



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

BOARD OF DIRECTORS REGULAR MEETING

March 6, 2013

A meeting of the Bay Area Air Quality Management District Board of Directors will be held at 9:45 a.m. in the 7th Floor Board Room at the Air District 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 or to resolve concerns is listed for each agenda item.

Meeting Procedures

The public meeting of the Air District Board of Directors 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 not requiring a public hearing, 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.

Public Comment Procedures

Persons wishing to make public comment must fill out a Public Comment Card indicating their name and the number of the agenda item on which they wish to speak, or that they intend to address the Board on matters not on the Agenda for the meeting.

Public Comment on Non-Agenda Matters, Pursuant to Government Code Section 54954.3 For the first round of public comment on non-agenda matters at the beginning of the agenda, ten persons selected by a drawing by the Clerk of the Boards from among the Public Comment Cards indicating they wish to speak on matters not on the agenda for the meeting will have three minutes each to address the Board on matters not on the agenda. For this first round of public comments on non-agenda matters, all Public Comment Cards must be submitted in person to the Clerk of the Boards at the location of the meeting and prior to commencement of the meeting. The remainder of the speakers wishing to address the Board on non-agenda matters will be heard at the end of the agenda, and each will be allowed three minutes to address the Board at that time.

Members of the Board may engage only in very brief dialogue regarding non-agenda matters, and may refer issues raised to District staff for handling. In addition, the Chairperson may refer issues raised to appropriate Board Committees to be placed on a future agenda for discussion.

Public Comment on Agenda Items After the initial public comment on non-agenda matters, the public may comment on each item on the agenda as the item is taken up. Public Comment Cards for items on the agenda must be submitted in person to the Clerk of the Boards at the location of the meeting and prior to the Board taking up the particular item. Where an item was moved from the Consent Calendar to an Action item, no speaker who has already spoken on that item will be entitled to speak to that item again.

Up to ten (10) speakers may speak for three minutes on each item on the Agenda. If there are more than ten persons interested in speaking on an item on the agenda, the Chairperson or other Board Member presiding at the meeting may limit the public comment for all speakers to fewer than three minutes per speaker, or make other rules to ensure that all speakers have an equal opportunity to be heard. Speakers are permitted to yield their time to one other speaker; however no one speaker shall have more than six minutes. The Chairperson or other Board Member presiding at the meeting may, with the consent of persons representing both sides of an issue, allocate a block of time (not to exceed six minutes) to each side to present their issue.

BOARD OF DIRECTORS REGULAR MEETING AGENDA

WEDNESDAY
MARCH 6, 2013
9:45 A.M.

BOARD ROOM
7TH FLOOR

CALL TO ORDER

Opening Comments
Roll Call
Pledge of Allegiance
Oath of Office/Swearing-in New Board of Directors

Chairperson, Ash Kalra
Clerk of the Boards

PUBLIC COMMENT ON NON-AGENDA MATTERS

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

For the first round of public comment on non-agenda matters at the beginning of the agenda, ten persons selected by a drawing by the Clerk of the Boards from among the Public Comment Cards indicating they wish to speak on matters not on the agenda for the meeting will have three minutes each to address the Board on matters not on the agenda. For this first round of public comments on non-agenda matters, all Public Comment Cards must be submitted in person to the Clerk of the Board at the location of the meeting and prior to commencement of the meeting.

CONSENT CALENDAR (ITEMS 1 – 7)

Staff/Phone (415) 749-

1. Minutes of the Board of Directors Regular Meeting of February 6, 2013

Clerk of the Boards

2. Board Communications Received from February 6, 2013 through March 5, 2013

J. Broadbent/5052

jbroadbent@baaqmd.gov

A list of communications directed to the Board of Directors received by the Air District from February 6, 2013 through March 5, 2013, if any, will be at each Board Member's place.

3. Air District Personnel on Out-of-State Business Travel

J. Broadbent/5052

jbroadbent@baaqmd.gov

In accordance with Section 5.4 (b) of the Air District's Administrative Code, Fiscal Policies and Procedures Section, the Board is hereby notified that the attached memorandum lists Air District personnel who have traveled on out-of-state business in the preceding month.

4. Notice of Violations Issued and Settlements in excess of \$10,000 in January 2013

B. Bunger/4797
jbroadbent@baaqmd.gov

In accordance with Resolution No. 2012-08, the Board of Directors will receive a list of all Notices of Violation issued, and all settlements for amounts in excess of \$10,000 during the month of January 2013.

5. Quarterly Report of Executive Office and Division Activities

J. Broadbent/5052
jbroadbent@baaqmd.gov

A summary of Board of Directors, Hearing Board and Advisory Council meeting activities for the second quarter is provided for information only. Also included is a summary of the Executive Office and Division Activities for the months of October 2012 – December 2012.

6. Consider Approval of Hiring Recommendation at Step E of Salary Range 156M for the Director of Engineering Position

J. Broadbent/5052
jbroadbent@baaqmd.gov

The Board of Directors will consider recommending approval of hiring recommendation at Step E of Salary Range 156M for the Director of Engineering position.

7. Consider Authorizing Expenditures for the My Air Online Program

J. Broadbent/5052
jbroadbent@baaqmd.gov

The Board of Directors will consider recommending authorizing the Executive Officer/APCO to execute an agreement not to exceed \$275,595.00 with Intellibridge Partners, Inc.

COMMITTEE REPORTS AND RECOMMENDATIONS

8. Report of the **Personnel Committee** Meeting of February 11, 2013

CHAIR: WAGENKNECHT

J. Broadbent/5052
jbroadbent@baaqmd.gov

9. Report of the **Mobile Source Committee** Meeting of February 21, 2013

CHAIR: S. Haggerty

J. Broadbent/5052
jbroadbent@baaqmd.gov

The Committee recommends Board of Directors' approval of the following items(s):

Projects with Proposed Grant Awards over \$100,000

- 1. Approve Carl Moyer Program projects with proposed grant awards over \$100,000.*
- 2. Authorize the Executive Officer/APCO to enter into agreements for the recommended Carl Moyer Program projects.*

Funding for Fiscal Year Ending (FYE) 2013 TFCA Regional Fund Shuttle Projects

1. *Modify Policy 28 to increase TFCA cost-effectiveness maximum limit to \$500,000/ton for pilot shuttle projects located in CARE areas and increase time period for which a project can maintain “pilot” status to 3 years up from 2 years;*
 2. *Award Oakland B (\$177,302) and San Francisco 82X (\$147,950) for last-mile commute connection service; and*
 3. *Award funding and authorize the Executive Officer/APCO to enter into agreements for 6 Projects: 12R09, 12R10, 12R11, 12R17, 12R18 and 12R19.*
10. Report of the **Executive Committee** Meeting of February 25, 2013
CHAIR: A. Kalra

J. Broadbent/5052
jbroadbent@baaqmd.gov

The Committee recommends Board of Directors’ approval of the following items(s):

Consideration of Remote Participation Protocol for Committee Meetings

Recommend Board of Directors approval of Remote Participation Protocol for select Board of Directors committee meetings.

Update on Joint Regional Agency Co-location at 390 Main Street

With the concurrence of the Budget and Finance Committee, recommend that the Board of Directors authorize the Executive Officer to complete necessary documents to finance the purchase of the Air District portion of 390 Main Street, San Francisco, CA under the terms of the Principles of Financing presented to the committee. Completed documents will be presented to the Board for final approval at a subsequent meeting.

11. Report of the **Budget and Finance Committee** Meeting of February 27, 2013
CHAIR: C. Groom

J. Broadbent/5052
jbroadbent@baaqmd.gov

The Committee recommends Board of Directors’ approval of the following items(s):

Financing for Joint Regional Agency Co-location at 390 Main Street

With the concurrence of the Executive Committee, recommend that the Board of Directors authorize the Executive Officer to complete necessary documents to finance the purchase of the Air District portion of 390 Main Street, San Francisco, CA under the terms of the Principles of Financing presented to the committee. Completed documents will be presented to the Board for final approval at a subsequent meeting.

PRESENTATION(S)

12. Update on Joint Regional Agency Co-Location at 390 Main Street

J. Broadbent/5052
jbroadbent@baaqmd.gov
J. McKay/4629
jmckay@baaqmd.gov

The Board of Directors will consider authorizing the Executive Officer to complete necessary documents to finance the purchase of the Air District portion of 390 Main Street, San Francisco, CA under the terms of the Principles of Financing presented to the Board. Completed documents will be presented to the Board for final approval at a subsequent meeting.

CLOSED SESSION

13. **EXISTING LITIGATION (Government Code Section 54956.9(a))**

Pursuant to Government Code Section 54956.9(a), a need exists to meet in closed session with legal counsel to consider the following case(s):

California Building Industry Association v. Bay Area AQMD, Alameda County Superior Court, Case No. RG-10548693; California Court of Appeal, First Appellate District, Case No. A135335.

14. **PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS - (Government Code Section 54957 and 54957.6)**

Pursuant to Government Code Section 54957 and 54957.6, the Committee will meet in closed session to discuss the performance evaluation of the District Counsel conducted at the February 11, 2013 meeting of the Personnel Committee.

OPEN SESSION

PUBLIC COMMENT ON NON-AGENDA MATTERS

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

Speakers who did not have the opportunity to address the Board in the first round of comments on non-agenda matters will be allowed three minutes each to address the Board on non-agenda matters.

BOARD MEMBERS' COMMENTS

Any member of the Board, or its staff, on his or her own initiative or in response to questions posed by the public, may: ask a question for clarification, make a brief announcement or report on his or her own activities, provide a reference to staff regarding factual information, request staff to report back at a subsequent meeting concerning any matter or take action to direct staff to place a matter of business on a future agenda. (Gov't Code § 54954.2)

OTHER BUSINESS

15. Report of the Executive Officer/APCO
16. Chairperson's Report
17. Time and Place of Next Meeting is Wednesday, March 20, 2013, 939 Ellis Street, San Francisco, California 94109 at 9:45 a.m.
18. Adjournment

**CONTACT THE 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) 749-4963**

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

MARCH 2013

<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	6	9:45 a.m.	Board Room
Board of Directors Personnel Committee <i>(At the Call of the Chair)</i>	Monday	11	9:30 a.m.	4th Floor Conf. Room
Advisory Council Regular Meeting <i>(Meets on the 2nd Wednesday of each Month)</i>	Wednesday	13	9:00 a.m.	Board Room
Board of Directors Legislative Committee <i>(Meets at the Call of the Chair)</i>	Thursday	14	9:30 a.m.	4th Floor Conf. Room
Board of Directors Climate Protection Committee <i>(Meets at the Call of the Chair)</i>	Thursday	14	11:00 a.m.	4th Floor Conf. Room
Board of Directors Executive Committee <i>(Meets on the 3rd Monday of each Month)</i>	Monday	18	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Stationary Source Committee <i>(Meets on the 3rd Monday of each Month)</i>	Monday	18	10:30 a.m.	4 th Floor Conf. Room
Board of Directors Special Meeting as the Sole Member of the Bay Area Clean Air Foundation	Wednesday	20	9:45 a.m.	Board Room
Board of Directors Special Meeting <i>(Meets on the 1st & 3rd Wednesday of each Month)</i>	Wednesday	20	10:00 a.m.	Board Room
Board of Directors Public Outreach Committee <i>(At the Call of the Chair)</i>	Thursday	21	9:30 a.m.	4th Floor Conf. Room

March 2013 Calendar Continued on Next Page

MARCH 2013

<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	27	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	28	9:30 a.m.	4 th Floor Conf. Room

APRIL 2013

<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	3	9:45 a.m.	Board Room
Advisory Council Regular Meeting <i>(Meets on the 2nd Wednesday of each Month)</i>	Wednesday	10	9:00 a.m.	Board Room
Board of Directors Executive Committee <i>(Meets on the 3rd Monday of each Month)</i>	Monday	15	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Stationary Source Committee <i>(Meets on the 3rd Monday of each Month)</i>	Monday	15	10:30 a.m.	4 th Floor Conf. Room
Board of Directors Regular Meeting <i>(Meets on the 1st & 3rd Wednesday of each Month)</i>	Wednesday	17	9:45 a.m.	Board Room
Board of Directors Budget & Finance Committee <i>(Meets on the 4th Wednesday of each Month)</i>	Wednesday	24	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	25	9:30 a.m.	4 th Floor Conf. Room

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Ash Kalra and Members
of the Board of Directors

From: Jack P. Broadbent
Executive Officer/Air Pollution Control Officer

Date: February 15, 2013

Re: Minutes of the Board of Directors Regular Meeting of February 6, 2013

RECOMMENDED ACTION

Approve the attached draft minutes of the Board of Directors Regular Meeting of February 6, 2013.

DISCUSSION

Attached for your review and approval are the draft minutes of the Board of Directors Regular Meeting of February 6, 2013.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Sean Gallagher
Reviewed by: Ana Sandoval

Attachments

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

Board of Directors Regular Meeting
Wednesday, February 6, 2013

DRAFT MINUTES

CALL TO ORDER

Chairperson Ash Kalra called the meeting to order at 9:51 a.m.

OPENING COMMENTS: None.

ROLL CALL

Present: Chairperson Ash Kalra; and Directors Susan Adams, John Avalos, Tom Bates, John Gioia, Scott Haggerty, David E. Hudson, Carol L. Klatt, Liz Kniss, Eric Mar, Mark Ross, Tim Sbranti, Jim Spering, Brad Wagenknecht, Ken Yeager and Shirlee Zane.

Absent: Vice Chairperson Nate Miley; Secretary Carole Groom; and Directors Susan Gorin, Edwin M. Lee and Mary Piepho.

PLEDGE OF ALLEGIANCE

Chairperson Kalra led the Pledge of Allegiance.

PUBLIC COMMENT ON NON-AGENDA MATTERS: None.

CONSENT CALENDAR (ITEMS 1 – 7)

1. **Minutes of the Board of Directors Special Meeting and Retreat of January 16, 2013;**
2. **Board Communications Received from January 16, 2013, through February 5, 2013;**
3. **Quarterly Report of the California Air Resources Board (ARB) Representative – Honorable Ken Yeager;**
4. **Air District Personnel on Out-of-State Business Travel;**
5. **Notification of Fiscal Year (FY) 2013 Budget Account Transfer**
6. **New Information Technology Officer Job Classification and Salary; and**
7. **Extension of Contracts for Security Services.**

Board Comments:

Agenda Items #2, Board Communications Received from January 16, 2013, through February 5, 2013, and #3, Quarterly Report of the ARB Representative – Honorable Ken Yeager, were removed from the consent calendar for individual consideration.

Public Comments: None.

Board Action: Director Haggerty made a motion to approve Consent Calendar Items 1, 4, 5, 6 and 7; Director Hudson seconded; and the motion was unanimously approved without objection.

2. Board Communications Received from January 16, 2013, through February 5, 2013

Public Comments:

Michael Stocker, Seven Circles Foundation, addressed the Board regarding an exemption from the wood smoke rule on religious grounds.

Alan Jones, Seven Circles Foundation, addressed the Board regarding an exemption from the wood smoke rule on religious grounds.

Board Comments:

Director Gioia asked about the current exemptions offered, which questions were answered by Jack Broadbent, Executive Officer/Air Pollution Control Officer (APCO).

Board Action: Member Wagenknecht made a motion to approve Board Communications received; Director Kniss seconded; and the motion was unanimously approved without objection.

3. Quarterly Report of the ARB Representative – Honorable Ken Yeager

Board Comments:

Director Yeager delivered the Quarterly Report to the Board and announced his resignation from the ARB.

Mr. Broadbent briefly explained the successor appointment process.

Public Comments: None.

Board Action: Member Yeager made a motion to approve the Quarterly Report; Director Kniss seconded; and the motion was unanimously approved without objection.

COMMITTEE REPORTS AND RECOMMENDATIONS

8. Report of the Budget and Finance Committee Meeting of January 23, 2013

Committee Chairperson Groom (read by Board Chairperson Kalra)

The Committee met on Wednesday, January 23, 2013, and postponed approval of the minutes of October 24, 2012, for lack of a quorum.

The Committee received the Air District Financial Audit Report for Fiscal Year Ending (FYE) 2012. The Committee first reviewed the Financial Audit Report of the Air District's Financial Statements for the FYE 2012, an unqualified report with no reportable conditions, then the Financial Audit Report

of the OMB Circular A-133, a report opining the Air District complied in all material respects, and finally the Transportation Fund for Clean Air (TFCA) Compliance Report for the FYE 2012, a report that did not identify any deficiencies in internal controls.

The Committee received the Second Quarter Financial Report –FY 2012-13. The Committee reviewed the General Fund revenues and expenses, Air District investments, fund balances and vendor payments in excess of \$70,000 without Board of Directors review.

The Committee received the Air District Financial Overview, including a review of the status of the current FY, a discussion of the strategies employed during the FYE 2013 budget cycle, and a review of the implications for the upcoming FYE 2014 budget process.

The Committee received the staff report Update on the Joint Regional Agency Co-location at 390 Main Street, including an update on the status of the acquisition focused on the status of costs and financing for the Air District’s portion of the building.

The next meeting of the Committee is Wednesday, February 27, 2013, at 9:30 a.m.

Jeff McKay, Deputy APCO (DAPCO), gave the staff presentation Financing Draft Term Sheet.

Board Comments:

Director Hudson stated that interest rates are an important consideration in deciding how best to proceed with the building acquisition.

Public Comments: None.

Board Action: Chairperson Kalra made a motion to approve the report of the Budget and Finance Committee and Director Hudson seconded.

Director Zane asked if Directors may attend Budget & Finance Committee meetings remotely, which questions were answered by Chairperson Kalra and Mr. Broadbent.

The motion was unanimously approved without objection.

9. Report of the Mobile Source Committee Meeting of January 24, 2013
Committee Chairperson Haggerty

The Committee met on Thursday, January 24, 2013, and approved the minutes of December 3, 2012.

The Committee then reviewed projects with proposed grant awards over \$100,000 and recommends Board approval of five projects (12R12, 13, 14, 15 and 16), and authorization for the Executive Officer/APCO to enter into agreements for those projects. Additionally, the Committee requested that staff re-examine a number of the applications submitted for this program and will consider recommendations on additional shuttle project allocations at its next meeting.

The Committee then reviewed a request for Matching Funds for Carl Moyer Program (CMP) Year 15 and the United States Department of Energy (DOE) Alternative Fuels Project and recommends the Board:

1. Adopt a resolution authorizing the Executive Officer/APCO to execute all necessary agreements with the ARB relating to the Air District's receipt of CMP funds for FY 2012-2013;
2. Allocate \$5 million in Mobile Source Incentive Funding to provide the required match funding and additional monies for projects eligible for funding under the CMP; and
3. Adopt a resolution authorizing the Executive Officer/APCO to allocate \$100,000 in TFCA monies to provide required match funding for a \$1 million DOE Alternative Fuels Project.

The Committee also reviewed the proposed selection of a Lawn Mower Replacement Program Contractor and recommends the Board:

1. Approve the selection of Black & Decker, a contractor to assist the Air District in the implementation of a lawn mower replacement program under a grant from the ARB; and
2. Authorize the Executive Officer/APCO to enter into all necessary agreements with Black & Decker to implement the program funded by the ARB not to exceed \$364,050.

The Committee also received an informational update on the Port Truck Program, including program overview and background, a summary of the current drayage truck population, a review of the Engine Model Year 2005/2006 Replacement Program and a cost effectiveness analysis of a possible engine repowers program.

The next meeting of the Committee is on Thursday, February 21, 2013, at 9:30 a.m.

Board Comments: None.

Public Comments: None.

Board Action: Director Haggerty made a motion to approve the report and recommendations of the Mobile Source Committee; Director Wagenknecht seconded; and the motion was unanimously approved without objection.

CLOSED SESSION

The Board adjourned to Closed Session at 10:21 a.m.

NOTED PRESENT: Director Mar was noted present at 10:22 a.m.

10. EXISTING LITIGATION (Government Code Section 54956.9(a))

Pursuant to Government Code Section 54956.9(a), a need existed for the Board to meet in closed session with legal counsel to consider the following cases:

California Building Industry Association v. Bay Area AQMD, Alameda County Superior Court, Case No. RG-10548693; California Court of Appeal, First Appellate District, Case No. A135335.

Lehigh Southwest Cement Company v. Bay Area AQMD, Santa Clara County Superior Court, Case No. 112CV236602.

OPEN SESSION

The Board resumed Open Session at 10:35 a.m. with no reportable action.

PUBLIC COMMENT ON NON-AGENDA MATTERS: None.

BOARD MEMBERS' COMMENTS: None.

OTHER BUSINESS

11. Report of the Executive Officer/APCO:

Mr. Broadbent announced the appointments of Jaime Williams to the position of Information Technology Officer and Kim Karas to the position of Director of Engineering and the resignation of Jennifer Cooper from the position of Manager, Executive Operations; presented an update on the Winter PM_{2.5} Season; and recommended cancellation of the Board meeting on February 20, 2013.

Director Hudson asked about the Spare the Air Alert and exceedence on January 23, 2013, which questions were answered by Mr. Broadbent and Jean Roggenkamp, DAPCO.

Director Haggerty suggested targeted placement of advertisements commending the public for their participation in Spare the Air Alerts and providing statistics relative to the number of people helped by that participation.

Director Zane echoed Director Haggerty's suggestion and recommended a story in the Press Democrat with a first-person focus.

12. Chairperson's Report:

Chairperson Kalra welcomed Director Sbranti and invited volunteers for the remaining vacancies on various Committees.

Director Sbranti made introductory remarks.

Mr. Broadbent announced the appointment of Ana Sandoval to the position of Manager, Executive Operations and summarized the ARB appointment process.

The Board discussed the time commitments relative to ARB service and the appointment process.

13. Time and Place of Next Meeting:

Chairperson Kalra canceled the Board meeting on February 20, 2013, and announced the next meeting on Wednesday, March 6, 2013, Bay Area Air Quality Management District Office, 939 Ellis Street, San Francisco, California 94109 at 9:45 a.m.

14. Adjournment: The Board meeting adjourned at 10:54 a.m.

Sean Gallagher
Clerk of the Boards

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Ash Kalra and Members
of the Board of Directors

From: Jack P. Broadbent
Executive Officer/APCO

Date: February 28, 2013

Re: Board Communications Received from February 6, 2013 through March 5, 2013

RECOMMENDED ACTION

None; receive and file.

DISCUSSION

A list of communications directed to the Board of Directors received by the Air District from February 6, 2013 through March 5, 2013, if any, will be at each Board Member's place at the March 6, 2013 Board meeting.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Vanessa Johnson
Reviewed by: Ana Sandoval

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
Memorandum

To: Chairperson Ash Kalra and Members
of the Board of Directors

From: Jack P. Broadbent
Executive Officer/APCO

Date: February 26, 2013

Re: District Personnel on Out-of-State Business Travel

RECOMMENDED ACTION

None; receive and file.

BACKGROUND

In accordance with Section 5.4 (b) of the District's Administrative Code, Fiscal Policies and Procedures Section, the Board is hereby notified that no District personnel traveled on out-of-state business for the period February 1, 2013 through February 28, 2013. Out-of-state travel is reported in the month following travel completion.

DISCUSSION

No activity to report during this period.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: David Glasser
Reviewed by: Jack M. Colbourn

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Ash Kalra and Members
of the Board of Directors

From: Jack P. Broadbent
Executive Officer/APCO

Date: February 28, 2013

Re: Notices of Violation Issued and Settlements in Excess of \$10,000 January 2013

RECOMMENDED ACTION

None; receive and file.

DISCUSSION

In accordance with Resolution No. 2012-08, attached to this Memorandum is a listing of all Notices of Violation issued, and all settlements for amounts in excess of \$10,000 during the calendar month prior to this report.

BUDGET CONSIDERATION/FINANCIAL IMPACT

The amounts of civil penalties collected are included in the Air District's general fund budget.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Brian C. Bungler

Attachments

NOTICES OF VIOLATION ISSUED

The following Notice(s) of Violation were issued in January 2013:

Alameda						
Site Name	Site #	City	NOV #	Issuance Date	Regulation	Comments
George & Terri Perry	V7133	San Leandro	A52935A	1/25/13	6-3-301	Wood smoke violation
H. & Anthony Williams	V7135	Alameda	A52937A	1/25/13	6-3-301	Wood smoke violation
Jerome & Marilyn Heuer	V7189	Newark	A52944A	1/30/13	6-3-301	Wood smoke violation
Mark & Lora Lowman	V7056	Hayward	A52899A	1/18/13	6-3-301	Wood smoke violation
Resident	V6806	Oakland	A52794A	1/8/13	6-3-301	Wood smoke violation
Resident	V7057	Hayward	A52900A	1/18/13	6-3-301	Wood smoke violation

Contra Costa						
Site Name	Site #	City	NOV #	Issuance Date	Regulation	Comments
Arsen Mikhailusta	V6958	El Sobrante	A52868A	1/16/13	6-3-301	Wood smoke violation
Bio-Rad Laboratories	A5462	Richmond	A52173A	1/25/13	2-1-307	Permit condition 17978, part 7 and 9
Chevron Products Company	A0010	Richmond	A52171A	1/8/13	8-5-301	true vapor pressure in tank 397 exceeded 0.5psia

AGENDA: 4

Chevron Products Company	A0010	Richmond	A52435A	1/10/13	8-5-301	T-397 contents exceeded 0.5psia vapor pressure, control requirements not met
Chevron Products Company	A0010	Richmond	A52436A	1/15/13	1-522.4	late reporting of missed calibrations at furnace F-1750 CEMS
Chevron Products Company	A0010	Richmond	A52437A	1/15/13	2-6-307	PC#23735, 40CFR60subpartJ(60.104(a)(1))
Chevron Products Company	A0010	Richmond	A52437B	1/15/13	10	PC#23735, 40CFR60subpartJ(60.104(a)(1))
Chevron Products Company	A0010	Richmond	A52438A	1/15/13	2-6-307	PC#23735, 40CFR60subpartJ(60.104(a)(1))
Chevron Products Company	A0010	Richmond	A52438B	1/15/13	10	PC#23735, 40CFR60subpartJ(60.104(a)(1))
Chevron Products Company	A0010	Richmond	A52439A	1/30/13	2-6-307	PC#1162,section6 - NOx excess @ cogen plant, gas turbine, 2000 train
Chevron Products Company	A0010	Richmond	A52439B	1/30/13	9-9-301.2	PC#1162,section6 - NOx excess @ cogen plant, gas turbine, 2000 train
Cutting Mini Market (ARCO)	V7544	Richmond	A52587A	1/7/13	8-7-302.3	NPS#111865 7/10 nozzle with taggable defects
Edmond Aliaga	V7107	Concord	A52927A	1/25/13	6-3-301	Wood smoke violation
Evelyn Porter	V7008	Antioch	A52793A	1/8/13	6-3-301	Wood smoke violation
John Etherington	V7108	Concord	A52928A	1/25/13	6-3-301	Wood smoke violation
Katherine Clarino	V7183	Concord	A52938A	1/25/13	6-3-301	Wood smoke violation
Kurt & Cindy Pedracci	V7192	El Sobrante	A52947A	1/30/13	6-3-301	Wood smoke violation

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Martinez Carwash	V7545	Martinez	A52588A	1/16/13	8-7-301.5	NPS#111582 87 grade UST - broken drain lever, 91 grade missing drain lever
Michael Landon & Ha Kieu	V7134	El Sobrante	A52936A	1/25/13	6-3-301	Wood smoke violation
Phillips 66 Carbon Plant	A0022	Rodeo	A52367A	1/10/13	2-6-307	not all PM emissions were routed to Baghouse (A-10)
Phillips 66 Carbon Plant	A0022	Rodeo	A52368A	1/10/13	2-6-307	PM emissions from loading were not routed to Baghouse (A-3)
Plains Products Terminals LLC	A7034	Martinez	A51596A	1/18/13	2-6-307	Title5 P.C.1253 Sec.II.D.1.i
Plains Products Terminals LLC	A7034	Martinez	A51596B	1/18/13	8-5-301	thermal oxidizer A1 off - tanks vent
Plains Products Terminals LLC	A7034	Martinez	A51597A	1/18/13	2-6-307	Title5 P.C.1253 Sec.II.D.1.i
Plains Products Terminals LLC	A7034	Martinez	A51597B	1/18/13	8-5-301	thermal oxidizer A1 off - tanks vent
Plains Products Terminals LLC	A7034	Martinez	A51598A	1/18/13	2-6-307	Title5 P.C.1253 Sec.II.D.1.i
Plains Products Terminals LLC	A7034	Martinez	A51598B	1/18/13	8-5-301	thermal oxidizer A1 off - tanks vent
Plains Products Terminals LLC	A0745	Richmond	A52172A	1/15/13	8-33-309	8-33-309.12 backpressure exceedance of >18" H2O column not reported in 24hrs
Resident	V6913	Oakley	A52864A	1/16/13	6-3-301	Wood smoke violation
Resident	V7054	Richmond	A52897A	1/18/13	6-3-301	Wood smoke violation
Resident	V7055	Richmond	A52898A	1/18/13	6-3-301	Wood smoke violation

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Richard Olsen	V7105	Concord	A52925A	1/25/13	6-3-301	Wood smoke violation
Roane & Teresa Burgess	V7185	Concord	A52940A	1/25/13	6-3-301	Wood smoke violation
Robert & Sally Roche	V7109	Lafayette	A52929A	1/25/13	6-3-301	Wood smoke violation
Robyn Selva & Matthew Blackburn	V7186	Orinda	A52941A	1/25/13	6-3-301	Wood smoke violation
Roy & Norma Cuneo	V7106	Moraga	A52926A	1/25/13	6-3-301	Wood smoke violation
Willard & Cheresse Hoskins	V7184	Concord	A52939A	1/25/13	6-3-301	Wood smoke violation

Marin						
Site Name	Site #	City	NOV #	Issuance Date	Regulation	Comments
Atiya Seagrave	V6915	San Geronimo	A52869A	1/16/13	6-3-301	Wood smoke violation
Douglas & Noel Degnan	V7352	Nicasio	A52948A	1/30/13	6-3-301	Wood smoke violation
Edward Reither & Liisa O'Maley	V7082	Fairfax	A52911A	1/23/13	6-3-301	Wood smoke violation
Elena & Evencio Gonzalez	V6879	Novato	A52853A	1/11/13	6-3-301	Wood smoke violation
Ivan Johnson	V6880	Novato	A52854A	1/11/13	6-3-301	Wood smoke violation
Janet Boddington	V7016	San Rafael	A52856A	1/14/13	6-3-301	Wood smoke violation

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Josiah Fizer	V6881	Novato	A52855A	1/11/13	6-3-301	Wood smoke violation
Larry & Adrienne Friberg	V7079	Novato	A52910A	1/23/13	6-3-301	Wood smoke violation
Resident	V6765	Novato	A52788A	1/7/13	6-3-301	Wood smoke violation
Resident	V7013	Forest Knolls	A52817A	1/10/13	6-3-301	Wood smoke violation
Resident	V6856	Fairfax	A52818A	1/10/13	6-3-301	Wood smoke violation
Resident	V6904	Woodacre	A52819A	1/10/13	6-3-301	Wood smoke violation
Resident	V7015	San Geronimo	A52820A	1/10/13	6-3-301	Wood smoke violation
Resident	V6865	San Geronimo	A52821A	1/10/13	6-3-301	Wood smoke violation
Resident	V6866	San Geronimo	A52822A	1/11/13	6-3-301	Wood smoke violation
Resident	V6873	Forest Knolls	A52823A	1/11/13	6-3-301	Wood smoke violation
Resident	V6874	San Geronimo	A52824A	1/11/13	6-3-301	Wood smoke violation
Resident	V6876	Forest Knolls	A52826A	1/11/13	6-3-301	Wood smoke violation
Resident	V6878	Lagunitas	A52852A	1/11/13	6-3-301	Wood smoke violation
Resident	V7051	Novato	A52896A	1/18/13	6-3-301	Wood smoke violation

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Resident	V7065	Bolinas	A52908A	1/22/13	6-3-301	Wood smoke violation
Resident	V7068	Sausalito	A52909A	1/22/13	6-3-301	Wood smoke violation
Resident	V7131	Novato	A52933A	1/25/13	6-3-301	Wood smoke violation
Robert & Kimberli Powell	V7132	Novato	A52934A	1/25/13	6-3-301	Wood smoke violation

Napa						
Site Name	Site #	City	NOV #	Issuance Date	Regulation	Comments
Brian & Patsy Smith	V6688	Napa	A52778A	1/4/13	6-3-301	Wood smoke violation
Carol Voth	V6917	Angwin	A52871A	1/16/13	6-3-301	Wood smoke violation
Francisco & Maria Covarrubias	V7286	Napa	A52780A	1/4/13	6-3-301	Wood smoke violation
James & Judith Hensley	V6691	Napa	A52781A	1/4/13	6-3-301	Wood smoke violation
Jay & Cynthia Bledsoe	V6810	Napa	A52798A	1/8/13	6-3-301	Wood smoke violation
Karen Gallegos	V7061	Napa	A52904A	1/22/13	6-3-301	Wood smoke violation
Leonel & Hilda Ortiz-Campos	V6689	Napa	A52779A	1/4/13	6-3-301	Wood smoke violation
Lucio & Gloria Orozco	V6687	Napa	A52777A	1/4/13	6-3-301	Wood smoke violation

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Ramon & Julieta Lopez	V7060	Napa	A52903A	1/22/13	6-3-301	Wood smoke violation
Resident	V6916	Angwin	A52870A	1/16/13	6-3-301	Wood smoke violation
Resident	V6918	Angwin	A52872A	1/16/13	6-3-301	Wood smoke violation
Resident	V6983	Angwin	A52878A	1/16/13	6-3-301	Wood smoke violation
Resident	V6986	Angwin	A52879A	1/16/13	6-3-301	Wood smoke violation
Resident	V7026	Napa	A52890A	1/18/13	6-3-301	Wood smoke violation
Resident	V7190	Napa	A52945A	1/30/13	6-3-301	Wood smoke violation
Ricardo & Maria Castillo	V7059	Napa	A52902A	1/22/13	6-3-301	Wood smoke violation
Trevor Hall	V6693	Napa	A52782A	1/4/13	6-3-301	Wood smoke violation

San Mateo

Site Name	Site #	City	NOV #	Issuance Date	Regulation	Comments
Barrango Manufacturing	A3366	South San Francisco	A52285A	1/24/13	2-1-302	expired permit
Bret & Stephanie Duncan	V7110	Half Moon Bay	A52930A	1/25/13	6-3-301	Wood smoke violation
Cindy Yee & John Morley	V6899	Pacifica	A52802A	1/8/13	6-3-301	Wood smoke violation

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Dan & Christine Harrison	V7102	Menlo Park	A52922A	1/23/13	6-3-301	Wood smoke violation
Donald & Frances Nelson	V6914	Pacifica	A52865A	1/16/13	6-3-301	Wood smoke violation
Donald & Mary Blanchard	V6826	Pacifica	A52810A	1/8/13	6-3-301	Wood smoke violation
Gholamali Heris	V6808	Burlingame	A52796A	1/8/13	6-3-301	Wood smoke violation
Harrie & Kathy Yager	V7130	Half Moon Bay	A52932A	1/25/13	6-3-301	Wood smoke violation
Jim Vlahos	V6809	Belmont	A52797A	1/8/13	6-3-301	Wood smoke violation
Kary Gladieux	V6961	Pacifica	A52875A	1/16/13	6-3-301	Wood smoke violation
Michael Torres	V6815	Pacifica	A52805A	1/8/13	6-3-301	Wood smoke violation
Rachelle M. Muscat Living Trust	V6814	Pacifica	A52804A	1/8/13	6-3-301	Wood smoke violation
Resident	V6807	Burlingame	A52795A	1/8/13	6-3-301	Wood smoke violation
Resident	V6813	Pacifica	A52803A	1/8/13	6-3-301	Wood smoke violation
Resident	V6821	Pacifica	A52807A	1/8/13	6-3-301	Wood smoke violation
Resident	V6976	Pacifica	A52876A	1/16/13	6-3-301	Wood smoke violation
Richard & Noireen Zanadri	V6819	Pacifica	A52806A	1/8/13	6-3-301	Wood smoke violation

Shirley Moorhouse	V7125	Half Moon Bay	A52931A	1/25/13	6-3-301	Wood smoke violation
Shirley Trust	V6902	Pacifica	A52808A	1/8/13	6-3-301	Wood smoke violation
Steven & Christine Wolf	V6993	Palo Alto	A52884A	1/16/13	6-3-301	Wood smoke violation
Steven & Tracy Schaefer	V6980	Pacifica	A52877A	1/16/13	6-3-301	Wood smoke violation
United Airlines, SF Maintenance Center	A0051	San Francisco	A52281A	1/10/13	2-6-307	condition #21946 pressure drop exceedance episode excess ID#06H26
United Airlines, SF Maintenance Center	A0051	San Francisco	A52281B	1/10/13	1-523.3	late RCA report
United Airlines, SF Maintenance Center	A0051	San Francisco	A52283A	1/10/13	2-6-307	40CFR63.745(g) non-compliant pressure drop, recordkeeping gaps
United Airlines, SF Maintenance Center	A0051	San Francisco	A52284A	1/10/13	2-6-307	40CFR63.745(g) non-compliant pressure drop and recordkeeping gaps
Vickie Ramsey	V6824	Pacifica	A52809A	1/8/13	6-3-301	Wood smoke violation

Santa Clara						
Site Name	Site #	City	NOV #	Issuance Date	Regulation	Comments
Andrew Ji & Jin Xi	V7088	Palo Alto	A52914A	1/23/13	6-3-301	Wood smoke violation
Anne & Robert Talbott	V7091	Palo Alto	A52915A	1/23/13	6-3-301	Wood smoke violation
Barbara Little	V7087	Palo Alto	A52913A	1/23/13	6-3-301	Wood smoke violation

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Carolyn Walker	V7096	Palo Alto	A52916A	1/23/13	6-3-301	Wood smoke violation
Deel Dausat	V7191	San Jose	A52946A	1/30/13	6-3-301	Wood smoke violation
Eugene Ciccarelli / Catherine Perman	V7083	Palo Alto	A52912A	1/23/13	6-3-301	Wood smoke violation
Franklin & Joann Evevitch	V7098	Palo Alto	A52918A	1/24/13	6-3-301	Wood smoke violation
Hugo & Lucy Traeger	V7097	Palo Alto	A52917A	1/23/13	6-3-301	Wood smoke violation
James Kooper	V7101	Los Gatos	A52921A	1/23/13	6-3-301	Wood smoke violation
Joseph J. Albanese	R1659	Santa Clara	A51786A	1/22/13	11-2-401.3	failure to notify demolition
Kenneth & Sharron Reed	V7011	Campbell	A52812A	1/10/13	6-3-301	Wood smoke violation
Maxim Integrated Products, Incorporated	B1696	San Jose	A26683A	1/17/13	2-1-307	A5 thermal oxidizer fell below 1400degreesF, ID#18523 line6 permit condit
Maxim Integrated Products, Incorporated	B1696	San Jose	A52011A	1/17/13	2-1-307	source test number: NTV- 1189. permit cond.#1852subsec.3
Paknahal & Mesbahi Motahareh	V6703	Cupertino	A52792A	1/4/13	6-3-301	Wood smoke violation
Paul & Flora Wheldon	V6992	Campbell	A52883A	1/16/13	6-3-301	Wood smoke violation
Rahimi- Moustakas Living Trust	V6991	Campbell	A52882A	1/16/13	6-3-301	Wood smoke violation
Resident	V6766	Santa Clara	A52789A	1/7/13	6-3-301	Wood smoke violation

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Resident	V6768	Campbell	A52791A	1/7/13	6-3-301	Wood smoke violation
Resident	V7099	Cupertino	A52919A	1/24/13	6-3-301	Wood smoke violation
Resident	V7100	Los Gatos	A52920A	1/24/13	6-3-301	Wood smoke violation
Resident	V7104	Cupertino	A52924A	1/24/13	6-3-301	Wood smoke violation
Robert Boardman	V7103	Los Altos	A52923A	1/23/13	6-3-301	Wood smoke violation
Santana C.E. & P.D. 1995 Trust	V6698	San Jose	A52790A	1/4/13	6-3-301	Wood smoke violation

Solano						
Site Name	Site #	City	NOV #	Issuance Date	Regulation	Comments
E&P Properties, Inc	B6628	Fairfield	A50448A	1/2/13	2-1-302	permit to operate expired (invoice #2XV43)
Edward Bouvier, Sr.	V6906	Vallejo	A52860A	1/16/13	6-3-301	Wood smoke violation
Gary & L. Ritchie	V6907	Benicia	A52861A	1/16/13	6-3-301	Wood smoke violation
Janice Green	V7025	Benicia	A52889A	1/18/13	6-3-301	Wood smoke violation
Luys Horn	V7023	Benicia	A52887A	1/18/13	6-3-301	Wood smoke violation
Michael & Karen Garrett	V7024	Benicia	A52888A	1/18/13	6-3-301	Wood smoke violation

Natasha Volodarsky	V6910	Fairfield	A52862A	1/16/13	6-3-301	Wood smoke violation
Resident	V6760	Fairfield	A52785A	1/4/13	6-3-301	Wood smoke violation
Resident	V6762	Fairfield	A52786A	1/4/13	6-3-301	Wood smoke violation

Sonoma

Site Name	Site #	City	NOV #	Issuance Date	Regulation	Comments
Calvin & Lalona McDonald	V7031	Santa Rosa	A52893A	1/18/13	6-3-301	Wood smoke violation
Charles & Mary Louise Carrington	V7062	Santa Rosa	A52905A	1/22/13	6-3-301	Wood smoke violation
Daniel Lamberson	V7058	Windsor	A52901A	1/22/13	6-3-301	Wood smoke violation
David & Beverly Linders	V7033	Santa Rosa	A52894A	1/18/13	6-3-301	Wood smoke violation
David Pond	V7030	Sebastopol	A52892A	1/18/13	6-3-301	Wood smoke violation
Eleuteria Alvarado	V7492	Petaluma	A52799A	1/8/13	6-3-301	Wood smoke violation
James & Desiree Ruanavaara	V6990	Windsor	A52881A	1/16/13	6-3-301	Wood smoke violation
James & Glenna Dehner	V7034	Santa Rosa	A52895A	1/18/13	6-3-301	Wood smoke violation
Jayna Osmundsen	V7019	Santa Rosa	A52885A	1/17/13	6-3-301	Wood smoke violation

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John Mead	V6960	Petaluma	A52874A	1/17/13	6-3-301	Wood smoke violation
Leon & Karin Hughes	V7029	Windsor	A52891A	1/18/13	6-3-301	Wood smoke violation
Norman & Barbara Ray	V6989	Windsor	A52880A	1/16/13	6-3-301	Wood smoke violation
Resident	V6753	Sebastopol	A52783A	1/4/13	6-3-301	Wood smoke violation
Resident	V6758	Santa Rosa	A52784A	1/4/13	6-3-301	Wood smoke violation
Resident	V6812	Santa Rosa	A52800A	1/8/13	6-3-301	Wood smoke violation
Resident	V6854	Sonoma	A52811A	1/9/13	6-3-301	Wood smoke violation
Resident	V6855	Rohnert Park	A52816A	1/10/13	6-3-301	Wood smoke violation
Resident	V6911	Sonoma	A52863A	1/16/13	6-3-301	Wood smoke violation
Resident	V6959	Petaluma	A52873A	1/16/13	6-3-301	Wood smoke violation
Resident	V7022	Santa Rosa	A52886A	1/17/13	6-3-301	Wood smoke violation
Resident	V7064	Santa Rosa	A52907A	1/22/13	6-3-301	Wood smoke violation
Resident	V7187	Sonoma	A52942A	1/25/13	6-3-301	Wood smoke violation
Richard & Pamela Lewis	V7017	Windsor	A52857A	1/14/13	6-3-301	Wood smoke violation

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Ross & Lisa Colley	V7063	Graton	A52906A	1/22/13	6-3-301	Wood smoke violation
Stephen & Linda Goldberg	V7188	Petaluma	A52943A	1/25/13	6-3-301	Wood smoke violation
Tim Zanolini	V6695	Santa Rosa	A52787A	1/4/13	6-3-301	Wood smoke violation
Travers Collins	V7018	Santa Rosa	A52858A	1/14/13	6-3-301	Wood smoke violation

District Wide						
Site Name	Site #	City	NOV #	Issuance Date	Regulation	Comments
KAG West, LLC	N1032	West Sacramento	A52223A	1/20/13	8-33-305	ST#13072, failure to meet year round decay rate

SETTLEMENTS FOR \$10,000 OR MORE REACHED

There were no settlement(s) for \$10,000 or more completed in January 2013.

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Ash Kalra and Members
of the Board of Directors

From: Jack P. Broadbent
Executive Officer/APCO

Date: February 21, 2013

Re: Quarterly Report of the Executive Office and Division Activities for the Months of
October 2012- December 2012

ADMINISTRATION AND HUMAN RESOURCES – J. COLBOURN, DIRECTOR

The Human Resources (HR) Office coordinated 4 recruitment exams including exams for Director of Engineering, Facilities Services Supervisor, Secretary, and Temporary Office Assistant. In addition, the HR Office conducted training sessions, including: Social Security/Medicare Seminar, Health Care Reform, Difficult Conversations, Americans with Disability Act, and Strategic Incentives Staff Training. The HR Office continues to administer payroll, benefits, safety, and labor/employee relations. There are currently 315 regular employees, 12 temporary employees and 50 vacant positions. There were no new employees and 4 employee separations from October to December 2012.

Finance staff closed the books for Fiscal Year End (FYE) 2012. Auditors were onsite to conduct the second phase of the FYE 2012 audit. The final Audit document was delivered in December and was presented to the Budget & Finance Committee in January.

The budget instruction package for the FYE 2014 was distributed to staff. The kickoff is scheduled for the first week in January. Work continues on testing of the integration of the new production system with the existing JDE financial services software

The Board of Directors received a conceptual design presentation and building tour of 390 Main Street at its December 5, 2012 Board of Directors Meeting. The Board of Directors was provided information regarding the status of the purchase, financing and design processes. Member of the Board of Directors were provided a building tour of 390 Main Street. The Air District's staff was presented the conceptual schematic design plans at the All Hands meeting in December. Staff continues to meet and work with the Bay Area Housing Authority, and the Metropolitan Transportation Commission to finalize the financial structure for the purchase of 390 Main Street, identify co-location efficiencies, finalize programming and schematic design plans, and IT infrastructure migration efforts. The next meeting of the BAHA Board to receive action items and an update on the project is January 23, 2013.

COMPLIANCE AND ENFORCEMENT – W. KINO, DIRECTOR**Enforcement Program**

Staff documented 67 air pollution violations that resulted in Notices of Violation and responded to 571 general air pollution complaints. These activities addressed noncompliance with applicable federal, state, and air district regulations and provided a mechanism for the public to voice their concerns about an air pollution issue that might be in noncompliance.

For example, staff issued a public nuisance violation to Lehigh Southwest Cement Company after confirming seven evening odor complaints during an investigation on October 23, 2012. The odor was traced back to Lehigh's cement precalciner kiln operation.

On December 6, 2012, staff provided testimony in an order of abatement hearing against Costa Loma Limited, a crude oil production facility that had not obtained necessary permits to operate for its crude oil production equipment. A conditional order of abatement was granted and required the facility to develop a compliance plan within sixty days and achieve full compliance by October 31, 2013.

Compliance Assurance Program

Staff conducted over 3000 inspections including permitted facilities, gasoline stations, asbestos open burning, portable equipment and mobile.

Staff attended the CAPCOA Enforcement Managers meeting in Napa and heard a presentation by CARB concerning the upcoming April 1, 2013 Standing Loss Control (SLC) deadline for gasoline dispensing facilities equipped with above ground storage tanks (ASTs). SLC minimizes pressure driven gasoline emissions that occur during daytime heating of ASTs and may affect as many as 500 tanks in the Bay Area. Staff has told CARB that the Air District will enforce the requirement but does not have a regulation (enforcement authority) requiring SLC and needs CARB to provide a mechanism for enforcement. Many other districts expressed this same concern. CARB agreed to provide further details on how to enforce the requirement to prevent non-uniform enforcement throughout the state.

Staff attended the quarterly California Air Pollution Control Officers Association (CAPCOA) Vapor Recovery Subcommittee meeting in Sacramento on October 17, 2012 and October 18, 2012. Staff provided one volunteer for a work group consisting of members from the California Air Resources Board (CARB), other air districts, and industry to update vapor recovery field test procedures.

Staff continues to conduct daily inspections at the Hunters View Redevelopment Project to confirm compliance with its associated asbestos dust mitigation plan (ADMP); one milestone was reached on the Phase I (one of three phases) portion of the project as the first residents were allowed to move in.

Compliance Assistance and Operations Program

Staff received and evaluated over 1900 plans, petitions and notifications required by the asbestos, coatings, open burn, tank and flare regulations.

Staff met with San Francisco Unified School District staff and provided compliance assistance regarding unregistered boilers which are subject to new emission limits on January 1, 2013.

Pursuant to the Air District's Mobile Source Compliance Plan, staff met with Port of Oakland staff regarding installation of metal signage for no idling in critical areas. Staff participated in monthly Trucker Work Group meetings at the Port of Oakland.

Pursuant to the District's Wood Smoke Program, letters were sent to over 900 residences that received Warning Letters in previous *Winter Spare the Air* (WSTA) Seasons reminding them that the next violation will result in issuance of a Notice of Violation (NOV). Letters were also sent to persons that claimed a seasonal exemption during the last WSTA season to remind them that the exemption expired. Staff presented the District's Wood Smoke Program including discussions on health effects, the rule, and changes for the upcoming WSTA season at a San Geronimo Valley Planning Group (Marin County) meeting. Staff worked with the County of Marin to launch a change-out rebate program on October 1 for older, polluting wood stoves in the San Geronimo Valley; residents may receive \$750 for each change-out.

On October 30, 2012 staff hosted a meeting with representatives from the San Francisco Housing Authority, the California Department of Toxic Substances Control, the John Stewart Company (Developer for the Hunters View Redevelopment Project) and Cahill Nibbi (General Contractor for the Hunters View Redevelopment Project) to discuss ideas for better community health education and work practices with regards to health and environmental issues that residents living near the Hunters View Redevelopment project brought forward at the September 17th, Stationary Source Committee meeting.

On November 20, 2012, staff attended the Brisbane Community Advisory Group (BBCAG) meeting at the Brisbane Community Center to answer air quality questions about nearby facilities.

The fall marsh management burn season ended on October 15, with a total of 9 acreage allocations and 55 acres burned for burn projects in Solano County. Staff approved 1 Prescribed Burn Smoke Management Plan for burn project in Santa Clara County. Staff completed the data verification and posting of refinery flare monitoring data through October 2012.

(See Attachment for Activities by County)

Permit Systems Program

The following table is a summary of the permits handled during the 4th quarter:

Permit Activity			
New applications received	279	New facilities added	155
Authorities to Construct issued	103	Permit Exemptions (entire applications deemed exempt)	15
Permits to Operate issued (new and modified)	338	Annual update packages completed	1,270
Registrations (new and renewed)	94		

Toxics Program

Staff completed 63 health risk screening analyses.

Staff drafted the annual Toxic Hot Spots report. This report is used by the Air Resources Board to determine the District’s share of the statewide costs for the program.

Title V Program

Staff issued 4 permit renewals, 1 administrative amendment, and 1 minor revision.

Permit Evaluation Program

BoDean Asphalt Company: BoDean submitted a permit application to install three new hot mix asphalt silos and associated equipment at their existing facility in Santa Rosa. Staff worked with the facility to reduce annual throughput, add an abatement system for existing equipment, and to develop odor and dust mitigation plans. Staff expects the permit to be issued in January 2013.

Chevron Refinery: Staff continues to meet with Chevron (Richmond) to review repair work at the No. 4 Crude Unit, following the fire on August 6. Chevron has represented that this work is “repair in kind”. Staff is reviewing all work orders and specifications as they become available to verify that the repair work is replacement in kind, and will not result in a “modification” to No. 4 Crude Unit.

DTE/Potrero Hills Energy Producers: On October 24, 2012, the District issued an Authority to Construct to DTE for a 9.6 MW Landfill Gas to Energy Project in Suisun City. The permit includes Selective Catalytic Reduction (SCR) to control NO_x emissions, which the District considers Best Available Control Technology (BACT). On November 13, 2012, the applicant filed an appeal because they object to the District requirement for SCR to control NO_x emissions. The hearing date is February 7, 2013.

Engineering Projects Program

Staff worked with the Legal Division to amend all permit rules, Regulation 2, Rules 1, 2, 4 and 6. On December 19, the Board of Directors adopted the proposed rule changes and certified the Final Environmental Impact Report. Regulation 2, Rule 4 took effect immediately. The other rules will become effective when approved by EPA.

Dry Cleaner facilities are now live in the Production System. The system is released internally so that staff can review all documents, updated data and permit renewal invoices for accuracy prior to mailing.

LEGAL DIVISION – B. BUNGER, DISTRICT COUNSEL

The District Counsel’s Office received 106 violations reflected in Notices of Violation (NOVs) for processing.

Mutual Settlement Program staff initiated settlement discussions regarding civil penalties for 107 violations reflected in NOVs. In addition, 6 Final 30 Day Letter(s) were sent regarding civil penalties for 12 violation(s). Finally, settlement negotiations resulted in collection of \$118,754 in civil penalties for 64 violations.

Counsel in the District Counsel’s Office initiated settlement discussions regarding civil penalties for 45 violations reflected in NOVs. Settlement negotiations by counsel resulted in collection of \$122,614 in civil penalties for 29 violations.

(See Attachment for Penalties by County)

COMMUNICATIONS AND OUTREACH – L. FASANO

News Releases

The Air District issued fourteen press releases and/or media advisories during the last quarter: (to view press control key and click link)

10/1/12	Governor signs regional commuter benefit bill
10/2/12	Spare the Air Youth Empowers Students to Reduce Transportation-Related Pollution
10/4/12	Media Advisory - Limited availability for Air District website this weekend
10/11/12	Permissive burn season closes for fall marsh management fires
10/17/12	Air District approves action plan for response to catastrophic incidents
10/29/12	Permissive burn periods for orchard pruning and attrition and forest management fires open
10/31/12	Winter Spare the Air Season Begins November 1
11/16/12	Bay Area Air District inspector wins prestigious award
12/5/12	Air District and partners receive 1 million dollar federal grant
12/06/12	Air District Announces Winners of Great Race for Clean Air
12/19/12	Permissive burn season closes for stubble and straw fires
12/19/12	Air District Board approves amendments to permit regulations

12/23/12	Air District asks public not to burn wood on Sunday and Christmas Eve
12/31/12	Winter Spare the Air Alert in effect for New Year's Day

Media Inquiries

Staff responded to a number of media inquiries during this quarter, topics included:

- SB 1339 – (*Napa Valley Register, Peninsula Press, Valley Sentinel, KGO*)
- PEV – (*Pleasanton Gazette, Bay City News*)
- Odor in Marin County – (*KPIX, Marin IJ*)
- Flare Rule – (*NPR*)
- Air District's NSR/PSD rules – (*Inside Cal*)
- Facility Emissions – (*NPR*)
- Incident response plan – (*KCBS*)
- WSTA – (*Contra Costa Times, KQED, KCBS, Napa Valley Register, ABC 7 News, KPIX, Marin Independent Journal, Napanews.com, Claycord.com, San Francisco Chronicle, SJ Mercury News, KNTV, Bay City News, KLIV, Sacramento Bee, Daily Republic, KTVU, Los Altos Patch, Northern California Patch, Univision*)
- Infill development – (*HealthyCal.org*)
- Air District's control programs for PM 2.5 – (*Daily Californian*)
- State cap and trade program– (*ABC 7*)
- Chevron incident– (*Platt News Service, Argus Media, San Francisco Chronicle, Bloomberg, KTVU, KRON, Contra Costa Times, KPIX, KGO, KCBS, KQED*)
- Regulation 2 Amendments – (*KTVU*)
- Portland Cement Rule – (*Bay Nature*)
- CEQA litigation – (*IWPnet*)
- Chevron settlement – (*SF Chronicle*)
- DOE grant for alternative fuel infrastructure– (*KCBS, KLIV*)
- December 5 Board Meeting – (*Contra Costa Times*)
- Regional Bike Share Program– (*Mountain View Voice, Bicycle Retailer Industry News, Streetsblog San Francisco*)
- Lehigh lawsuit against the District – (*Los Altos Town Crier*)
- Great Race Winners – (*KGO*)
- State law requiring installation of monitors – (*Vallejo-Times Herald*)
- Fremont Fire – (*KGO 7, NBC 11*)
- Shell sulfur dioxide release – (*SF Chronicle*)
- Voluntary no-burn day – (*KGO, Marin Independent Journal, KCBS*)

Media Highlights

The Air District was mentioned in approximately 400 print/online stories and 150 video clips in the last quarter. Below are the last quarter's media coverage highlights: (to view press control key and click link)

9/28/12	Cupertino: Air district approves new regulatory rules for Lehigh Cement	SJ Mercury News
10/1/12	Alameda County to receive \$63 million for transportation projects	SF Examiner
10/1/12	Spare the Air alert declared for Saturday	Marin Independent Journal
10/2/12	Stench from San Rafael lagoon keeps residents indoors	Marin Independent Journal
10/3/12	Spare the Air Youth Empowers Students to Reduce Transportation-Related Pollution	MarketWatch
10/9/12	Chevron says crude unit knocked out by Richmond refinery fire will be offline for rest of 2012	San Jose Mercury News
10/11/12	Energy Commission Awards More Than \$20 Million for Clean Transportation Projects	Equities.com
9/28/12	Cupertino: Air district approves new regulatory rules for Lehigh Cement	SJ Mercury News
10/15/12	Chevron Refinery Fire: Corrosion Linked To 2011 Incident	Huffington Post
10/18/12	Chevron fire spurs air board to increase toxic pollution monitoring after releases from refineries	Oakland Tribune
10/22/12	Bay Area Carbon Dioxide Sensor Network Aims to Check Climate Change Policies	SF Public Press
10/30/12	County of Marin expands woodstove rebate program	Marin Independent Journal
11/1/12	Winter Spare the Air season starts today	Bay Citizen
11/1/12	NYK Plugs in At Port of Oakland	Ship and Bunker
11/21/12	Council chips in funding for quarry review	Los Altos Town Crier
11/24/12	Official: DOE funding 20 Clean Cities projects with alt-fuel infrastructure	Auto Green Mag.com
11/29/12	MTC building price soars to \$218 million	SFgate.com
11/29/12	Lehigh at Center of Two Lawsuits	Cupertino Patch
11/29/12	Electric Fireplaces Spare the Air Without Hurting the Pocketbook	Examiner.com
12/2/12	The Conversation: Danger in magical wood fires	Sacbee.com
12/4/12	Bay Area breathes easier, ozone data show	SFgate.com
12/10/12	Facebook Wins Clean Air Award	Menlo-Atherton Patch
12/12/12	Fireplaces – not just for fire	SFGate.com

12/13/12	Yet Another Bike-Shaire Delay: Launch Now Set for Summer 2013 or Later	SF.streetsblog.org
12/17/12	Richmond to hold public meeting on permits for Chevron refinery work	Contra Costa Times
12/31/12	Wood fires banned on New Year’s Day as air district calls Spare the Air day	insidebayarea.com
12/31/12	Ding Dong Daddy, other Muni tales	SFgate.com

Public Inquiries

Staff responded to approximately 385 calls and 1411 e-mails from the public, many regarding the Chevron incident and Winter Spare the Air Alerts.

Phone Calls 385
 E-mails 141 (sparetheair.baaqmd.gov, feedback@baaqmd.gov)

Publications

Air Currents

The sixth electronic edition of the Air District’s newsletter, Air Currents, was published on November 1. Articles included an overview of the Winter Spare the Air Program, information about the new PM Report, a summary of grant opportunities and more. The newsletter is available [online](#).

League of Women Voter’s The Monitor

The October/November issue of the League of Women Voters Bay Area Monitor newsletter contained an article written in consultation with Air District staff entitled, “A Fine Line: Attaining Air Pollution Standards.” The article discussed the Air District’s PM planning efforts and recent PM report.

The December 2012/January 2013 issue of the League of Women Voters Bay Area Monitor newsletter contained two articles written in consultation with Air District staff. “Reaping the Benefits: New Law to Promote Commute Alternatives” covered passage of the SB 1339 commute benefit bill, and “Empowering Youth to Spare the Air” discussed a new youth-oriented website developed by the Air District and MTC.

The Bay Area Monitor has a circulation of 4,000 subscribers and is available online at www.bayareamonitor.org.

Public Information Campaigns

Winter Spare the Air

The Winter Spare the Air Season began on November 1 and two recommended no burn days were called for December 23 and 24.

Staff conducted door-to-door outreach in Pacifica and Sebastopol on December 14. These cities were selected due to the high number of wood smoke complaints received in previous years. Door-to-door outreach was also planned in Gilroy and Castro Valley for dates in January.

New Winter Spare the Air outreach materials, including a multilingual fact sheet, poster and an updated Wood Burning Rule brochure were produced; they are available for download online.

Advertising and outreach efforts included television, radio, transit, billboards, online, print and in-theater ads, as well as multicultural ad placements and bike outreach campaigns.

Staff updated the Winter Spare the Air Local Government Outreach plan to educate newly elected leaders about the Wood Burning Rule. Staff also reviewed and approved the Winter Spare the Air Media Outreach plan prepared by contractors. This plan will help publicize the health impacts of wood smoke, new provisions of the rule and how to comply with it.

The Winter Spare the Air Season will run through the end of February.

Great Race for Clean Air

The Great Race for Clean Air officially ended on October 31. During September and October, 1,234 employees from 93 companies logged in their daily air-friendly commutes. Approximately 674 tons of CO₂ were saved by employees who chose not to drive to work alone.

The companies with the highest overall CO₂ savings were:

- Nektar Therapeutics – San Francisco
- Gilead Sciences – Foster City
- Facebook – Menlo Park

A complete list of winners is available at <http://www.sparetheair.org/Get-Involved/Your-Community/Great-Race-2012.aspx>

SB 1339

Staff released a press release announcing the governor's approval of Senate Bill 1339, which will allow the Air District and MTC to adopt a four-year regional commuter benefit requirement pending Board approval.

Staff and contractors worked with MTC to draft a communications plan geared to generate employer support of the pilot program, as well as to prepare employers for the implementation phase of the program.

Website Assessment and Rebuild

Lightmaker conducted an extensive website assessment and presented a draft strategy for the website rebuild. The document included recommended goals for:

- Content, usability & accessibility
- Technical development and improvements
- And other recommended features such as search engine optimization, mobile design and language translation

Staff began an RFP process for the Website Redesign Project in early December and met with contractors to discuss website assessment results, strategic planning, re-architecture and re-build options, timelines and next steps for the website.

Staff worked with ISS to coordinate the next phase of the website assessment, rebuild and redesign. The website assessment will now be expanded to include the online information system.

Community Meetings

- October 1 – **Educators Resource Fair Lindsay Wildlife Museum**, Walnut Creek

Air District staff hosted a booth at a resource fair sponsored by the Lindsay Wildlife Museum. Staff highlighted the Air District's youth materials including its Protect Your Climate curriculum and the new Spare the Air Youth Program website (www.sparetheairyouth.org).

- October 2 – **Citizens for Safe Neighborhoods Community Forum**, Santa Rosa

Air District staff presented information on the Air District's compliance and enforcement efforts and permitting deliberations related to the BoDean Asphalt plant in the West End Neighborhood of Santa Rosa and answered questions posed by local community members. Approximately 25 community members attended.

- October 2 – **Spare the Air Youth Outreach Meeting**, MTC Offices

On October 2, the program launched a new website, sparetheairyouth.org. The program's aim is to teach students about the benefits of walking, biking, carpooling and taking transit to and from school. The website focuses on providing resources for parents and teachers to teach students and families about improving air quality around schools.

- October 2 – **Silicon Valley Community Foundation's Annual Regional Meeting**, South San Francisco

Staff attended the Silicon Valley Community Foundation's annual regional meeting in South San Francisco. The Foundation hosted a panel discussion on "New Rules: The Changing Role of Government" and provided updates on the Foundation's philanthropic work in the Bay Area. Over 200 people attended the meeting.

- October 12 – **Spare the Air Youth meeting**, Oakland

The group discussed the launch of the SpareTheAirYouth.org website and discussed the upcoming Spare the Air Youth TAC meeting on October 31

- October 16 – **CARE Task Force Meeting**, Air District Offices

Communications and Outreach staff participated in the October 16th CARE Task Force meeting where the District's draft Revised Mapping Methodology for identifying communities impacted by air pollution were discussed. Approximately 14 task force members and 8 District staff attended.

- October 18 – **North Richmond Municipal Advisory Council**, Richmond

Air District staff presented the Work Plan for Accidental Releases from Industrial Facilities. Approximately 12 community members attended.

- October 22 – **Community Focus Meeting**, Air District Offices

Staff discussed the Air District's nine Resource Teams. Community Focus staff provided an update on all the Resource Teams' projects, budgets and events.

- October 25 – **SamTrans Service Plan Community Meeting**, San Carlos

SamTrans is proposing changes to its bus routes after completing a service plan assessment. Public meetings have been held around San Mateo County to inform the public about the proposed changes, gather public input and provide the opportunity to ask questions. Approximately 25 people attended the meeting.

- October 26 – **Spare the Air Youth Meeting**, Oakland

The group reviewed the draft agenda and PowerPoint presentations for the upcoming Spare the Air Youth TAC meeting on October 31.

- October 30 – **Spare the Air Youth TAC Meeting**, Oakland

TAC members were provided with an overview of the Spare the Air Youth website launch, the program's progress and an update on the spring/summer 2012 pilot programs. The Air District will be hosting a youth focused transportation conference tentatively scheduled in late September/early October 2013. Approximately 25 people attended the meeting. The next meeting of the Spare the Air Youth TAC meeting is scheduled for January 15.

- October 30 – **Hunters View Redevelopment Project Interagency Working Group**, San Francisco

Air District staff met with the Department of Toxic Substances Control, the San Francisco Housing Authority and construction site contractors and developers to discuss better coordination and response to community health concerns raised by local residents.

- October 31 – **San Francisco Giants Victory Parade**, San Francisco

Staff attended the parade in San Francisco to honor the San Francisco Giants - the World Series Champions of 2012. Parade festivities included several elected officials, big money sponsors and plenty of Giants' players. JT Snow was in attendance as well. Approximately 1 million people attended the parade.

- November 2 – **Silicon Valley Leadership Group Public Policy Luncheon**, San Jose

Air District staff represented the agency through their participation in this policy luncheon, which the District helped sponsor. Approximately, 1,000 business and community leaders attended.

- November 5 – **Metal Melting Rules Draft Regulation 12, Rule 14 Comment Follow-up meeting**, Oakland

Air District staff discussed public comment on draft regulations 12-13 and 12-14 with East Bay community groups who participated in the July 2012 workshops and provided additional subsequent public comment on the draft rules. Approximately 10 community members attended.

- November 5 – **Hunters View Redevelopment Project**, San Francisco

Air District staff met with the contractors and developers of the Hunters View Redevelopment Project construction site to discuss dust mitigation and community relations in Phase 2 of the project (slated to begin in the Fall of 2013 through 2015).

- November 6 – **Environmental Forum of Marin**, Marin

Air District staff presented information on the District's climate policy efforts to

participants in the Environmental Forum of Marin’s Master Class on the topic of “the ABCs of Government.” Approximately 25 local environmental and community activists attended.

- November 7 – **Prescott-Joseph Center for Community Enhancement**, Oakland

Air District staff met with Dr. Washington Burns to discuss a summary report on asthma education conducted by the Breathmobile and future collaboration with the District on asthma education and prevention in the Bay Area’s air-quality impacted communities.

- November 7 – **Greenaction**, San Francisco

Air District staff met with Marie Harrison of Greenaction to discuss community health concerns in the area around the Hunters View Redevelopment Project, the District’s on-going work with other local agencies to address community concerns and the District’s development of a Public Participation Plan.

- November 13 – **Talk with Sacred Heart School**, Atherton

Air District staff spoke to approximately 30 sixth grade students about air quality.

- November 28 – **Monta Vista School Presentation**, Cupertino

Staff provided a presentation on the Air District and the Spare the Air program to children at Monta Vista Park. Air Monitoring staff also provided a tour of the air monitoring trailer and equipment. Staff answered questions regarding the Lehigh facility, the air monitoring process and general air quality concerns in the area. Twenty kindergarten students and three teachers participated in the tour.

- December 3 – **Cadette Girl Scout Troop**, Novato

Communications and Outreach staff presented information on the health effects of air pollution and ways in which youth can become more involved in promoting clean air and better health to the Cadette Girl Scout Troop in Novato. Approximately 12 girl scouts participated.

- December 4 – **Spare the Air Youth Meeting**, Oakland

Staff attended the Spare the Air Youth meeting in Oakland. The group discussed Phase II of the Spare the Air Youth program and upcoming items to be discussed at the next Spare the Air Youth TAC meeting.

- December 5 – **Bayview Navy Environmental Cleanup Community Meeting**, San Francisco

The Navy hosted a Hunters Point Naval Shipyard community meeting in Bayview

Hunters Point. Community members learned more about the environmental cleanup activities conducted by the Navy at the HPNS. The meeting described the Navy's cleanup achievements in 2012 and summarized cleanup activities planned for 2013. Approximately 20 people attended the community meeting.

- December 6 – **Breathe California Holiday Reception**, San Francisco

Staff attended the Breathe California Holiday Reception at Jillian's in San Francisco. The event included an overview of their annual report, a presentation of their volunteer recognition awards and a highlight of upcoming activities in 2013. Approximately 50 people attended the event.

- December 10 – **Public Participation Plan Stakeholder Advisory Task Force**, Oakland

Air District staff presented an update on its draft Public Participation Plan and assessment of the Air District's website. Approximately 10 Task Force members attended.

- December 11 – **Bay Area Environmental Health Collaborative**, San Francisco

Air District staff participated in the quarterly meeting of the Bay Area Environmental Health Collaborative. The Air District's Executive Officer and directors of Planning and Communications and Outreach responded to questions regarding the Air District's development of a new methodology for assessing communities impacted by air pollution and questions about future opportunities for collaboration on mutual clean air objectives. Approximately 12 BAEHC board members and five Air District staff attended.

- December 13 – **Sonoma County Asthma Coalition**, Sonoma

Air District staff gave coalition members an update on a draft open burning fee under consideration as a part of the Air District's PM reduction efforts. Approximately 15 coalition members attended.

- December 18 – **Spare the Air Youth Meeting**, Oakland

The committee met to discuss the website program database, prepare for the upcoming Spare the Air Youth TAC meeting and plan to convene the first meeting of a Transportation Youth Summit.

- December 19 – **High School Providers Meeting**, San Rafael

Staff attended a high school providers meeting in San Rafael. Staff provided information on the Air District, an overview of the Spare the Air program and showcased the Spare the Air Youth website. 50 people attended the meeting.

Conferences and Workshops

- October 10 – **Active San Mateo County Conference**, San Mateo

Staff attended the annual Active San Mateo County Conference, hosted by Director Groom. The conference provided a forum for representatives of planning, education, health, and government to explore ways of promoting healthy, active lifestyles and more livable communities in San Mateo County. Approximately 100 people attended the conference.

Resource Teams

- September 27 – **Contra Costa Spare the Air Resource Team Idle-Free Subcommittee meeting**, Walnut Creek

Eight of the subcommittee's members discussed the PowerPoint presentation made for parents, teachers and employees at schools to better understand the health impacts of idling.

- October 17 – **San Mateo County Resource Team Meeting**, Menlo Park

The team discussed various organizations' purpose with the Resource Team and brainstormed project ideas. Approximately 15 people attended.

October 24 – **Santa Clara Resource Team Meeting**, Mountain View

The team previewed the first two (of four) commuter story videos uploaded to the Air District's YouTube account and began compiling information to be included in the "tales of the commute" toolkit. Approximately 10 people attended.

- November 6 – **San Francisco Spare the Air Resource Team Meeting**, San Francisco

The team discussed various organizations' purpose with the Resource Team and brainstormed project ideas as it relates to America's Cup 2013. Approximately 15 people attended.

- December 5 – **San Jose Green Vision Resource Team Meeting**, San Jose

Staff attended the San Jose Green Vision meeting in San Jose. The meeting focused on a working session to develop the Catalog Choice Waste Reduction Campaign. The team established project goals, timeline and began outreach

brainstorming. Approximately 15 people attended the meeting.

- December 6 – **San Mateo County Spare the Air Resource Team Meeting**, Redwood City

Staff attended the San Mateo County Spare the Air Resource Team meeting in Redwood City. At the meeting, the team clarified and narrowed down new project ideas for the upcoming year. Team members also discussed presentations they would like to hear about over the coming months.

- December 12 – **Santa Clara County Spare the Air Resource Team Meeting**, Mountain View

The team met in Mountain View and continued their work on the Tales from the Commute Toolkit project. Team members voted to approve a project to promote the Dumbarton Express Bus promotion the Spring of 2013 and reviewed the survey data received from commuter survey.

- December 13 – **Napa Valley Clean Air Coalition**, Napa

Air District staff updated resource team members on the Winter Spare the Air Program and previewed public participation and website plans to come in 2013. Resource team members discussed strategies to convene stakeholder conversations about reducing visitor and county resident reliance on single-occupancy vehicles. The goal of the conversations is to assist the County in its development of transportation reduction goals for consideration in its pending Climate Action Plan. Approximately 10 resource team members attended

Community Events

Staff represented the Air District and hosted informational booths at the following community events:

Alameda County

- October 14 – **Sunday Streets**, Berkeley

The City of Berkeley hosted their first Sunday Streets Fair along Shattuck Avenue.

- October 27 – **WillowFest by the West Oakland Environmental Indicators Project**, Oakland

Air District staff talked to approximately 75 local residents about the harmful effects of wood smoke and the beginning of the winter Spare the Air season.

- October 28 – **Dia de los Muertos**, Oakland

Street festival celebrating Dia de los Muertos allowed staff to reach out to the Spanish-speaking community regarding the Winter Spare the Air program. 300 people visited the booth and more than 20 people signed up for Spare the Air Alerts

Contra Costa County

- October 6 – **Monument Community Carnival of Health**, Concord

53 new Spare the Air sign-ups

- October 13 – **Home Front Festival by the Bay**, Richmond

This even celebrated Richmond's special role in the history of Modern America.

- October 14 – **Day on the Bay: A Multicultural Festival**, Concord

A celebration that brings people together to enjoy activities rich in diversity, talent and abundant in ethnic expression. Day on the Bay is also an informational fair where the local community can meet non-profit, government, and community-based organizations to learn about their services.

San Francisco County

- November 10 - 11 – **San Francisco Green Festival**, San Francisco

Beginning in Washington, DC on September 29-30, and continuing in San Francisco November 10-11 and Los Angeles November 17-18, Green Festival builds the nations largest and most diverse marketplace for the ultimate sustainable shopping experience.

Sonoma County

- October 5 - 7 – **Sonoma County Harvest Festival**, Santa Rosa

47 new Spare the Air sign-ups.

PLANNING DIVISION – H. HILKEN, DIRECTOR

Exposure Assessment and Emissions Inventory Program

Staff hosted a meeting of the Community Air Risk Evaluation (CARE) Task Force and presented a proposed modified method for identifying and mapping areas within the Bay Area most impacted by air pollution. Staff participated in meetings with members of the Bay Area Environmental Health Collaborative (BAEHC) to discuss planned updates to the Air District's methods in identifying impacted communities and related issues. Staff completed final updates to the San Francisco Community Risk Reduction Plan (CRRP) technical report documentation. Staff prepared and presented information on the CARE program and the San Francisco CRRP at the California Asthma Summit held in San Francisco. Several abstracts were developed, documenting past and current CARE Program activities, and submitted for a session to be chaired by District staff at the Air & Waste Management Association 2013 annual conference. Staff participated in the California Interagency Working Group on Indoor Air Quality that includes representatives from Lawrence Berkeley Laboratory, CARB, California Department of Public Health, US EPA, and California Energy Commission. Staff participated in a meeting regarding the development of the Oakland Army Base with the City of Oakland, their consultants and stakeholders including US EPA, Alameda County Health Department, and community groups.

Staff met with MTC staff to discuss on-road motor vehicles emission estimates for the Sustainable Communities Strategy (SCS) environmental analyses. Staff developed updated emissions estimates and reproduced fine PM concentrations and cancer risk estimates for the District's State Highway Screening Tables. Staff reviewed and updated methods for the 2011 area source data and reported these data to CARB in the required format. Staff coordinated with Engineering Division to review emissions from Major Emitting facilities in the Bay Area for reporting to CARB. Staff attended the Black Carbon Symposium hosted by EPA, Region 9, in San Francisco where participants shared the latest scientific advancements on black carbon, public health, climate, and air quality impacts.

Air Quality Planning Program

Staff continued to collaborate with ABAG and MTC staff on development of the Bay Area Sustainable Communities Strategy (SCS) and participated in regular work group meetings. Staff continued working with regional agency partners to assist with the environmental analysis for the SCS DEIR. Staff reviewed and provided feedback on climate action plans (CAPs) to the following local governments: City of Livermore, City of Berkeley, City of Concord, and City of San Rafael. Staff participated in the CAPCOA Planning Managers' Symposium in San Luis Obispo, and presented on the District's experience in supporting local climate action plans. Staff attended the annual California American Planning Association conference in Rancho Mirage, and presented on funding, implementing, and monitoring local climate action plans. Staff continues working with CAPCOA and other air districts on the development of a CAPCOA GHG Exchange program for CEQA purposes. Staff attended the US EPA Region 9's Black Carbon Symposium. Staff continued participating on technical advisory committees for the development of station area plans in the City of Larkspur and the City of Sunnyvale. Staff continued implementation of the CEQA Guidelines through meetings with staff from local jurisdictions; presentations to various organizations; tracking the use of the CEQA Guidelines by lead agencies; responding to numerous inquiries from local government staff and consultants, and drafting comment letters. Staff provided CEQA comment

letters to the following lead agencies: City of Oakland on the West Oakland Specific Plan NOP; the Town of Danville on the General Plan Update and Sustainability Action Plan DEIR.

Research and Modeling Program

Staff continued to work with the NASA DISCOVER-AQ Team to prepare for collecting aircraft air quality data in January-February 2013 over central California. Staff participated in three meetings and made presentations on the status of District air quality studies, including NASA's Air Quality Applied Sciences Team meeting in Sacramento, the Korea-US Symposium on Air Environment Policies in Seoul, Republic of Korea, and the American Geophysical Union fall meeting in San Francisco. Staff continued to make progress in 2010 PM modeling to support the District's PM planning effort, including refining emissions and meteorological inputs. Staff continued making progress on automating the input preparation of routine AERMOD modeling applications for use in the permitting process. Staff responded to numerous meteorological data and permit modeling guidance requests. Staff participated in several Central California Air Quality Studies Policy Committee conference calls.

Rule Development Program

A public hearing on two new rules, proposed Regulation 12, Rule 13: Foundries and Forging Operations and Regulation 6, Rule 4: Metal Recycling and Shredding Operations is expected in March, 2013. Staff met with community representatives and industry representatives regarding the proposed rules. Staff conducted a workshop in Martinez, CA on draft amendments to Regulation 9, Rule 10: Nitrogen Oxides and Carbon Monoxide from Boilers, Steam Generators and Process Heaters in Petroleum Refineries. Staff continued to develop potential amendments to Regulation 6, Rule 1: Particulate Matter, General Requirements including a new rule for fugitive particulate matter. Staff is also developing two proposed new rules, one to reduce sulfur dioxide emissions from petroleum coke calcining operations and one to reduce emissions and toxic risk from standby emergency diesel generators.

The following is a summary of the Strategic Incentives Division achievements for the fourth quarter of 2012.

Carl Moyer Program (CMP)

- *Administration:*
 - Staff participated in a conference call with ARB staff regarding future CMP multi-district program funding, 10/9.
 - Staff submitted the District's CMP progress report to ARB, 11/14.
 - Staff participated in the Air District's Back Up Generator Rule Work Group meeting, 11/29.
 - Staff worked with ISS to test and deploy the latest updates for the SID online grant system, 11/28, 11/29 and 11/30.
 - Staff worked with ARB and other air districts to collect information for the development of a 1-page CMP/AB923 summary document that will be used to support legislation reauthorization efforts, and sent the draft to CAPCOA and CARB for review and comment.
 - Staff participated in a conference call with ARB and air district staff regarding changes to the ARB CMP CARL database, 12/6.
 - Staff participated in a conference call about "Cleaner Goods Movement for Tomorrow: Natural Gas to Power Ships, Trains and Trucks", 12/11.
- *Year 14:*
 - Staff received case-by-case approval from ARB to fund the transmission costs associated with CMP marine projects 14MOY4 and 14MOY7.
- *Year 15:*
 - Staff submitted the Air District's application to ARB for participation in CMP Year 15, 12/12.
- *Shore/wayside-power:*
 - Staff conducted the post-inspection/operability demonstration for the Port of Oakland's shore-power project at berth 58, 10/22.
 - Staff received case-by-case approval for a locomotive wayside power project in San Jose, 11/2.

Goods Movement Program (GMP)

- *Administration:*
 - Staff submitted semi-annual GMP reports to ARB, 10/26.
 - Staff submitted written comments to ARB on their GMP Concept Paper for program changes, 11/19.
 - Staff participated in a conference call with ARB and other Air Districts on the proposed changes to the GMP guidelines, 11/21 and 12/4.
 - Staff provided input on the proposed GMP guideline changes in support of a CAPCOA comment letter to ARB, 11/28.
 - Staff participated in a conference call with ARB and air district staff regarding ARB draft GMP concept paper, and streamlining proposals, 12/4.
 - Staff participated in a conference call with ARB and air district staff regarding future changes to the ARB GMP guidelines, 12/19.
 - Staff participated in a conference call with ARB and air district staff regarding ARB compliance checks and truck manufacturer delays, 12/27.

- *Year 2 Program:*
 - Completed contracting for the first phase of projects: more than \$13 million was contracted. Staff will continue to contract for more than \$4.87 million in large fleets in the phase 2 (“Extension”) program, and will also contract small fleets using any remaining funds for both phases of the funding cycle, 10/15.
 - District Inspectors completed more than 400 pre-inspections and communicated with dozens of other grantees who were unable to participate in the program. Inspectors assisted SCAQMD with 17 inspections for trucks located in the Bay Area and SCAQMD reciprocated with inspectors inspecting BAAQMD projects located in the LA air basin.
 - Staff issued contracts for more than \$1.2 million of the Extension funds available through the end of 2012. ARB extended the contracting period into December, and staff continues to inspect and contract for up to \$4.87 million in projects.

- *Year 3 Program:*
 - Ninety of 708 contracted projects (to replace drayage trucks) have submitted final invoices and/or post-inspection materials and are moving through for payment. All projects must purchase replacement trucks no later than December 31, 2012.
 - Staff conducted inspection events at the Port of Oakland, 11/29 and 11/30.
 - Staff submitted executed grant award amendments to ARB for the transfer of \$5,076,750 (\$4,835,000 in project funds and \$241,750 in admin funds) in Year 3 port truck funding to the Air District’s Year 2 on-road program grant award, 11/26.
 - Staff conducted more than 60 inspections at events on December 11-12 & 17-18 at the Port of Oakland. More than 140 projects have been completed.

- *DERA:*
 - Staff submitted the quarterly DERA report to EPA, 10/29.
 - Staff participated in a U.S. EPA DERA webcast on program requirements, technology tips, and grants management best practices for the FY 2012 DERA National Clean Diesel Funding Assistance Program, 11/29.
 - Thirty-seven truck projects have been contracted for this program.

- *MY 2005/06 Drayage Truck Replacement:*
 - Staff conducted inspection events at the Port of Oakland, 11/29 and 11/30.
 - Staff conducted inspection events at the Port of Oakland with Cascade Sierra Solutions, 10/25 and 10/26.
 - Twenty-two contracts have been issued for projects which were required to be completed by December 31, 2012.

Transportation Fund for Clean Air (TFCA)

- *County Program Manager (CMP):*
 - The first of two payments to each county for its share of the DMV revenues for the FYE 2013 program are currently being processed.

- CMPs submitted project reporting documents by the 10/31 deadline including Interim Project Report Forms, Final Reports and Funding Status Reports.
- CMPs submitted Project Information Forms and Cost-Effectiveness worksheets for 55 projects to the Air District for FYE 2013 by the 11/2 deadline.
- Materials for FYE 2014 were sent to all nine CMAs, including guidance document, funding estimates, cost-effectiveness worksheets, project information forms and expenditure plan application forms, 12/7.
- Staff completed review of all materials submitted by the nine CMAs as part of their October 31, 2012 Semi-Annual Reporting, including: 104 Interim Report Forms and 21 Final Report Forms.

- Regional Fund:
- Alternative Fuel & Infrastructure:
 - Staff participated in a conference call with ARB regarding the proposed revisions to the Hybrid and Zero Emission Truck and Bus Voucher Incentive Project (HVIP), 12/18.

- Electric Vehicles:
 - Staff held informational sessions to outreach and solicit public input on the PEV Readiness Plan in Cupertino (10/2), San Rafael (10/3), and San Francisco (10/9). These were the first four out of six sessions that will be held throughout the region.
 - Staff, in coordination with ECOtality, prepared and issued a survey to participants of the District's EV Project Home Charger Program to learn about PEV drivers' experience obtaining and owning PEVs. The survey closed on 10/8, and more than 440 responses were received.
 - Staff held informational sessions to outreach and solicit public input on the PEV Readiness Plan in Fairfield (10/11) and Oakland (10/16). These were the last two of six sessions that were held throughout the region.
 - Staff co-hosted a teleconference meeting with the Multi-family Dwelling Unit (MDU) workgroup, consisting of representatives from private and public entities, to discuss potential opportunities for charging station installations in MDUs, 10/19.
 - Staff attended conference call with plug-in industry stakeholders to debrief on National Plug-In Day 2012 and begin planning for next year, 10/23.
 - Staff presented the Draft Plan to the EV Strategic Council – Planning Committee for feedback and comments, 10/23.
 - Staff presented at the Clean Air Vehicle and Infrastructure Funding Workshop at Fairfield, 11/8.

- Bicycle Program:
 - Staff held conference calls to discuss Bike Share Pilot Program development with the Steering Committee, 10/3, 10/10, 10/12, 10/17, 10/24, 10/26, 10/29, 10/30, 10/31/, 11/6/11/14 and 11/20.

- Staff met with the Steering Committee and Alta Bicycle Share to discuss Alta's proposal and negotiate on the draft contract documents, 11/8, 12/20 and 12/26.
- Staff submitted the semi-annual Climate Grants progress report to MTC, 11/13.
- Staff held a conference call to discuss pending contractual issues with the Steering Committee, 11/8.
- Staff and the Partner Working Group delivered a Climate Grants project status update to MTC, 12/12.
- *Shuttle/Feeder Bus and Regional Ridesharing:*
 - Staff released a call for projects on October 18, 2012, with four million dollars available.
 - Staff held a public workshop for the shuttle/feeder bus service and regional ridesharing solicitation, 10/31.
 - The deadline to submit proposals closed on 11/19/12. Sixteen applications were received, including 13 existing shuttle projects, 1 pilot shuttle project and 2 regional ridesharing projects. Total funds requested are \$6,693,638.

Lower Emission School Bus Program (LESBP)

- *Administration:* School bus retrofit and public school bus on-board CNG tank replacement project application submission deadline was extended until January 14, 2013, 12/13.
- *CNG Fuel Tank replacement:*
 - Nine applications have been received requesting approximately \$1,437,994.
 - Executed one contract with Hayward USD to retrofit one bus for \$20,000, 11/21.
 - Executed one contract with Napa USD for 9 buses for \$179,152, 12/13.
 - Executed one public school bus on-board CNG tank replacement contract with Ravenswood City SD for three (3) buses for \$59,950, 12/31.
- *Retrofits:*
 - Six applications has been received requesting approximately \$1,868,940.
 - Staff discussed available funding opportunities with one school district, 10/22.
 - Nine Napa USD buses will be retrofit under a contract for \$179,152.

Grant Development

- *Grant Development:*
 - Staff participated in a pre-Application workshop for the CEC Community Scale Renewable Energy Development, Deployment and Integration solicitation, 10/30.
 - Staff participated in the EPA Riverside County PACE Program webinar, 11/14.
 - Attended meeting with partners to develop a proposal for the CEC Community Scale Renewable Energy Development, Deployment and Integration Solicitation that would use solar thermal energy to heat back-up generator coolant, 12/4.
 - Staff prepared and submitted a proposal to the CEC, under their Community Scale Renewable Energy Program, for \$525,000 to demonstrate the use of high-efficiency solar thermal for preheating emergency backup generators, 12/18.
- *AQIP GT Exhaust Tier 4 Locomotive Retrofit:*

- Submitted invoice to GT Exhaust for \$8,611 to recover Air District administrative costs, 10/1.
- *AQIP NREC Tier 4 Locomotive Construction:*
 - Submitted invoice to NREC for \$9,467 to recover Air District administrative costs, 10/1.
 - ARB notified Air District that two deliverable reports provided under Task 3 for the purchase of components and fabrication for the project were approved and provided approval for NREC to move on to Task 4, Production, 11/29.
 - Staff submitted report for Task 4, Interim Report on the Construction of the NREC Tier 4 locomotive to ARB, 11/29.
 - Submitted Disbursement Request to ARB for \$200,810 for completion of Task 3, for the purchase of components and fabrication for locomotive, 12/4.
- *AQIP Wind + Wing Wind-Assisted Ferry:*
 - Staff held bi-monthly check-in call with ARB and subcontractor GT Exhaust to discuss the advanced technology demonstration locomotive project funded under AQIP program, 10/4.
- *Implementation Initiatives to Advance Alternative Fuel Markets:*
 - Received notice that the DOE Clean Cities Program awarded Air District \$1 million for its proposal, 11/19.
 - Staff held a conference call with DOE to discuss the award, 12/4.
 - Staff held a conference call with partners to discuss contracting and scope of work, 12/6 & 12/13

TECHNICAL DIVISION – E. STEVENSON, DIRECTOR

Air Quality

During the 4th quarter of 2012, ozone levels did not exceed the 75 ppb national 8-hour standard but did exceed the 70.5 ppb State 8-hour standard on the first two days in October. On one of the two days, ozone levels also exceeded the 95 ppb State 1-hour standard. This was not due to wildfires or other unusual events, other than an early fall hot weather pattern. By mid-October, the first significant winter rains began, and the Bay Area transitioned into the winter particulate pollutant season.

In November and December 2012, there were no days when PM_{2.5} exceeded the national standard due to frequent storms and very few cold nights. This compares with eight days above the standard in November and December 2011, which were extremely dry and cold. In November-December 2012, the Bay Area received 150% of normal rainfall and eight times more rainfall than occurred in the same period in 2011.

Air Monitoring 4th Quarter 2012

Twenty-seven air monitoring stations and three special purpose monitoring sites measuring lead at general aviation airports were operational from October through

December 2012. Ozone monitors at Hayward, San Martin, Gilroy, Los Gatos, San Ramon and Fairfield were shut down on December 1 during the low ozone season, as allowed under a waiver granted by the EPA. All 23 remaining air monitoring stations and airport lead sites were operational during 4th Quarter 2012, with equipment operating on routine, EPA-mandated schedules. Per EPA regulation, all three Air District airport lead monitoring sites have become permanently required sites due to measuring a rolling 3-month average exceeding 50 percent of the National Ambient Air Quality Standard for lead.

On December 10, a third seasonal wintertime study began in cooperation with the Planning Division to evaluate PM_{2.5} composition at three monitoring locations, (Concord, San Francisco and Napa). The purpose of this ongoing seasonal study is to help evaluate the wintertime wood smoke contribution to particulate matter on Spare the Air days.

In late December, negotiations were completed to allow installation of a PM_{2.5} black carbon monitor at the Forest Knolls Post Office. The monitor is expected to be in continuous operation for a two to three year period to provide wood smoke trend data in the San Geronimo Valley in west Marin County.

A Temporary Use Permit Extension fee was paid to the City of Cupertino in December to allow continued operation for a third year of data collection at the Cupertino Air Quality Monitoring trailer located at Monta Vista Park, through 2013. Data continue to be typical of similar urban sites.

The California Air Resources Board Quality Assurance Section performed audits in November at six Air District monitoring sites and at the PM₁₀ and PM_{2.5} Laboratory. All monitors at all locations met or exceeded operational requirements and there were no audit findings.

The Air Monitoring Section continued to work with staffs from Caltrans, City of Berkeley Parks, Recreation and Waterfront, EPA Region 9, Natural Resources Defense Council, various community groups and property owners in pursuit of three EPA mandated Near Road monitoring sites.

Performance Evaluation

- The Performance Evaluation (PE) Group conducted regular, EPA-mandated, performance audits at 19 District air-monitoring stations, where 66 parameters were audited. An Operations Data Action Monitoring Notification (ODAMN) was issued at the Santa Rosa Air-Monitoring Station where a continuous PM_{2.5} instrument failed an audit operational check. The problem was repaired and the instrument passed the re-audit conducted the next day.
- The group participated in independent audits of 18 of the District's 22 meteorological sites with an outside auditing firm. All of the District's meteorological parameters passed the audit.
- The group installed a newly certified ozone photometer at the Human Exposure Lab at the University of California, San Francisco a division of Occupational and Environmental Medicine. The lab is located at S.F. General Hospital.

- The group performed a meteorology audit for the San Francisco Sewage Treatment Plant (SFSTP) in San Francisco. This is not a District meteorology station and is maintained by SFSTP.
- Documents for up-coming EPA National Performance Audit Program (NPAP) and PEP (Performance Evaluation Program) audits were completed and submitted to EPA.
- Ground Level Monitoring (GLM) audits of Hydrogen Sulfide (H₂S) and Sulfur Dioxide (SO₂) monitors were conducted on the GLM monitors near Phillips 66, Shell and Tesoro refineries. All 22 GLM monitors tested met the District's performance criteria.

Laboratory

In addition to routine ongoing analyses, crude oil collected from crude oil tanks at Costa Loma- La Honda, Patriot Resources- Gilroy, and E & B Natural Resources- Livermore were analyzed for True Vapor Pressure (TVP).

Source Test

Ongoing Source Test activities during October, November, and December of 2012 included:

- Performance of Continuous Emissions Monitoring (CEM) Field Accuracy Tests on monitors installed at large source emission points.
- Performance of source tests to determine emissions of precursor organic compounds, carbon monoxide, filterable particulate matter and toxic air contaminants.
- Performance of tests to assess the compliance status of gasoline cargo tanks, gasoline-dispensing facilities, gasoline terminal loading and vapor recovery systems.
- Evaluation of independent contractor conducted source tests to determine report acceptability and source compliance.
- Review of ConocoPhillips Rodeo Refinery's open path monitor monthly reports for September, October and November.
- Continued participation in the Air District's Rule Development efforts drafting rules addressing Metal Melting, Calcining, Charbroilers, Refinery Emission Inventory and revisions to Regulation 6.
- Continued evaluation of EPA's Method 201A and revisions to Method 202 for particulate particle size sampling.

- Continuation of a comparison of GDF data from the production system, the HP3000 and GDF log.

Staff changes in the Source Test Section included:

- The promotion of the Air Quality Engineer II working in the Particulate & Vapor Recovery Groups to Senior Air Quality Engineer.
- The hiring of Elaine Ko as an Air Quality Engineer I who will start her new assignment in mid-January.
- An ongoing recruitment for one Air Quality Engineer I/II.

STATISTICS

Administrative Services:**Accounting/Purchasing/Comm.**

General Checks Issued	3,120
Purchase Orders Issued	467
Checks/Credit Cards Processed	4,638
Contracts Completed	42
RFP's	0

Executive Office:

Meetings Attended	210
Board Meetings Held	5
Committee Meetings Held	9
Advisory Council Meetings Held	2
Hearing Board Meetings Held	3
Variances Received	3

Information Systems

New Installation Completed	6
PC Upgrades Completed	1
Service Calls Completed	601

Human Resources

Manager/Employee Consultation (Hrs.)	300
Management Projects (Hrs.)	400
Employee/Benefit Transaction	600
Training Sessions Conducted	6
Applications Processed	145
Exams Conducted	4
New Hires	0
Payroll Administration (Hrs.)	580
Safety Administration	150
Inquiries (voice/telephone/in-person)	4,800

Strategic Facility /Vehicle

Requests for Facility Services	155
Vehicle Request(s)/Maintenance	44

Compliance Assistance and Operations Program

Asbestos Plans Received	1,179
Coating and other Petitions Evaluated	4
Open Burn notifications Received	648
Prescribed Burn Plans Evaluated	3
Tank/Soil Removal Notifications Received	31
Compliance Assistance Inquiries Received	65
Green Business Reviews	16
Refinery Flare Notifications	26

Compliance Assurance Program

Industrial Inspections Conducted	1,233
Gas Station Inspections Conducted	118
Asbestos Inspections Conducted	497
Open Burning Inspections Conducted	17
PERP Inspections Conducted	10
Mobile Source Inspections	445
Grants Inspections Conducted	767

Engineering Division:

Annual Update Packages Completed	1,270
New Applications Received	279
Authorities to Construct Issued	103
Permits to Operate Issued	338
Exemptions	15
New Companies added to Databank	155

Communications and Outreach:

Presentations Made	30
Responses to Media Inquiries	120
Press Releases & Advisories	14
General Requests for Information	995
Events staffed with Air District Booth	8
Visitors (District Tour)	0

STATISTICS (continued)

Compliance and Enforcement Division:

Enforcement Program

Violations Resulting in Notices of Violation	72
Violations Resulting in Notice to Comply	23
New Hearing Board Cases Reviewed	7
Reportable Compliance Activity Investigated	126
General Complaints Investigated	607
Smoking Vehicle Complaints Received	915
Woodsmoke Complaints Received	531
Mobile Source Violations	11

Technical Services:

4th Quarter 2012 Ambient Air Monitoring

Days Exceeding Nat'l 24-hour PM _{2.5} Std.....	.0
Days Exceeding Nat'l 24-hour PM ₁₀ Std.....	0
Days Exceeding State 24-hour PM ₁₀ Std.....	1
Review...11	
Days Exceeding the Nat'l 8-hour Ozone Std.....	0
Days Exceeding the State 1-hour Ozone Std.....	1
Days Exceeding the State 8-hour Ozone Std.....	2

Ozone Totals, Jan-Dec. 2012

Days Exceeding State 1-hour Ozone Std.....	3
Days Exceeding Nat'l 8-hour Ozone Std.....	4
Days Exceeding State 8-hour Ozone Std.....	8

Particulate Totals, Jan-Dec. 2012

Days Exceeding Nat'l 24-hour PM _{2.5} Std.....	3
Days Exceeding the Nat'l 24-hour PM ₁₀ Std.....	0
Days Exceeding State 24-hour PM ₁₀ Std.....	2

PM_{2.5} Winter Season Totals for 2011-2012

Days Exceeding Nat'l 24-hour PM _{2.5} Std.....	0
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4th Quarter 2012 Agricultural Burn Days

Oct.-Dec. Permissive Burn Days – North.....	67
Oct.-Dec. No-Burn Days – North.....	25
Oct.-Dec. Permissive Burn Days – South.....	68
Oct.-Dec. No-Burn Days – South.....	24
Oct.-Dec. Permissive Burn Days – Coastal.....	71
Oct.-Dec. No Burn Days – Coastal.....	21

Laboratory

Sample Analyzed.....	1,007
Laboratory Analyses.....	1

Technical Library

Titles Indexed/Cataloged	
Periodicals Received/Routed	

Source Test

Total Source Tests.....	60
Pending Source Tests.....	4
Violation Notices Recommended.....	6
Contractor Source Tests reviewed.....	3,147
Outside Test Observed.....	44
Violation Notices Recommended After	

Continuous Emissions Monitoring (CEM)

Indicated Excess Emission Report Eval.....	24
Monthly CEM Reports Reviewed.....	149
Indicated Exceeded from CEM.....	13

Ground Level Monitoring (GLM)

Oct.-Dec. Ground Level Monitoring SO ₂ Excess Reports.....	0
Oct.-Dec. Ground Level Monitoring H ₂ S Excess Reports.....	1

These facilities have received one or more Notices of Violations
Report period: October 1, 2012 – December 31, 2012

Alameda County				
Status Date	Site #	Site Name	City	Regulation Title
11/27/2012	A0123	Berkeley Asphalt Co	Berkeley	Particulate Matter & Visible Emissions
11/2/2012	B0145	Folgergraphics, Inc	Hayward	Failure to Meet Permit Conditions
12/4/2012	V6281	Matson Navigation Co., Inc.	Oakland	Public Nuisance
11/19/2012	V6128	Nella Oil Company	Oakland	Gasoline Dispensing Facilities
11/19/2012	V6129	167th Ave Gas Station	San Leandro	Gasoline Dispensing Facilities
10/2/2012	C7137	All Star Gas	San Leandro	No Permit to Operate; Failure to Meet Permit Conditions
12/3/2012	V6271	All Star Gas	San Leandro	Gasoline Dispensing Facilities
12/4/2012	V6282	All Star Gas	San Leandro	No Permit to Operate
12/11/2012	V6369	All Star Gas	San Leandro	Gasoline Dispensing Facilities
10/3/2012	C8315	Marina Food Market	San Leandro	Gasoline Dispensing Facilities
11/19/2012	V6124	Raintree Carwash	San Leandro	Gasoline Dispensing Facilities
Contra Costa County				
Status Date	Site #	Site Name	City	Regulation Title
11/20/2012	V2791	Ron Hanson Construction	Alamo	Asbestos Demolition, Renovation & Mfg.
11/27/2012	B1302	Bridgehead Marine Services	Antioch	No Permit to Operate
10/16/2012	V5589	Lone Tree Gas & Food	Antioch	Gasoline Dispensing Facilities
12/17/2012	V5389	Lone Tree Shell	Antioch	Gasoline Dispensing Facilities
10/16/2012	V5585	Lone Tree Valero	Antioch	Gasoline Dispensing Facilities
12/20/2012	V6521	Lone Tree Valero	Antioch	Failure to Meet Permit Conditions
10/16/2012	V5586	First Stop Gas	Brentwood	Gasoline Dispensing Facilities
10/16/2012	V5591	All Star Gasoline	Concord	Gasoline Dispensing Facilities
12/17/2012	V6451	All Star Gasoline	Concord	Gasoline Dispensing Facilities
10/3/2012	V5387	Concord Avenue Shell	Concord	Gasoline Dispensing Facilities
10/3/2012	V5377	Four Corners Union 76	Concord	Gasoline Dispensing Facilities
12/4/2012	A4022	SFPP, L P	Concord	Storage of Organic Liquids
12/11/2012	A0581	ST Shore Terminals LLC	Crockett	Equipment Leaks
10/3/2012	D0517	Lafayette Valero	Lafayette	Gasoline Dispensing Facilities
10/3/2012	V5384	New Age Ventures Inc	Martinez	Failure to Meet Permit Conditions
10/3/2012	V5385	New Age Ventures Inc	Martinez	Gasoline Dispensing Facilities
10/15/2012	A0011	Shell Martinez Refinery	Martinez	Standards of Performance for New Stationary Sources; Equipment Leaks
10/23/2012	B2758	Tesoro Refining and Marketing Company	Martinez	Gasoline Bulk Terminals & Gasoline Delivery Vehicles
10/15/2012	A0031	Dow Chemical Company	Pittsburg	Storage of Organic Liquids
12/4/2012	V6295	Golden Gate Service Station	Pittsburg	Failure to Meet Permit Conditions
10/17/2012	B1866	Los Medanos Energy Center	Pittsburg	Major Facility Review (Title V)
10/3/2012	V5386	Fairoaks Market	Pleasant Hill	Gasoline Dispensing Facilities
11/2/2012	A0057	BP West Coast Products, LLC	Richmond	Gasoline Bulk Terminals & Gasoline Delivery Vehicles; Storage of Organic Liquids
10/3/2012	A0010	Chevron Products Company	Richmond	Standards of Performance for New Stationary Sources; No Authority to Construct; No Permit to Operate; Organic Compounds: Misc Operations; Major Facility Review (Title V)
11/2/2012	A2482	City of Richmond Water Pollution Control District	Richmond	Failure to Meet Permit Conditions
11/2/2012	A0061	Phillips 66 Company	Richmond	Storage of Organic Liquids
11/1/2012	A0745	Plains Products Terminals LLC	Richmond	Gasoline Bulk Terminals & Gasoline Delivery Vehicles
11/2/2012	A1840	West Contra Costa County Landfill	Richmond	Solid Waste Disposal Sites
11/6/2012	B7419	Air Liquide Large Industries US LP	Rodeo	Major Facility Review (Title V)
12/11/2012	A0016	Phillips 66 Company - San Francisco Refinery	Rodeo	Particulate Matter & Visible Emissions

These facilities have received one or more Notices of Violations
Report period: October 1, 2012 – December 31, 2012
Continued

Marin County				
Status Date	Site #	Site Name	City	Regulation Title
11/6/2012	A1275	Novato Sanitary District	Novato	Failure to Meet Permit Conditions
11/13/2012	B5148	City of San Rafael Dept of Public Works	San Rafael	Public Nuisance
San Francisco County				
Status Date	Site #	Site Name	City	Regulation Title
10/30/2012	B8956	Argenta	San Francisco	No Permit to Operate
12/17/2012	B2003	Bay-View Greenwaste Management	San Francisco	No Authority to Construct; No Permit to Operate
10/16/2012	V4879	Lennar Urban	San Francisco	Naturally Occurring Asbestos (NOA)
12/18/2012	B6798	SF Museum Tower LLC	San Francisco	No Permit to Operate
10/16/2012	V4878	The John Stewart Company	San Francisco	Naturally Occurring Asbestos (NOA)
San Mateo County				
Status Date	Site #	Site Name	City	Regulation Title
11/6/2012	A4021	SFPP, LP	Brisbane	Storage of Organic Liquids
12/3/2012	A5691	Sunquest Properties Inc	Brisbane	Solid Waste Disposal Sites
12/13/2012	U7511	Ed Duffy	Hillsborough	Naturally Occurring Asbestos (NOA)
Santa Clara County				
Status Date	Site #	Site Name	City	Regulation Title
10/24/2012	A0017	Lehigh Southwest Cement Company	Cupertino	Major Facility Review (Title V); Public Nuisance
12/18/2012	E1582	Verigy/Rocktino Fee LLC	Cupertino	No Authority to Construct; No Permit to Operate
10/4/2012	B8567	Concrete Designs	Morgan Hill	No Permit to Operate
12/13/2012	A1629	Cardinal Cogen, Inc	Palo Alto	Public Nuisance; Major Facility Review (Title V)
12/19/2012	B8076	Sand Hill Property Company	Santa Clara	No Authority to Construct; No Permit to Operate
Solano County				
Status Date	Site #	Site Name	City	Regulation Title
12/11/2012	B2626	Valero Refining Company - California	Benicia	Storage of Organic Liquids; Equipment Leaks; Major Facility Review (Title V)
11/6/2012	A2039	Potrero Hills Landfill, Inc	Suisun City	Solid Waste Disposal Sites; NOx & CO from Stationary Internal Combustion Engines; Hexavalent Chromium ATCM
Sonoma County				
Status Date	Site #	Site Name	City	Regulation Title
11/2/2012	V5882	Rockport Land Corporation	Petaluma	Public Nuisance
11/15/2012	V2091	Sonoma County Fair	Santa Rosa	Asbestos Demolition, Renovation & Mfg.
12/11/2012	E1694	Randall Wilson and Sons, Inc	Sonoma	No Authority to Construct; No Permit to Operate
Out of Area Counties				
Status Date	Site #	Site Name	City	Regulation Title
10/10/2012	V5471	IK Transportation Inc	Westfield	Commercial Vehicle Idling Citation
11/29/2012	V6234	United Road & United Road Services Inc.	Romulus	Commercial Vehicle Idling Citation

October 1, 2012 – December 31, 2012

Alameda				
Site Name	Site Occurrence #	City	Penalty Amount	# of Violations Closed
A B & I Foundry	A0062	Oakland	\$22,500	10
ABE Petroleum - Olympic Oil	C8930	Hayward	\$6,000	3
AMI Petroleum	C1069	Union City	\$6,000	3
Berkeley Asphalt Co	A0123	Berkeley	\$5,000	3
CEMEX Construction Materials Pacific, LLC	A3358	Pleasanton	\$11,000	1
Chevron Stevenson	C0733	Newark	\$19,500	1
Happy Auto Repair	V4200	Fremont	\$500	1
O C Jones & Sons, Inc	B8364	Berkeley	\$1,000	1
Owens-Brockway Glass Container Inc	A0030	Oakland	\$9,000	1
Quick Gas & Food Mart	V5933	Fremont	\$4,250	1
Unocal SS #3292 (Harbans Singh)	V6330	San Leandro	\$750	2
Total Violations Closed:				27

Contra Costa				
Site Name	Site Occurrence #	City	Penalty Amount	# of Violations Closed
All Star Gasoline	V5988	Concord	\$1,500	2
All Star Gasoline	V6451	Concord	\$500	2
Antioch Building Materials Co.	A0092	Antioch	\$1,500	1
Arco Car Wash	V5074	Concord	\$1,250	1
ARCO Facility #6526	V5932	Pittsburg	\$500	1
C & H Sugar Company, Inc	B1911	Crockett	\$5,500	2
Cutting Mini Market (ARCO)	V6453	Richmond	\$500	1
Four Corners Union 76	V5377	Concord	\$1,575	1
Gasco	V6328	Concord	\$1,250	2

**Closed Notice of Violations with Penalties by County
October 1, 2012 – December 31, 2012
(continued)**

Contra Costa				
Site Name	Site Occurrence #	City	Penalty Amount	# of Violations Closed
General Chemical West LLC	A0023	Richmond	\$8,000	2
Lone Tree Shell	V5389	Antioch	\$650	1
Lone Tree Valero	V5585	Antioch	\$500	1
Military Ocean Terminal Concord	B2769	Concord	\$500	2
NETCHEM, Inc.	A8401	Danville	\$200	1
Plains Products Terminals LLC	A0745	Richmond	\$10,500	4
SFPP, L P	A4022	Concord	\$15,000	1
Shell Gas Station	V6452	Pinole	\$500	1
Tri-Convenience Store	V5320 / C7345 / P2500	Martinez	\$1,000	1
		Total Violations Closed:		27
Napa				
Site Name	Site Occurrence #	City	Penalty Amount	# of Violations Closed
Adam Wong	V0701	Napa	\$400	1
		Total Violations Closed:		1
San Francisco				
Site Name	Site Occurrence #	City	Penalty Amount	# of Violations Closed
Argenta	B8956	San Francisco	\$500	1
Quality Gas for your Cash	V3276 / C9539 / P7591 /	San Francisco	\$2,000	1
		Total Violations Closed:		2
San Mateo				
Site Name	Site Occurrence #	City	Penalty Amount	# of Violations Closed
Seaport Refining and Environmental LLC	A7632	Redwood City	\$5,000	1
Vinod Chand Bansal Inc	D0363	Redwood City	\$15,225	1
		Total Violations Closed:		2

Closed Notice of Violations with Penalties by County

**October 1, 2012 – December 31, 2012
(continued)**

Santa Clara				
Site Name	Site Occurrence #	City	Penalty Amount	# of Violations Closed
City Gas	C0402	San Jose	\$12,435	1
Dana Street Roasting Company	B2022	Mountain View	\$750	1
Foxworthy Gas	V5568 / D0493	San Jose	\$3,000	2
Gas Depot at Winchester	V6371	San Jose	\$1,250	3
Johnny's Fuel	V5981	San Jose	\$1,500	2
La Nguyen	T2738	San Jose	\$1,200	2
Montague Valero	V5524 / C9810	San Jose	\$4,000	3
Monterey & Vineyard Foodmart & Carwash	V4314 / C0075	Morgan Hill	\$400	1
Santa Teresa Service Station	V6331	San Jose	\$250	1
Saratoga 76	V5940	San Jose	\$500	1
Satnam Petroleum dba Blossom Val	V5936	San Jose	\$1,500	2
Stevens Creek Quarry Inc	B0394	Cupertino	\$17,000	1
Westwood Chevron	V5938	Gilroy	\$2,500	1
World Oil Marketing	V5948	San Jose	\$1,000	1
Total Violations Closed:				22
Solano				
Site Name	Site Occurrence #	City	Penalty Amount	# of Violations Closed
Sunpol Resins & Polymers, Inc	A5167	Fairfield	\$4,500	4
The Ideal Body Shop	A8720	Vallejo	\$500	1
Total Violations Closed:				5
Sonoma				
Site Name	Site Occurrence #	City	Penalty Amount	# of Violations Closed
Dieter Rief	V2672	Santa Rosa	\$500	1
Michel Boynton	V2984	Sebastopol	\$650	1
Sandy Chute	V2330	Santa Rosa	\$300	1
Sonoma County Fair	V2091	Santa Rosa	\$500	1
Total Violations Closed:				4

**Bay Area Air Quality Management District Board of
Directors**

LIST OF ACRONYMS

AA	Annual Average
AAMP	Ambient Air Monitoring Program
AB32	Assembly Bill 32 – Global Warming Solutions Act
Al	Aluminium
Al ₂ O ₃	Alumina (Aluminium Oxide)
AlF ₃	Aluminium Fluoride
AIRS	Aeromatic Information Retrieval System
AIRMoN	Atmospheric Integrated Research Monitoring Network
ALAPCO	Association of Local Air Pollution Control Officials
Aluminium Plant	Carbon Plant, Reduction Plant, Casthouse, Anode Service Area, and related utilities
Air District	Bay Area Air Quality Management District
AMTAC	ARB Air Monitoring Technical Advisory Committee
AMTIC	Air Monitoring Technology Information Center
ANPR	Advanced Notice of Proposed Rulemaking
APCD	Air Pollution Control District
APCO	Air Pollution Control Officer
APTI	Air Pollution Technology Institute
ARB	California Air Resources Board
ARM	Area Recognized Method
AQI	Air Quality Index
AQIS	Air Quality Instrument Specialist
AQS	EPA's Air Quality (data) System
AQRS	Air Quality Research Subcommittee
AQTA	Air Quality Technical Assistant
ARM	Approved Regional Method
ASA	Anode Service Area
ASP	Anode Service Plant
ASTCM	Astrodynamics Common
ASTM	American Society for Testing and Materials
AWMA	Air and Waste Management Association
BAAQMD	Bay Area Air Quality Management District
BAM	Beta Attenuation Monitor
BAM	Beta-Attenuation Metre
BAT(NEEC)	Best Available Techniques (Not Entailing Excessive Cost)
BC	Black carbon
BC	Background Concentration
BCP	Best Current Practice
BGI	BGI, Incorporated
BPT	Best Practicable Technology
BRC	Background Reference Concentration
bgl	Below ground level
BOD	Biochemical Oxygen Demand
BPEO	Best Practicable Environmental Option
BREF note	Best Available Techniques Reference Document

btc	Below top of casing
BTEX	Benzene, Toluene, Ethylbenzene and Xylene
°C	Degrees Celsius
C	Carbon
C _a O	Lime (calcium oxide)
CAA	(Federal) Clean Air Act
CAC	Correlating Acceptable Continuous (monitor)
CAIR	Clean Air Interstate Rule
CAP	Clean Air Plan
CARB	California Air Resources Board
CARE	Community Air Risk Evaluation
CASAC	Clean Air Science Advisory Committee
CAS	Chemical Abstracts Service (a chemical reference number)
CASTNET	Clean Air Status and Trends Network
CBSA	Core Based Statistical Area
CCC	Criteria Continuous Concentration
CCP	Carbon Crushing Plant
Cd	Cadmium
CD	Chart Datum
CDM	Clean Development Mechanism
CEM	Continuous Emissions Monitoring
CENR	Committee for Environment and Natural Resources
CEQA	California Environmental Quality Act
CEU	Continuing Education Unit
CFR	U.S. Code of Federal Regulations
CH ₄	Methane
Cl	Chloride(s)
CI	Confidence Interval
CMAQ	Community Model Air Quality (system)
CMC	Criteria Maximum Concentration
CN	Cyanide
CO	Carbon monoxide
CO ₂	Carbon Dioxide
CoC	Chain of custody
COD	Chemical Oxygen Demand
COH	Coefficient of Haze
Cr(VI)	Chromium (hexavalent)
CREL	Chronic Reference Exposure Level
CRPAQS	Central Valley (California) Regional Particulate Air Quality Study
CRRP	Community Risk Reduction Program
CSN	Chemical Speciation Network
CSR	Corporate Social Responsibility
CV	Coefficient of variation
CWMP	Construction Waste Management Plan
CY	Calendar Year
Cu	Copper
DAS	Data Acquisition System
dB(A)	'A' weighted decibel noise level
dB _L Aeq	'A' weighted energy-equivalent decibel noise level
DC	Direct Current

DEARS	Detroit Exposure and Aerosol Research Study
DHS	Department of Homeland Security
District	Bay Area Air Quality Management District
DIV	Dutch Intervention Values
DMC	Data Management Center
DMS	Data management system
DNPH	2, 4-dinitrophenyl hydrazine
DO	Dissolved Oxygen
DOE	Department of Energy
DOI	Department of Interior
DQA	Data Quality Assessment
DQI	Data Quality Indicators
DQO	Data Quality Objectives
DRI	Direct Reduction Iron
DTV	Dutch Target Values
DVM	Digital Voltmeter
EC	European Commission
EC/OC	Elemental carbon/organic carbon
EECS	Electrical Equipment Calibration Service (in Fremont, CA)
EI	Extrusion Ingots
EIA	Environmental Impact Assessment
EML	Environmental Measurements Laboratory
EMP	Environmental Management Plan
EPA	U.S. Environmental Protection Agency
EPC	Engineering, Procurement and Construction
EPS	Environmental Protection Standards
EQS	Environmental Quality Standard
ESAT	Environmental Services Assistance Team
ET	Enviro Technology
EU	European Union
F-	Fluoride(s)
FA	Foundry Alloy
FEM	Federal Equivalent Method
FLM	Federal Land Manager
FMP	Flare Minimization Plan
FRM	Federal Reference Method
FTP	Fume Treatment Plant
FY	Fiscal Year
g/s	Grams per second
GAO	General Accounting Office
GC	Gas Chromatograph
GC-MS	Gas Chromatography-Mass Spectrometry
GDP	Gross Domestic Product
GHG(s)	Greenhouse Gas(es)
GIS	Geographical Information System
GLM	Ground Level Monitoring
GMW	General Metal Works (PM ₁₀ sampler manufacturer)
GPS	Global Positioning System
GWP	Global Warming Potential
H ₂ S	Hydrogen sulfide

HAL 275	Norsk Hydro Reduction Technology
HAP	Hazardous Air Pollutants
HAZID	Hazard Identification
HC	Hydrocarbon
HCl	Hydrogen chloride
HEI	Health Effects Institute
HF	Hydrogen fluoride
HPLC	High Performance Liquid Chromatograph
HSE	Health, Safety and Environment
HTM	Heating Transfer Medium
Hydro	Norsk Hydro ASA
IACET	International Association for Continuing Education and Training
IADN	Interagency Deposition Network
IC	Ion Chromatography
ICR	Information Collection Request
IEA	Initial Environmental Authorization
IFC	International Finance Corporation
ILSC	Indicative Levels of Serious Contamination
IMPROVE	Interagency Monitoring of Protected Visual Environments
IPP	Independent Power Producer
ISQG	Interim Sediment Quality Standard
ISR	Indirect Source Rule
ITEP	Institute of Tribal Environmental Professionals
ITT	Information Transfer Technology
JV	Joint Venture
K	Kelvin
K	Thousand
km	kilometer
kV	Kilovolt
kt/yr	Thousands of tons per year
kPa	Thousand Pascal
l	Litre
LC-50	Lethal Concentration of a chemical which kills 50% of a sample population
L_{eq}	Unweighted energy-equivalent noise level
LCS	Laboratory Control Sample
LLD	Lower Limit of Detection
LNB	Low NO _x Burner
LOD	Limit of Detection
LOQ	Limit of Quantitation
lpm	Liters per minute
l/s	Litres per second
L_{WA}	'A' weighted sound power level
M	Million
m	Metre
m/s	Metres per second
m^3/s	Cubic metres per second
MAC	Maximum Allowable Concentration
MANE-VU	Mid-Atlantic/Northeast Visibility Union
MDL	Method Detection Limit

MDN	Mercury Deposition Network
MEI	Ministry of Energy and Industry
MET/PE	Meteorology and Performance Evaluation
mg/kg	Milligrams per kilogram
mg/l	Milligrams per litre
mg/m ³	Milligrams per cubic metre
mg/Nm ³	Milligrams per normal cubic metre (i.e. expressed at 273K and 101.3 kPa); in the case of gas turbines, gas volumes in units on “Nm ³ ” are also expressed as dry gas, at 15% O ₂ .
MHWTC	Mesaieed Hazardous Waste Treatment Centre
MIC	Mesaieed Industrial City
ml	Millilitre
MMAA	Ministry of Municipal Affairs and Agriculture
MMWDS	Mesaieed Municipal Waste Disposal Site
MPA	Maximum Permissible Addition
MPC	Maximum Permissible Concentration
MQA	Meteorology and Quality Assurance
MS	Matrix spikes
MSm ³	Million standard cubic metres
MW	Megawatts
MWe	Megawatts electrical (electrical output)
MWth	Megawatts thermal (thermal input)
N	Nitrogen
NAAQS	National Ambient Air Quality Standard
Na	Sodium
NAAMS	National Ambient Air Monitoring System
NAATS	National Ambient Air Toxics Sites
NACAA	National Association of Clean Air Agencies
NADP	National Atmospheric Deposition Program
NAMS	National Air Monitoring Station
Na ₃ AlF ₆	Cryolite
NaCl	Sodium chloride (salt)
NAPAP	National Acid Precipitation Assessment Program
NARSTO	North American Research Strategy for Tropospheric Ozone
NAS	National Academy of Science
NASA	National Aeronautics and Space Agency
NATTS	National Ambient Toxic Tends Stations
NAU	Northern Arizona University
NCore	The National Core Monitoring Network
NDIR	non-dispersive infrared
NDUV	Non-dispersive ultraviolet
NEC	No Effect Concentration
NESHAPS	National Emission Standards for Hazardous Air Pollutants
NGO	Non-Governmental Organizations
Ni	Nickel
NILU	Norwegian Institute for Air Research
NIST	National Institute for Standards and Technology
Nm ³	Normal cubic metre (i.e. expressed at 273K and 101.3 kPa); in the case of gas turbines, gas volumes in units of “Nm ³ ” are also expressed as dry gas, at 15% O ₂ .

Nm ³ /s	Normal cubic metre per second (i.e. expressed at 237K and 101.3 kPa); in the case of gas turbines, gas volumes in units of “Nm ³ ” are also expressed as dry gas, at 15% O ₂ .
NMHC	Non-Methane Hydrocarbons
NMSC	National Monitoring Strategy (or Steering) Committee
NMVOC	Non-Methane Volatile Organic Compounds
N ₂ O	Nitrous Oxide
NO _y	Odd Nitrogen
NIOSH	National Institute for Occupational Safety and Health
NIST	National Institute of Standards and Technology
NO	Nitrogen monoxide/Nitric oxide
NO ₂	Nitrogen dioxide
NO _x	Oxides of nitrogen
NOAA	National Oceanic and Atmospheric Administration
NMHC	Non-methane hydrocarbon
NMOC	Non-methane organic carbon
NO _x /NO _y	Nitrogen Oxides
NPAP	EPA National Performance Audit Program
NPEP	National Performance Evaluation Program
NPS	National Parks Service
NTN	National Trends Network
NTU	Nephelometric Turbidity Units
NVLAP	National Voluntary Laboratory Accreditation Program
O ₂	Oxygen
O ₃	Ozone
OAP	Office of Atmospheric Programs
OAQPS	Office of Air Quality Planning and Standards
OAR	Office of Air and Radiation
OC	Organic Carbon
OC/EC	Organic carbon/elemental carbon
ODAMN	Operations Data Action Monitoring Notification
OEHHA	Office of Environmental Health Hazard Assessment
OEI	Office of Environmental Information
ORD	Office of Research and Development
ORIA	Office of Radiation and Indoor Air
P	Phosphorous
P	Power
PAHs	Polycyclic Aromatic Hydrocarbons
PAMS	Photochemical Assessment Monitoring Stations
Pb	Lead
PBMS	Performance-Based Measurement System
PBT	Persistent Bioaccumulative Toxics
PCBs	Polychlorinated Byphenyls
PCC	Petrochemical Complex
PE	Performance Evaluation
PEP	Performance Evaluation Program
PEL	Probable Effect Level
PFC	Polyfluorocarbons
PM	Particulate matter
PM ₁₀	Particulate matter with mean aerodynamic diameter of 10 microns

PM _{2.5}	Particulate matter with mean aerodynamic diameter of 2.5 microns
PM _{10-2.5}	PM ₁₀ minus PM _{2.5}
PO	Purchase Order
POCP	Photochemical Ozone Creation Potential
POP	Persistent Organic pollutants
ppb	Parts per billion
PPAH	Pollution Prevention and Abatement Handbook
ppb (v)(w)	Parts per billion (volume) (weight)
ppm (v) (w)	Parts per million (volume) (weight)
ppt (v) (w)	Parts per thousand (volume) (weight)
PQAO	Primary Quality Assurance Organization
PSD	Prevention of significant deterioration
QA	Quality Assessment
QAFAC	Qatar Additives Company
QAFCO	Qatar Fertiliser Company
QASCO	Qatar Steel Company Ltd
Qatum	The Hydro/QP Aluminium and Power Plant Project
QAPP	Quality Assurance Project/Program Plan
QC	Quality Control
QEW	Qatar Electricity and Water Company
QMP	Quality Management Plan
QNHD	Qatar National Height Datum (QNHD is ~1.3 m above Chart Datum)
QP	Qatar Petroleum
RADM	Regional Acid Deposition Model
RCEP	Royal Commission on Environmental Pollution
REL	Reference Exposure Level
REM	Regional Equivalent Monitor
RO	EPA Regional Office
ROG	Reactive Organic Gases
ROM	Regional Oxidant Model
ROPME	Regional Organisation for Protection of the Marine Environment
RPO	Regional Planning Organization
RTD	Resistance Temperature Detector
RTP	Research Triangle Park (North Carolina)
RTI	Research Triangle Institute, a research/consulting company
RTO	Regenerative Thermal Oxidiser
S	Sulphur
S&T	Science and Technology
SAB	Science Advisory Board
SAMWG	Standing Air Monitoring Work Group
SAP	Socio-Economic Action Plan
SASP	Surface Air Sampling Program
SARC	Scientific and Applied Research Centre
SB 375	Sustainable Communities and Climate Protection Act of 2008
SCAQMD	South Coast Air Quality Management District
SCENR/SCE	Supreme Council for the Environment & Natural Reserves
SIP	State Implementation Plan
SLAMS	State or Local Air Monitoring Station
SLTs	State, Local, and Tribal air monitoring agencies
SO ₂	Sulfur dioxide

SOP	Standard operating procedure
SPL	Spent Potlining
SPM	Special Purpose Monitor
SRP	Standard Reference Photometer
SS	Supersite
SSEIA	Scoping Study for Environmental Impact Assessment Report
STAG	State and Tribal Air Grant
STAPPA	State and Territorial Air Pollution Program Administrators
STN	Speciation Trends Network
Strategy	The National Air Monitoring Strategy
SVOC	Semi-Volatile Organic Compound
SWS	Seawater Scrubber
t/d	Tonnes per day
t/h	Tonnes per hour
t/yr	Tonnes per year
TAMS	Tribal Air Monitoring Support (Center)
TAD	Technical Assistance Document
TAR	Tribal Authority Rule
TBD	To Be Determined
TECO	Thermo Electron Corporation, now Thermo Fisher Scientific
TEOM	Tapered Element Oscillation Monitor
THC	Total hydrocarbons
TIP	Tribal Implementation Plan
TNMHC	Total non-methane hydrocarbons
TNMOC	Total non-methane Organic Compound
TOC	Total Organic Carbon
TOM	Total Organic Matter
Tpd	Tons per day
TPH	Total Petroleum Hydrocarbons
TPY	Tons Per Year
TSA	Technical systems audits
TSD	Technical Services Division
TSP	Total suspended particulates
TSS	Total Suspended Solids
T-REX	Traffic Related Exposure Study
TWA	Time Weighted Average
UAM	Urban Airshed Model
UN	United Nations
UNEP	UN Environmental Program
USB	Universal Serial Bus
US EPA	United States Environmental Protection Agency
UV	Ultraviolet
VDC	Vertical Direct Chill (Casting Machines)
VOC	Volatile Organic Compounds
WB	World Bank
WBT	Wet Bulb Temperature
WB PPAH	WB Pollution Prevention and Abatement Handbook
WHO	World Health Organization
WMP	Waste Management Plan
XML	Extensible Markup Language

ΔT	Temperature differential
$\mu\text{g/l}$	Microgrammes per litre
$\mu\text{g/m}^3$	Micrograms (one millionth of a gram) per cubic metre
μm	Micrometers
$\mu\text{M/l}$	Micromoles per litre

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Ash Kalra and Members
of the Board of Directors

From: Jack P. Broadbent
Executive Officer/APCO

Date: February 15, 2013

Re: Consider Approval of Hiring Recommendation at Step E of Salary Range
156M for the Director of Engineering Position

RECOMMENDATION:

Recommend Board of Directors approve hiring recommendation at Step E of Salary Range 156M for the Director of Engineering position.

BACKGROUND:

The recruitment and selection process for the Director of Engineering position has been completed. Division III, Section 6.4 of the Air District's Administrative Code states that recommendation by the APCO and approval of the Board of Directors is required for hiring employees at Step E.

DISCUSSION:

The Air District has hired an internal candidate for this position. The selected candidate has many years of service with the Air District and served as Acting Director of Engineering for several months. In order to offer a salary more commensurate with the internal candidate's experience and service as Acting Director of Engineering, staff is recommending approval to hire the new Director of Engineering at Step E of salary range 156M, retroactive to the date of hire, February 11, 2013.

BUDGET CONSIDERATION/FINANCIAL IMPACT:

The salary for the Director of Engineering position at Step E is \$167,469.58 per year and is included in the current Fiscal Year Budget.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Rex Sanders
Reviewed by: Jack M. Colbourn

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Ash Kalra and Members
of the Board of Directors

From: Jack P. Broadbent
Executive Officer/APCO

Date: February 19, 2013

Re: Authorize Expenditure for the My Air Online Program

RECOMMENDED ACTION:

Recommend Board of Directors authorize the Executive Officer/APCO to execute an agreement not to exceed \$275,595 with Intellibridge Partners, Inc. for program management, database architecture, and software development services.

DISCUSSION:

The Air District has previously used this firm to assist with program management, design, development and testing of the My Air Online Program for an authorized amount of \$270,000. This firm has performed well under their existing contract. Staff is recommending the continued use of proven resources familiar with Air District systems for the Fiscal Year End (FYE) 2013 fiscal year for an additional \$275,595.

BUDGET CONSIDERATION/FINANCIAL IMPACT:

This recommendation is funded from the approved Information Systems Division FYE 2013 budget.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Jaime Williams

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Ash Kalra and Members
of the Board of Directors

From: Jack P. Broadbent
Executive Officer/Air Pollution Control Officer

Date: February 13, 2013

Re: Report of the Personnel Committee Meeting of February 11, 2013

RECOMMENDED ACTION

The Personnel Committee received only informational items and has no recommendations of approval by the Board of Directors.

BACKGROUND

The Committee met on Monday, February 11, 2013. The Committee received a report, Meet in Closed Session regarding Public Employee Performance Evaluation of the District Counsel, with no reportable action.

There is no staff report for the Closed Session item.

Chairperson Brad Wagenknecht will provide an oral report of the meeting.

BUDGET CONSIDERATION/FINANCIAL IMPACTS:

None.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Sean Gallagher
Reviewed by: Ana Sandoval

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
Memorandum

To: Chairperson Ash Kalra and Members
of the Board of Directors

From: Jack P. Broadbent
Executive Officer/Air Pollution Control Officer

Date: February 21, 2013

Re: Report of the Mobile Source Committee Meeting of February 21, 2013

RECOMMENDED ACTION

The Mobile Source Committee recommends Board of Directors' approval of the following items:

- A) Projects with Proposed Grant Awards over \$100,000:
1. Approve Carl Moyer Program (CMP) projects with proposed grant awards over \$100,000; and
 2. Authorize the Executive Officer/APCO to enter into agreements for the recommended CMP projects.
- B) None. Informational item, receive and file.
- C) Funding for Fiscal Year Ending (FYE) 2013 Transportation Fund for Clean Air (TFCA) Regional Fund Shuttle Projects:
1. Modify Policy 28 to increase TFCA cost-effectiveness maximum limit to \$500,000/ton for pilot shuttle projects located in CARE areas and increase time period for which a project can maintain "pilot" status to 3 years up from 2 years;
 2. Award Oakland B (\$177,302) and San Francisco 82X (\$147,950) for last-mile commute connection service; and
 3. Award funding and authorize the Executive Officer/APCO to enter into agreements for 6 Projects: 12R09, 12R10, 12R11, 12R17, 12R18 and 12R19.

BACKGROUND

The Committee met on Thursday, February 21, 2013. The Committee received the following reports:

- A) Projects with Proposed Grant Awards over \$100,000
- B) Air District Grant Programs Overview

C) Funding for FYE 2013 TFCA Regional Fund Shuttle Projects

Attached are the staff reports presented in the Committee packet.

Chairperson Scott Haggerty will provide an oral report of the Committee meeting.

BUDGET CONSIDERATION/FINANCIAL IMPACT

A) None. Through the CMP, Mobile Source Incentive Fund and TFCA, the Air District distributes “pass-through” funds to public agencies and private entities on a reimbursement basis. Administrative costs for both programs are provided by each funding source.

B) None.

C) None. Through the TFCA, the Air District distributes “pass-through” funds to public agencies and private entities on a reimbursement basis. Administrative costs for both programs are provided by each funding source.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Sean Gallagher
Reviewed by: Ana Sandoval

Attachments

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Haggerty and Members
of the Mobile Source Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: February 11, 2013

Re: Projects with Proposed Grant Awards Over \$100,000

RECOMMENDATIONS:

Recommend the Board of Directors:

1. Approve Carl Moyer Program projects with proposed grant awards over \$100,000.
2. Authorize the Executive Officer/APCO to enter into agreements for the recommended Carl Moyer Program projects.

BACKGROUND

The Bay Area Air Quality Management District (Air District) has participated in the Carl Moyer Program (CMP), in cooperation with the California Air Resources Board (ARB), since the program began in fiscal year 1998/1999. The CMP provides grants to public and private entities to reduce emissions of oxides of nitrogen (NOx), reactive organic gases (ROG) and particulate matter (PM) from existing heavy-duty engines by either replacing or retrofitting them. Eligible heavy-duty diesel engine applications include on-road trucks and buses, off-road equipment, marine vessels, locomotives, stationary agricultural pump engines and forklifts.

Assembly Bill 923 (AB 923 - Firebaugh), enacted in 2004 (codified as Health and Safety Code Section 44225), authorized local air districts to increase their motor vehicle registration surcharge up to an additional \$2 per vehicle. The revenues from the additional \$2 surcharge are deposited in the Air District's Mobile Source Incentive Fund (MSIF). AB 923 stipulates that air districts may use the revenues generated by the additional \$2 surcharge for projects eligible for grants under the CMP.

Since 1991, the Transportation Fund for Clean Air (TFCA) program has funded projects that achieve surplus emission reductions from on-road motor vehicles. Sixty percent (60%) of TFCA funds are awarded directly by the Air District through a grant program known as the Regional Fund that is allocated on a competitive basis to eligible projects proposed by project sponsors. Funding for this program is provided by a \$4 surcharge on motor vehicles registered within the San Francisco Bay Area as authorized by the California State Legislature. The statutory authority for the TFCA and requirements of the program are set forth in California Health and Safety Code Sections 44241 and 44242.

On March 7, 2012, the Board of Directors authorized Air District participation in Year 14 of the CMP, and authorized the Executive Officer/APCO to execute Grant Agreements and amendments for projects funded with CMP funds or MSIF revenues, with individual grant award amounts up to \$100,000. On November 18, 2009, the Air District Board of Directors authorized the Executive Officer/APCO to execute Grant Agreements and amendments for projects funded with TFCA funds, with individual grant award amounts up to \$100,000.

CMP and TFCA projects with grant award amounts over \$100,000 are brought to the Committee for consideration at least on a quarterly basis. Staff reviews and evaluates the grant applications based upon the respective governing policies and guidelines established by the ARB and/or the Air District's Board of Directors.

DISCUSSION

Carl Moyer Program:

The Air District started accepting applications for CMP Year 14 projects on July 23, 2012. The Air District has approximately \$15 million available for CMP projects from a combination of MSIF and CMP funds. Project applications are being accepted and evaluated on a first-come, first-served basis.

As of February 6, 2013, the Air District had received 30 project applications. Of the applications that have been evaluated between November 13, 2012 and February 6, 2013, two (2) eligible projects have proposed individual grant awards over \$100,000. These projects will replace five (5) diesel engines, one (1) from an off-road loader and four (4) from a tug boat. These projects will result in the reduction of over 14 tons of NO_x, ROG and PM per year. Staff recommends allocating \$568,900 to these projects from a combination of CMP funds and MSIF revenues. Attachment 1 to this staff report provides additional information on these projects.

Attachment 2 lists all of the eligible projects that have been received by the Air District as of February 6, 2013, and summarizes the allocation of funding by equipment category (Figure 1), and county (Figure 2). This list also includes the Voucher Incentive Program (VIP) on-road replacement projects awarded since the last committee update. Approximately 58 % of the funds have been awarded to projects that reduce emissions in highly impacted Bay Area communities.

TFCA:

No TFCA applications requesting individual grant awards over \$100,000 received as of February 6, 2013 are being forwarded for approval at this time. However, the Committee will be updated on previous request for TFCA funding for shuttles as part of a separate agenda item.

BUDGET CONSIDERATION / FINANCIAL IMPACT:

None. Through the CMP, MSIF and TFCA, the Air District distributes "pass-through" funds to public agencies and private entities on a reimbursement basis. Administrative costs for both programs are provided by each funding source.

Respectfully submitted,

Jack P. Broadbent
Executive Director/APCO

Prepared by: Anthony Fournier
Reviewed by: Damian Breen

Attachment 1: BAAQMD Year 14 Carl Moyer Program/MSIF projects with grant awards greater than \$100,000 (evaluated between 11/13/12 and 2/6/13)

Attachment 2: Summary of all CMP Year 14/MSIF and VIP approved/eligible projects (as of 2/6/13)

AGENDA 4 - ATTACHMENT 1

BAAQMD Year 14 Carl Moyer Program/ Mobile Source Incentive Fund projects
with grant awards greater than \$100k (Evaluated between 11/13/12 and 2/6/13)

Project #	Applicant name	Equipment category	Project type	Proposed contract award	Emission Reductions (Tons per year)			County
					NOx	ROG	PM	
14MOY20	MCE Amos Inc	Off-road	Replacement of one (1) off-road diesel-powered loader.	\$ 113,738.00	0.533	0.092	0.033	Sonoma
14MOY27	Lehigh Hanson (Tug boat)	Marine	Replacement of two (2) main engines, and two (2) auxiliary engines on the tug boat "San Joaquin River"	\$ 455,162.00	13.244	0.315	0.463	Contra Costa
				\$ 568,900.00	13.777	0.407	0.496	

Summary of all CMP Yr 14/ MSIF and VIP approved/ eligible projects (As of 2/6/13)

Project #	Equipment category	Project type	# of engines	Proposed contract award	Applicant name	Emission Reductions (Tons per year)			Board approval date	County
						NOx	ROG	PM		
14MOY2	Off-road	Loader replacement	1	\$ 45,176.00	Bordessa Dairy	0.135	0.023	0.007	APCO	Sonoma
14MOY3	Off-road	Loader replacement	1	\$ 98,511.00	Blakes Landing Farms, Inc. (Dairy)	0.448	0.078	0.028	APCO	Marin
14MOY4	Marine	Engine replacement	2	\$ 227,786.00	C & W Diving Services, Inc. (Vessel: "Taylor Anne II")	1.033	0.057	0.039	11/7/2012	Alameda
14MOY7	Marine	Engine replacement	2	\$ 108,400.00	C & W Diving Services, Inc. (Vessel: "STELLA LIND")	0.318	-0.011	0.020	11/7/2012	Alameda
14MOY8	Off-road	Tractor replacement	1	\$ 24,400.00	Lamoreaux Vineyards LLC	0.116	0.024	0.008	APCO	Napa
14MOY9	Off-road	Tractor replacement	1	\$ 23,241.00	Andrea Bartolucci dba Madonna Estate (Vineyard)	0.098	0.020	0.007	APCO	Napa
14MOYL1	Locomotive	Wayside power installation	8	\$ 330,000.00	Peninsula Corridor Joint Powers Board	1.488	0.079	0.032	12/5/2012	Santa Clara
14MOY5	Off-road	Loader & backhoe replacement	2	\$ 202,610.00	SOILAND Co Inc.	1.540	0.118	0.043	12/5/2012	Sonoma
14MOY16	Off-road	Tractor replacement	8	\$ 206,138.00	Stone Bridge Cellars Inc.	0.909	0.206	0.079	12/5/2012	Napa
14MOY6	Marine	Engine replacement	1	\$ 46,484.00	Danny M Murray dba FV King Crab	0.633	0.010	0.020	APCO	San Francisco
14MOY18	Marine	Engine replacement	2	\$ 80,970.00	James Townsend (Charter fishing)	0.297	0.007	0.011	APCO	Contra Costa
14MOY15	Off-road	Tractor replacement	1	\$ 15,776.00	Ronald Smith (Vineyard farming and field maintenance)	0.022	0.020	0.004	APCO	Napa
14MOY10	Off-road	Tractor replacement	1	\$ 32,184.00	Morrison Ranch	0.120	0.024	0.007	APCO	Solano
14MOY12	Off-road	Tractor replacement	2	\$ 55,056.00	Donald W. Johnson dba Gordon Valley Farms	0.298	0.057	0.027	APCO	Solano
14MOY20	Off-road	Loader replacement	1	\$ 113,738.00	MCE Amos Inc	0.533	0.092	0.033	TBD	Sonoma
14MOY26	Marine	Engine replacement	1	\$ 97,460.00	Paul Lourenco (Commercial fishing)	0.732	0.029	0.029	APCO	San Mateo
14MOY27	Marine	Engine replacement	4	\$ 455,162.00	Lehigh Hanson (Tug boat)	13.244	0.315	0.463	TBD	Contra Costa
VIP72	VIP	Truck replacement	1	\$ 45,000.00	Bhin Trucking LLC	2.786	0.056	0.000	APCO	Santa Clara
VIP73	VIP	Truck replacement	1	\$ 40,000.00	Bhin Trucking LLC	2.458	0.049	0.000	APCO	Santa Clara
VIP75	VIP	Truck replacement	1	\$ 40,000.00	Kirvin Holtz	2.481	0.052	0.000	APCO	Sonoma
VIP77	VIP	Truck replacement	1	\$ 15,000.00	Michael Feuquay	0.306	0.008	0.000	APCO	Santa Clara
VIP78	VIP	Truck replacement	1	\$ 35,000.00	Michael Feuquay	1.380	0.020	0.040	APCO	Santa Clara
VIP79	VIP	Truck replacement	1	\$ 25,000.00	Michael Feuquay	1.006	0.015	0.029	APCO	Santa Clara
VIP80	VIP	Truck replacement	1	\$ 45,000.00	Ernest Gonzales	2.735	0.086	0.000	APCO	Alameda
VIP81	VIP	Truck replacement	1	\$ 35,000.00	Santos Construction Inc.	2.149	0.056	0.000	APCO	Contra Costa
VIP84	VIP	Truck replacement	1	\$ 10,000.00	San Miguel Trans Inc	0.629	0.013	0.000	APCO	Sonoma
VIP87	VIP	Truck replacement	1	\$ 35,000.00	Gill Hardial Singh	0.714	0.018	0.000	APCO	Alameda
VIP89	VIP	Truck replacement	1	\$ 10,000.00	T1 Trucking, Inc.	0.205	0.004	0.000	APCO	San Mateo
VIP90	VIP	Truck replacement	1	\$ 45,000.00	Guidotti Trucking, Inc.	0.929	0.019	0.000	APCO	Santa Clara

Project #	Equipment category	Project type	# of engines	Proposed contract award	Applicant name	Emission Reductions (Tons per year)			Board approval date	County
						NOx	ROG	PM		
VIP92	VIP	Truck replacement	1	\$ 20,000.00	Sequoia Landscape Mtls, Inc.	0.412	0.009	0.000	APCO	Sonoma
VIP93	VIP	Truck replacement	1	\$ 10,000.00	Cotati Brand Eggs Foods Services	0.214	0.001	0.000	APCO	Sonoma
VIP96	VIP	Truck replacement	1	\$ 40,000.00	Bernardini Enterprises, Inc.	0.819	0.016	0.000	APCO	San Mateo
VIP99	VIP	Truck replacement	1	\$ 30,000.00	Bernardini Enterprises, Inc. DBA JD Services	0.615	0.012	0.000	APCO	San Mateo
VIP100	VIP	Truck replacement	1	\$ 35,000.00	Bernardini Enterprises, Inc. DBA JD Services	0.517	0.007	0.010	APCO	San Mateo
VIP103	VIP	Truck replacement	1	\$ 45,000.00	Express Freight Systems	0.645	0.009	0.014	APCO	Alameda
VIP104	VIP	Truck replacement	1	\$ 25,000.00	D Foskett Trucking, Inc.	0.519	0.010	0.000	APCO	Contra Costa
VIP106	VIP	Truck replacement	1	\$ 25,000.00	DW Heavy Equipment	0.411	0.002	0.006	APCO	Sonoma
VIP107	VIP	Truck replacement	1	\$ 45,000.00	Express Freight Systems	0.645	0.009	0.014	APCO	Alameda
VIP108	VIP	Truck replacement	1	\$ 45,000.00	Patricia A. Smith	0.923	0.019	0.000	APCO	San Bernardino County
VIP109	VIP	Truck replacement	1	\$ 45,000.00	Kellogg Distribution, Inc.	0.929	0.019	0.000	APCO	Sacramento
40 Projects			62	\$ 2,908,092.00		46.391	1.657	0.970		

Figure 1: CMP/ MSIF Funding Distribution by Equipment Category as of 2/6/13

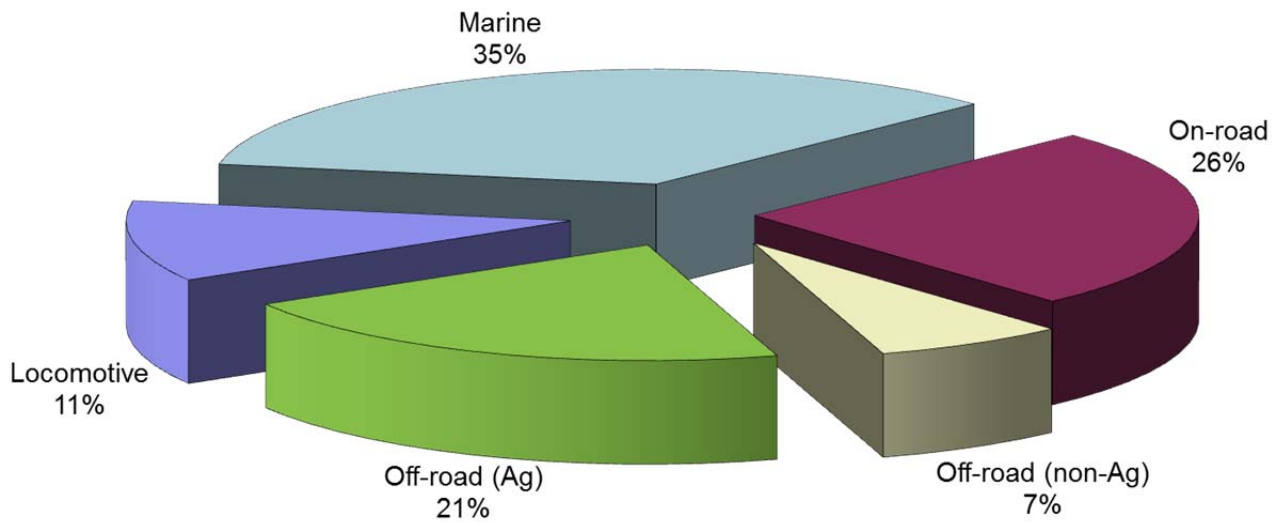
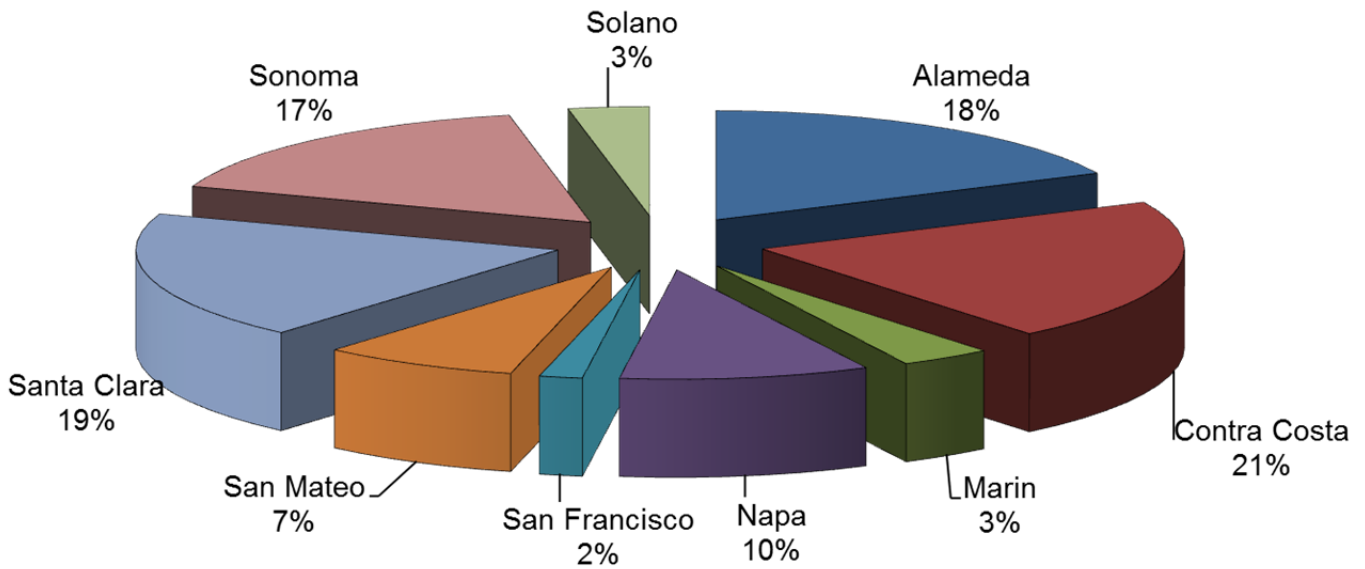


Figure 2: CMP/ MSIF Funding Distribution by County as of 2/6/13



BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Haggerty and Members
of the Mobile Source Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: February 11, 2013

Re: Air District Grant Programs Overview

RECOMMENDATIONS:

None. Informational item, receive and file.

BACKGROUND

As part of its efforts to reduce emissions from mobile sources, the Bay Area Air Quality Management District (Air District) allocated approximately \$71.2 million in funding in the last calendar year (2012). Approximately \$61.2 million of that funding was directly allocated by the Air District. The remaining \$10 million is distributed via the Transportation Fund for Clean Air (TFCA) County Program Manager program. Additionally, as part of this \$61.2 million total, the Air District received the following two (2) one-time grant distributions: \$1 million in United States Department of Energy funding for a statewide alternative fuels market expansion project and \$0.8 million from the United States Environmental Protection Agency for a port truck replacement program.

Of the \$61.2 million allocated, approximately \$59.4 million came from 4 renewable funding sources: the California Goods Movement Bond (I-Bond), TFCA Regional Fund, Mobile Source Incentive Fund (MSIF) and Carl Moyer Program (CMP) funds, all of which accumulate annually via fees and bond sales that are distributed to the Air District. These programs constitute the Air District's primary grant programs.

DISCUSSION

As part of its deliberations in calendar year 2011, the Committee received a report from staff on expenditures in various grant programs for the previous calendar year (2010). That report was based on total dollar allocations and projected emissions reductions for calendar year 2010 projects. The intention of that report was to provide the Committee a better overall indication of the total flow of funding in and out of the primary grants programs. This methodology allowed staff to align the grant funding with future compliance dates set in airborne toxic control measures (ATCM) adopted by the California Air Resources Board and to present to the Committee anticipated needs for grant funding for this calendar year. This same methodology has been applied to the grant allocations in calendar years 2011 and 2012.

As part of this report, staff will recap the expenditures of funding in calendar year 2012 and discuss with the Committee the anticipated challenges and projected funding for each of the Air District primary grant programs in calendar year 2013.

BUDGET CONSIDERATION / FINANCIAL IMPACT:

None.

Respectfully submitted,

Jack P. Broadbent
Executive Director/APCO

Prepared by: Damian Breen
Reviewed by: Jean Roggenkamp

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Haggerty and Members
of the Mobile Source Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: February 14, 2013

Re: Funding for Fiscal Year Ending (FYE) 2013 TFCA Regional Fund Shuttle
Projects

RECOMMENDATIONS:

Staff is currently meeting with Project Sponsors for Fiscal Year Ending (FYE) 2013 Transportation Fund for Clean Air (TFCA) Regional Fund Shuttle Projects and will present the Committee with recommendations on proposed funding awards and a request for authorization for the Executive Officer/APCO to enter into agreements for those projects as part of the presentation of this agenda item.

BACKGROUND

Since 1991, the TFCA program has funded projects that achieve surplus emission reductions from on-road motor vehicles. Sixty percent (60%) of TFCA funds are awarded directly by the Air District to eligible programs implemented directly by the Air District (i.e. Spare the Air Program) and through a grant program known as the Regional Fund that is allocated on a competitive basis to eligible projects proposed by project sponsors. Funding for this program is provided by a \$4 surcharge on motor vehicles registered within the San Francisco Bay Area as authorized by the California State Legislature.

The statutory authority for the TFCA and requirements of the program are set forth in California Health and Safety Code (H&SC) Sections 44241 and 44242. These sections delineate the eligible project types which include authorization for projects that provide “local feeder bus and shuttle service to rail and ferry stations and to airports.” The authorizing legislation also requires the Air District’s Board of Directors to adopt policies and cost-effectiveness criteria that projects and programs are required to meet.

On October 17, 2012, the Air District Board of Directors approved the Fiscal Year Ending (FYE) 2013 TFCA Regional Fund policies, cost-effectiveness criteria, and a funding allocation of \$4 million for shuttle/feeder bus and ridesharing projects. The approved policies require projects to meet a cost-effectiveness (C-E) of \$90,000 per ton for existing shuttle projects and \$125,000 per ton for new pilot shuttle projects (Policy #2). Additionally, the following project specific policies were approved for existing and pilot shuttle projects:

Policy 27. Shuttle/Feeder Bus Service: These projects link a mass transit hub (e.g., rail or Bus Rapid Transit (BRT) station, ferry or bus terminal or airport) to or from a final destination.

These projects are intended to reduce single-occupancy, commonly-made vehicular trips (e.g., commuting or shopping center trips) by enabling riders to travel the short distance between a mass transit hub and the nearby final destination. The final destination must be a distinct commercial, employment or residential area. The project's route must operate to or from a mass transit hub and must coordinate with the transit schedules of the connecting mass transit services. Project routes cannot replace or duplicate an existing local transit service link. These services are intended to support and complement use of existing major mass transit services.

Policy #28: Pilot Shuttle/Feeder Bus Service: Pilot projects are defined as new routes that are at least 70% unique and have not been in operation in the past five years. In addition to meeting the requirements listed in Policy 27 for Shuttle/Feeder Bus Service, pilot shuttle/feeder project applicants must also provide data supporting the demand for the service, including letters of support from potential users and providers, and plans for financing the service in the future. Pilot projects must meet and maintain a minimum cost-effectiveness of \$125,000/ton during the first year of operation and a minimum cost-effectiveness of \$90,000 by the end of the second year of operation (see Policy #2). Projects may only receive a maximum of two years of funding under the Pilot designation. Applicants must apply for subsequent funding under the Shuttle/Feeder Bus designation, described above.

On November 18, 2009, the Air District Board of Directors authorized the Executive Officer/APCO to execute Grant Agreements and amendments for projects funded with TFCA funds, with individual grant award amounts up to \$100,000. TFCA projects with grant award amounts over \$100,000 are brought to the Committee for consideration at least on a quarterly basis. Staff reviews and evaluates the grant applications based upon the respective governing policies and guidelines established by the ARB and/or the Air District's Board of Directors.

DISCUSSION

At the January 24, 2013, Mobile Source Committee meeting, staff presented proposed awards for 12 shuttle/feeder bus and regional ridesharing projects through the FYE 2013 TFCA Regional Fund program. On that date, the Committee recommended funding the eight (8) projects whose proposed awards equaled the amount requested by the applicant and the Air District Board of Directors subsequently approved the proposed awards on February 6, 2013.

At that same meeting, several members of the Committee asked staff to conduct further investigation into the four (4) existing shuttle projects, three (3) where the proposed awards were less than the requested amount by the project sponsor (Table 1) and one (1) was the City of Oakland's Broadway Shuttle project that was not recommended for funding (Table 2). Additionally, staff was asked to follow-up with the applicants of the projects in Table 1 to learn whether they would be able to continue service with reduced funding. The applicants' responses are indicated in Table 3.

Table 1 - Existing Shuttle Projects with Proposed Awards less than Amount Requested*

Project #	Project Sponsor	Project Title	TFCA Regional Funds Requested	Proposed Award	Project Useful Life (# of Yrs)	C-E	ROG (tpy)	NO _x (tpy)	Weighted PM (tpy)	CO ₂ (tpy)	County
12R09	LAVTA	Route 1A/1B	\$141,395	\$27,480	2	\$89,991	0.07	0.08	0.16	16	ALA
12R10	City of Alameda Public Works Dept.	Estuary Crossing	\$190,000	\$47,700	2	\$89,991	0.08	0.04	0.14	69	ALA
12R11	City of Richmond, CA	Richmond Circular + Marina Bay	\$300,000	\$57,100	1	\$89,852	0.22	0.161	0.26	79	CC
12R17	LAVTA	Route 10	\$899,400	\$109,970	2	\$90,000	1.13	2.09	1.57	339	ALA

*Modifications to data from 1/24/13 staff report: Emission reduction values for 12R09, -10 and -17 have been updated to indicate emissions reduced *per year*, rather than over the two-year project useful life (PUL). In addition, the proposed awards for these projects have increased from \$27,400, \$47,500 and \$109,070, respectively, as at these award levels, the projects are still Cost Effective (C-E) (C-E values increased slightly from \$89,729, \$89,613 and \$89,943, respectively).

Table 2 - Existing Shuttle Project not Recommended for Funding

Project Sponsor	Proposed Project Title	TFCA Regional Funds Requested	PUL (Yrs)	C-E	ROG (tpy)	NO _x (tpy)	Weighted PM (tpy)	CO ₂ (tpy)	Cnty
City of Oakland	Broadway "B"	\$354,605	1	\$81,485	1.26	1.12	1.97	1,483	ALA

Table 3 - Responses from Project Sponsors Recommended for Reduced Awards

Project Number	Project Sponsor	Project Name	Summary of Applicant's Response
12R09	LAVTA	Shuttle Route 1A/1B	Intend to proceed with project as proposed
12R10	City of Alameda Public Works Dept.	Shuttle Estuary Crossing	Currently seeking other funds: if no additional funding can be identified, service may be affected (reduced)
12R11	City of Richmond, CA	Shuttle Richmond Circular + Marina Bay	Service would be discontinued
12R17	LAVTA	Shuttle Route 10	Intend to proceed with project as proposed

Ongoing Engagement and Research

Staff is currently working with the Project Sponsors listed in the tables above to determine if additional or mitigating data can be provided to better assess these shuttles under current TFCA polices. Staff is also reviewing the legislative record for the authorizing sections of the California Health and Safety Code and the Air District's Clean Air Plan regarding the definitions of "Feeder Buses and Shuttles." The results of these efforts, additional policy analysis and recommendations regarding these projects will be presented to the Committee as part of the review of this agenda item.

BUDGET CONSIDERATION / FINANCIAL IMPACT:

None. Through the TFCA, the Air District distributes “pass-through” funds to public agencies and private entities on a reimbursement basis. Administrative costs for both programs are provided by each funding source.

Respectfully submitted,

Jack P. Broadbent
Executive Director/APCO

Prepared by: Geraldina Grünbaum
Reviewed by: Damian Breen

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Ash Kalra and Members
of the Board of Directors

From: Jack P. Broadbent
Executive Officer/Air Pollution Control Officer

Date: February 25, 2013

Re: Report of the Executive Committee Meeting of February 25, 2013

RECOMMENDED ACTION

The Executive Committee recommends Board of Directors' approval of the following items:

- A) None. Informational item, receive and file.
- B) Approve a remote participation protocol for select Committee meetings, as follows:
 - 1. Allow remote participation by committee members for all committee meetings held in the Air District Headquarters 4th floor Conference Room at 939 Ellis Street in San Francisco, with the exception of Executive Committee and Personnel Committee meetings;
 - 2. The Committee Chair, Vice-Chair or member who will facilitate the meeting must participate in person;
 - 3. Any remote participation for committee meetings will occur only via video-conferencing at identified and secured locations; and
 - 4. Video-conferencing locations will be made available for committee meetings upon direction of the Executive Officer/Air Pollution Control Officer or by request by one or more members of the committee; provided the location(s) is/are available and all legal noticing requirements can be met.
- C) With the concurrence of the Budget and Finance Committee, authorize the Executive Officer to complete necessary documents to finance the purchase of the Air District portion of 390 Main Street, San Francisco, CA under the terms of the Principles of Financing presented to the committee. Completed documents will be presented to the Board for final approval at a subsequent meeting.

BACKGROUND

The Committee met on Monday, February 25, 2013. The Committee received the following reports:

- A) Hearing Board Quarterly Report – October through December 2012

B) Consideration of Remote Participation Protocol for Committee Meetings

C) Update on Joint Regional Agency Co-location at 390 Main Street

Attached are the staff reports presented in the Committee packet.

Chairperson Ash Kalra will give an oral report of the Committee meeting.

BUDGET CONSIDERATION/FINANCIAL IMPACT:

A) None.

B) Funding for this project is included in the Fiscal Year Ending (FYE) 2013 Budget and will be included in the draft FYE 2014 Budget.

C) None at this time. Payment obligations will begin with building occupancy. Costs will be approximately offset by the sale of 939 Ellis Street, including both sale proceeds and termination of operating expenses.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Sean Gallagher

Reviewed by: Ana Sandoval

Attachments

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Ash Kalra and Members of the Executive Committee

From: Chairperson Thomas M. Dailey, M.D., and Members of the Hearing Board

Date: January 28, 2013

Re: Hearing Board Quarterly Report – October through December 2012

RECOMMENDED ACTION

None. Informational item, receive and file.

DISCUSSION

During the fourth quarter of 2012 (October through December), the Hearing Board:

- Held three (3) hearings consisting of one (1) Accusation (3638), two (2) Appeals (both in 3624 – one hearing on request for dismissal based on lack of jurisdiction and evidentiary hearing – day 1 of 2) and zero (0) Variances;
- Processed a total of three (3) orders consisting of zero (0) Accusations, one (1) Appeal (3624 –order denying request for dismissal based on lack of jurisdiction), zero (0) Variances, one (1) Emergency Variance (3643) and one (1) Request for Withdrawal/Dismissal (3642); and
- Collected a total of \$5,534.00.

Below is a detail of Hearing Board activity during the same period:

Location: Contra Costa County; City of Martinez

Docket: 3624 – TESORO REFINING AND MARKETING COMPANY, GOLDEN EAGLE REFINERY (B2758) AND AMORCO TERMINAL (B2759) – *Appeal from Final Major Facility Review Permit issued June 28, 2011*

Regulation(s): Final Major Facility Review Permit

Synopsis: Applicant's Title V Permit must be renewed every two years. Applicable regulations were amended in the interim period and the conditions of the Title V Permit were not amended to conform to same.

Status: Evidentiary hearing, Day 1, held on 12-20-2012 and further hearing scheduled for 01-10-2013.

Period of Variance: N/A

Estimated Excess Emissions: N/A

Fees collected this quarter: \$0

Location: San Mateo County; City of La Honda

Docket: 3638 AIR POLLUTION CONTROL OFFICER OF THE BAY AREA AIR QUALITY MANAGEMENT DISTRICT VS. COSTA LOMA LIMITED CORPORATION, A CALIFORNIA CORPORATION and JAMES A. WILKINSON, A/K/A HIM WILKINSON, INDIVIDUALLY AND D/B/A COSTA LOMA LTD. CORPORATION – *Accusation*

Regulation(s): 2-1-302

Synopsis: Respondent is alleged to operate an unsafe facility with no permit to operate in place or accompanying fees paid.

Status: Evidentiary hearing held 12-06-2012 and Conditional Order for Abatement was granted.

Period of Variance: N/A

Estimated Excess Emissions: N/A

Fees collected this quarter: N/A (action initiated by the Air District)

Location: Contra Costa County; City of Martinez

Docket: 3640 TESORO REFINING AND MARKETING COMPANY – *Application for Regular Variance*

Regulation(s): 8-2-301 regarding compliance with Condition 22070 and Table VII – B.6 of Permit to Operate; 2-6-307; and 2-1-307

Synopsis: Applicant's Hydrogen Plant includes two carbon dioxide removal systems that include carbon dioxide vents, one of which is believed to have measured excess emissions.

Status: Evidentiary hearing postponed to 01-31-2013 from 11-08-2012, upon the stipulated request of the parties.

Period of Variance: N/A

Estimated Excess Emissions: Between 1.34 and 288.9 lb/day carbon over the limit of 15 lb/day.

Fees collected this quarter: \$0

Location: Contra Costa County; City of Concord

Docket: 3641 AIR POLLUTION CONTROL OFFICER OF THE BAY AREA AIR QUALITY MANAGEMENT DISTRICT VS. ALL STAR SERVICE, INC., D/B/A ALL STAR GASOLINE AND KELLY ENGINEER, INDIVIDUALLY AND D/B/A ALL STAR GASOLINE – *Accusation*

Regulation(s): 2-1-302

Synopsis: Respondent is alleged to own and/or operate a gas dispensing facility without a permit to operate since January 1, 2011.

Status: Notice of Withdrawal filed 12-27-2012.

Period of Variance: N/A

Estimated Excess Emissions: N/A

Fees collected this quarter: N/A (action initiated by the Air District)

Location: Santa Clara County; City of San Jose

Docket: 3642 CHEVRON PRODUCTS COMPANY – *Application for Short Variance*

Regulation(s): 8- 33-301.1, 304.2, 307.2 and 309.1; 2-1-307; and Permit A0049, Condition 17038 subsections (2), (4) and (8)

Synopsis: Applicant's San Jose Marketing Terminal is a bulk petroleum loading and distribution terminal used to load trucks to transport fuels to the region's stations and the truck loading racks are subject to vapor control, the systems for which require essential maintenance that will either disrupt operations or will require alternative control methods.

Status: Request for Withdrawal filed 10-29-2012; Order for Dismissal filed 12-06-2012.

Period of Variance: Requested 14 days

Estimated Excess Emissions: Nitrogen oxides 74 lb/day and carbon monoxide 295 lb/day

Fees collected this quarter: \$1,796.00 (filing fee)

Location: Santa Clara County; City of San Jose

Docket: 3643 EQUILON ENTERPRISES LLC D/B/A SHELL OIL PRODUCTS US SAN JOSE TERMINAL – *Application for Emergency Variance*

Regulation(s): 8-5-322

Synopsis: Applicant's bulk storage and loading terminal for petroleum products includes a storage tank, an inspection of which revealed damage to the secondary seal on the floating roof in two locations, and repairs were scheduled to begin 10-31-2012.

Status: Order Denying Emergency Variance filed 12-11-2012.

Period of Variance: Requested 15 days

Estimated Excess Emissions: Volatile organic compounds 1.8 lb/day

Fees collected this quarter: \$747.00 (filing fee)

Location: Solano County; City of Suisun City

Docket: 3644 POTRERO HILLS ENERGY PRODUCERS, LLC, AND DTE BIOMASS ENERGY – *Appeal from Conditions of Authority to Construct Requiring Selective Catalytic Reduction as Best Available Control Technology for the Landfill Gas to Energy Project*

Regulation(s): Conditions of Authority to Construct Requiring Selective Catalytic Reduction as Best Available Control Technology for the Landfill Gas to Energy Project

Synopsis: Appellant requested review of the conditions imposed by the Air District requiring Selective Catalytic Reduction as Best Available Control Technology in issuing an Authority to Construct.

Status: Pro forma hearing on 12-13-2012 was waived and evidentiary hearing scheduled for 02-07-2013, upon the stipulated request of the parties.

Period of Variance: N/A

Estimated Excess Emissions: N/A

Fees collected this quarter: \$2,991.00 (filing fee)

Location: San Mateo County; City of La Honda

Docket: 3645 COSTA LOMA LIMITED CORPORATION – *Application for Regular Variance*

Regulation(s): 8-5-301

Synopsis: Applicant seeks temporary relief for the facility that is the subject of Docket 3638 APCO v. Costa Loma Limited Corporation (see above).

Status: Notice of Withdrawal filed 12-31-2012.

Period of Variance: Requested 235 days

Estimated Excess Emissions: None

Fees collected this quarter: \$0 (Hardship waiver filed)

Respectfully submitted,

Thomas M. Dailey, M.D.
Chair, Hearing Board

Prepared by: Sean Gallagher
Reviewed by: Ana Sandoval

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Ash Kalra and Members
of the Executive Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: February 18, 2013

Re: Consideration of Remote Participation Protocol for Committee Meetings

RECOMMENDED ACTION

Recommend Board of Directors approval of Remote Participation Protocol for select Board of Directors committee meetings.

BACKGROUND

In 2010, the Executive Committee discussed a video-conferencing and teleconferencing protocol for Board of Directors Committee meetings. At the time, Air District staff identified and tested the capabilities of two remote video-conferencing locations, one at the Santa Rosa Junior College in Santa Rosa and the other at the Santa Clara County Building in the City of San Jose.

In August 2010, Air District staff conducted a live test of the video-conferencing capabilities during an Executive Committee meeting. During the meeting, staff and committee members in the Air District's 4th Floor Conference Room successfully communicated with staff at the Santa Rosa and San Jose video conferencing sites simultaneously.

In October 2010, the Executive Committee recommended, and the Board of Directors approved, a protocol that allowed remote participation by committee members via video-conference and teleconference for committee meetings that did not include action items on the meeting agendas.

Chair Kalra has identified video-conferencing as a key goal for the Board of Directors in 2013. Staff suggests the Board revisit the current protocol for video-conferencing and teleconferencing to broaden committee member participation via video-conferencing, while still allowing the committees to effectively conduct the business of the Air District.

DISCUSSION

The following Remote Participation Protocol for committee meetings only is provided for the Executive Committee's consideration:

1. Allow remote participation by committee members for all committee meetings held in the Air District Headquarters 4th floor Conference Room at 939 Ellis Street in San Francisco, with the exception of Executive Committee and Personnel Committee meetings.

2. Any remote participation for committee meetings will occur only via video-conferencing at identified and secured locations.
3. Video-conferencing locations will be made available for committee meetings upon direction of the Executive Officer/APCO or by request by one or more members of the committee; provided the location(s) is/are available and all legal noticing requirements can be met.

Staff will pilot the updated protocol during the second quarter of 2013 and will update the committee during the third quarter of 2013.

Staff intends to utilize the two previously identified video-conferencing locations to pilot this protocol:

North Bay: Santa Rosa Junior College in Santa Rosa

South Bay: County of Santa Clara Building in San Jose

Staff is currently seeking a third video-conferencing location in the East Bay and will inform the Board and Committees once the location has been identified and secured.

BUDGET CONSIDERATION/FINANCIAL IMPACT

Funding for this project is included in the fiscal year ending 2013 Budget and will be included in the draft fiscal year ending 2014 Budget.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Maricela Martinez

Reviewed by: Ana Sandoval

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Ash Kalra and Members of
the Executive Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: February 18, 2013

Re: Update on Joint Regional Agency Co-location at 390 Main Street

RECOMMENDED ACTION

With the concurrence of the Budget and Finance Committee, recommend that the Board of Directors authorize the Executive Officer to complete necessary documents to finance the purchase of the Air District portion of 390 Main Street, San Francisco, CA under the terms of the Principles of Financing presented to the committee. Completed documents will be presented to the Board for final approval at a subsequent meeting.

DISCUSSION

Space planning for the new facility has progressed substantially, and renovation work is already underway.

Staff will review the floor plans, timeline, financing and other topics associated with this move.

Floor plans include a Laboratory on Floor 2, the acquisition of all of Floor 6, co-location of Planning Division personnel on Floor 7, and co-location of Executive Offices on Floor 8.

Current construction plans call for completion as early as fourth quarter of 2014.

Staff will preview terms of financing for the acquisition of the Air District's portion of 390 Main Street. The terms will include an approximate cost of \$29,000,000 for approximately 75,000 square feet.

The Principles of Financing to be presented to the committee include:

- Floating interest rate
- Graduated caps on the interest rate
- Maximum payment obligations of \$1.2 M for the first ten years
- Maximum payment obligations of \$1.37 M for the subsequent years
- Maximum term of obligation is 30 years
- Interest begins to accrue at occupancy
- Remarketing of the obligation leaves Air District terms unchanged

The financing terms anticipate the disposition of 939 Ellis Street with a minimum of \$8,000,000 of the proceeds used to pay down the 390 Main Street acquisition.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None at this time. Payment obligations will begin with building occupancy. Costs will be approximately offset by the sale of 939 Ellis Street, including both sale proceeds and termination of operating expenses.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Jeff McKay

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Ash Kalra and Members
of the Board of Directors

From: Jack P. Broadbent
Executive Officer/Air Pollution Control Officer

Date: February 20, 2013

Re: Report of the Budget and Finance Committee Meeting of February 27, 2013

RECOMMENDED ACTION

With the concurrence of the Executive Committee, recommend that the Board of Directors authorize the Executive Officer to complete necessary documents to finance the purchase of the Air District portion of 390 Main Street, San Francisco, CA under the terms of the Principles of Financing presented to the committee. Completed documents will be presented to the Board for final approval at a subsequent meeting.

BACKGROUND

The Committee met on Wednesday, February 27, 2013. The Committee received the staff report Financing for Joint Regional Agency Co-location at 390 Main Street.

Attached is the staff report presented in the Committee packet.

Chairperson Carole Groom will give an oral report of the meeting.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None at this time. Payment obligations will begin with building occupancy. Costs will be approximately offset by the sale of 939 Ellis Street, including both sale proceeds and termination of operating expenses.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Sean Gallagher
Reviewed by: Ana Sandoval

Attachments

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Carole Groom and Members of
the Budget and Finance Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: February 18, 2013

Re: Financing for Joint Regional Agency Co-location at 390 Main Street

RECOMMENDED ACTION

With the concurrence of the Executive Committee, recommend that the Board of Directors authorize the Executive Officer to complete necessary documents to finance the purchase of the Air District portion of 390 Main Street, San Francisco, CA under the terms of the Principles of Financing presented to the committee. Completed documents will be presented to the Board for final approval at a subsequent meeting.

DISCUSSION

Building renovation is proceeding rapidly at the 390 Main Street property. Air District occupancy will occur as early as fourth quarter 2014. Completion of terms of financing is a prudent course for the Air District.

Staff will describe the terms of financing for the acquisition of the Air District's portion of 390 Main Street. The terms will include an approximate cost of \$29,000,000 for approximately 75,000 square feet.

The Principles of Financing to be presented to the committee include:

- Floating interest rate
- Graduated caps on the interest rate
- Maximum payment obligations of \$1.2 M for the first ten years
- Maximum payment obligations of \$1.37 M for the subsequent years
- Maximum term of obligation is 30 years
- Interest begins to accrue at occupancy
- Remarketing of the obligation leaves Air District terms unchanged

The financing terms anticipate the disposition of 939 Ellis Street with a minimum of \$8,000,000 of the proceeds used to pay down the 390 Main Street acquisition.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None at this time. Payment obligations will begin with building occupancy. Costs will be approximately offset by the sale of 939 Ellis Street, including both sale proceeds and termination of operating expenses.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Jeff McKay

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Ash Kalra and Members
of the Board of Directors

From: Jack P. Broadbent
Executive Officer/APCO

Date: February 27, 2013

Re: Update on Joint Regional Agency Co-location at 390 Main Street

RECOMMENDED ACTION:

Consider authorizing the Executive Officer to complete necessary documents to finance the purchase of the Air District portion of 390 Main Street, San Francisco, CA under the terms of the Principles of Financing presented to the Board. Completed documents will be presented to the Board for final approval at a subsequent meeting.

DISCUSSION

Building renovation is proceeding rapidly at the 390 Main Street property. Air District occupancy will occur as early as fourth quarter 2014. Completion of terms of financing is a prudent course for the Air District.

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BUDGET CONSIDERATION/FINANCIAL IMPACT:

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Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Jeff McKay