

Bay Area Air Quality Management District
939 Ellis Street
San Francisco, California 94109
(415) 749-5073

APPROVED MINUTES

Summary of Board of Directors
Mobile Source Committee Meeting
Thursday, January 22, 2015

1. CALL TO ORDER – ROLL CALL

Director David Hudson called the meeting to order at 9:38 a.m.

Present: Mobile Source Committee (Committee) Chairperson Scott Haggerty; Board of Directors (Board) Chairperson Carole Groom; and Directors John Avalos, Tom Bates, David Hudson, Roger Kim (on behalf of Edwin Lee) and Liz Kniss.

Absent: None.

Also Present: Director Nate Miley.

2. AIR DISTRICT GRANT PROGRAMS OVERVIEW (OUT OF ORDER AGENDA ITEM 7)

Damian Breen, Deputy Air Pollution Control Officer, introduced the topic and Anthony Fournier, Director of the Strategic Incentives Division, who gave the staff presentation *Air District Grant Programs Overview*, including background information; 2014 grant allocations in total, by fund and by county; 2014 Carl Moyer Program (CMP) Years 15 and 16 allocations by project type; 2014 Transportation Fund for Clean Air (TFCA) allocations by program; Mobile Source Incentive Fund (MSIF) and Goods Movement Program overviews; 2014 emissions reductions and highlights; total grant allocations since 2007; 2015 revenue projection; projected allocations for TFCA in 2015; and upcoming activities.

NOTED PRESENT: Committee Chairperson Haggerty and Directors Bates and Miley were noted present at 9:44 a.m.

The Committee and staff discussed, at slide 10, *2014 Highlights*, the possibility of hosting a one-time public event in an effort to surge bike share ridership based on the system achieving a milestone of 500,000 rides.

Mr. Fournier continued the presentation.

NOTED PRESENT: Director Kniss was noted present at 9:47 a.m.

The Committee and staff discussed, at slide 13, *Projected Allocations for TFCA RF [Regional Fund] in 2015: \$13M*, the genesis and future of the Enhanced Mobile Source Inspections project and what future improvements to the Commuter Benefits Program may look like.

Mr. Fournier concluded the presentation.

Committee Comments:

The Committee and staff discussed whether the Air District has a plan for expending cap-and-trade revenue; an update on the expansion of the bike share pilot project; clarification on the reporting of electric vehicle allocations and trip reductions since 2007 and as projected for 2015; a potential outreach program to encourage a staggering of business meeting start times throughout the day to ease heavy transit/traffic periods; and whether the Air District can expect to receive any additional state funding for the Vehicle Buy Back Program enhancements or whether alternative sources of enhancements funding exist.

Public Comments: No requests received.

Committee Action: None; receive and file.

3. **PUBLIC COMMENT PERIOD (AGENDA ITEM 2):** No requests received.
4. **APPROVAL OF MINUTES OF NOVEMBER 13, 2014 AND DECEMBER 18, 2014 (AGENDA ITEM 3)**

Committee Comments: None.

Public Comments: No requests received.

Committee Action:

Director Hudson made a motion, seconded by Director Kim, to approve the Minutes of November 13, 2014 and December 18, 2014; and the motion carried by the following vote of the Committee:

AYES:	Avalos, Bates, Groom, Haggerty, Hudson, Kim and Kniss.
NOES:	None.
ABSTAIN:	None.
ABSENT:	None.

5. **PROJECTS WITH PROPOSED GRANT AWARDS OVER \$100,000 (AGENDA ITEM 4)**

Mr. Breen introduced Patrick Wenzinger, Administrative Analyst of the Strategic Incentives Division, who gave the staff presentation *Projects and Contracts with Proposed Awards over \$100,000*, including brief overviews of the Carl Moyer, MSIF and TFCA programs; a summary

of CMP Year 16; detailings of the CMP, MSIF and Voucher Incentive Program (VIP) funds awarded as of January 5, 2015; CMP, MSIF and VIP funds awarded years 11 through 16; a summary of TFCA Fiscal Year Ending 2015; TFCA funds awarded, by project category and by county, as of January 5, 2015; and recommendations.

Committee Chairperson Haggerty asked, at slide 6, *CMP/MSIF and VIP Funds Awarded CMP Years 11-16*, whether it is possible to further break down each county's award into equipment types. Mr. Breen agreed to provide the material in follow up to the meeting.

Mr. Wenzinger concluded the presentation.

Committee Comments:

The Committee and staff discussed what is listed on Attachment 2 to the staff memorandum; staff outreach to the wine, ranching and agricultural interests in Alameda County; a description of electronic bicycle lockers, the mechanisms for access and their most common installation sites; and whether electronic bicycle lockers are installed in Palo Alto.

Public Comments: No requests received.

Committee Action:

Director Bates made a motion, seconded by Director Hudson, to recommend the Board:

1. Approve CMP and TFCA projects with proposed grant awards over \$100,000; and
2. Authorize the Executive Officer/Air Pollution Control Officer (APCO) to enter into agreements for the recommended projects.

The motion carried by the following vote of the Committee:

AYES: Avalos, Bates, Groom, Haggerty, Hudson, Kim and Kniss.
NOES: None.
ABSTAIN: None.
ABSENT: None.

6. PARTICIPATION IN YEAR 17 OF THE CMP (AGENDA ITEM 5)

Mr. Breen introduced the topic and Tina McRee, Environmental Planner of the Strategic Incentives Division, who gave the staff presentation *Participation in Year 17 of the CMP*, including funding source information, Year 17 funding, program implementation, multi-district funds and recommendations.

Committee Comments: None.

Public Comments: No requests received.

Committee Action:

Director Hudson made a motion, seconded by Director Bates, to recommend the Board:

1. Adopt a resolution authorizing the Executive Officer/APCO to execute all necessary agreements with the California Air Resources Board relating to the Air District's receipt of CMP funds and Multi-District funds for fiscal year 2014-2015 (Program Year 17); and
2. Allocate \$5 million in MSIF to provide the required match funding and additional monies for projects eligible for funding under the CMP.

The motion carried by the following vote of the Committee:

AYES: Avalos, Bates, Groom, Haggerty, Hudson, Kim and Kniss.
NOES: None.
ABSTAIN: None.
ABSENT: None.

7. SELECTION OF AN AUDITOR FOR DISTRICT'S FINANCIAL AND GRANT PROGRAM AUDITS (AGENDA ITEM 6)

Mr. Breen introduced the topic and Karen Schkolnick, Air Quality Program Manager of the Strategic Incentives Division, who gave the staff presentation *Selection of an Auditor for District's Financial and Grants Program Audits*, including background; scope of work; selection process; request for proposals; evaluation criteria; scoring results; and recommendations.

Committee Comments:

The Committee and staff discussed whether the staff recommended auditor was the lowest bid and the amount of the highest bid; how the cost breaks out relative to the work sought; the location of each bidder and how each was rated in the local/green business category; and clarification relative to the scoring inconsistencies between the staff memorandum, which was identified as having the correct information, and the staff presentation, which was identified as having incorrect information.

Public Comments: No requests received.

Committee Action:

Director Bates made a motion, seconded by Director Hudson, to recommend the Board:

1. Approve the selection of Gilbert Associates, Inc., to conduct the District's 2014-15 Financial Audit, the 2013-14 TFCA Audit for Projects and Programs, and conduct a review of Carbon Offset Project;
2. Authorize the Executive Officer/APCO to execute a contract with Gilbert Associates, Inc., for audit services in an amount not to exceed \$217,022; and

3. Authorize the Executive Officer/APCO to extend the contract with Gilbert Associates, Inc., in an amount not to exceed \$217,022 annually for up to an additional two years under the terms of the current request for proposals.

The motion carried by the following vote of the Committee:

AYES: Avalos, Bates, Groom, Haggerty, Hudson, Kim and Kniss.
NOES: None.
ABSTAIN: None.
ABSENT: None.

8. COMMITTEE MEMBER COMMENTS:

The Committee and staff continued to discuss Director Bates' proposal to encourage business meetings to be staggered throughout the day; past efforts at changing the start time of Air District Board of Directors meetings; the possibility of exploring the staggered meetings concept through Spare the Air messaging; a suggestion to encourage the staggering of Air District staff work schedules; and a further suggestion to host a one-time public event in an effort to surge bike share ridership based on the system achieving a milestone of 500,000 rides.

9. TIME AND PLACE OF NEXT MEETING

Thursday, February 26, 2015, Bay Area Air Quality Management District Headquarters, 939 Ellis Street, San Francisco, California 94109 at 9:30 a.m.

10. **ADJOURNMENT:** The meeting adjourned at 10:41 a.m.

151 Sean Gallagher

Sean Gallagher
Clerk of the Boards