meets on the 4th Wednesday of each Month)</i>	Wednesday	26	9:30 a.m.	4 th Floor Conf. Room

VIDEOCONFERENCE LOCATION:

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

Board of Directors Mobile Source Committee <i>(Meets on the 4th Thursday of each Month)</i> - CANCELLED	Thursday	27	9:30 a.m.	Board Room
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APRIL 2014

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Board of Directors Special Meeting as the Sole Member of the Bay Area Clean Air Foundation	Wednesday	2	9:45 a.m.	Board Room
Board of Directors Regular Meeting <i>(Meets on the 1st & 3rd Wednesday of each Month)</i>	Wednesday	2	9:45 a.m.	Board Room
Board of Directors Legislative Committee <i>(At the Call of the Chair)</i>	Thursday	3	10:00 a.m.	4 th Floor Conf. Room
Advisory Council Regular Meeting <i>(Meets on the 2nd Wednesday of each Month)</i>	Wednesday	9	9:00 a.m.	Board Room
Board of Directors Regular Meeting <i>(Meets on the 1st & 3rd Wednesday of each Month)</i>	Wednesday	16	9:45 a.m.	Board Room
Ad Hoc Building Committee <i>(At the Call of the Chair)</i>	Wednesday	16	Immediately following the Regular Board meeting	4 th Floor Conf. Room
Board of Directors Executive Committee <i>(Meets on the 3rd Monday of each Month)</i>	Monday	21	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Budget & Finance Committee <i>(Meets on the 4th Wednesday of each Month)</i>	Wednesday	23	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Mobile Source Committee <i>(Meets on the 4th Thursday of each Month)</i>	Thursday	24	9:30 a.m.	Board Room

MAY 2014

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Board of Directors Regular Meeting <i>(Meets on the 1st & 3rd Wednesday of each Month)</i>	Wednesday	7	9:45 a.m.	Board Room
Advisory Council Regular Meeting <i>(Meets on the 2nd Wednesday of each Month)</i>	Wednesday	14	9:00 a.m.	Board Room
Board of Directors Climate Protection Committee <i>(Meets 3rd Thursday of every other month)</i>	Thursday	15	9:30 a.m.	Board Room
Board of Directors Executive Committee <i>(Meets on the 3rd Monday of each Month)</i>	Monday	19	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Stationary Source Committee <i>(Meets Quarterly at the Call of the Chair)</i>	Monday	19	10:30 a.m.	Board Room
Board of Directors Regular Meeting <i>(Meets on the 1st & 3rd Wednesday of each Month)</i>	Wednesday	21	9:45 a.m.	Board Room
Board of Directors Mobile Source Committee <i>(Meets on the 4th Thursday of each Month)</i>	Thursday	22	9:30 a.m.	Board Room
Board of Directors Budget & Finance Committee <i>(Meets on the 4th Wednesday of each Month)</i>	Wednesday	28	9:30 a.m.	4 th Floor Conf. Room

HL – 3/25/14 (2:15 p.m.)

P/Library/Forms/Calendar/Calendar/Moncal

BAY AREA CLEAN AIR FOUNDATION

Memorandum

To: Chairperson Nate Miley and Members
of the Board of Directors

From: Jack P. Broadbent
President, Bay Area Clean Air Foundation

Date: July 25, 2013

Re: Bay Area Clean Air Foundation Draft Sole Member Meeting Minutes

RECOMMENDED ACTION

Approve attached draft minutes of the Bay Area Clean Air Foundation Sole Member Meeting of March 20, 2013.

DISCUSSION

Attached for your review and approval are the draft minutes of the Bay Area Clean Air Foundation Sole Member Meeting of March 20, 2013.

Respectfully submitted,

Jack P. Broadbent
President, Bay Area Clean Air Foundation

Prepared by: Sean Gallagher
Reviewed by: Rex Sanders

Attachment

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

Board of Directors Special Meeting
As the Sole Member of the Bay Area Clean Air Foundation
Wednesday, March 20, 2013

DRAFT MINUTES

1. CALL TO ORDER

Chairperson Ash Kalra called the meeting to order at 9:45 a.m.

ROLL CALL

Present: Chairperson Ash Kalra; Vice-Chairperson Nate Miley; Secretary Carole Groom; and Directors Susan Adams, John Avalos, Teresa Barrett, Tom Bates, John Gioia, Scott Haggerty, David Hudson, Liz Kniss, Eric Mar, Jan Pepper, Mark Ross, Jim Spering, Brad Wagenknecht and Shirlee Zane.

Absent: Directors Carol Klatt, Edwin Lee, Mary Piepho, Tim Sbranti and Ken Yeager.

2. PUBLIC COMMENT PERIOD: None.

3. Approval of the Minutes of March 7, 2012

Board Comments: None.

Public Comments: None.

Board Action: Director Wagenknecht made a motion to approve the Minutes of March 7, 2012; Director Haggerty seconded; and the motion carried unanimously.

4. Accept the Bay Area Clean Air Foundation (Foundation) 2011 Annual Report

Jack Broadbent, Executive Officer/Air Pollution Control Officer made introductory remarks regarding Foundation background and introduced Damian Breen, Director of Strategic Incentives, who gave the staff presentation Foundation Annual Report, including overview, city car share reformulated gasoline settlement fund grant, Oakley generating station emissions mitigation fund, future project, next steps and 2012 Foundation financials.

NOTED PRESENT: Director Kniss was noted present at 9:53 a.m.

NOTED PRESENT: Director Mar was noted present at 9:55 a.m.

NOTED PRESENT: Director Bates was noted present at 9:56 a.m.

Board Comments:

Director Hudson requested additional notice of the Oakley Generating Station Emissions Mitigation Fund project be provided in the form of letters to the cities of Concord and Clayton.

Director Ross asked if the Foundation will be a potential vehicle for Assembly Bill 32 offsets, which question was answered by Mr. Breen.

Director Gioia asked for clarification regarding the factors in determining the initial eligibility for communities, which was provided by Brian Bunger, District Counsel. After further board discussion, Director Gioia suggested very broad notification be provided to Contra Costa and Alameda Counties.

Director Pepper asked, regarding slide 3, City Car Share – Reformulated Gasoline Settlement Fund Grant, about the usage levels for electric vehicles in the program, which questions were answered by Mr. Breen.

Director Bates asked, regarding slide 6, 2012 Foundation Financials, whether an expenditure plan for the 2012 ending balance exists and whether a grant for back-up generators is a possible use, which questions were answered by Mr. Breen. Director Bates encouraged staff to provide as much financial support for the back-up generators issue as possible, such as matching funds.

Chairperson Kalra suggested, regarding slide 6, 2012 Foundation Financials, the addition of a line in the financial report which shows that certain funds are dedicated to a certain use to avoid having the appearance of a floating balance that is available for use as the Board chooses.

Public Comments: None.

Board Action: Director Hudson made a motion to accept the 2012 Annual Report of the Bay Area Clean Air Foundation; Director Wagenknecht seconded; and the motion carried unanimously.

5. Adoption of the Bay Area Clean Air Foundation's Budget

Mr. Broadbent introduced David Glasser, Finance Manager of Administrative Services, who gave the staff presentation Foundation Adoption of Proposed Budget, including the 2013 proposed budget.

Board Comments: None.

Public Comments: None.

Board Action: Chairperson Kalra made a motion to accept the 2013 Budget for the Bay Area Clean Air Foundation and the motion carried unanimously.

OTHER BUSINESS

6. Adjournment: The meeting adjourned at 10:07 a.m.

Sean Gallagher
Clerk of the Boards

BAY AREA CLEAN AIR FOUNDATION

Memorandum

To: Chairperson Nate Miley and Members
of the Board of Directors

From: Jack P. Broadbent
President, Bay Area Clean Air Foundation

Date: March 18, 2014

Re: Accept the 2013 Annual Report of the Bay Area Clean Air Foundation

RECOMMENDED ACTION

Accept the 2013 Annual Report of the Bay Area Clean Air Foundation.

BACKGROUND

The Board of Directors, at its July 9, 2008 meeting, approved the establishment of an Air District foundation. In September 2008, the Bay Area Clean Air Foundation (“Foundation”) was established. Pursuant to the Foundation’s Bylaws, the directors of the Foundation are to send an annual report to the Air District’s Governing Board of Directors. The Foundation’s directors and officers recommend that the Air District’s Governing Board accept the Foundation’s 2013 Annual Report, which is attached hereto.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None.

Respectfully submitted,

Jack P. Broadbent
President, Bay Area Clean Air Foundation

Prepared by: Damian Breen
Maricela Martinez

Reviewed by: Rex Sanders

Attachment: 2013 Annual Report of the Bay Area Clean Air Foundation

Bay Area Clean Air Foundation

2013 Annual Report

1. Background

On July 9, 2008, the Bay Area Air Quality Management District (Air District) Board of Directors approved the establishment of an Air District foundation. As a result of that action, the Bay Area Clean Air Foundation ("Foundation") was established in September 2008. The purposes of the Foundation are:

- To *provide* financial, administrative, programmatic and other forms of support to the Air District; and
- To engage in activities that further such purposes.

As part of this charter, the Foundation will serve to fund various air quality emissions reduction, educational and service programs to support the mission of the Air District:

"To protect and improve public health, air quality, and the global climate"

Directors and Officers

The Directors of the Foundation are:

Jack Broadbent
Marland Townsend
Jeffrey McKay

The Staff of the Foundation are:

Jack Broadbent, President
Marland Townsend, Vice President
Jeffrey McKay, Secretary and Chief Financial Officer

2. Report on the Foundation's Activities

As part of this report, the Foundation Directors will receive an informational update on the activities related to funds received for three separate projects.

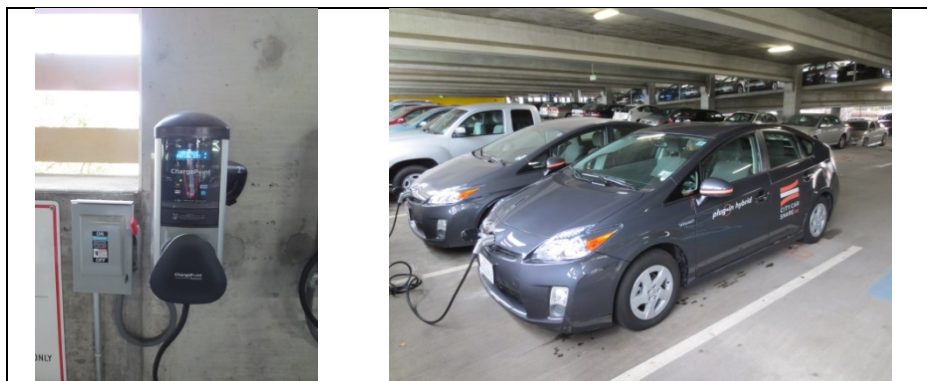
Project 1: City CarShare - Reformulated Gasoline (RFG) Settlement Fund Grant

On August 4, 2010, the Foundation, in partnership with City CarShare, submitted a grant application to the Reformulated Gasoline (RFG) Settlement Fund's Open Grants Program for a project to 1) convert 10 hybrid electric vehicles to plug-in hybrid electric vehicles, 2) deploy the vehicles as part of City CarShare's fleet to promote car sharing, 3) evaluate deployment of plug-in electric vehicles in a car share environment, and 4) compile lessons learned and disseminate a best-practices guide for Carsharing.

On November 29, 2010, the U.S. District Court approved a \$546,097 grant to the Foundation for this project. The funding agreement between the CyPres Administrators (for the RFG Settlement Fund) and the Foundation was executed on April 7, 2011, and a first installment in the amount of \$500,000 was received from CyPres on August 31, 2011. The Foundation executed a funding agreement to award City CarShare \$505,137 on October 26, 2011.

City CarShare completed the purchase of the 10 Toyota hybrid vehicles by February 29, 2012. As a next step, the vehicles were sent to a third-party vendor to be converted into plug-in hybrids. The first Prius conversion was delivered to City CarShare and placed into service on January 31, 2012. The last of the 10 vehicles was converted and placed into service on July 30, 2012. All of the plug-in hybrids are currently available for use by City CarShare customers in San Francisco (five locations) and Berkeley (one location). In addition, as part of the project City CarShare installed 10 Level 2 charging stations at each of the 6 locations to support fueling (charging) of the converted vehicles. A photograph of one of the project vehicles and charging stations is found below in Figure 1. Preliminary data show that the vehicles are achieving a fuel efficiency of 100 miles per gallon (mpg) on trips that are 40 miles or fewer; this is more than twice the efficiency of a standard (non-plug-in) Toyota Prius.

Figure 1 – Prius Toyota Prius charging at UCSF – Mission Bay



Milestones

- **January 28 - July 30, 2012:** 10 Toyota hybrid vehicles are converted to plug-in hybrid electric and placed into car-share service.
- **March, April, July, August, September, & October 2012:** City CarShare announces in its newsletters the availability of Plug-In Electric Vehicles in the San Francisco CarShare Fleet.
- **January 31, 2012 – Present:** City CarShare collects project usage data and reports results to the Air District.

Results: Project Usage Data

The following is a summary of key project results from January 31, 2012 – Present:



- Total reservations/number of times a vehicle is checked out – 4,177
- Total Miles Driven – 103,017
- Electricity Used – 10,019 kWh

Driver Education:


In the previous reporting period, City CarShare undertook a program to educate its members about the importance of refueling and properly plugging the vehicle in after use. Customer response to this educational program has greatly reduced the incidence of vehicles being not being properly plugged-in. City CarShare continues to monitor this important requirement and to notify members when they have forgotten to plug-in the vehicle. A sample brochure that was created for his purpose is found below in Figure 2.

Figure 2 – Education material

CHARGING

1. Park and make sure front of car is close to charging station. Turn off car.
2. Grab ChargePoint card located in visor pocket. Hold ChargePoint card in front of payment icon on charge station display screen to activate. Display will say **AUTHORIZING**. 
3. Charging station will unlock charging connector with audible click. Remove connector from holster.
4. Swing open charge port door (Toyota emblem) and plug connector into charging port. Listen for a click to ensure charge. 

5. Return ChargePoint card to visor pocket.

6. Check the charging station display—it should say **CHARGING**. If not, go back to step 2. 

NOTE: Remember to plug car back in when you return to Pod. You may be fined for not plugging in.

WHERE TO CHARGE



- > A charge station at home Pod or commercial stations throughout the Bay Area. To find a charging station, visit plugshare.com or chargepoint.com
- > Each charging hour provides ~12 miles of range and 3-4 hours will fully charge a depleted battery.


QUESTIONS

If you are having trouble operating the car, please call our 24-hour Emergency Line at (415) 786-7468.

To Make or Extend a Reservation
Phone: (415) 799-3535
Web / Mobile: citycarshare.org/login / citycarshare.org/m

or


CITY CAR SHARE.org
GET MOBILIZED™

Issues Identified

City CarShare has continued to experience technical problems with its PHEV conversation system, and several vehicles have reported problems that required removing them from service for repair. It was discovered that the on-board charging system on each of the converted vehicles

can cause the main traction battery to fully discharge in certain situations. Typically, this happens when the vehicle has been unplugged for an extended period of time (6-8 days). This design flaw has been reported to the company that developed and manufactured the charging system and they have been working to develop a retrofit to remedy the situation.

Next Steps

- **Final Report:** City CarShare continues to gather and compile project data and will be preparing a White Paper and Best-Practices Guide to facilitate the transfer of knowledge gained from this project to other air districts and fleet operators (car-sharing, municipal, and corporate fleets). The final report is due to the Foundation on June 1, 2014.

Project 2: Oakley Generating Station Emissions Mitigation

Contra Costa Generating Station, LLC (CCGS)/ Radback Energy, Inc., is developing a 624 megawatt power facility/ generating station in Oakley, California. CCGS filed Application for Certification 09-AFC-4 with the California Energy Commission (CEC) on June 30, 2009 to obtain a license to construct, operate and maintain the Oakley Generating Station. The CEC approved CCGS's Application on May 18, 2011 subject to conditions, including permit condition AQ-SC8, which requires that CCGS mitigate 63.88 tons per year (tpy) of particulate matter (PM) 10/PM2.5 and 12.55 tpy of sulfur oxides (SOx) emissions from the Oakley Generating Station.

The CEC further required CCGS to enter into an agreement with the Foundation in which CCGS would contribute \$32,750 per tpy (inclusive of a 20% administration fee) for PM10/PM2.5 and SOx emissions to be mitigated by projects funded by the Foundation with funds from CCGS. The CEC further required that the funds contributed by CCGS be used to fund emissions reductions projects based on the proximity of the emissions reduction project to the Oakley Generating Station and the relative health benefit to the local community surrounding the Oakley Generating Station by including the following project specific conditions:

Diesel emission reduction projects funded by the Foundation with the funds contributed by the project owner shall be weighted for evaluation, qualification, and selection, in accordance with the California Air Resources Board's Carl Moyer Program Guidelines. Other emission reduction projects with the cost-effectiveness of \$32,750 per tpy may be selected by the Foundation.

Funding shall initially be made available to qualified projects located preferentially within the boundaries of the City of Oakley, City of Antioch, City of Brentwood, and City of Pittsburg. After twelve (12) months from the date on which the administration funding has been provided to the Foundation, the program shall expand to include qualified projects located in Contra Costa

County and Alameda County, with priority given to those projects located within areas designated by the Air District as “priority communities” in the Community Air Risk Evaluation (CARE) program.

At all times, identified qualifying emission reduction projects located within the City of Oakley will be given the highest priority.

CCGS provided \$500,000 initial funding for emission reduction projects and administrative fees to the Foundation in August 2011. CCGS shall provide additional funding to the Foundation on a monthly basis as necessary to fund the qualifying emission reduction projects selected for that month. These requests will total (inclusive of a 20% administration fee) no more than \$2,003,083.00 over the term of the project.

The Foundation and CCGS agreed to enter into this Agreement to assist CCGS in satisfying the requirements of Condition of Certification AQ-SC8, and to ensure the proper funding and management of an emissions reduction program. Program implementation is anticipated to commence in spring 2012.

During 2012 and 2013 staff has conducted outreach regarding the availability of grant funding in the following areas: City of Oakley, City of Antioch, City of Brentwood, and City of Pittsburg. There has been limited interest in the funding in these areas; no project expenses have been incurred to date. As a result, and in accordance with the contract with CCGS, Staff has expanded the focus area for these funds to include Contra Costa and Alameda Counties. Staff will also be looking into using these funds to supplement the Air District’s recently re-started Vehicle Buyback Program in these communities. The Vehicle Buyback program pays vehicle owners \$1,000 to dismantle their older, high-polluting light-duty vehicles. This program is administered in accordance with the Carl Moyer Program guidelines.

In February 2014, CCGS informed the Foundation that The Utility Reform Network has appealed the California Public Utility Commission’s approval of the generating station. This appeal (the second appeal for this project) has delayed construction, and put a temporary hold on project financing. The distribution of additional grant funding is also on hold until a decision is issued on the appeal of the project. Staff will not proceed with the expenditure of existing project funds until this issue is resolved. Additional information is expected in early 2014.

Project 3: Shore Terminals Plea Agreement Funding

In June 2009, the Air District received \$250,000 pursuant to a plea agreement entered in a Federal criminal prosecution of Shore Terminals LLC related to its operation of a bulk petroleum terminal in Selby, Contra Costa County. Under the terms of the plea agreement, the money

deposit with the Foundation may be used for Air District projects designed to improve air quality in Contra Costa and Alameda Counties.

Air District Staff is currently working on a regulation for stationary diesel powered back-up generators and it is anticipated that this funding will be used to provide for the retrofit and replacement of equipment for cities and counties at the conclusion of that effort in 2014.

BAY AREA CLEAN AIR FOUNDATION

Memorandum

To: Chairperson Nate Miley and Members
of the Board of Directors

From: Jack P. Broadbent
President, Bay Area Clean Air Foundation

Date: March 18, 2014

Re: Approve Adoption of the 2014 Budget for the Bay Area Clean Air Foundation

RECOMMENDED ACTION

Approve adoption of the 2014 Budget for the Bay Area Clean Air Foundation.

BACKGROUND

The Board of Directors, at its July 9, 2008 meeting, approved the establishment of an Air District foundation. In September 2008, the Bay Area Clean Air Foundation (“Foundation”) was established. Pursuant to the Foundation’s Bylaws, the Air District’s Board of Directors, as Sole Member of the Foundation, is required to approve the adoption of an annual budget by the Foundation. The Foundation’s directors and officers recommend that the Air District’s Governing Board approve adoption of the Foundation’s 2014 Budget, which is attached hereto.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None.

Respectfully submitted,

Jack P. Broadbent
President, Bay Area Clean Air Foundation

Prepared by: Stephanie Osaze
Maricela Martinez

Reviewed by: Rex Sanders

Attachment: 2013 Annual Report for the Bay Area Clean Air Foundation
2014 Budget for the Bay Area Clean Air Foundation

Bay Area Clean Air Foundation

2013 Annual Report

Addendum: Financial Summary

3. Financial Summary

As of December 31, 2013, the Foundation had a cash balance of \$834,392.92. Following is an accounting of the Foundation’s operations for the 2013 calendar year:

January 1, 2013	Beginning Cash Balance	<u>\$808,638.46</u>
	Revenue from Operations	
	City Share-Electric Vehicle Grant	\$150,000.00
	Interest Income	\$1,285.81
	Operating Expenses	
	City Car Share Payments	\$109,602.77
	Tax Filing Services & Charges	\$2,280.00
	Administration Cost (BAAQMD)	\$13,640.08
	Bank Charges	\$9.00
December 31, 2013	Ending Balance	<u>\$834,392.92</u>

During the 2013 Calendar year the Foundation reimbursed the District \$13,640.08 for staffing cost associated with supporting the Foundation’s activities for the 2012 Calendar year.

**BAY AREA
CLEAN AIR
FOUNDATION**

Proposed Budget Calendar Year 2014

Revenues/Sources

Interest Income	\$ 1,000
Grants/Contributions	\$0
Total Revenues	\$ 1,000
Use of Prior Year Cash Balance	\$ 583,349
Total Revenues/Sources	\$ 584,349

Expenditures

Administrative Overhead/Support	\$ 21,000
Program/Project Distributions	\$ 554,349
Tax Filing Services	\$ 3,500
Insurance Premium	\$ 5,000
Other Charges	\$ 500
Total Expenditures	\$ 584,349

BAY AREA CLEAN AIR FOUNDATION

Memorandum

To: Chairperson Nate Miley and Members
of the Board of Directors

From: Jack P. Broadbent
President, Bay Area Clean Air Foundation

Date: March 20, 2014

Re: Appoint Two Directors to the Bay Area Clean Air Foundation's Board of Directors

RECOMMENDED ACTION:

- A) Elect Jack P. Broadbent and Jeffrey McKay to a third two-year term as directors of the Bay Area Clean Air Foundation

BACKGROUND

The Air District Board of Directors, at its July 9, 2008 meeting, approved the establishment of the Bay Area Clean Air Foundation (Foundation). In September 2008, Foundation was established. Pursuant to the Foundation's Bylaws, directors of the Foundation are to be elected by the Foundation's sole member, the Air District's Governing Board, at the annual meeting of the Foundation's sole member (the Air District's Governing Board). Foundation directors serve staggered two-year terms. In 2009, the Board of Directors voted to appoint Jack P. Broadbent, and Jeffrey McKay and Marland Townsend as interim directors and officers of Foundation. The directors and officers of the Foundation recommend that the Air District's Governing Board elect Jack P. Broadbent and Jeffrey McKay to a third two-year term as a directors of the Foundation.

BUDGET CONSIDERATION/FINANCIAL IMPACT:

None.

Respectfully submitted,

Jack P. Broadbent
President, Bay Area Clean Air Foundation

Prepared by: Vanessa Johnson
Reviewed by: Rex Sanders