



BAY AREA  
AIR QUALITY  
MANAGEMENT  
DISTRICT

**BOARD OF DIRECTORS AS THE SOLE MEMBER OF THE  
BAY AREA CLEAN AIR FOUNDATION  
MEETING  
April 5, 2023**

**MEETING LOCATION(S) FOR IN-PERSON ATTENDANCE BY  
BOARD MEMBERS AND MEMBERS OF THE PUBLIC**

**Main Meeting Location:**

**Bay Area Metro Center  
1st Floor Board Room or Yerba Buena Room  
375 Beale Street, San Francisco, CA 94105**

**In-Person Remote Teleconference Location(s):**

**Office of Contra Costa County Supervisor John Gioia  
Conference Room  
11780 San Pablo Ave., Suite D  
El Cerrito, CA 94530**

**City of Palo Alto City Hall  
250 Hamilton Ave., 7th Floor  
Palo Alto, CA 94301**

**Office of Alameda County Supervisor David Haubert  
4501 Pleasanton Ave.  
Pleasanton, CA 94566**

**Santa Rosa Junior College Campus  
Doyle Library, Room 148  
1501 Mendocino Ave.  
Santa Rosa, CA, 95401**

**THE FOLLOWING STREAMING OPTIONS WILL ALSO BE PROVIDED**

**These streaming options are provided for convenience only. In the event that streaming connections malfunction for any reason, the Sole Member of the Bay Area Clean Air Foundation reserves the right to conduct the meeting without remote webcast and/or Zoom access.**

**The public may observe this meeting through the webcast by clicking the link available on the air district's agenda webpage at [www.baaqmd.gov/bodagendas](http://www.baaqmd.gov/bodagendas).**

**Members of the public may participate remotely via Zoom at <https://bayareametro.zoom.us/j/89591465318> , or may join Zoom by phone by dialing (669) 900-6833 or (408) 638-0968. The Webinar ID for this meeting is: 895 9146 5318**

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

WEDNESDAY, APRIL 5, 2023

8:30 AM

1. **Call to Order - Roll Call**

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

2. **Pledge of Allegiance**

3. **Public Meeting Procedure**

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

***Public Comment on Agenda Items:** The public may comment on each item on the agenda as the item is taken up. Members of the public who wish to speak on a matter on the agenda will have two minutes each to address the Board on that agenda item, unless a different time limit is established by the Chair. No speaker who has already spoken on an item will be entitled to speak to that item again.*

**CONSENT CALENDAR (Item 4)**

4. Approval of the Minutes of the Board of Directors Special Meeting as the Sole Member of the Bay Area Clean Air Foundation of March 16, 2022

*The Board will consider approving the attached draft minutes of the Board of Directors Special Meeting as the Sole Member of the Bay Area Clean Air Foundation of March 16, 2022.*

**ACTION ITEM(S) (Items 5-7)**

5. Accept the Bay Area Clean Air Foundation 2022 Annual Report

*This is an action item to recommend the Board of Directors as the Sole Member of the Clean Air Foundation consider accepting the 2022 Annual Report of the Bay Area Clean Air Foundation, and will be presented by Minda Berbeco, Manager in the Strategic Incentives Division.*

6. Adoption of the Bay Area Clean Air Foundation's 2024 Budget

*This is an action item to recommend the Board of Directors as the Sole Member of the Bay Area Clean Air Foundation consider adopting the proposed 2024 Budget of the Bay Area Clean Air Foundation, and will be presented by Stephanie Osaze, Air District Director of Finance and Chief Financial Officer of the Bay Area Clean Air Foundation.*

7. Appoint Directors to the Bay Area Clean Air Foundation's Board of Directors

*This is an action item to recommend the Board of Directors as the Sole Member of the Bay Area Clean Air Foundation (Foundation) to consider reappointing Directors Karen Schkolnick and Dr. Regan Patterson to the Foundation's Board of Directors for their second two-year term, and will be presented by Lisa Fasano, Air District External Affairs Officer and Secretary of the Bay Area Clean Air Foundation.*

**OTHER BUSINESS**

8. Public Comment on Non-Agenda Matters

*Pursuant to Government Code Section 54954.3, members of the public who wish to speak on matters not on the agenda will be given an opportunity to address the Board of Directors. Members of the public will have two minutes each to address the Board, unless a different time limit is established by the Chair.*

9. Board Member 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)*

10. Adjournment

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

**CONTACT:**

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

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

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

**Accessibility and Non-Discrimination Policy**

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

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

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

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

Questions regarding this Policy should be directed to the Air District's Non-Discrimination Coordinator, Suma Peesapati, at (415) 749-4967 or by email at [spesapati@baaqmd.gov](mailto:spesapati@baaqmd.gov).

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

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

**APRIL 2023**

<b><u>TYPE OF MEETING</u></b>	<b><u>DAY</u></b>	<b><u>DATE</u></b>	<b><u>TIME</u></b>	<b><u>ROOM</u></b>
<b>Board of Directors Special Meeting as the Sole Member of the Bay Area Clean Air Foundation</b>	<b>Wednesday</b>	<b>5</b>	<b>8:30 a.m.</b>	<b>1<sup>st</sup> Floor Board Room</b>
<b>Board of Directors Meeting</b>	<b>Wednesday</b>	<b>5</b>	<b>9:00 a.m.</b>	<b>1<sup>st</sup> Floor Board Room</b>
<b>Board of Directors Legislative Committee</b>	<b>Wednesday</b>	<b>5</b>	<b>10:00 a.m.</b>	<b>1<sup>st</sup> Floor Board Room</b>
<b>Board of Directors Finance &amp; Administration Committee</b>	<b>Wednesday</b>	<b>5</b>	<b>1:00 p.m.</b>	<b>1<sup>st</sup> Floor Board Room</b>
<b>Board of Directors Stationary Source and Climate Impacts Committee</b>	<b>Wednesday</b>	<b>12</b>	<b>10:00 a.m.</b>	<b>1<sup>st</sup> Floor, Yerba Buena and Ohlone Rooms</b>
<b>Board of Directors Mobile Source and Climate Impacts Committee</b>	<b>Wednesday</b>	<b>12</b>	<b>1:00 p.m.</b>	<b>1<sup>st</sup> Floor, Yerba Buena and Ohlone Rooms</b>
<b>Board of Directors Meeting</b>	<b>Wednesday</b>	<b>19</b>	<b>9:00 a.m.</b>	<b>1<sup>st</sup> Floor Board Room</b>
<b>Board of Directors Community Equity, Health and Justice Committee</b>	<b>Wednesday</b>	<b>19</b>	<b>1:00 p.m.</b>	<b>1<sup>st</sup> Floor Board Room</b>

HL 3/29/2023 – 2:10 p.m.

G/Board/Executive Office/Moncal

**BAY AREA AIR QUALITY MANAGEMENT DISTRICT**

Memorandum

To: Chairperson John J. Bauters and Members  
of the Board of Directors

From: Philip M. Fine  
President, Bay Area Clean Air Foundation

Date: April 5, 2023

Re: Approval of the Minutes of the Board of Directors Special Meeting as the Sole  
Member of the Bay Area Clean Air Foundation of March 16, 2022

RECOMMENDED ACTION

Approve the attached draft minutes of the Board of Directors Special Meeting as the Sole  
Member of the Bay Area Clean Air Foundation of March 16, 2022.

BACKGROUND

None.

DISCUSSION

Attached for your review and approval are the draft minutes of the Board of Directors Special  
Meeting as the Sole Member of the Bay Area Clean Air Foundation of March 16, 2022.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None.

Respectfully submitted,

Philip M. Fine  
Executive Officer/APCO

Prepared by: Marcy Hiratzka  
Reviewed by: Vanessa Johnson

ATTACHMENTS:

1. Draft Minutes of the Board of Directors Special Meeting as the Sole Member of the Bay Area Clean Air Foundation meeting of March 16, 2022



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

Board of Directors Special Meeting as the  
Sole Member of the Bay Area Clean Air Foundation  
Wednesday, March 16, 2022

**This meeting was conducted under procedures authorized by Assembly Bill 361. Members of the Board of Directors participated by teleconference.**

### **DRAFT MINUTES**

- 1. PUBLIC MEETING PROCEEDURE (OUT OF ORDER, ITEM 3)**
- 2. CALL TO ORDER (ITEM 1)**

Board of Directors (Board) Chairperson Karen Mitchoff called the meeting to order at 8:30 a.m.

#### **Roll Call:**

Present: Chairperson Karen Mitchoff; Vice Chair John Bauters; Secretary Davina Hurt; and Directors Abe-Koga, Teresa Barrett; David Canepa, Cindy Chavez, Rich Constantine, Pauline Russo-Cutter, John Gioia, Erin Hannigan, David Haubert, Lynda Hopkins, David Hudson, Tyrone Jue, Rob Rennie, Katie Rice, Mark Ross, Brad Wagenknecht, Shamann Walton, and Lori Wilson.

Absent: Directors Carole Groom, Myrna Melgar, and Nate Miley.

- 3. PLEDGE OF ALLEGIANCE (ITEM 2)**
- 4. APPROVAL OF THE MINUTES OF THE BOARD OF DIRECTORS SPECIAL MEETING AS THE SOLE MEMBER OF THE BAY AREA CLEAN AIR FOUNDATION MEETING OF SEPTEMBER 1, 2021.**

#### Public Comments

No requests received.

#### Board Comments

None.

Board Action

Director Cutter made a motion, seconded by Director Chavez, to **approve** the Minutes of September 1, 2021; and the motion **carried** by the following vote of the Board:

AYES: Abe-Koga, Barrett, Bauters, Canepa, Chavez, Constantine, Cutter, Hannigan, Haubert, Hopkins, Hudson, Hurt, Jue, Mitchoff, Rennie, Rice, Ross, Walton, Wagenknecht, and Wilson.  
NOES: None.  
ABSTAIN: None.  
ABSENT: Gioia, Groom, Melgar, Miley.

**5. OVERVIEW OF THE BAY AREA CLEAN AIR FOUNDATION**

Damian Breen, Senior Deputy Executive Officer (SDEO) of Operations, gave the staff presentation, *Bay Area Clean Air Foundation Overview*, including: overview; genesis and formation of Bay Area Clean Air Foundation (BACAF); BACAF structure and operations; historic projects; 2020 review; next steps; and branding and website.

NOTED PRESENT: Director Gioia was noted present at 8:41 a.m.

Public Comments

No requests received.

Board Comments

The Committee and staff discussed whether it would be possible to obtain state and federal fire program funds without the presence of the Foundation; the awareness campaigns the Foundation participates in and the resulting donations; the purpose and goals of federal fire funds and their distribution; the desire to support fire prevention grassroots efforts of organizations in disadvantaged communities; the aspects of wildfires that the Foundation is focusing on; and how the Air District's Filtration Program differs from wildfire risk reduction.

Board Action

None; receive and file.

**6. ACCEPT THE BAY AREA CLEAN AIR FOUNDATION 2021 ANNUAL REPORT**

Karen Schkolnick, Director of Strategic Incentives, gave the staff presentation *BACAF 2021 Annual Report*, including: outcome; outline; requested action; background; programmatic update - prior-year update; programmatic update - new funding opportunities; programmatic update - related Santa Clara project results; and recommendation.

Public Comments

No requests received.

Board Comments

The Board and staff discussed whether the policy of the Foundation is that emission reduction mitigation projects remain within the nine Bay Area counties; and the location of Shoreline Terminal, and if it is located outside of the Bay Area, whether the project would be ineligible.

Board Action

Chair Mitchoff requested the vote be taken with Agenda Item 7 (see Board Action section in Item 7).

**7. ADOPTION OF THE BAY AREA CLEAN AIR FOUNDATION'S 2023 BUDGET**

Stephanie Osaze, Director of Finance, gave the staff presentation *BACAF 2021 Financial Summary and 2023 Proposed Budget*, including: outcome; outline; requested action; 2021 financial summary; 2023 Proposed Budget; and feedback requested/prompt.

Public Comments

No requests received.

Board Comments

None

Board Action

Director Hudson made a motion, seconded by Director Cutter, to **accept** the 2021 BACAF Annual Report (Item 6); and **adopt** the Proposed 2023 BACAF Budget (Item 7); and the motion **carried** by the following vote of the Committee:

- AYES: Abe-Koga, Barrett, Bauters, Chavez, Constantine, Cutter, Gioia, Hannigan, Haubert, Hopkins, Hudson, Hurt, Jue, Mitchoff, Rennie, Rice, Ross, Wagenknecht, Walton; Wilson.
- NOES: None.
- ABSTAIN: None.
- ABSENT: Canepa, Groom, Melgar, Miley.

**8. REAPPOINT A DIRECTOR TO THE BAY AREA CLEAN AIR FOUNDATION'S BOARD OF DIRECTORS**

Chairperson Mitchoff reported that Veronica Eady, Senior Executive Director of Policy and Equity, had been appointed to serve the final year of Damian Breen's third two-year term as a Foundation Director, and needed to be considered for a second two-year term.

Public Comments

No requests received.

Board Comments

None.

Board Action

Director Hudson made a motion, seconded by Director Wagenknecht, to **reappoint** Veronica Eady to a second two-year term as a Director of the Bay Area Clean Air Foundation; and the motion carried by the following vote of the Board:

AYES: Abe-Koga, Barrett, Bauters, Chavez, Constantine, Cutter, Gioia, Hannigan, Haubert, Hopkins, Hudson, Hurt, Jue, Mitchoff, Rennie, Rice, Ross, Wagenknecht, Walton; Wilson.  
NOES: None.  
ABSTAIN: None.  
ABSENT: Canepa, Groom, Melgar, Miley.

**OTHER BUSINESS**

**9. PUBLIC COMMENT ON NON-AGENDA MATTERS**

No requests received.

**10. BOARD MEMBERS' COMMENTS**

None.

**11. ADJOURNMENT**

The meeting adjourned at 9:12 a.m.

Luis Espino  
Acting Clerk of the Boards

**BAY AREA AIR QUALITY MANAGEMENT DISTRICT**

Memorandum

To: Chairperson John J. Bauters and Members  
of the Board of Directors

From: Philip M. Fine  
President, Bay Area Clean Air Foundation

Date: April 5, 2023

Re: Accept the Bay Area Clean Air Foundation 2022 Annual Report

RECOMMENDED ACTION

Recommend the Board of Directors as a sole Member of the Bay Area Clean Air Foundation accept the 2022 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 2009, the Bay Area Clean Air Foundation (Foundation) was established. 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."

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.

DISCUSSION

The Foundation's directors and officers recommend that the Air District's Governing Board accept the Foundation's 2022 Annual Report, which is attached hereto.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None.

Respectfully submitted,

Philip M. Fine  
Executive Officer/APCO

Prepared by: Aloha de Guzman  
Reviewed by: Randi Wallach and Karen Schkolnick

ATTACHMENTS:

1. Annual Report of the 2022 Bay Area Clean Air Foundation



# **BAY AREA CLEAN AIR FOUNDATION**

## **2022 ANNUAL REPORT**

### **1. Background**

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

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

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

### **Directors and Officers**

The Directors of the Foundation in calendar year 2022 were as follows:

Veronica Eady  
Regan Patterson, PhD  
Karen Schkolnick

The Foundation’s Officers in calendar year 2022 were as follows:

#### **August – December 2022**

- Sharon Landers, President
- Damian Breen, Secretary
- Stephanie Osaze, CFO
- Randi Wallach, General Counsel

**January - August 2022**

- Jack Broadbent, President
- Jeff McKay, Secretary and CFO
- Randi Wallach, General Counsel

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

This report provides a summary of the proposed budget for 2024, the financial report for the prior fiscal year, and the programmatic activities related to funds received.

**Programmatic Update:**

In 2022, the Foundation continued to explore opportunities for raising funds for clean air projects and to manage prior year awarded revenue.

***Status of Prior-year Revenue and Active Projects:***

As of December 31, 2022, 8 active projects totaling \$763,226 of funds awarded in prior years were being monitored for placing approved equipment into service and operation.

Table 1 below shows the status of the 8 active projects funded by the RFG.

**Table 1.** Summary of All Projects and Applications from RFG funding

<b>Project Sponsor</b>	<b>RFG Funds Awarded</b>	<b>Description</b>	<b>Status</b>	<b>Location</b>
Wyse Logistics	\$40,200	3 forklifts and 1 terminal tractor	Contracted on 2/4/2019. Amended on 11/13/19 and 1/28/20. Equipment in service.	Oakland
Hayward Unified School District	\$94,000	45 electric vehicle charging stations	Contracted on 1/11/19. Amended on 7/16/21. Equipment in service.	Hayward
EVgo Services	\$389,400	8 electric vehicle charging stations	Contracted on 10/10/19. Amended on 11/2/20, 10/25/21, 6/8/22 and 1/4/23. Equipment to be operational by Fall 2023.	Oakland
Oakland Maritime Services	\$39,400	1 terminal tractor	Contracted on 8/13/19. Equipment in service.	Oakland
GSC Logistics	\$80,000	1 terminal tractor	Contracted on 9/24/19. Equipment in service.	Oakland
Another Corporate ISP LLP (DBA Monkeybrains ISP)	\$14,940	4 electric vehicles	Contracted on 2/24/2020. Amended on 12/2/21. Equipment in service.	Oakland
Oakland Pallet Company	\$80,000	1 terminal tractor	Contracted on 1/7/2020. Amended on 10/25/21. Equipment in service.	San Lorenzo
Alameda County	\$25,286	4 electric vehicles	Contracted on 8/6/2020. Amended on 9/14/21. Equipment in service.	Oakland
CASS, Inc.	\$102,390		Withdrawn by project sponsor	



Zūm Services, Inc.	\$173,800		Withdrawn by project sponsor	
City of Berkeley	\$67,214		Withdrawn by project sponsor	
<b>Active Projects under contract:</b>	<b>\$763,226</b>			

**Other Updates:**

A new logo was created, and a new website was launched that contains information about the Foundation’s mission, board members and accomplishments. This includes reports on previously funded projects. <https://foundation.baaqmd.gov>

**2023 Workplan:**

As of January 1, 2023, the Foundation, in partnership with the Air District, continues to monitor the progress of previously awarded projects, process reimbursement requests for projects that have completed the purchase of new equipment, and monitor progress reports of projects that are in the operational phases.

In addition, there is approximately \$665,968 available for award from prior-year revenue including \$257,194 from a settlement with Shoreline Terminals LLC, and \$408,774 from an award by the Reformulated Settlement Fund (RFG). The Foundation, in partnership with the Air District, will be working to identify projects that qualify for remaining RFG and Shoreline Terminal funds in 2023.

Additionally, the Foundation, in partnership with the Air District, will also be available to offer the option of offsets for offsite CEQA mitigation on a case-by-case basis for new development projects that may exceed Air District established CEQA thresholds that cannot be feasibly fully mitigated on-site. In these situations, the Foundation and the Air District work to determine the project(s) best suited based on criteria including air pollutants to be reduced, project site location, cost-effectiveness, and other considerations. Staff also work to identify projects that are closest to where emissions exceedances may be occurring and, whenever possible, to prioritize project funding to benefit communities with the highest rates of air pollution.

Courts have recently ruled that emissions reductions from offset programs must be

- ✓ Real and permanent
- ✓ Voluntary, surplus, and not otherwise required
- ✓ Quantifiable

An example of a recently completed offset project is the Related Santa Clara development that contracted with the Foundation to help offset up to one ton of potential excess unmitigable NOx emissions from construction of a mixed-use development in Santa Clara from the construction of a new multi-phased, mixed-use development. On December 22, 2021, the developer transferred \$50,000 to the Foundation, including \$5,000 for administrative costs and up to \$45,000 for direct project costs. This contract resulted in

the dismantling of 32 1997-and-older-model year vehicles that were registered to residents of Santa Clara and San Mateo counties through the Air District's vehicle buyback program. The developer subsequently notified the Foundation that no exceedance occurred in either 2021 or 2022.

This past year, the Foundation was contacted by a company that was considering donating air filtration units. The project did not move forward, but staff will continue to look out for this type of project to evaluate moving forward.

**BAY AREA AIR QUALITY MANAGEMENT DISTRICT**

Memorandum

To: Chairperson John J. Bauters and Members  
of the Board of Directors

From: Philip M. Fine  
President, Bay Area Clean Air Foundation

Date: April 5, 2023

Re: Adoption of the Bay Area Clean Air Foundation's 2024 Budget

RECOMMENDED ACTION

Recommend the Board of Directors as the Sole Member of the Bay Area Clean Air Foundation (Foundation) approve the adoption of the Bay Area Clean Air Foundation's proposed 2024 Budget.

BACKGROUND

Pursuant to the Foundation's Bylaws, the Air District's Board of Directors, as the 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 the adoption of the Foundation's 2024 Budget, which is attached hereto.

DISCUSSION

None.

BUDGET CONSIDERATION/FINANCIAL IMPACT

The 2024 proposed budget totals \$15,800, of which \$10,600 is a subsidy from the Air District's General Fund to support ongoing administrative expenditures to operate the Foundation.

Respectfully submitted,

Philip M. Fine  
Executive Officer/APCO

Prepared by: Stephanie Osaze

ATTACHMENTS:

1. Bay Area Clean Air Foundation 2022 financial summary
2. Bay Area Clean Air Foundation 2024 Proposed Budget

# Bay Area Clean Air Foundation

## 2022 Annual Report

### Addendum: Financial Summary

#### Financial Summary

As of December 31, 2022, the Foundation had a cash balance of \$972,144.38. Following is an accounting of the Foundation's operations for the 2022 calendar year:

	Reformulated Gas Funds	Shoreline Terminal	Air District Subsidy	Total
<b>January 1, 2022 Beginning Cash Balance</b>	610,311.73	257,080.78	-	<b>867,392.51</b>
<b>Revenue from Operations</b>				
Interest Income	57.33	143.54	-	<b>200.87</b>
Funds Received	149,626.00	-	48,748.97	<b>198,374.97</b>
<b>Total Revenue</b>	<b>149,683.33</b>	<b>143.54</b>	<b>48,748.97</b>	<b>198,575.84</b>
<b>Operating Expenses</b>				
Administrative Overhead/Support	-	-	43,174.07	<b>43,174.07</b>
RFG Projects	45,000.00	-	-	<b>45,000.00</b>
Tax Filing Services	-	-	4,200.00	<b>4,200.00</b>
Insurance	-	-	1,374.90	<b>1,374.90</b>
Other charges	45.00	30.00	-	<b>75.00</b>
<b>Total Expenses</b>	<b>45,045.00</b>	<b>30.00</b>	<b>48,748.97</b>	<b>93,823.97</b>
<b>December 31, 2022 Ending Cash Balance</b>	<b>714,950.06</b>	<b>257,194.32</b>	<b>-</b>	<b>972,144.38</b>

	<b>Approved Budget Calendar Year 2023</b>	<b>Proposed Budget Calendar Year 2024</b>
<b>Revenues/Sources</b>		
Interest Income	200	200
General Fund Subsidy	11,600	10,600
<b>Total Revenue</b>	<b>11,800</b>	<b>10,800</b>
Transfer from/(to) Cash Balance	257,000	5,000
<b>Total Revenue/Sources</b>	<b>\$ 268,800</b>	<b>\$ 15,800</b>
<b>Expenditures</b>		
Administrative Overhead/Support	6,000	10,000
Program/Project Distributions	257,000	-
Tax Filing Services	4,200	4,200
Insurance Premium	1,500	1,500
Other Charges	100	100
<b>Total Expenditures</b>	<b>\$ 268,800</b>	<b>\$ 15,800</b>

**BAY AREA AIR QUALITY MANAGEMENT DISTRICT**

Memorandum

To: Chairperson John J. Bauters and Members  
of the Board of Directors

From: Philip M. Fine  
President, Bay Area Clean Air Foundation

Date: April 5, 2023

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

RECOMMENDED ACTION

Recommend the Board of Directors as the Sole Member of the Bay Area Clean Air Foundation (Foundation) reappoint Ms. Karen Schkolnick and Dr. Regan Patterson to a second two-year term as a Director of the Bay Area Clean Air Foundation.

BACKGROUND

Pursuant to the Bylaws of the Bay Area Clean Air Foundation, Directors of the Foundation serve two-year terms. The Bylaws further provide that a Foundation Director may serve no more than three consecutive two-year terms but may serve again after taking a one-year hiatus. Ms. Schkolnick and Dr. Patterson's first two-year term has ended. The Board will consider reappointing Director Schkolnick and Director Patterson to a second two-year term.

DISCUSSION

None.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None.

Respectfully submitted,

Philip M. Fine  
Executive Officer/APCO

Prepared by: Aloha de Guzman  
Reviewed by: Randi Wallach

ATTACHMENTS:

None