



BAY AREA  
AIR QUALITY  
MANAGEMENT  
DISTRICT

**BOARD OF DIRECTORS SPECIAL MEETING  
AS THE SOLE MEMBER OF  
THE BAY AREA CLEAN AIR FOUNDATION  
May 6, 2020**

**THIS MEETING WILL BE CONDUCTED UNDER PROCEDURES AUTHORIZED BY  
EXECUTIVE ORDER N-29-20 ISSUED BY  
GOVERNOR GAVIN NEWSOM**

- **MEMBERS OF THE BOARD OF DIRECTORS MUST PARTICIPATE BY  
TELECONFERENCE**
- **THE PUBLIC MAY OBSERVE THIS MEETING THROUGH THE WEBCAST  
OF THE MEETING BY CLICKING THE LINK AVAILABLE ON THE AIR  
DISTRICT'S AGENDA WEBPAGE FOR THE MEETING AVAILABLE AT**

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WEBINAR ID: 921 2260 8991**

**<https://bayareametro.zoom.us/j/92122608991>**

- **PUBLIC COMMENTS WILL BE TAKEN DURING THE TELECONFERENCE.  
INSTRUCTIONS WILL BE PROVIDED ON HOW TO COMMENT AT THE  
START OF THE MEETING. COMMENTS MAY ALSO BE SUBMITTED AT**

**[Comments@baaqmd.gov](mailto:Comments@baaqmd.gov)**

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

**WEDNESDAY  
MAY 6, 2020  
9:00 A.M.**

**Chairperson, Rod Sinks**

**1. CALL TO ORDER - ROLL CALL**

**PUBLIC MEETING PROCEDURE**

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

*This meeting will be webcast. To see the webcast, please visit [www.baaqmd.gov/bodagendas](http://www.baaqmd.gov/bodagendas) at the time of the meeting. Closed captioning may contain errors and omissions and are not certified for their content or form.*

***Email Comment on Agenda Items:** The public may comment on each item on the agenda. Email Comments for items on the agenda must be submitted to [Comments@baaqmd.gov](mailto:Comments@baaqmd.gov) prior to the Committee taking up the particular item and indicate the agenda item to which the comment relates. Emailed comments will be considered as the agenda item is taken up by the Committee. Emailed comments containing 250 words or less will be read aloud by staff. Emailed comments exceeding 250 words may be summarized during the meeting, if feasible.*

**Staff/Phone (415) 749-**

**2. Approval of the Minutes of July 31, 2019**

**Clerk of the Boards/5073**

*The Board of Directors as the sole member of the Bay Area Clean Air Foundation will consider approving the attached draft minutes of the Bay Area Clean Air Foundation meeting of July 31, 2019.*

3. **Accept the Bay Area Clean Air Foundation 2019 Annual Report** J. Broadbent/5052  
[jbroadbent@baaqmd.gov](mailto:jbroadbent@baaqmd.gov)

K. Schkolnick/5070  
[kschkolnick@baaqmd.gov](mailto:kschkolnick@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 2019 Annual Report.*

4. **Adoption of the Bay Area Clean Air Foundation's 2021 Budget** J. Broadbent/5052  
[jbroadbent@baaqmd.gov](mailto:jbroadbent@baaqmd.gov)

S. Osaze/4771  
[sosaze@baaqmd.gov](mailto:sosaze@baaqmd.gov)

*The Board of Directors as the sole member of the Bay Area Clean Air Foundation will consider adopting the proposed 2021 Budget of the Bay Area Clean Air Foundation.*

5. **Appoint a Director to the Bay Area Clean Air Foundation's Board of Directors**  
J. Broadbent/5052  
[jbroadbent@baaqmd.gov](mailto:jbroadbent@baaqmd.gov)

J. McKay/4629  
[jmckay@baaqmd.gov](mailto:jmckay@baaqmd.gov)

*The Board of Directors as the sole member of the Bay Area Clean Air Foundation will fill the one vacant seat on the Bay Area Clean Air Foundation's Board of Directors. The Board of Directors will consider reappointing Damian Breen to a third two-year term as Director of the Bay Area Clean Air Foundation.*

#### **PUBLIC COMMENT ON NON-AGENDA MATTERS**

6. **Public Comment on Non-Agenda Items, Pursuant to Government Code Section 54954.3**

*Emailed comments indicating the comment pertains to non-agenda matters will be considered under this item. Emailed comments containing 250 words or less will be read aloud by staff. Emailed comments exceeding 250 words may be summarized during the meeting, if feasible. Comments may also be made during the teleconference. Instructions will be provided at the start of the meeting.*

#### **OTHER BUSINESS**

7. **Adjournment**

*The Special Board meeting shall be adjourned by the Chair.*

**CONTACT:**

**MANAGER, EXECUTIVE OPERATIONS**  
**375 BEALE STREET, SAN FRANCISCO, CA 94105**  
[vjohnson@baaqmd.gov](mailto:vjohnson@baaqmd.gov)

**(415) 749-4941**  
**FAX: (415) 928-8560**  
**BAAQMD homepage:**  
[www.baaqmd.gov](http://www.baaqmd.gov)

- 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 District's offices at 375 Beale Street, Suite 600, San Francisco, CA 94105, at the time such writing is made available to all, or a majority of all, members of that body.

**Accessibility and Non-Discrimination Policy**

The Bay Area Air Quality Management District (Air District) does not discriminate on the basis of race, national origin, ethnic group identification, ancestry, religion, age, sex, sexual orientation, gender identity, gender expression, color, genetic information, medical condition, or mental or physical disability, or any other attribute or belief protected by law.

It is the Air District's policy to provide fair and equal access to the benefits of a program or activity administered by Air District. The Air District will not tolerate discrimination against any person(s) seeking to participate in, or receive the benefits of, any program or activity offered or conducted by the Air District. Members of the public who believe they or others were unlawfully denied full and equal access to an Air District program or activity may file a discrimination complaint under this policy. This non-discrimination policy also applies to other people or entities affiliated with Air District, including contractors or grantees that the Air District utilizes to provide benefits and services to members of the public.

Auxiliary aids and services including, for example, qualified interpreters and/or listening devices, to individuals who are deaf or hard of hearing, and to other individuals as necessary to ensure effective communication or an equal opportunity to participate fully in the benefits, activities, programs and services will be provided by the Air District in a timely manner and in such a way as to protect the privacy and independence of the individual. Please contact the Non-Discrimination Coordinator identified below at least three days in advance of a meeting so that arrangements can be made accordingly.

If you believe discrimination has occurred with respect to an Air District program or activity, you may contact the Non-Discrimination Coordinator identified below or visit our website at [www.baaqmd.gov/accessibility](http://www.baaqmd.gov/accessibility) to learn how and where to file a complaint of discrimination.

Questions regarding this Policy should be directed to the Air District's Non-Discrimination Coordinator, Rex Sanders, at (415) 749-4951 or by email at [rsanders@baaqmd.gov](mailto:rsanders@baaqmd.gov).

# BAY AREA AIR QUALITY MANAGEMENT DISTRICT

375 BEALE STREET, SAN FRANCISCO, CA 94105

FOR QUESTIONS PLEASE CALL (415) 749-4941

## EXECUTIVE OFFICE: MONTHLY CALENDAR OF AIR DISTRICT MEETINGS

### MAY 2020

<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	6	9:00 a.m.	Webcast only pursuant to Executive Order N-29-20
Board of Directors Special Meeting Budget Hearing	Wednesday	6	9:30 a.m.	Webcast only pursuant to Executive Order N-29-20
Board of Directors Special Meeting	Wednesday	6	10:00 a.m.	Webcast only pursuant to Executive Order N-29-20
Board of Directors Community & Public Health Committee – CANCELLED & RESCHEDULED TO WEDNESDAY, MAY 27, 2020 AT 12:30 P.M.	Thursday	7	9:30 a.m.	Webcast only pursuant to Executive Order N-29-20
Advisory Council Meeting	Tuesday	12	9:00 a.m.	Webcast only pursuant to Executive Order N-29-20
Board of Directors Technology Implementation Office (TIO) Steering Committee	Friday	15	1:00 p.m.	Webcast only pursuant to Executive Order N-29-20
Board of Directors Budget & Finance Committee – CANCELLED	Wednesday	27	9:30 a.m.	Webcast only pursuant to Executive Order N-29-20
Board of Directors Legislative Committee	Wednesday	27	9:30 a.m.	Webcast only pursuant to Executive Order N-29-20
Board of Directors Mobile Source Committee	Wednesday	27	11:00 a.m.	Webcast only pursuant to Executive Order N-29-20
Board of Directors Community & Public Health Committee	Wednesday	27	12:30 p.m.	Webcast only pursuant to Executive Order N-29-20

## **JUNE 2020**

<b><u>TYPE OF MEETING</u></b>	<b><u>DAY</u></b>	<b><u>DATE</u></b>	<b><u>TIME</u></b>	<b><u>ROOM</u></b>
Board of Directors Meeting	Wednesday	3	9:30 a.m.	Webcast only pursuant to Executive Order N-29-20
Board of Directors Budget & Finance Committee - CANCELLED	Wednesday	24	9:30 a.m.	Webcast only pursuant to Executive Order N-29-20
Board of Directors Legislative Committee	Wednesday	24	9:30 a.m.	Webcast only pursuant to Executive Order N-29-20
Board of Directors Mobile Source Committee	Wednesday	24	11:00 a.m.	Webcast only pursuant to Executive Order N-29-20
Board of Directors Stationary Source Committee	Wednesday	24	12:00 p.m.	Webcast only pursuant to Executive Order N-29-20
Board of Directors Climate Protection Committee	Wednesday	24	2:00 p.m.	Webcast only pursuant to Executive Order N-29-20
MV- 4/29/2020 – 1:55 P.M.				G/Board/Executive Office/Moncal

**BAY AREA CLEAN AIR FOUNDATION**

Memorandum

To: Chairperson Rod Sinks and Members  
of the Board of Directors

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

Date: April 29, 2020

Re: Approval of the Minutes of July 31, 2019

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RECOMMENDED ACTION

Approve the attached draft minutes of the Board of Directors (Board) Special Meeting as the Sole Member of the Bay Area Clean Air Foundation (Foundation) of July 31, 2019.

DISCUSSION

Attached for your review and approval are the draft minutes of the Board Special Meeting as the Sole Member of the Foundation of July 31, 2019.

Respectfully submitted,

Jack P. Broadbent  
President, Bay Area Clean Air Foundation

Prepared by: Marcy Hiratzka  
Reviewed by: Vanessa Johnson

Attachment 2A: Draft Minutes of the Board of Directors Special Meeting as the Sole Member  
of the Clean Air Foundation of July 31, 2019

## AGENDA: 2A – ATTACHMENT

Draft Minutes - Board of Directors Special Meeting as the Sole Member of the Bay Area Clean Air Foundation of July 31, 2019

Bay Area Air Quality Management District  
375 Beale Street, Suite 600  
San Francisco, CA 94105  
(415) 749-5073

Board of Directors Special Meeting as the  
Sole Member of the Bay Area Clean Air Foundation  
Wednesday, July 31, 2019

### **DRAFT MINUTES**

*Note: Audio and video recordings of the meeting are available on the website of the Bay Area Air Quality Management District at*

<http://www.baaqmd.gov/about-the-air-district/board-of-directors/resolutionsagendasminutes>

#### **1. CALL TO ORDER**

Board of Directors (Board) Chairperson Katie Rice called the meeting to order at 9:33 a.m.

#### **Roll Call:**

Present: Chairperson Katie Rice; Vice-Chairperson Rod Sinks; Secretary Cindy Chavez; and Directors Margaret Abe-Koga, Teresa Barrett, John Bauters, David Canepa, John Gioia, Carole Groom, David Hudson, Tyrone Jue, Gordon Mar, Karen Mitchoff, Mark Ross, Brad Wagenknecht, and Shirlee Zane.

Absent: Directors Pauline Russo Cutter, Scott Haggerty, Doug Kim, Liz Kniss, Nate Miley, Jim Spering, and Lori Wilson.

Also Present: None.

#### **PUBLIC COMMENT ON NON-AGENDA MATTERS**

#### **2. Public Comment on Non-Agenda Items, Pursuant to Government Code Section 54954.3**

Public comments were given by Tyler Earl, Communities for a Better Environment.

#### **3. APPROVAL OF THE MINUTES OF SEPTEMBER 19, 2018**

##### Public Comments

No requests received.



### Board Comments

None.

### Board Action

Director Hudson made a motion, seconded by Director Zane, to approve the Board Special Meeting as the Sole Member of the Bay Area Clean Air Foundation (BACAF) minutes of September 19, 2018; and the motion carried by the following vote of the Board:

AYES: Abe-Koga, Barrett, Chavez, Gioia, Groom, Hudson, Jue, Mitchoff, Rice, Ross, Sinks, Zane.  
NOES: None.  
ABSTAIN: Bauters.  
ABSENT: Canepa, Cutter, Haggerty, Kim, Kniss, Mar, Miley, Spering, Wagenknecht, Wilson.

## **4. ACCEPT THE BAY AREA CLEAN AIR FOUNDATION'S 2018 ANNUAL REPORT**

Damian Breen, BACAF Director, introduced Karen Schkolnick, Air District Strategic Incentives Division Director, who gave the staff presentation *Bay Area Clean Air Foundation Annual Report*, including: overview; background; Oakley Generating Station Mitigation project; Reformulated Gas Settlement (RFG) fund; and recommended action.

### Public Comments

No requests received.

### Board Comments

The Board and staff discussed the termination of the contract between the BACAF and Radback Energy, Inc. regarding a proposed generation station in Oakley, due to the project's unexpected cancellation; how often the BACAF's role is needed by the Air District; and the suggestion that the Air District establishes a large, aggressive mitigation program that distributes fine monies to communities.

NOTED PRESENT: Directors Mar and Canepa were noted present at 9:54 a.m.

### Board Action

Director Hudson made a motion, seconded by Director Wagenknecht, to **accept** the 2018 Annual Report of the BACAF; and the motion carried by the following vote of the Board:

AYES: Abe-Koga, Barrett, Bauters, Chavez, Gioia, Groom, Hudson, Jue, Mitchoff, Rice, Ross, Sinks, Wagenknecht, Zane.  
NOES: None.  
ABSTAIN: None.  
ABSENT: Canepa, Cutter, Haggerty, Kim, Kniss, Mar, Miley, Spering, Wilson.

## **5. ADOPTION OF THE BAY AREA CLEAN AIR FOUNDATION'S 2019-2020 BUDGET**

Stephanie Osaze, Air District Finance Manager, gave the staff presentation *BACAF's 2019 Amended and 2020 Proposed Budgets*, including: BACAF financial summary; BACAF Proposed Budget; and recommended actions.

### Public Comments

No requests received.

### Board Comments

None.

### Board Action

Director Bauters made a motion, seconded by Director Hudson, to **adopt** the Proposed 2019-2020 Budget of the BACAF; and the motion carried by the following vote of the Board:

AYES: Abe-Koga, Barrett, Bauters, Canepa, Chavez, Gioia, Groom, Hudson, Jue, Mar, Mitchoff, Rice, Ross, Sinks, Wagenknecht, Zane.  
NOES: None.  
ABSTAIN: None.  
ABSENT: Cutter, Haggerty, Kniss, Kim, Miley, Spering, Wilson.

## **6. APPOINT DIRECTORS TO THE BAY AREA CLEAN AIR FOUNDATION'S BOARD OF DIRECTORS**

Chair Rice waived the presentation for this item.

### Public Comments

No requests received.

Board Comments

None.

Board Action

Chair Groom made a motion, seconded by Secretary Chavez, to **reappoint** Kraig Kurucz to a third two-year term as director of the Bay Area Clean Air Foundation and Brian Bunker for a second two-year term as director of the BACAF; and the motion carried by the following vote of the Board:

AYES: Abe-Koga, Barrett, Bauters, Canepa, Chavez, Gioia, Groom, Hudson, Jue, Mar, Mitchoff, Rice, Ross, Sinks, Wagenknecht, Zane.  
NOES: None.  
ABSTAIN: None.  
ABSENT: Cutter, Haggerty, Kniss, Kim, Miley, Sperling, Wilson.

**PUBLIC COMMENT ON NON-AGENDA MATTERS**

**7. Public Comment on Non-Agenda Items, Pursuant to Government Code Section 54954.3**

None.

**OTHER BUSINESS**

**8. Adjournment**

The meeting adjourned at 9:59 a.m.

Marcy Hiratzka  
Clerk of the Boards

**BAY AREA CLEAN AIR FOUNDATION**

Memorandum

To: Chairperson Rod Sinks and Members  
of the Board of Directors

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

Date: April 29, 2020

Re: Accept the Bay Area Clean Air Foundation 2019 Annual Report

RECOMMENDED ACTION

Recommend the Board of Directors as a Sole Member of the Bay Area Clean Air Foundation:

- 1) Accept the 2019 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 2019 Annual Report, which is attached hereto.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None.

Respectfully submitted,

Jack P. Broadbent  
President, Bay Area Clean Air Foundation

Prepared by: Karen Schkolnick  
Reviewed by: Damian Breen

Attachment 3A: 2019 Annual Report of the Bay Area Clean Air Foundation

**Bay Area Clean Air Foundation**

2019 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 as follows:

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

The Foundation will serve to fund various air quality emissions reduction, and educational and service programs to support the mission of the Air District, which is “*to protect and improve public health, air quality, and the global climate.*”

**Directors and Officers**

The Directors of the Foundation in calendar year 2019 were as follows:

Damian Breen  
Kraig Kurucz  
Brian Bunger

The Foundation's staff in calendar year 2019 was as follows:

Jack P. Broadbent, President  
Jeffrey McKay, Secretary and Chief Financial Officer  
Brian Bunger, General Counsel

**2. Report on the Foundation's Activities**

This report provides the Foundation Directors the proposed budget for 2020, the financial report for the prior fiscal year, and an update on the activities related to funds received for a project to deploy zero emissions equipment and vehicles in and around West Oakland that is funded by the Reformulated Gasoline (RFG) Open Grants Program.

## **Project Background**

The Reformulated Gasoline (RFG) Open Grants Program was the result of the settlement of 14 class action lawsuits against Union Oil Company of California and Unocal Corporation. Before trial, the Plaintiff and Unocal agreed to settle the class actions and agreed to distribute approximately \$7 million through an open competitive grants program directed to nonprofit organizations for projects to achieve vehicle emissions or fuel efficiency benefits for California consumers. The majority of the RFG grants program funding was awarded in 2010, including a grant to the Bay Area Clean Air Foundation (BACAF) for a project to deploy ten converted plug-in electric vehicles in car-share service in partnership with City CarShare.

On September 25, 2017, the U.S. District Court approved a grant in an amount not to exceed \$1,300,000 under the Open Grants Program, which represents the final tranche of RFG funding, whereby the Foundation, contracting with the Air District, will provide financial incentives to support the adoption of zero and near-zero equipment and vehicles in and near the Port of Oakland; collect data to measure environmental, economic and operating benefits of grant-funded equipment and vehicles; publish a White Paper describing the program, benefits, and lessons learned; and disseminate the White Paper to local governments, air districts and other entities with an interest in implementing similar programs.

## **Discussion**

Under contract with BACAF, the Air District developed a West Oakland Zero-Emission Grant Program (Program) that will provide up to 50 percent of the cost of new on- and off-road zero-emission vehicles, infrastructure, and mobile and stationary equipment that is operated and installed in and around West Oakland and adjacent Air District designated Community Air Risk Evaluation (CARE) areas of Richmond and Western Alameda County. These communities experience disproportionately higher air pollution impacts, especially from diesel particulate matter emitted from vehicles and equipment that operate in and around the Port of Oakland (Port) and from traffic traveling along the adjacent freeways.

Since May 2018, a total of 22 applications have been received and evaluated resulting in awards to nine projects totaling approximately \$1 million in RFG funds. In addition to RFG funds awarded to these projects, the Air District also awarded approximately \$570,000 of its Transportation Fund for Clean Air funding to eligible projects as match. Through the awarded projects, an estimated 281,400 gallons of petroleum, 7.5 tons of criteria air pollutants, and 3,100 tons of CO<sub>2</sub> will be reduced over the next five years in and around the West Oakland community. The awards to these nine projects leave approximately \$158,000 in RFG funding unobligated and available for award. The Air District is currently reviewing three project applications that were received by early February 2020 that, if eligible, would exhaust available funding.

On March 4, 2020, BACAF submitted a proposal to the RFG administrators seeking the authority to award any remaining funds, including fall-out from active projects and new revenues that are offered to BACAF by the RFG, to eligible clean air/fuel efficiency projects that are identified through the Air District's other grant programs in cases where funding from the applicant, Carl Moyer, the Air District's Transportation Fund for Clean Air (TFCA), California's Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP), or other sources are not sufficient.

Applicants that apply after funding has been exhausted may be placed on a contingency list in case additional funding becomes available.

**BAY AREA CLEAN AIR FOUNDATION**

Memorandum

To: Chairperson Rod Sinks and Members  
of the Board of Directors

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

Date: April 29, 2020

Re: Adoption of the Bay Area Clean Air Foundation's 2021 Budget

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**RECOMMENDED ACTION**

Recommend the Board of Directors as a Sole Member of the Bay Area Clean Air Foundation (Foundation):

- 1) Approve adoption of the Bay Area Clean Air Foundation's 2021 Budget.

**BACKGROUND**

Pursuant to the Foundation's Bylaws, the Air District's Board of Directors, as a 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 2021 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  
Reviewed by: Jeff McKay

Attachment 4A: 2019 Annual Report for the Bay Area Clean Air Foundation  
Attachment 4B: 2021 Proposed Budget for the Bay Area Clean Air Foundation



**Bay Area Clean Air Foundation**

2019 Annual Report

Addendum: Financial Summary

**Financial Summary**

As of December 31, 2019, the Foundation had a cash balance of \$589,387.65. Following is an accounting of the Foundation's operations for the 2019 calendar year:

January 1, 2019	Beginning Cash Balance	<u>\$326,387.65</u>
<b>Revenue from Operations</b>		
	Interest Income	1,826.96
	RFG Funding	261,000.00
	General Fund Subsidy	42,137.30
<b>Operating Expenses</b>		
	Administrative Overhead/Support	46,967.39
	Tax Filing Services	3,600.00
	Insurance	1,254.09
	Other Charges	145.00
December 31, 2019	Ending Balance	<u>\$589,669.61</u>

## Proposed Budget 2021

	Proposed Budget Calendar Year 2021	
<b>Revenues/Sources</b>		
Interest Income	\$	2,000
General Fund Subsidy	\$	3,445
Total Revenue	\$	5,445
Transfer from/(to) Cash Balance	\$	746,000
<b>Total Revenue/Sources</b>	<b>\$</b>	<b>751,445</b>
<b>Expenditures</b>		
Administrative Overhead/Support	\$	76,000
Program/Project Distributions	\$	670,000
Tax Filing Services	\$	4,000
Insurance Premium	\$	1,300
Other Charges	\$	145
<b>Total Expenditures</b>	<b>\$</b>	<b>751,445</b>

**BAY AREA CLEAN AIR FOUNDATION**

Memorandum

To: Chairperson Rod Sinks and Members  
of the Board of Directors

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

Date: April 29, 2020

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

RECOMMENDED ACTION

Recommend the Board of Directors as a Sole Member of the Bay Area Clean Air Foundation (Foundation):

- 1) Reappoint Damian Breen to a third two-year term as a Director of the Bay Area Clean Air Foundation.

BACKGROUND

Pursuant to the Bylaws of the Bay Area Clean Air Foundation, Directors of the Foundation serve two-year terms. The Bylaws further provide that a Foundation Director may serve no more than three consecutive two-year terms but may serve again after taking a one-year hiatus. Damian Breen, Director of the Bay Area Clean Air Foundation, has reached the end of his second two-year term. The Board of the Foundation recommends that Mr. Breen be reappointed to fill the Director seat.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None.

Respectfully submitted,

Jack P. Broadbent  
President, Bay Area Clean Air Foundation

Prepared by: Aloha de Guzman  
Reviewed by: Damian Breen