

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

## **APPROVED MINUTES**

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

### **1. CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE**

Vice-Chairperson Jan Pepper called the meeting to order at 9:40 a.m.

Present: Chairperson Scott Haggerty; Vice-Chairperson Jan Pepper; and Directors John Avalos, David J. Canepa, David Hudson, Roger Kim (on behalf of Edwin Lee), Nate Miley and Karen Mitchoff.

Absent: Director Tom Bates.

Also Present: None.

**2. PUBLIC COMMENT ON NON-AGENDA MATTERS:** No requests received.

### **3. APPROVAL OF THE MINUTES OF SEPTEMBER 24, 2015**

Committee Comments: None.

Public Comments: No requests received.

Committee Action:

Director Hudson made a motion, seconded by Director Kim, to approve the Minutes of September 24, 2015; and the motion carried by the following vote of the Committee:

AYES: Avalos, Canepa, Hudson, Kim and Pepper.  
NOES: None.  
ABSTAIN: None.  
ABSENT: Bates, Haggerty, Miley and Mitchoff.

### **4. OVERVIEW OF THE AIR DISTRICT'S TRIP REDUCTION PROGRAMS**

Karen Schkolnick, Acting Director of the Strategic Incentives Division, introduced the topic and Chengfeng Wang, Supervising Air Quality Specialist of the Strategic Incentives Division, who gave the staff presentation *Overview of the Air District's Trip Reduction Programs*, including

background information; a summary of the types of trip reduction programs and services that have been funded by the Air District; an overview of how the Air District and the Metropolitan Transportation Commission partner to support trip reduction in the region; and an update on a new pilot trip reduction incentive program that will be offered by the Air District early next year.

NOTED PRESENT: Chairperson Haggerty and Directors Miley and Mitchoff were noted present at 9:43 a.m.

Committee Comments:

The Committee and staff discussed the project cost effectiveness trend resulting from improved fleet technology; how the cost effectiveness calculations are performed; the changing nature of projects which are cost effective; under what conditions a shuttle must have zero emissions in order to be cost effective; committee member desire to redirect funding from shuttles that are seemingly duplicative of existing bus service to projects that serve the last mile; if congestion relief is adequately weighted as a factor in the project analysis process; whether and how matching funds and operational factors both impact cost effectiveness calculations; whether corporate shuttles are eligible for funding; and the existence and number of Google shuttles seemingly in operation in Mountain View.

Public Comments: No requests received.

Committee Action: None; receive and file.

**5. CONSIDERATION OF FISCAL YEAR ENDING (FYE) 2016  
TRANSPORTATION FUND FOR CLEAN AIR (TFCA) REGIONAL FUND  
SHUTTLE AND RIDESHARE PROJECTS**

Ms. Schkolnick introduced Kenneth Mak, Air Quality Specialist in the Strategic Incentives Division, who gave the staff presentation *FYE 2016 TFCA Regional Fund Shuttle and Regional Rideshare Program*, including program background, the results of the solicitation, a summary of the projects that are eligible for award; and recommendations.

Committee Comments:

The Committee and staff discussed a clarification of service within Community Air Risk Evaluation program areas.

Public Comments: No requests received.

Committee Action:

Director Canepa made a motion, seconded by Director Avalos, to recommend the Board of Directors (Board):

1. Approve the proposed awards for the seven TFCA projects listed in Attachment A to the staff memorandum; and

2. Authorize the Executive Officer/Air Pollution Control Officer to enter into agreements for the recommended TFCA projects in Attachment A to the staff memorandum.

Committee Comments (continued):

The Committee and staff discussed whether the proposed shuttles are providing last mile service; how the cost effectiveness calculations generated the current recommendations; why no projects in Los Altos Hills are included; which counties the recommended projects operate from and the general nature of those services; the hours of operation for recommended shuttles; the scale of emissions reductions listed on slide 6, *Projects Recommended for Award (FYE 2016)*, and the impact of cost effectiveness calculations when considered alone with related variables.

Committee Action (continued):

The motion carried by the following vote of the Committee:

AYES: Avalos, Canepa, Haggerty, Hudson, Kim, Miley, Mitchoff and Pepper.  
NOES: None.  
ABSTAIN: None.  
ABSENT: Bates.

**6. TFCA COUNTY PROGRAM MANAGER (CPM) FUND POLICIES FOR FYE 2017 AND MODIFICATION TO FYE 2016 CPM FUND POLICIES**

Ms. Schkolnick introduced Linda Hui, Administrative Analyst of the Strategic Incentives Division, who gave the staff presentation *TFCA CPM Fund Policies for FYE 2017*, including program background; a review of the proposed revisions and the process to solicit and incorporate public input; a request to modify a prior year policy to align its requirements with those of the Regional Fund; and recommendations.

Committee Comments:

The Committee and staff discussed the nexus for the recommendation relative to cost effectiveness.

Public Comments: No requests received.

Committee Action:

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

1. Approve the proposed FYE 2017 TFCA CPM Fund Policies; and
2. Approve a proposed change to FYE 2016 TFCA CPM Fund Policy #28 to increase the cost-effectiveness limit to \$175,000/ton of emissions reduced for shuttle projects to align it with the FYE 2015 TFCA Regional Fund cost-effectiveness limit.

Committee Comments (continued):

The Committee and staff discussed the environmental review process as it relates to these projects; that nature of the disagreement in the community about the appropriateness of requiring environmental review for bike projects; committee member desire to amend the environmental review language; how many bike plans are likely to trigger an environmental review; possible unintended consequences of deleting language; what prevents later bike project extension requests and how they would be handled by staff, if received; and the lifecycle of the average bike lane project.

Committee Action (continued):

Director Hudson made an amended motion, seconded by Director Mitchoff, to recommend the Board:

1. Approve the proposed FYE 2017 TFCA CPM Fund Policies in Attachment A to the staff memorandum, as amended to delete the following language relative to Policy 29, *Bicycle Projects*, on page 7, first paragraph, that reads, “Projects must also have a completed and approved environmental plan. If a project is exempt from preparing an environmental plan as determined by the public agency or lead agency, then that project has met this requirement.”; and
2. Approve a proposed change to FYE 2016 TFCA CPM Fund Policy #28 to increase the cost-effectiveness limit to \$175,000/ton of emissions reduced for shuttle projects to align it with the FYE 2015 TFCA Regional Fund cost-effectiveness limit.

The motion carried by the following vote of the Committee:

AYES: Avalos, Canepa, Haggerty, Hudson, Kim, Miley, Mitchoff and Pepper.  
NOES: None.  
ABSTAIN: None.  
ABSENT: Bates.

7. **COMMITTEE MEMBER COMMENTS:** None.
8. **TIME AND PLACE OF NEXT MEETING:** At the call of the Chairperson.
9. **ADJOURNMENT:** The meeting adjourned at 10:49 a.m.

*151 Sean Gallagher*  
Sean Gallagher  
Clerk of the Boards