



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

BOARD OF DIRECTORS SPECIAL MEETING
AS THE SOLE MEMBER OF
THE BAY AREA CLEAN AIR FOUNDATION
JUNE 15, 2016

A special meeting of the Bay Area Air Quality Management District Board of Directors as the sole member of the Bay Area Clean Air Foundation will be held at 9:45 a.m. in the 1ST floor Board Room of the Bay Area Air Quality Management District's headquarters, 375 Beale Street, San Francisco, California.

**Questions About
an Agenda Item**

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

Meeting Procedures

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

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

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

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

AGENDA

**WEDNESDAY
JUNE 15, 2016
9:45 A.M.**

**BOARD ROOM
1ST FLOOR**

CALL TO ORDER

Chairperson, Eric Mar

1. **Opening Comments
Roll Call
Pledge of Allegiance**

The Chair shall call the meeting to order and make opening comments. The Clerk of the Boards shall take roll of the Board members. The Chair shall lead the Pledge of Allegiance.

2. **Public Comment Period**

(Public Comment on Non-Agenda Items Pursuant to Government Code § 54954.3) Members of the public are afforded the opportunity to speak on any agenda item. All agendas for regular meetings are posted at District headquarters, 375 Beale Street, San Francisco, CA, at least 72 hours in advance of a regular meeting. At the beginning of the regular meeting agenda, an opportunity is also provided for the public to speak on any subject within the Committee's subject matter jurisdiction. Speakers will be limited to three (3) minutes each.

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.

Staff/Phone (415) 749-

3. **Opening Ceremony**

The Chair will welcome the Board of Directors, staff and visitors to the Bay Area Air Quality Management District's new home at the Bay Area Metro Center, 375 Beale Street, San Francisco.

4. **Approval of the Minutes of July 29, 2015**

Clerk of the Boards/5073

The Board of Directors will consider approving the attached draft minutes of the Bay Area Clean Air Foundation meeting of July 29, 2015.

5. **Accept the Bay Area Clean Air Foundation 2015 Annual Report** J. Broadbent/5052
jbroadbent@baaqmd.gov

D. Breen/5041
dbreen@baaqmd.gov

The Board of Directors as the sole member of the Bay Area Clean Air Foundation will consider accepting the Bay Area Clean Air Foundation 2015 Annual Report.

6. **Adoption of the Bay Area Clean Air Foundation's 2016 Budget** J. Broadbent/5052
jbroadbent@baaqmd.gov

J. McKay/4629
jmckay@baaqmd.gov

The Board of Directors will consider adopting the proposed 2016 Budget of the Bay Area Clean Air Foundation.

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

J. McKay/4629
jmckay@baaqmd.gov

The Board of Directors as the sole member of the Bay Area Clean Air Foundation will fill the one vacant seat on the Bay Area Clean Air Foundation's Board of Directors. The Board of Directors will consider appointing Damian Breen to a 2-year term as a director of the Bay Area Clean Air Foundation.

OTHER BUSINESS

8. Adjournment

The Special Board meeting shall be adjourned by the Chair.

CONTACT:

MANAGER, EXECUTIVE OPERATIONS
375 BEALE STREET, SAN FRANCISCO, CA 94105
mmartinez@baaqmd.gov

(415) 749-5016
FAX: (415) 928-8560
BAAQMD homepage:
www.baaqmd.gov

- To submit written comments on an agenda item in advance of the meeting. Please note that all correspondence must be addressed to the “Members of the Board of Directors” and received at least 24 hours prior, excluding weekends and holidays, in order to be presented at that Board meeting. Any correspondence received after that time will be presented to the Board at the following meeting.
- To request, in advance of the meeting, to be placed on the list to testify on an agenda item.

Accessibility and Non-Discrimination Policy

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

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

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

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

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

Any writing relating to an open session item on this Agenda that is distributed to all, or a majority of all, members of the body to which this Agenda relates shall be made available at the District’s offices at 375 Beale Street, Suite 600, San Francisco, CA 94105, at the time such writing is made available to all, or a majority of all, members of that body.

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
375 BEALE STREET, SAN FRANCISCO, CALIFORNIA 94105
FOR QUESTIONS PLEASE CALL (415) 749-5016 or (415) 749-4941

EXECUTIVE OFFICE:
MONTHLY CALENDAR OF AIR DISTRICT MEETINGS

JUNE 2016

Board of Directors Special Meeting as the Sole Member of The Bay Area Clean Air Foundation	Wednesday	15	9:45 a.m.	1st Floor Boardroom
Board of Directors Regular Meeting <i>(Meets on the 1st & 3rd Wednesday of each Month)</i>	Wednesday	15	9:45 a.m.	1st Floor Board Room
Board of Directors Executive Committee <i>(Meets on the 3rd Monday of each Month)</i> - CANCELLED	Monday	20	9:30 a.m.	1st Floor Board Room
Board of Directors Stationary Source Committee <i>(Meets on the 3rd Monday of each Month)</i> - CANCELLED	Monday	20	10:30 a.m.	1st Floor Board Room
Board of Directors Budget & Finance Committee <i>(Meets on the 4th Wednesday of each Month)</i> - CANCELLED	Wednesday	22	9:30 a.m.	1st Floor Board Room
Board of Directors Mobile Source Committee <i>(Meets on the 4th Thursday of each Month)</i> - RESCHEDULED TO JUNE 30, 2016	Thursday	23	9:30 a.m.	1st Floor Board Room
Board of Directors Mobile Source Committee <i>(Meets on the 4th Thursday of each Month)</i>	Thursday	30	9:30 a.m.	1st Floor Board Room

JULY 2016

<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.	1 st Floor Board Room
Board of Directors Executive Committee <i>(Meets on the 3rd Monday of each Month)</i>	Monday	18	9:30 a.m.	1 st Floor Board Room
Advisory Council Meeting <i>(Meets at the Call of the Chair)</i>	Monday	18	10:00 a.m.	1 st Floor Board Room
Board of Directors Stationary Source Committee <i>(Meets on the 3rd Monday of each Month)</i>	Monday	18	10:30 a.m.	1 st Floor Board Room
Board of Directors Regular Meeting <i>(Meets on the 1st & 3rd Wednesday of each Month)</i>	Wednesday	20	9:45 a.m.	1 st Floor Board Room
Board of Directors Climate Protection Committee <i>(Meets on the 3rd Thursday of every other Month)</i>	Thursday	21	9:30 a.m.	1 st Floor Board Room
Board of Directors Budget & Finance Committee <i>(Meets on the 4th Wednesday of each Month)</i>	Wednesday	27	9:30 a.m.	1 st Floor Board Room
Board of Directors Mobile Source Committee <i>(Meets on the 4th Thursday of each Month)</i>	Thursday	28	9:30 a.m.	1 st Floor Board Room
MM – 6/03/16 (6:10 p.m.)				G/Board/Executive Office/Moncal

BAY AREA CLEAN AIR FOUNDATION

Memorandum

To: Chairperson Eric Mar and Members
of the Board of Directors

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

Date: May 24, 2016

Re: Approval of the Minutes of July 29, 2015

RECOMMENDED ACTION

Approve the attached draft minutes of the Board of Directors (Board) Special Meeting as the Sole Member of the Bay Area Clean Air Foundation (Foundation) of July 29, 2015.

DISCUSSION

Attached for your review and approval are the draft minutes of the Board Special Meeting as the Sole Member of the Foundation of July 29, 2015.

Respectfully submitted,

Jack P. Broadbent
President, Bay Area Clean Air Foundation

Prepared by: Heidi Kettler
Reviewed by: Maricela Martinez

Attachment: Draft Minutes of the Board Special Meeting as the Sole Member of the
Foundation of July 29, 2015

AGENDA: 3A – ATTACHMENT

Draft Minutes - Board of Directors Special Meeting as the Sole Member of the Bay Area Clean Air Foundation of July 29, 2015

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

Board of Directors Special Meeting as the Sole
Member of the Bay Area Clean Air Foundation
Wednesday, July 29, 2015

DRAFT MINUTES

Note: Audio and video recordings of the meeting are available on the website of the Bay Area Air Quality Management District at <http://www.baaqmd.gov/about-the-air-district/board-of-directors/resolutionsagendasminutes>.

- 1. CALL TO ORDER:** Chairperson Carole Groom called the meeting to order at 9:48 a.m.

Roll Call:

Present: Chairperson Carole Groom; Vice-Chairperson Eric Mar; and Directors John Avalos, Teresa Barrett, David J. Canepa, John Gioia, David Hudson, Roger Kim (on behalf of Edwin Lee), Nate Miley, Karen Mitchoff, Katie Rice, Mark Ross, Rod Sinks, Jim Spering and Shirlee Zane.

Absent: Secretary Liz Kniss; and Directors Tom Bates, Cindy Chavez, Margaret Fujioka, Scott Haggerty, Jan Pepper and Brad Wagenknecht.

- 2. PUBLIC COMMENT PERIOD:** No requests received.

- 3. Approval of the Minutes of April 2, 2014**

Board of Directors (Board) Comments: None.

Public Comments: No requests received.

Board Action:

Director Canepa made a motion, seconded by Director Mitchoff, to approve the Board Special Meeting as the Sole Member of the Bay Area Clean Air Foundation (Foundation) minutes of April 2, 2014; and the motion carried by the following vote of the Board:

AYES: Avalos, Barrett, Canepa, Gioia, Groom, Hudson, Kim, Mitchoff, Rice, Sinks, Spering and Zane.
NOES: None.
ABSTAIN: None.
ABSENT: Bates, Chavez, Fujioka, Haggerty, Kniss, Mar, Miley, Pepper, Ross and Wagenknecht.

4. Accept the Foundation 2014 Annual Report

Jack Broadbent, Executive Officer/Air Pollution Control Officer (APCO), introduced the topic and Damian Breen, Deputy APCO (DAPCO), who gave the staff presentation *Foundation Annual Report*, including background; Foundation activities; City Car Share – Reformulated Gasoline (RFG) Settlement Fund Grant; Oakley Generating Station Emissions Mitigation Fund; Shore Terminals Plea Agreement Funding; and recommendation.

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

The Board and staff discussed, at slide 5, *City Car Share – RFG Settlement Fund Grant*, the availability of more detailed data. Director Groom asked staff to deliver a white paper to the full Board in response.

Mr. Breen concluded the presentation.

Board Comments:

The Board and staff discussed the identity and nature of the opposition to the Oakley project.

Board Action:

Directors Sinks made a motion to accept the 2014 Annual Report of the Foundation.

Board Comments (continued):

The Board and staff discussed the success of community choice aggregations in Marin and Sonoma counties and the permitting process for the proposed power facility in Oakley.

Public Comments: No requests received.

Board Action (continued):

Director Gioia seconded the motion to accept the 2014 Annual Report of the Foundation; and the motion carried by the following vote of the Board:

AYES: Avalos, Barrett, Canepa, Gioia, Groom, Hudson, Kim, Mitchoff, Rice, Sinks, Spering and Zane.
NOES: None.
ABSTAIN: None.
ABSENT: Bates, Chavez, Fujioka, Haggerty, Kniss, Mar, Miley, Pepper, Ross and Wagenknecht.

5. Adoption of the Foundation's 2015 Budget

Jeff McKay, DAPCO, gave the staff presentation *Foundation*, including revenues and expenditures.

NOTED PRESENT: Vice-Chairperson Mar and Director Miley were noted present at 9:59 a.m.

Board Comments:

The Board and staff discussed the number of electric cars in the Air District fleet; line items *Use of Prior Year Cash Balance, Tax Filing Services and Insurance Premium*; the ultimate fate of revenue in excess of expenditures; and a request for supplemental information relative to the insurance premium for the sake of clarification.

Public Comments: No requests received.

Board Action:

Director Mitchoff made a motion, seconded by Director Hudson, to approve adoption of the Foundation's 2015 Budget; and the motion carried by the following vote of the Board:

AYES: Avalos, Barrett, Canepa, Gioia, Groom, Hudson, Kim, Mar, Miley, Mitchoff, Rice, Ross, Sinks, Spering and Zane.
NOES: None.
ABSTAIN: None.
ABSENT: Bates, Chavez, Fujioka, Haggerty, Kniss, Pepper, and Wagenknecht.

6. Appoint One Director to the Foundation's Board of Directors

Mr. Broadbent delivered the staff memorandum *Appoint One Director to the Foundation's Board of Directors*, including background, budget consideration / financial impact, and recommended action.

Board Comments: None.

Public Comments: No requests received.

Board Action:

Director Hudson made a motion, seconded by Director Ross, to appoint Kraig Kurucz to a two-year term as director of the Foundation; and the motion carried by the following vote of the Board:

AYES: Avalos, Barrett, Canepa, Gioia, Groom, Hudson, Kim, Mar, Miley, Mitchoff, Rice, Ross, Sinks, Spering and Zane.
NOES: None.
ABSTAIN: None.
ABSENT: Bates, Chavez, Fujioka, Haggerty, Kniss, Pepper, and Wagenknecht.

OTHER BUSINESS

7. **Time and Place of Next Meeting:** At the call of the Chairperson.

8. **Adjournment:** The Board meeting adjourned at 10:04 a.m.

Sean Gallagher
Clerk of the Boards

BAY AREA CLEAN AIR FOUNDATION

Memorandum

To: Chairperson Eric Mar and Members
of the Board of Directors

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

Date: May 24, 2016

Re: Accept the Bay Area Clean Air Foundation 2015 Annual Report

RECOMMENDED ACTION

Accept the 2015 Annual Report of the Bay Area Clean Air Foundation.

BACKGROUND

The Board of Directors, at its July 9, 2008 meeting, approved the establishment of an Air District foundation. In September 2008, the Bay Area Clean Air Foundation (“Foundation”) was established. Pursuant to the Foundation’s Bylaws, the directors of the Foundation are to send an annual report to the Air District’s Governing Board of Directors. The Foundation’s directors and officers recommend that the Air District’s Governing Board accept the Foundation’s 2015 Annual Report, which is attached hereto.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None.

Respectfully submitted,

Jack P. Broadbent
President, Bay Area Clean Air Foundation

Prepared by: Karen Scholnick
Reviewed by: Damian Breen

Attachment: 2015 Annual Report of the Bay Area Clean Air Foundation

Bay Area Clean Air Foundation

2015 Annual Report

1. Background

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

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

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

Directors and Officers

The Directors of the Foundation are as follows:

Jack Broadbent
Kraig Kurucz
Jeffrey McKay

The Foundation's staff is as follows:

Jack Broadbent, President
Kraig Kurucz, Vice President
Jeffrey McKay, Secretary and Chief Financial Officer

2. Report on the Foundation's Activities

This report provides the Foundation Directors the proposed budget for 2016, the financial report for the prior fiscal year, and an update on the activities related to funds received for two separate projects including:

- Project 1: Electric Vehicle (EV) Charging Demo Program - Reformulated Gasoline (RFG) Settlement Fund Grant; and
- Project 2: The Faria Preserve Residential Development (Faria) Project

Project 1: EV Charging Demo Program - Reformulated Gasoline (RFG)

Project Background

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

In order to support Bay Area public agencies' efforts to green their fleets and to deploy charging infrastructure in their communities, the BACAF, in partnership with the Bay Area Air Quality Management District (Air District), submitted an application to the RFG's Open Grants Program on February 5, 2015, requesting \$500,000 in remaining RFG funds for an electric vehicle charging station incentive program.

On May 12, 2015, the U.S. District Court approved a grant under the RFG Open Grants Program whereby the BACAF, contracting with the Air District, will develop and implement an Electric Vehicle Charging Demo Program (EV Charging Demo Program). This program is designed to: (a) provide up to \$450,000 in RFG funds that would be matched with the Air District's Transportation Fund for Clean Air (TFCA) funding for the installation of publicly available electric vehicle charging stations; (b) following installation, collect data to measure environmental, economic and operating benefits; (c) publish a White Paper to include a summary, key features, benefits of, and lessons learned from this grant; and (d) share Program results with local governments, air districts, and other entities with an interest in the deployment of electric vehicle infrastructure. Up to \$50,000 of the RFG funds may be used to pay for administration costs and for the development of the White Paper.

Discussion

The EV Charging Demo Program will provide significant grant funding to public agencies that install electric vehicle charging stations along major transportation corridors, at workplaces, and at key destinations. The RFG funds will be matched with funds from the Air District's TFCA funded Charge! Program. The EV Charging Demo Program prioritizes projects that are "shovel-ready," that help to expand the region's charging network, and that are located in Air District-designated Community Air Risk Evaluation (CARE) Areas. At least 25% of RFG funding, (\$112,500,) is reserved for projects in CARE Areas. Only public entities are eligible to apply and funds are awarded through a competitive grant application process.

The Air District released the Program guidance and opened a call for projects on August 18, 2015. The call for projects was scheduled to close on October 8, 2015; however, since the program was not oversubscribed by that date the solicitation deadline was extended to December 18, 2015.

During the solicitation period, a total of four application workshops were held online via webinar on August 26, September 3, November 5, and December 9. As of the deadline of December 18, the Air District received 17 applications, requesting a total of \$2.6 million in grant funds, of which approximately \$1.2 million were RFG funds.

Applications were evaluated, scored, and ranked based the proposed project's cost-effectiveness, readiness, percentage of chargers open to the public, and whether the station expands the region's coverage of publicly available chargers. Three lower scoring projects were ranked higher to meet the requirement that 25% of RFG funding be reserved for projects in CARE Areas.

On February 17, 2016, the Air District's Board of Directors approved awards to nine projects with full funding to the seven highest ranked projects and partial funding for the next two highest ranked projects. The total amount of funds awarded was \$1,142,233, of which \$692,233 is from TFCA and \$450,000 is from RFG Settlement Funds. The Board also approved the creation of a contingency list consisting of four projects that were found eligible, but did not rank high enough for award; this list can be used in the event that any projects on the recommended list do not proceed or are completed under budget.

Air District staff is in the process of preparing contracts for the nine awarded projects, and is working to have those contracts executed in May 2016. All of the EV Charging Demo Program stations are required to be installed by March 2017 and operate for a minimum of three years.

The nine projects that were awarded funding will install a total of 92 charging stations at 23 locations throughout the Bay Area and are estimated to, over a three-year period, reduce 1.3 tons of criteria pollutant emissions, more than 2,500 tons of greenhouse gas emissions, and gasoline usage by approximately 300,000 gallons.

Next Steps

Air District staff is in the process of preparing contracts for the nine awarded projects, and is working to have those contracts executed in May 2016. All of the EV Charging Demo Program stations are required to be installed by March 2017 and operate for a minimum of three years. During the operational period, project sponsors will be reporting detailed usage information to the Air District who will use that information to develop the white paper and share best practices and lessons learned with other public agencies and EV stakeholders.

Project 2: The Faria Preserve Residential Development (Faria) Project

Project Background

The City of San Ramon (City) and the applicant for a land use development project within the City approached the Air District and the Clean Air Foundation (Foundation) for assistance in administering an off-site mitigation program to obtain emission reductions from sources not required by law to reduce their emissions. The Faria Preserve Residential Development (Faria) project will construct 738 residential units and a 12-acre community park on a site located within the City. During the environmental review process for the project, the City identified potentially significant air quality impacts associated with emissions during construction activity. The City conditioned the project to obtain the necessary emission reductions through an off-site mitigation program.

Discussion

The applicant provided \$89,756.95 to the Foundation in 2015 to mitigate Phase 1 construction emissions, including both mitigation project and administrative costs. The Foundation and the Air District will apply these funds to existing incentive programs to obtain emission reductions. The project applicant and the Foundation are currently working on a Memorandum of Understanding on how these funds will be administered.

BAY AREA CLEAN AIR FOUNDATION

Memorandum

To: Chairperson Eric Mar and Members
of the Board of Directors

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

Date: May 24, 2016

Re: Adoption of the Bay Area Clean Air Foundation's 2016 Budget

RECOMMENDED ACTION

Approve adoption of the Bay Area Clean Air Foundation's 2016 Budget.

BACKGROUND

Pursuant to the Foundation's Bylaws, the Air District's Board of Directors, as Sole Member of the Foundation, is required to approve the adoption of an annual budget by the Foundation. The Foundation's directors and officers recommend that the Air District's Governing Board approve adoption of the Foundation's 2016 Budget, which is attached hereto.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None.

Respectfully submitted,

Jack P. Broadbent
President, Bay Area Clean Air Foundation

Prepared by: Stephanie Osaze

Reviewed by: Jeff McKay

Attachment A: 2015 Annual Report for the Bay Area Clean Air Foundation

Attachment B: 2016 Budget for the Bay Area Clean Air Foundation

Bay Area Clean Air Foundation

2015 Annual Report

Addendum: Financial Summary

Financial Summary

As of December 31, 2015, the Foundation had a cash balance of \$897,789.68. Following is an accounting of the Foundation's operations for the 2015 calendar year:

January 1, 2015	Beginning Cash Balance	<u>\$806,858.62</u>
	Revenue from Operations	
	Off-Site Mitigation	89,756.95
	General Fund/TFCA Subsidy	10,457.36
	Interest Income	1,224.11
	Operating Expenses	
	Administrative Overhead/Support	5,852.61
	Tax Filing Services	2,892.75
	Insurance	1,712.00
	Other Charges	50.00
December 31, 2015	Ending Balance	<u>\$897,789.68</u>

**BAY AREA
CLEAN AIR
FOUNDATION**

Proposed Budget Calendar Year 2016

Revenues/Sources

Interest Income	\$	1,000
General Fund Subsidy	\$	12,150
Use of Prior Year Cash Balance	\$	96,595
Total Revenues/Sources	\$	109,745

Expenditures

Administrative Overhead/Support	\$	7,000
Program/Project Distributions	\$	97,595
Tax Filing Services	\$	3,000
Insurance Premium	\$	2,000
Other Charges	\$	150
Total Expenditures	\$	109,745

BAY AREA CLEAN AIR FOUNDATION

Memorandum

To: Chairperson Eric Mar and Members
of the Board of Directors

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

Date: May 24, 2016

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

RECOMMENDATION

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

- 1) Appoint Damian Breen as a Director of the Bay Area Clean Air Foundation, replacing the outgoing Director, Jack Broadbent.

BACKGROUND

Pursuant to the By-Laws of the Bay Area Clean Air Foundation, Directors of the Foundation serve two-year terms. The By-Laws further provide that a Foundation Director may serve no more than three consecutive two-year terms, but may serve again after taking a one-year hiatus. Jack Broadbent, Executive Officer/APCO of the Bay Area Air Quality Management District, has reached the end of his allowed three two-year terms. The Board of the Foundation recommends that Bay Area Air District Deputy Air Pollution Control Officer, Damian Breen, be appointed to fill the Director seat vacated by Mr. Broadbent reaching the end of his allowed consecutive terms.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None.

Respectfully submitted,

Jack P. Broadbent
President, Bay Area Clean Air Foundation

Prepared by: Heidi Kettler
Reviewed by: Maricela Martinez