



BAY AREA  
AIR QUALITY  
MANAGEMENT  
DISTRICT

## BOARD OF DIRECTORS' REGULAR MEETING

April 16, 2003

A meeting of the Bay Area Air Quality Management District Board of Directors will be held at 9:45 a.m. in the 7<sup>th</sup> 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.

# BOARD OF DIRECTORS' REGULAR MEETING A G E N D A

WEDNESDAY  
APRIL 16, 2003  
9:45 A.M.

BOARD ROOM  
7TH FLOOR

## CALL TO ORDER

Opening Comments  
Roll Call  
Pledge of Allegiance  
Commendations/Proclamations

Scott Haggerty, Chairperson  
Clerk of the Boards

## PUBLIC COMMENT PERIOD

**Public Comment on Non-Agenda Items, Pursuant to Government Code Section 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, 939 Ellis 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 Board's subject matter jurisdiction. Speakers will be limited to five (5) minutes each.*

## CONSENT CALENDAR (ITEMS 1 – 10 )

Staff/Phone (415) 749-

1. Minutes of April 2, 2003

**M. Romaidis/4965**  
[mromaidis@baaqmd.gov](mailto:mromaidis@baaqmd.gov)

2. Communications

**W. Norton/5052**  
[exec@baaqmd.gov](mailto:exec@baaqmd.gov)

*Information only*

3. Report of the Advisory Council

**B. Hanna/4962**  
[bchanna@napanet.net](mailto:bchanna@napanet.net)

4. Monthly Activity Report

**P.Hess/4951**  
[phess@baaqmd.gov](mailto:phess@baaqmd.gov)

*Division Activities for the month of March 2003*

5. Report of District Personnel on Out of State Business Travel

**W. Tanaka/5066**  
[wtanaka@baaqmd.gov](mailto:wtanaka@baaqmd.gov)

6. Quarterly Report of the Clerk of the Boards

**W. Norton/5052**  
[exec@baaqmd.gov](mailto:exec@baaqmd.gov)

7. Referral of Proposed District Budget for FY 2003/2004 to the Budget and Finance Committee  
W. Norton/5052  
[exec@baaqmd.gov](mailto:exec@baaqmd.gov)

*Pursuant to Administrative Code Division II, Section 3.2 Fiscal Policies and Procedures, and in compliance with Section 29064 of the Government Code, the Board shall refer the proposed budget for FY 2003/2004 to the Budget and Finance Committee for consideration.*

8. Authorization for Execution of Contract in excess of \$35,000. W. Tanaka/5066  
[wtanaka@baaqmd.gov](mailto:wtanaka@baaqmd.gov)

*Pursuant to the District's Administrative Code Division II, Section 4.3. Fiscal Policies and Procedures, staff requests the Board authorize the Executive Officer/APCO to execute a contract, not to exceed \$528,000, with Brady Air Conditioning, Inc. for Phase II upgrades to the District's HVAC system.*

9. Set Public Hearing May 21, 2003 for Proposed Regulation 12 Miscellaneous Standards of Performance; Rule 11: Flare Monitoring at Petroleum Refineries T. Perardi/4667  
[tperardi@baaqmd.gov](mailto:tperardi@baaqmd.gov)

*This new rule would require refineries to monitor the volume and composition of gases burned in refinery flares, to determine the reasons for flaring, and to report all of this information to the District.*

10. Set Public Hearing May 21, 2003 regarding proposed amendments to District Regulation 3, Fees, and set a final Public Hearing for July 2, 2003 pursuant to California Health and Safety Code Section 41512.5 for final approval.

W. deBoisblanc/4704  
[wdeboisblanc@baaqmd.gov](mailto:wdeboisblanc@baaqmd.gov)

*The purpose of these amendments is to increase BAAQMD permit fees by 1.6%, equal to the increase in the Consumer Price Index (CPI) for the California Bay Area (San Francisco, Oakland, San Jose) for 2002, as reported by the California Department of Industrial Relations, Division of Labor Statistics and Research.*

### **COMMITTEE REPORTS AND RECOMMENDATIONS**

11. Report of the **Legislative Committee** Meeting of April 9, 2003  
CHAIR: B. WAGENKNECHT W. Norton/5052

**Action(s):** *The Committee recommends approval of the following:*

- A) District Positions on attached legislation; and*
- B) Termination of contract with outside lobbyist and recruit on an as-needed basis.*

12. Report of **Mobile Source Committee** Meeting of April 10, 2003

CHAIR: S. YOUNG

W. Norton/5052

**Action(s):** *The Committee recommends approval of the following:*

- A) *Proposed revisions to TFCA Policy #1 and Evaluation Criterion #1 to increase the cost-effectiveness limit from \$50,000/ton to \$90,000/ton of emissions reduced;*
- B) *Amendments to vehicle eligibility requirements and augment current Vehicle Buy Back contracts by a total of \$1.5 million from available FY 2002/2003 TFCA funds; and*
- C) *Selection of two proposals, a biodiesel feasibility study by CytoCulture International, and a pilot project by Biodiesel Industries and authorize the Executive Officer/APCO to execute contract to implement the study and project in amounts not to exceed \$28,000 and \$40,000 respectively.*

### **PUBLIC HEARING**

13. Final Public Hearing on Proposed Amendments to Regulation 2, Rule 6: Major Facility Review, Manual of Procedures (MOP), Volume II, Part 3, Major Facility Review Permit Requirements, and Approval of a Notice of Exemption pursuant to the California Environmental Quality Act

W. deBoisblanc/4704

[wdeboisblanc@baaqmd.gov](mailto:wdeboisblanc@baaqmd.gov)

*The primary purpose of these amendments to BAAQMD rules and regulations is to address minor deficiencies in the Major Facility Review program that have been identified by the Environmental Protection Agency.*

### **OTHER BUSINESS**

14. Consider Approval of Retroactive Fringe Benefit Allowance Request from Retirees

W. Tanaka/5066

[wtanaka@baaqmd.gov](mailto:wtanaka@baaqmd.gov)

*The Board will consider final approval and a resolution of retroactive fringe benefit allowances for retirees.*

15. Report of the Executive Officer/APCO  
16. Chairperson's Report

### **CLOSED SESSION**

17. Conference with Legal Counsel

A.) **Existing Litigation:**

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

1. *Communities for a Better Environment and Transportation Defense and Education v. Bay Area AOMD, Metropolitan Transportation Commission, Association of Bay Area Governments, and California Air Resources Board, San Francisco Superior Court, Case No. 323849*
2. *Alvin J. Greenberg, Ph.D. v. Bay Area AOMD, et al., United States District Court, N.D. Cal., Case No. C 02 1501 VRW*
3. *Stonelight Tile, Inc. and David Anson v. Bay Area AOMD, United States District Court, N.D. Cal., San Jose Division, Case No. CV 98-21060(JW) (PVT)*

**B.) Significant Exposure to Litigation**

*Pursuant to Government Code Section 54956.9(b), a need exists to meet in closed session to discuss two potential litigation matters against the District.*

**OPEN SESSION**

18. 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)*

19. Place of Next Meeting - 9:45 a.m., Wednesday, May 7, 2003 -939 Ellis Street, San Francisco, CA 94109

20. Adjournment

WCN:mag

**CONTACT CLERK OF THE BOARD - 939 ELLIS STREET SF, CA 94109**

**(415) 749-4965**  
**FAX: (415) 928-8560**  
**BAAQMD homepage:**  
[www.baaqmd.gov](http://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 Clerk's Office should be given in a timely manner, so that arrangements can be made accordingly).

BAY AREA AIR QUALITY MANAGEMENT DISTRICT  
Memorandum

To: Chairperson Haggerty and Members of the Board of Directors  
From: William Hanna, Chairperson, Advisory Council  
Date: April 7, 2003  
Re: Advisory Council Suggestions on Summertime Intermittent Ozone Control Measures

RECOMMENDED ACTION:

Forward to District staff for consideration and implementation in the summer ozone program.

DISCUSSION:

In response to a referral from the Board of Directors and District staff, presented below are the suggestions of the Advisory Council regarding intermittent ozone control measures for implementation in the District's summertime ozone program:

A. Free public transit on STA days.

1. Evaluate the Metropolitan Transportation Commission's analysis of providing free public transit to the public on such days (a Future Study Measure in the 2001 Ozone plan). Free transit on STA days should be provided to the general public, rather than only to the employers in the STA Employer Network. This would enhance vehicular emissions reductions and comprehensively promote the STA program, while also linking the use of public transit to air quality. Funds from increased bridge tolls and parking surcharges on STA days should be allocated to transit agencies to compensate for the loss of fare box revenue. This would broaden awareness of transit options and possibly increase the public's use of transit beyond STA days. Alternatively, a pilot program STA free transit coupon could be distributed that could be used only on a STA day. This would create an educational tool that provides for accountability. Initially, such coupons could be targeted for use upwind of frequent ozone excess areas.
2. Owners of vehicles manufactured prior to 1981 should be encouraged to not to drive them on STA days, and instead to take the free public transit that would be offered as an alternative.

B. Enhance carpooling and ridesharing incentives:

1. Acquire accurate estimates of the vehicle flow into the Bay Area over the Livermore pass.
2. Assess atmospheric dynamics of the inversion and traffic congestion patterns and locations in the Livermore Pass area on high ozone days.
3. Increase transportation alternatives for commuters from the Central Valley through enhanced carpool and rideshare incentives, as well as use of flex time through a voucher system.

4. Telecommuting should be implemented on STA days. An evaluation should be made of any recent advancement in telecommuting technology that would facilitate its use by more people.

C. Freeway Speed Limits:

1. Evaluate lowering the freeway speed limit on STA days to 55mph. Electronic freeway signs should be used to announce a STA day speed limit. Vehicular emissions are higher at high speeds. The freeway carrying capacity currently peaks at approximately 40 mph where vehicular emissions are also lowest.
2. Double speed limit fines on STA days because vehicular emissions are lower at lower speeds. Review MTC's analysis of the cost of additional highway patrol enforcement as a Future Study Measure in the 2001 ozone plan. Particular attention should be paid to application in the morning commute. Evaluate the extent to which traffic stops cause congestion through curiosity queues and increasing the likelihood of a rear-end collision.
3. Legalize the use of photo-radar or lasers to issue speeding tickets.

D. Bridge toll modification and congestion pricing:

1. Increase bridge tolls during peak commuter hours on the Bay Bridge, but also mitigate any delays of traffic flow due to possible motorist unfamiliarity with the altered tolls.
2. Include in the Environmental Impact Report associated with the forthcoming new Bay Bridge toll plaza an evaluation of intermittent control measures from a design perspective, i.e., address the context in which the metering lights on the Bay Bridge affect congestion.
3. Collect tolls from eastbound rather than westbound traffic on the Bay Bridge, and thereby change the time of commute traffic congestion from the morning to the afternoon.

E. Parking Policy Modifications:

1. Institute a STA Day Parking Surcharge in which employers that have free parking would charge employees for parking. Employers not in the Network would charge \$2.00 while participants would charge \$1.00. This would encourage greater participation in the STA Employer Network. In evaluating this proposal, reference should be made to research from the University of California on control measure elasticity.
2. Evaluate parking and congestion management at BART stations with regard to morning capacity and ease of access. Evaluate the air quality impact of a BART parking lot fee, which has been proposed for budgetary reasons and to eliminate parking lot misuse. Consider inviting a BART staff member for a presentation on this issue.
3. Allocate funds from bridge pricing and parking surcharges to the free transit vouchers. An analysis should be made as to whether legislation would be required to implement parking surcharges and increased bridge tolls on STA days, and to transfer the funds to transit authorities to compensate for fare box revenue losses arising out of the offer of free transit.

F. HOV Lane Policy Modification:

1. Modify the number of HOV lanes the Bay Bridge during peak commute traffic.
2. Revise the HOV carpool eligibility number from three persons to two. Track pending legislation. Ascertain if Caltrans can modify HOV lane eligibility administratively.
3. Expand the time frame for HOV lane usage.
4. Compare with HOV lane policies in other air districts, including South Coast AQMD.
5. Modify "Fast Track" passes to provide lower rates for cleaner vehicles.

- G. Augment the STA Employer Network.
  - 1. Expand the present network to include a larger fraction of the Bay Area.
  - 2. Evaluate STA survey data to ascertain if the STA message has an impact on behavior, and if so, if further guidance on intermittent control measures may be derived from it.
  - 3. Continue to use roadway signage and the Amber Alert Network for posting STA messages.
- H. Review East Bay Regional Park District (EBRPD) High Fire Danger Day program:
  - 1. On high fire danger days, the EBRPD program puts into place standards and guidelines concerning smoking, barbeques, fires, and use of gasoline-powered engines by contractors in wildlife areas. These and other EBRPD measures may be incorporated into the STA program. Evaluate the list of high fire danger day guidelines for use in STA program.
  - 2. When the District presents and reinforces the STA message with cities, counties, employers and educational institutions, it could provide a list of items to be implemented, tailored to specific situations and contexts. These could include encouraging employers to use only the cleanest vehicles; delay use of fleet vehicles until later in the day; delay until later in the day use of diesel engines at commercial painting and roofing projects; and delay until later in the day the filling of gasoline containers for lawnmowers and chain saws.
- I. Provide greater focus on hydrocarbon (HC) component of emission reductions in the Bay Area:
  - 1. Augment STA activities that reduce hydrocarbon emissions in areas upwind of ozone problem areas, with a particular focus on large employers.
  - 2. Augment HC monitoring. HC emission trends could be tracked to understand the impacts of certain measures on STA days. Evaluate potential for such measures to gain State Implementation Plan (SIP) credit, taking into account the difficulty posed by federal regulations which require that they be “permanent, enforceable and quantifiable.”
  - 3. Spread out/defer diesel truck traffic on Spare the Air weekdays into the weekend.
- J. Other Measures:
  - 1. Provide a free vehicle smog check on a STA Day. This would include a gas cap test.
  - 2. Address airports and airport parking as part of the STA message. Account for the impact of BART transit to SFO on displacing vehicular use and parking.
  - 3. Encourage cities to establish special bike streets/boulevards on STA days.
- K. Evaluate diurnal impacts on ozone formation of morning and evening commute peaks. The Technical Committee will review the first iteration of the photochemical modeling for the first episode in the 2004 Ozone Plan which is due in the next couple of months.

Respectfully submitted,

William T. Hanna  
 Advisory Council Chairperson

Prepared by: James N. Corazza

FORWARDED BY: \_\_\_\_\_



BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Haggerty and  
Members of the Board

From: William C. Norton  
Executive Officer/APCO

Date: April 16, 2003

Re: Report of Division Activities for the month of March 2003

RECOMMENDED ACTION:

Receive and file.

Reviewed by: Peter Hess

---

**ADMINISTRATIVE SERVICES DIVISION – W. TANAKA, DIRECTOR**

Administrative Services staff and program managers were busy finalizing the proposed budget for Fiscal Year 2004 for presentation to the Board of Directors at the April 16, 2003 meeting. The first public hearing on the budget is scheduled for the June 4, 2003 Board meeting. The second public meeting and adoption of the budget is scheduled for the June 18, 2003 meeting.

The Director of Administrative Services and the Finance Manager attended the bi-annual CAPCOA Fiscal Officers meeting at the South Coast Air Quality Management District in Diamond Bar, California on March 20, 21 2003. The agenda was wide ranging, covering such topics as GASB 34 financial reports to the State's budget crisis and how it may impact local air districts.

During the month, the Board authorized the purchase of 20 Toyota Prius Hybrid vehicles, additional funding for the upgrade HVAC system, capital equipment purchases for the Technical Services Division, and capital equipment purchases for the Information Services Division. The funding came from unanticipated additional county revenue and penalty settlements.

Software demonstrations were presented to ERP/Best of Breed selection committee members and Finance staff. The information from these demonstrations will assist the selection committee to make an ERP/Best of Breed selection recommendation in April.

**COMPLIANCE & ENFORCEMENT DIVISION – C. SCHAUFELBERGER,  
ACTING DIRECTOR**

Staff conducted a workshop on March 14<sup>th</sup> at the Napa Valley College on Regulation 5, Open Burning. The workshop was attended by growers, California Department of Forestry and Fire

(CDFF), the Napa Valley Farm Bureau and the general public. Progress is continuing on the implementation of AB2650 (idling trucks at the Port of Oakland). The Workgroup and the scheduling sub-committee met in March. It appears that most of the nine terminal operators at the Port will comply with the statute through the implementation of a truck appointment system. Gasoline Nozzle Changeout Program has issued 39 vouchers for \$71,000 to replace higher polluting nozzles with lower emission nozzles. The program is being expanded to increase the level of participation. Staff is completing recommendations for changes to the District complaint program to meet the concerns of community members. Staff is working to clear up issues with expired permit renewals and working with Legal staff to begin case development for those recalcitrant violators without current permits. On March 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> the inspection staff attended training on a Mock Trial conducted by the Legal Division. The California Air Resources Board (CARB) held Visible Emission Evaluation (VEE) recertification training on March 19<sup>th</sup> and 20<sup>th</sup> for the inspection staff at the Alameda County Fairgrounds in Pleasanton. Staff has received revised data from all refineries for the flare technical assessment document. Technical input has been completed for the flare monitoring rule.

(See Attachment for Activities by County)

### **INFORMATION SYSTEMS DIVISION – J. McKAY, DIRECTOR**

#### **Enterprise Resource Planning (ERP) System Project**

The Selection Committee participated in presentations by JD Edwards/Accela and by Lawson/Synertech. Each presentation spanned two days of demonstration and discussion. Following these presentations the Selection Committee met on April 1 and determined that JD Edwards will best meet District needs. This selection depends on verification of remaining items to be reviewed with JD Edwards the week of April 8. Given a favorable outcome, at that point JD Edwards will be invited to participate in finalization of project scope and contract negotiations. It was determined that selection of the Best of Breed vendor will not be linked to the ERP selection and will continue as a separate process.

#### **Best of Breed Toolset for Permits/Enforcement/Legal**

The demonstrations by Accela and Synertech showed promise, and clarified the need for continuing detailed review of these toolset capabilities. In particular, more detailed scenarios should be modeled with these tools to determine their true capabilities. Target dates for this process will be determined in conjunction with the development of the ERP project plan to ensure successful implementation of both efforts with existing resources.

#### **Web Site Development**

Static page conversion continues and will allow for initial release of non-interactive components by September of this year.

### **LEGAL DIVISION – B. BUNGER, DISTRICT COUNSEL**

The District Counsel's Office received 184 Violations reflected in Notices of Violation ("NOVs") for processing.

Mutual Settlement Program staff initiated settlement discussions regarding civil penalties for 136 Violations reflected in NOVs. Settlement negotiations by Mutual Settlement Program staff resulted in collection of \$40,705 in civil penalties for 87 Violations reflected in NOVs.

|   |
|---|
| <b>PERMIT SERVICES DIVISION – W. DE BOISBLANC, DIRECTOR</b> |
|---|

**Permit Evaluation Activity**Monthly Title V Activity

Two draft Title V permits were circulated for final internal review before public comment begins.

|             |                            |                  |             |
|-------------|----------------------------|------------------|-------------|
| Plant A1812 | Kirby Canyon Landfill      | Application 2619 | Morgan Hill |
| Plant A9013 | Int'l Disposal Corporation | Application 2611 | Milpitas    |

Two proposed Title V permits were placed on public comment.

|             |                        |                  |               |
|-------------|------------------------|------------------|---------------|
| Plant A2039 | Potrero Hills Landfill | Application 2774 | Suisun City   |
| Plant A2561 | Shoreline Amphitheatre | Application 2617 | Mountain View |

Four new Title V permits were issued.

|             |                           |                  |             |
|-------------|---------------------------|------------------|-------------|
| Plant B4414 | Creed Energy Center       | Application 5049 | Suisun City |
| Plant B4416 | Goose Haven Energy Center | Application 5013 | Suisun City |
| Plant A3464 | City of Santa Clara       | Application 2613 | Santa Clara |
| Plant B4415 | Lambie Energy             | Application 5498 | Suisun City |

|                        |     |
|------------------------|-----|
| Issued, still active:  | 69  |
| • Post-comment process | 8   |
| • Public Comment:      | 2   |
| • Under Review:        | 24  |
| • Not yet submitted    | 2   |
| Total:                 | 105 |

**Permit Systems**

Ongoing activities during this period included data processing of permit applications for new and modified industrial sources, gasoline dispensing facilities (GDF), annual throughput updates for permit renewals, e-mail notifications on permit activities to cities and counties.

During this month we received 120 permit applications, of which 31 were for electrical generators.

**Toxics Program**

Fifty-one risk screens were completed in March for new and modified sources of toxic air contaminants. Rule development activities continued on Regulation 2, Rule 5, which would convert the existing Risk Screening Procedure and Risk Management Policy into a District rule. Workshops on this proposed rule are expected to be held in May and/or June.

(See Attachment for Activities by County)

Staff convened an Ozone Working Group to provide input throughout the planning process for the 2004 Ozone Attainment Strategy for the national 1-hour ozone standard and the 2003 Clean Air Plan for the state 1-hour ozone standard. The kick-off meeting was held on March 27, 2003 and future meetings will be held approximately every other month. Staff participated in community meetings in Richmond and Martinez regarding the proposed flare monitoring rule. Staff held a workshop on amendments to Regulation 3: Fees. Staff wrote four comment letters regarding air quality impacts of development projects in the Bay Area: Abbott Laboratories Research Center (Redwood City), Jack London Square Phase III (Oakland), Uptown Mixed Use Project (Oakland), and Wallis Ranch Project (Dublin). The District's Vehicle Buy Back contractors purchased a total of 263 vehicles during March 2003.

**PUBLIC INFORMATION & OUTREACH – T. GALVIN LEE, DIRECTOR**

During March, staff continued work on the overall 2003 Spare the Air media and advertising plan. The campaign will include a more aggressive presence at community events, emphasis on getting sign-ups for Air eAlerts, and new media opportunities. The budget allocated to radio, television and billboards is under review in preparation for this year's buy.

As part of the youth outreach campaign, there is sufficient funding to hold additional pilot performances of the National Children's Theatre. Pilot performances will be held at various Bay Area schools and there will also be a performance at the April 19th Tech Museum Earth Day event.

Staff met with American Lung Association about a potential partnership, and we are working with ALA on their program curriculum, which targets Asthma.

Two community meetings on the proposed flare monitoring rule were held in Richmond and Martinez, a third meeting will be held in Rodeo in April. These meetings allowed Bay Area residents to query District staff about the rule, flare monitoring, and its effects on the environment. The meetings were well attended and community members assisted the District with outreach.

Santa Clara County and the city of Campbell adopted the Woodburning Ordinance. The ordinance continues to be studied in Sebastopol and the city of Sonoma.

On March 21, the District received \$1,513,676.54 in CMAQ reimbursement funds.

**TECHNICAL DIVISION – G. KENDALL, DIRECTOR**

**Air Monitoring**

All thirty-four of the continuous air monitoring network stations were in full operation during the month of March 2003, except for the seven ozone monitoring stations shut down during the winter low ozone season under a waiver granted by EPA. One of the stations, in Oakland, is operating under the Children's Environmental Health Protection Program. Particulate monitors for PM<sub>2.5</sub> and PM<sub>10</sub> were in full operation at all designated stations, including five BAM (continuous PM<sub>2.5</sub>) monitors.

**Meteorology and Data Analysis**

March is normally one of the cleanest months for air quality in the Bay Area. Preliminary data for March 2003 show that the Air Quality Index (AQI) remained in the “Good” range (below 51 AQI) each day of the month except on the 30<sup>th</sup>. The 8-hour average ozone concentration barely reached “moderate” levels on the 30<sup>th</sup> at Los Gatos (67 ppb) and central San Jose (65 ppb). This was due to the arrival of an unseasonably strong ridge of high pressure aloft. On March 30<sup>th</sup>, maximum temperatures climbed to near record levels, reaching the low to mid 80’s in parts of the Santa Clara valley. Otherwise, the good air quality was mainly due to the normally cool, moderately windy, and occasionally wet conditions expected for March that are conducive to the dispersion of pollutants.

Analysis of the PM<sub>2.5</sub> filter samples for February shows no exceedances of the 24-hour standard.

**Laboratory**

Analyses continued for volatile organic compounds (VOCs) in coatings and related products by gas chromatography, and for asbestos and fallout materials by microscopy. The true vapor pressures of two solvents and two epoxy resin solutions from Isola Laminate Systems in Fremont were determined. Five gaseous samples from Shore Terminals – Martinez tanker product loading of high sulfur fuel oil and one combustion gas sample from the inert gas system diesel boiler on the vessel Ambermar were analyzed for hydrocarbons, carbon monoxide, carbon dioxide, oxygen and reduced sulfur compounds. The headspace of a sample of the high sulfur fuel oil was analyzed for hydrocarbons after different equilibration times at 122° F. Analyses continued for potassium, chloride, ammonia, sulfate and nitrate in PM<sub>10</sub> filters, for toxic organic compounds in ambient air samples, and speciation of hydrocarbon compounds in gasoline vapor recovery and landfill samples and permanent gases in landfill samples. One hundred and sixty (160) PM<sub>2.5</sub> filters were gravimetrically analyzed. Quality Assurance activities required for compliance with conditions for accreditation by the National Institute of Standard and Technology for asbestos continued. Approximately three thousand five hundred (3,500) analyses were performed during this period.

**Source Test**

Ongoing Source Test activities included Continuous Emissions Monitoring (CEM) Field Accuracy Tests, source tests, and evaluations of tests conducted by outside contractors. The ConocoPhillips Refinery’s open path monitor monthly report for the month of February was reviewed. Provided ongoing participation in the District’s Further Studies Measures for refineries and marine vapor recovery.

| <b>STATISTICS</b>                     |        |  |     |
|---------------------------------------|--------|--|-----|
| <b>Administrative Services:</b>       |        | New installation completed ..... 7         |     |
| <b>Accounting/Purchasing/Comm.</b>    |        | PC upgrades completed ..... 4              |     |
| General checks issued.....            | 444    | Service calls completed ..... 78           |     |
| Purchase Orders issued.....           | 34     | <b>Human Resources</b>                     |     |
| Checks/Credit Cards Processed .....   | 1,254  | Manager/Employee Consultation (Hours)..... | 157 |
| Pieces of mail sent.....              | 17,983 | Management Projects (Hours).....           | 310 |
| Pubic Information Requests Rec’d..... | 100    | Employee/Benefit Transactions.....         | 48  |
| <b>Information Systems</b>            |        | Training Sessions Conducted.....           | 0   |

|  |      |   |      |
|--|------|---|------|
| Applications Processed .....                       | 285  | Sources not in compliance .....   | 4    |
| Exams Conducted.....                               | 5    | New Sources found.....  | 0    |
| New Hires.....                                     | 3    | Follow-up.....  | 17   |
| Safety Administration .....                        | 10   | <b>Auto Body Inspection Activities</b> .....                            | 87   |
| Inquiries (voice/electronic/in-person) .....       | 1278 | Sources in compliance   | 30   |
| <b>Vehicle/Building Maintenance</b>                |      | Sources not in compliance .....   | 20   |
| Vehicle services completed .....                   | 15   | New Sources found.....  | 6    |
| Requests for building services.....                | 79   | Follow-up.....  | 31   |
| <b><u>Compliance and Enforcement Division:</u></b> |      | <b>Asbestos Inspection Activities</b> .....                             | 217  |
| <b>(INSPECTIONS)</b>                               |      | Pre/during/post removals in compliance .....                            | 207  |
| Facility Inspections .....                         | 1124 | Pre/during/post removals non-compliance .....                           | 5    |
| Source Inspections .....                           | 981  | Follow-up.....  | 25   |
| Sources in Compliance.....                         | 798  | <b>Open Burn Investigation Activities</b> .....                         | 317  |
| Permitted Sources in Violation.....                | 40   | Pre/during/post burns .....   | 100  |
| <b>Gasoline Dispensing Facility (GDF)</b>          | 255  | Open burn in compliance .....   | 102  |
| <b>Inspection</b> .....                            |      | Open burn in violation .....  | 66   |
| Sources in compliance.....                         | 95   | Follow-up.....  | 22   |
| Sources not in compliance.....                     | 24   | Fire departments contacted .....  | 27   |
| New sources found.....                             | 1    | <b>Valves/Flanges/Connector Inspections</b> .....                       | 1536 |
| Follow-up (agencies contacted, etc.) .....         | 92   | In-compliance .....   | 1502 |
| Tags issued.....                                   | 37   | Not in-compliance.....  | 2    |
| Bulk Drop inspections.....                         | 6    | Follow-up.....  | 32   |
| <b>Charts/Records and Related Activities</b> ..... | 883  | <b>Technical Related Activities</b> .....                               | 38   |
| Breakdowns investigated.....                       | 21   | Laboratory samples collected/submitted.....                             | 23   |
| CEM/GLM/Parametric/PRV excesses .....              | 26   | Source tests requested .....  | 11   |
| Monitor chart review (1monitor) .....              | 202  | Source tests observed.....  | 4    |
| Records review (temp, throughput) .....            | 515  | <b>Hearing Board Activities</b> .....                                   | 6    |
| Inoperative Monitors .....                         | 23   | Staff review/recommendations.....                                       | 3    |
| Follow-ups .....                                   | 96   | Attendance on variances, abatement order<br>and permit related hearings | 3    |
| <b>Notices of Violation</b> .....                  | 292  | <b>Permit Activities</b> .....  | 170  |
| Issued .....                                       | 153  | Expired permits, reminder letter, referrals .....                       | 77   |
| Follow-up (facility, PSD, Technical) .....         | 139  | Assist A/C applications.....  | 93   |
| <b>Notices to Comply</b> .....                     | 89   | <b>Training (Conducted/Attended)</b> .....                              | 112  |
| Issued .....                                       | 56   | New Inspectors.....   | 18   |
| Follow-up.....                                     | 33   | Job related.....  | 93   |
| <b>Complaint Activities</b> .....                  | 411  | Trade Associations.....   | 1    |
| Investigated.....                                  | 242  | <b>Public Information Outreach</b> .....                                | 154  |
| Follow-up (facility, PSD, Technical) .....         | 169  | <b>Green Business Inspection Activities</b> .....                       | 12   |
| <b>(COMPLIANCE ASSURANCE PROGRAM)</b>              |      | Pollution Prevention.....   | 3    |
| <b>Major Air Pollution Incidents</b> .....         | 1    | Multimedia Inspections Conducted.....                                   | 4    |
| Investigated.....                                  | 1    | Follow-up (facility, PSD) .....   | 5    |
| Follow-up (agencies contact, etc.) .....           | 0    | <b>Compliance Assistance</b> .....                                      | 19   |
| <b>Dry Cleaning Inspection Activities</b> .....    | 71   | Rule Audits .....   | 0    |
| Sources in compliance                              | 50   |   |      |

|   |      |
|---|------|
| Compliance Schools .....                                | 0    |
| Facility Review.....                                    | 17   |
| Presentations.....                                      | 2    |
| <b>Rule Development Activities</b>                      | 6    |
| Participation at workshops .....                        | 2    |
| Inspector input.....                                    | 4    |
| <b>Smoking Vehicle Reported</b> .....                   | 3811 |
| <b>(COMPLIANCE AND OPERATIONS PROGRAM)</b>              |      |
| Asbestos plans received.....                            | 356  |
| Breakdown/monitor excesses reported .....               | 6    |
| Coating & other petitions evaluated .....               | 6    |
| Open burn notifications received.....                   | 856  |
| Prescribed burn plans evaluated .....                   | 15   |
| Smoking vehicle complaints received .....               | 2471 |
| Tank/soil removal notifications received.....           | 16   |
| Compliance assistance inquiries received.....           | 46   |
| Courtesy site visits requested.....                     | 0    |
| Speakers bureau requests received .....                 | 0    |
| EPA satellite courses viewed/taped.....                 | 0    |
| <b>Field Engineering</b>                                |      |
| New Hearing Board cases reviewed .....                  | 2    |
| <b>Permit Services</b>                                  |      |
| Annual update packages started.....                     | 604  |
| Annual update packages completed.....                   | 604  |
| Total update pages entered .....                        | 1033 |
| New applications received                               | 154  |
| Authorities to Construct issued.....                    | 40   |
| Permits to Operate Issued .....                         | 380  |
| Exemptions.....   | 4    |
| Authorities to Construct denied .....                   | 0    |
| ERC Transfers.....                                      | 6    |
| <b>Public Information &amp; Outreach</b>                |      |
| Presentations Made.....                                 | 5    |
| Responses to Media Inquiries.....                       | 55   |
| Press Releases.....                                     | 3    |
| General Requests for information                        | 238  |
| Visitors .....  | 2    |
| <b>Technical Services:</b>                              |      |
| <b>Air Monitoring</b>                                   |      |
| Days Exceeding National 8-hour Standard.....            | 0    |
| Days Exceeding National 1-hour Ozone Standard.....      | 0    |
| Days Exceeding State Ozone Standard.....                | 0    |
| Ground Level Monitoring SO <sub>2</sub> Excesses .....  | 0    |
| Ground Level Monitoring H <sub>2</sub> S Excesses ..... | 0    |

**Meteorology & Data Analysis**

|                                      |    |
|--------------------------------------|----|
| Permissive Burn Days – North2\.....  | 31 |
| No-Burn Days – North .....           | 0  |
| Permissive Burn Days – South .....   | 31 |
| No-Burn Days – South .....           | 0  |
| Permissive Burn Days – Coastal ..... | 31 |
| No Burn Days – Coastal.....          | 0  |

**Calendar Year Totals to Date**

|  |    |
|--|----|
| Jan - Mar Permissive Burn Days – North.....        | 81 |
| Jan - Mar No-Burn Days – North .....               | 9  |
| Jan - Mar Permissive Burn Days – South.....        | 82 |
| Jan - Mar No-Burn Days – South.....                | 8  |
| Jan - Mar Permissive Burn Days – Coastal ....      | 84 |
| Jan - Mar No-Burn Days – Coastal .....             | 6  |
| Days Exceeding National 8-hour Ozone Standard..... | 0  |
| Days Exceeding National 1-hour Ozone Standard..... | 0  |
| Days Exceeding State Ozone Standard .....          | 0  |

**PM<sub>2.5</sub> Winter Season (2002-2003) Totals**

|   |   |
|---|---|
| Nov-Mar Days Exceeding Nat. 24-hr PM <sub>2.5</sub> Standard..... | 5 |
|---|---|

**Laboratory**

|                                |      |
|--------------------------------|------|
| Analysis Completed .....       | 3500 |
| Inter-Laboratory Analyses..... | 0    |

**Technical Library**

|                                   |      |
|-----------------------------------|------|
| Titles Indexed/Catalogued.....    | 28   |
| Periodicals Received/Routed ..... | 153  |
| Library use .....                 | 94   |
| Microfiche received.....          | 42   |
| Orders.....                       | 6    |
| CD ROM use.....                   | 0    |
| Internet use (hrs).....           | 15   |
| Reference (hrs) .....             | 18.5 |
| BNA Searches .....                | 4    |

**Source Test**

|                                       |     |
|---------------------------------------|-----|
| Total Source Test .....               | 83  |
| Pending Source Tests .....            | 6   |
| Violation Notices Recommended.....    | 5   |
| Contractor Source Tests Reviewed..... | 297 |

**Continuous Emissions Monitoring (CEM)**

|  |    |
|--|----|
| Indicated Excess Emission Reports Evaluated..... | 14 |
| Monthly CEM Reports Reviewed .....               | 28 |
| Indicated Excesses from CEM .....                | 8  |

|   |
|---|
| <b>MEETINGS, CONFERENCES, PRESENTATIONS</b> |
|---|

| <b>ALAMEDA</b>                |  |
|-------------------------------|--|
| 3/4                           | Meeting with Sherwin-Williams re: Soil remediation Project   |
| 3/12                          | Staff participated in the Alameda County Environmental Crimes Task Force meeting.  |
| 3/15                          | Envirogarden @ Chabot Space & Science  |
| 3/19                          | City of Berkeley re CEQA, land use guidance-Berkeley   |
| 3/20                          | Principal Engineer attended Public Sector Web Professionals Board Meeting.   |
| 3/21                          | Oakland- Chabot public program   |
| 3/26                          | Inspection Maintenance Review Committee Meeting-Emeryville   |
| 3/26                          | Site Visit. Moyer Project 01MOY28-Alameda  |
| <b>CONTRA COSTA</b>           |  |
| 3/5                           | AQE Manager, Supervising AQE, Senior AQE met with ConocoPhillips to discuss low sulfur diesel fuel project   |
| 3/6                           | Manager, Principal Air Quality Engineer, and Senior Air Quality Engineer met with the ConocoPhillips Rodeo refinery staff to discuss the status of our review of the Administrative Draft EIR for ConocoPhillips Rodeo refinery's proposed Ultra Low Sulfur Diesel/Strategic Modernization Project and the respective District permit application. |
| 3/10                          | Principal Air Quality Engineer participated in a teleconference regarding a Department of Justice settlement negotiation with a local refinery.  |
| 3/24                          | Proposed flare monitoring rule, Community Meeting. - Richmond  |
| 3/26                          | AQE Manager, Supervising AQE, AQE met with General Chemical to discuss proposed replacement sulfuric acid tower.   |
| 3/27                          | Proposed flare monitoring rule, Community Meeting. – Martinez  |
| 3/5, 3/6,<br>3/10 and<br>3/27 | Senior Air Quality Engineer attended a meeting with Tesoro Refining and Marketing Company regarding the facility's proposed draft Title V Permit.  |
| 3/28                          | AQE Manager, Senior AQE met with Tesoro to discuss DNF flare, and firewater pump engines   |
| <b>MARIN</b>                  |  |
| 3/3                           | ENVIRON-- Novato, re computer system for air quality modeling  |
| 3/13                          | Marin Congestion Management Agency re: Transportation Fund for Clean Air projects  |
| <b>SAN FRANCISCO</b>          |  |
| 3/6                           | Refinery Further Study (flares, and other releases). Participants included District and ARB staff. – District Office   |
| 3/14                          | Refinery Further Study (flare monitoring) participants included District and ARB staff. – District Office  |
| 3/18                          | SF Bicycle Plan Technical Committee Meeting-   |
| 3/20                          | In-Tank Meeting (supplier of tank seals) participants included District and In-Tank staff. District Office   |
| <b>SAN MATEO</b>              |  |
| None                          |  |
| <b>SANTA CLARA</b>            |  |



|               |  |
|---------------|--|
| 3/4           | Wood Burning Ordinance - Campbell  |
| 3/6           | Environmental Justice workshop - East Palo Alto  |
| 3/20          | Permit Division Director, AQE Manager, Principal AQE met with Pico Power Plant project proponents        |
| 3/24          | Santa Clara Valley Resource Team   |
| 3/25          | Santa Clara County Woodburning ordinance   |
|               | <b>SOLANO</b>  |
| 3/3           | AQE Manager and Supervising AQE met with Valero to discuss Valero Improvement Project                    |
| 3/21          | High Schools performance workshop  |
| 3/25          | Sebastopol- Woodburning ordinance committee meeting  |
|               | <b>SONOMA</b>  |
| 3/19          | Sonoma- woodburning ordinance  |
| 3/26          | Staff attended the Sonoma County Quality Assurance Committee meeting.                                    |
|               | <b>SACRAMENTO</b>  |
|               | None   |
|               | <b>REGIONAL</b>  |
| 3/10          | MTC re plan outreach-Oakland   |
| 3/12-<br>3/14 | Airport Symposium-Berkeley   |
| 3/17          | Water Transit Authority Technical Advisory Committee-MetroCenter, Oakland                                |
| 3/18          | Presentation to PIBA East Bay Concerns Committee: Air Toxics NSR   |
| 3/18          | MTC 2004 Regional Transportation Plan Performance Measures Committee-MetroCenter                         |
| 3/21          | Kurt International, Engelhard re: installation of PM10 filters-San Jose                                  |
| 3/27          | Ozone Working Group-MetroCenter, Oakland   |
|               | <b>STATE</b>   |
| 3/4           | California Air Pollution Control Officers Association (CAPCOA) Rule Develop. Subcommittee-Davis          |
| 3/6           | CAPCOA Planning Managers-Sacramento  |
| 3/6           | Cal/EPA Sustainable Silicon Valley Meetings (Energy Conference Planning and Regular)-Sunnyvale           |
| 3/11          | CAPCOA Toxics and Risk Managers Committee Meeting  |
| 3/11          | ARB Int'l. Vehicle Technology Symposium-Sacramento   |
| 3/12          | ARB Int'l. Vehicle Technology Symposium-Sacramento   |
| 3/19          | Cal/EPA Sustainable Silicon Valley Energy Conf. Planning Meeting-San Jose                                |
| 3/20          | EITAC-Sacramento   |
| 3/21          | CAPCOA Toxics and Risk Managers Committee Meeting  |
| 3/27          | CARB hearing on Prop 40 program-Sacramento   |
| 3/27          | California Regional Particulate Air Quality Study Technical Committee Meeting-Sacramento                 |
|               | <b>DISTRICT</b>  |
| 3/12          | AQE Manager met with EPA Region IX to discuss Title V program  |
|               | <b>DISTRICT -WIDE</b>  |
| 3/31          | Principal Air Quality Engineer participated in the California Air Pollution Control Officers Association |

|           |  |
|-----------|--|
|           | Engineering Managers Committee Meeting held in Monterey, CA. |
|           | <b>NATIONAL</b>  |
| 3/12-3/14 | EPA State Implementation Plan Conference-Washington DC       |

| <b>GOALS &amp; OBJECTIVES</b>   | <b>Target</b> | <b>Status</b> | <b>Comments</b>   |
|---|---------------|---------------|---|
| Provide quarterly written financial reports to program managers within 30 days of period.   | Quarterly     | 75%           | Ongoing   |
| Initiate audit fieldwork.   | 12/01/2002    | 100%          | Complete  |
| Complete implementation of GASB 34.   | 06/30/2003    | 85%           | Expected completion 6/30/03   |
| Installation of new energy efficient roof and completion of phase one of replacement of HVAC system.  | 06/30/2003    | 15%           | Started 1/6/03  |
| Replacement of emergency generator.   | 01/30/2003    | 95%           | Started 11/01/02  |
| Replacement of lobby doors.   | 09/30/2002    | 0%            | Delayed   |
| Adoption of District Budget for FY 2003-04.   | 06/18/2003    | 85%           | Process started 1/03  |
| Approximately 600 articles on District activities.  | 06/30/2003    | 75%           | On schedule   |
| Publish four issues of Air Currents.  | 06/30/2003    | 75%           | On schedule   |
| Ten presentations before civic and service groups.  | 06/30/2003    | 100%          | Complete  |
| Ten student presentations.  | 05/30/2003    | 100%          | Complete  |
| Five issues of the "Monitor".   | 05/30/2003    | 60%           | Three issues published  |
| Host ten groups of visitors.  | 05/31/2003    | 100%          | On schedule   |
| Four editorial board visits.  | 06/30/2003    | 0%            | In progress   |
| Distribute 20,000 Woodburning Handbooks.  | 03/01/2003    | 100%          | 6,000 handbooks disbursed   |
| 100 media stories.  | 10/15/2002    | 93%           | Spare the Air and other stories   |
| 10,000 e-mail registrants   | 03/30/03      | 100%          | Complete  |
| Transcription of 35,000 Smoking Vehicle complaints.   | 06/30/2003    | 75%           | On schedule   |
| Mail letters to registered owners within three days of receipt.   | 06/30/2003    | 75%           | On schedule   |
| Publish Semi-annual Smoking Vehicle Report.   | 06/30/2003    | 100%          | Complete  |
| Publish Annual Smoking Vehicle Report.  | 06/30/2003    | 75%           | On schedule   |
| Prepare weekly District position report on all matters before the Hearing Board.  | Weekly        | 100%          | On schedule   |
| Evaluate and process Title V (20 estimated) and synthetic minor (3 estimated) permits.  | 06/30/2003    | 40%           | Four issued this month  |
| Select and enter contract with consultant for preparation of CEQA document for 2004 Ozone Attainment Plan.  | 06/30/2003    | 15%           | Reviewing statements of qualifications from CEQA consultants                        |
| Complete analysis of Bay Area field study data for ozone and particulate matter.  | 06/30/2003    | 25%           | Data received; in progress  |
| Complete corroborative analyses for ozone SIP.  | 06/30/2003    | 20%           | Delay due to vacant position  |
| Estimate the precursor emissions reductions needed for attainment of the national 1-hour ozone standard by 2006.  | 06/30/2003    | 35%           | On schedule   |
| Complete Q/A review, organization of database files, and posting on the District's Web site of all of the District's meteorological data through the end of 2002. | 05/31/2003    | 55%           | On schedule   |
| Evaluate projects to receive incentives for school bus retrofits.   | 03/31/2003    | 60%           | Worked with Laidlaw, San Jose USD, West County School District on possible projects |
| Revise District CEQA Guidelines for cities and counties regarding diesel particulate matter.  | 06/30/2003    | 10%           | Reviewing emissions models  |
| Revise Reg 3: Fees.   | 06/30/2003    | 50%           | Held workshop 3/21/03   |

|   |            |      |  |
|---|------------|------|--|
| Adopt Regulation 12, Rule 11 regarding Refinery Flare Monitoring (SIP Control Measure SS15).  | 04/30/2003 | 65%  | Schedule revised to accommodate comment period |
| Revise 8-44: Marine Vessel Loading (SIP further study measure).   | 06/30/2003 | 50%  | Schedule revised; awaiting source test data    |
| Prepare and distribute FY 2003-04 TFCA Regional Fund application guidance.  | 04/30/2003 | 65%  | Preparing guidance document                    |
| Install updated switching equipment on District's main network backbone.  | 06/15/2003 | 60%  | On schedule                                    |
| Update "firewall" for improved network security.  | 7/01/2003  | 50%  | On schedule                                    |
| Keep Technical Library page on the District website up to date with monthly "new additions" list, and periodical holdings.                                | Ongoing    | 90%  | On schedule                                    |
| Continue marketing effort to make the Technical Library more visible to staff and encourage staff use of its resources.                                   | Ongoing    | 85%  | On schedule                                    |
| Update by replacement several books and reports, making use of used or remaindered book sites.  | Ongoing    | 85%  | On schedule                                    |
| Remain active in local "Special Libraries Association" and participate in SLA sponsored dinners, lectures and seminars.                                   | Ongoing    | 80%  | On schedule                                    |
| Work with webmaster to get library catalog on BAAQMD website in 2003  | Ongoing    | 25%  | On schedule                                    |
| Provide the Enforcement Division with analytical data from 800 samples to support their enforcement action.   | 06/30/2003 | 75%  | On schedule                                    |
| Provide the Air Monitoring Program with analytical data for 650 toxic organic compounds in ambient air samples.   | 06/30/2003 | 75%  | On schedule                                    |
| Determine the concentration of asbestos fibers in 300 asbestos containing bulk insulation materials for the Enforcement Division.                         | 06/30/2003 | 75%  | On schedule                                    |
| Provide the Air Monitoring Program with analytical data from 2,000 PM2.5 filters. Train new personnel to perform the analysis.                            | 06/30/2003 | 75%  | On schedule                                    |
| Participate in and complete 5 interlaboratory audits for toxic compounds conducted by CARB.   | 06/30/2003 | 60%  | On schedule                                    |
| Submit Certified Air Quality Data to EPA's AIRS Data Base for First Calendar Quarter of 2002.   | 06/30/2002 | 98%  | Delay due to EPA data system change over       |
| Submit Certified Air Quality Data to EPA's AIRS Data Base for Second Calendar Quarter of 2002.  | 09/30/2002 | 98%  | Delay due to EPA data system change over       |
| Submit Certified Air Quality Data to EPA's AIRS Data Base for Third Calendar Quarter of 2002.   | 12/30/02   | 98%  | Delay due to EPA data system change over       |
| Submit Certified Air Quality Data to EPA's AIRS Data Base for Fourth Calendar Quarter of 2002.  | 03/30/03   | 95%  | On schedule                                    |
| Submit Certified Air Quality Data to EPA's AIRS Data Base for First Calendar Quarter of 2003.   | 06/30/2003 | 60%  | On schedule                                    |
| Prepare and submit Annual Air Monitoring Network Review Report to EPA.  | 09/30/2002 | 50%  | Postponed due to limited resources             |
| Provide air quality, meteorological, and GLM data in electronic format to support the District goal to provide access to these data through the Internet. | 06/30/2003 | 10%  | On schedule                                    |
| Prepare updated Quality Assurance Manual for Air Monitoring and provide to EPA.   | 06/30/2003 | 40%  | On schedule                                    |
| Design and construct portable acids gas samplers for episodic events. Train personnel.  | 06/30/2003 | 30%  | On schedule                                    |
| Configure a new van for mobile surveillance and episodic monitoring.  | 06/30/2003 | 100% | Complete                                       |
| Modify an Air Monitoring van for use in auditing industry Ground Level Monitoring sites.  | 06/30/2003 | 70%  | On schedule                                    |

|   |            |      |             |
|---|------------|------|-------------|
| Prepare a corrective action plan for QA and air monitoring to meet EPA requirements.        | 06/30/2003 | 100% | Complete    |
| Maintain criteria pollutant calibration standards and calibrators to meet EPA requirements. | 06/30/2003 | 75%  | On schedule |

**BAY AREA AIR QUALITY MANGEMENT DISTRICT**

Memorandum

To: Chairperson Haggerty and Members  
Of the Board of Directors

From: William C. Norton  
Executive Officer/APCO

Date: April 10, 2003

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

RECOMMENDED ACTION:

Receive and file.

BACKGROUND

It is the District's policy to report all out-of-state travel to the Board of Directors.

DISCUSSION

Henry Hilken, Principal Environmental Planner, Planning Division, attended the Environmental Protection Agency (EPA) sponsored Strategic and Technological Innovations for Ozone SIP Development Conference held in Washington, DC, from March 12 - 16, 2003.

Mark Stoelting, Principal Air/Meteorological Monitoring Specialist, Technical Services Division, attended an EPA sponsored briefing on new EPA network monitoring requirements for Bio Watch held in Washington, D.C., from March 22 – 26, 2003. Funding for this will be under a supplemental EPA Grant.

Dick Duker, Supervising Air Quality Meteorologist, and Mark Stoelting, Principal Air/Meteorological Specialist, Technical Services Division, attended an EPA sponsored Automated Information Retrieval System (AIRS) Conference held in Albuquerque, New Mexico from March 31 – April 3, 2003.

Respectfully submitted,

William C. Norton  
Executive Officer/APCO

Prepared by: Ronald C. Raimondi  
Reviewed by: Wayne Tanaka

BAY AREA AIR QUALITY MANAGEMENT DISTRICT  
 Memorandum

TO: Chairperson Haggerty and Members of the Board of Directors  
 FROM: Mary Romaidis, Clerk of the Boards  
 DATE: April 8, 2003  
 RE: Quarterly Report of the Clerk of the Boards: January 1 – March 31, 2003

RECOMMENDED ACTION

This report is provided for information only.

DISCUSSION

Listed below is the status of minutes for the Board of Directors and Advisory Council and activities of the Hearing Board for the first quarter of 2003:

**Board of Directors**

| <b><u>Meeting Type</u></b>  | <b><u>Meeting Date</u></b> | <b><u>Status of Minutes</u></b>    |
|-----------------------------|----------------------------|------------------------------------|
| Regular Meeting             | January 15                 | Approved                           |
| Regular Meeting             | February 19                | Approved                           |
| Regular Meeting             | March 5                    | Approved                           |
| Regular Meeting             | March 19                   | Approved                           |
| Executive Committee         | January 29                 | Minutes Completed/Pending Approval |
| Budget & Finance Committee  | February 26                | Minutes Completed/Pending Approval |
| Public Outreach Committee   | February 10                | Minutes Completed/Pending Approval |
| Mobile Source Committee     | January 9                  | Approved                           |
| Mobile Source Committee     | February 13                | Minutes Completed/Pending Approval |
| Stationary Source Committee | March 19                   | Minutes Completed/Pending Approval |

**Advisory Council**

| <b><u>Meeting Type</u></b>     | <b><u>Meeting Date</u></b> | <b><u>Status of Minutes</u></b>    |
|--------------------------------|----------------------------|------------------------------------|
| Regular Meeting and Retreat    | January 8                  | Approved                           |
| Regular Meeting                | March 12                   | Minutes Completed/Pending Approval |
| Executive Committee            | January 8                  | Approved                           |
| Executive Committee            | March 12                   | Minutes Completed/Pending Approval |
| Technical Committee            | February 4                 | Minutes Completed/Pending Approval |
| Air Quality Planning Committee | January 6                  | Approved                           |
| Air Quality Planning Committee | February 25                | Approved                           |
| Air Quality Planning Committee | March 25                   | Minutes Pending                    |
| Public Health Committee        | February 10                | Approved                           |
| Public Health Committee        | March 10                   | Minutes Completed/Pending Approval |

## Hearing Board

1. During the Period January – March 2003, the Clerk’s Office processed and filed nine Applications for Variance and four Emergency Variances.
2. During the Period January – March 2003, a total of \$6,268.50 was collected in excess emission fees.
3. The Clerk of the Boards staff attended and took minutes at a total of seven hearings and other discussions at the District facility.
4. On January 29, 2003, the Hearing Board Presented its Quarterly Report (October – December 2002) to the Board Executive Committee.
5. On March 5, 2003, the Hearing Board revised the Emergency Variance Application form.

Respectfully submitted,

Mary Romaidis  
Clerk of the Boards

FORWARDED \_\_\_\_\_

MR:hl  
4/8/03  
G/Board/Quarter.doc

BAY AREA AIR QUALITY MANAGEMENT DISTRICT  
Memorandum

To: Chairperson Haggerty and Members  
of the Board of Directors

From: William C. Norton  
Executive Officer/APCO

Date: April 2, 2003

Re: Referral of Proposed Fiscal Year 2003/2004 Budget to the Budget  
and Finance Committee

---

RECOMMENED ACTION

Refer proposed District Budget for Fiscal Year 2003/2004 to the Budget and Finance Committee for review and consideration.

DISCUSSION

Pursuant to Administrative Code Division II, Section 3.2 Fiscal Policies and Procedures and in compliance with Health and Safety Code Section 40276, staff requests the Board of Directors refer the proposed budget for Fiscal Year 2003/2004 to the Budget and Finance Committee for review and consideration.

BUDGET CONSIDERATION/FINANCIAL IMPACT

The proposed consolidated budget for Fiscal Year 2003/2004 is \$47,375,345.

Respectfully submitted,

William C. Norton  
Executive Officer/APCO

Prepared by: Wayne Tanaka



BAY AREA AIR QUALITY MANAGEMENT DISTRICT  
Inter-office Memorandum

To: Chairperson Haggerty and  
Members of the Board of Directors

From: Wayne Tanaka, Administrative Services Division Director

Date: April 7, 2003

Re: Authorization for Execution of Contract in Excess of \$35,000

RECOMMENDED ACTION

Approve a contract in the amount of \$528,000 with Brady Air Conditioning, Inc for Phase II upgrades to the District's HVAC system.

BACKGROUND

A PG&E energy audit in 1997 and an updated audit by Belding consultants in April 2002 indicated that the District's HVAC system should be upgraded with higher efficiency equipment. The upgrades would result in up to a 15% savings in total energy costs. Due to the high cost of the upgrades, estimated at \$1,194,300 in today's dollars, the energy saving modifications will span several years.

DISCUSSION

Staff recommends and supports the proposed Phase II upgrades to the HVAC system. The energy saving modifications in Phase II include:

- (1) Replace existing condensers with copper-coated units, \$58,000.
- (2) Replace all air intake filters with units that can filter out 4 to 10 microns of dirt, pollen, spores and other airborne particles, \$17,000.
- (3) Replace all return air vents with units that have less static pressure resulting in lower energy consumption and increasing life of fan motors, \$24,000.
- (4) Replace electric resistance heaters at existing, variable air volume boxes, install skid boiler on roof, supply and return vertically at juncture of original building and 1987 westside building addition, \$57,000.
- (5) Replace all variable air volume boxes to variable volume and temperature boxes using hot water from roof mounted skid boiler, \$372,000.

A formal Request for Proposal (RFP) process was conducted. The vendor, Brady Air Conditioning, Inc, was selected based on meeting the criteria set in the RFP and submitting the lowest bid.

BUDGET CONSIDERATION/FINANCIAL IMPACT

Funding for the Phase II HVAC upgrades is provided for in the approved FY 2003 budget in Administrative Services Division, Fleet and Facilities section.

Respectfully submitted,

Wayne Tanaka, Director  
Administrative Services Division

Prepared by: Wayne Tanaka

FORWARDED: \_\_\_\_\_

BAY AREA AIR QUALITY MANAGEMENT DISTRICT  
Memorandum

To: Chairperson Haggerty and Members  
of the Board of Directors

From: William C. Norton  
Executive Officer/APCO

Date: April 8, 2003

Re: Set Public Hearing on Proposed New Regulation 12, Miscellaneous  
Standards of Performance; Rule 11: Flare Monitoring at Petroleum  
Refineries

---

RECOMMENDED ACTION:

Set public hearing for May 21, 2003 to consider adoption of proposed new Regulation 12: Miscellaneous Standards of Performance; Rule 11, Flare Monitoring at Petroleum Refineries.

DISCUSSION

This new rule would require refineries to monitor the volume and composition of gases burned in refinery flares, to determine the reasons for flaring, and to report all of this information to the District. A conceptual workshop was held for the rule in August 2002, and three community meetings were held in March and April 2003. In addition, a written comment period is being provided prior to completion of the final hearing draft.

The proposed amendments, a staff report, and the draft CEQA document will be available on the District's website at [www.baaqmd.gov](http://www.baaqmd.gov) approximately 30 days before the hearing. For additional information prior to that time, drafts of these documents are available on the District website by clicking on "Workshops (Pending & Past)" and looking for the "Request for Comments" for this rule.

Respectfully submitted,

William C. Norton  
Executive Officer/APCO

Prepared by: William Guy  
Reviewed by: Peter Hess

BAY AREA AIR QUALITY MANAGEMENT DISTRICT  
Memorandum

To: Chairperson Haggerty and  
Members of the Board of Directors

From: William C. Norton  
Executive Officer/APCO

Date: April 8, 2003

Re: Set Public Hearings on Proposed Amendments to District Regulation 3:  
Fees

---

RECOMMENDED ACTION:

Set public hearings for May 21, 2003 and July 2, 2003 to consider amendments to Regulation 3, Fees.

DISCUSSION

The purpose of these amendments is to increase BAAQMD permit fees by 1.6%, equal to the increase in the Consumer Price Index (CPI) for the California Bay Area (San Francisco, Oakland, San Jose) for 2002, as reported by the California Department of Industrial Relations, Division of Labor Statistics and Research. A workshop on the proposed amendments was held on March 21, 2003. The second public hearing is required by California Health and Safety Code section 41512.5 for fee increases for non-permitted sources.

The proposed amendments and staff report will be available on the District's website at [www.baaqmd.gov](http://www.baaqmd.gov) approximately 30 days before the hearing. For additional information prior to that time, the workshop draft is available on the District website by clicking on "Workshops (Pending & Past)."

Respectfully submitted,

William C. Norton  
Executive Officer/APCO

Prepared by: William Guy  
Reviewed by: Peter Hess

**BAY AREA AIR QUALITY MANAGEMENT DISTRICT**  
 Inter-office Memorandum

To: Chairperson Haggerty and  
 Members of the Board of Directors

From: Tom Addison  
 Advanced Projects Advisor

Date: April 9, 2003

Re: Legislative Committee Meeting of April 9, 2002

RECOMMENDED ACTIONS:

- 1) Adopt Committee’s recommendation on the legislation listed below.
- 2) Terminate the current contract for outside legislative advocacy, and authorize expenditure of funds to hire an outside lobbyist on an as-needed basis throughout the year.

DISCUSSION

The Legislative Committee met on Wednesday, April 9, 2003. The Committee reviewed the following bills, and is making the following recommendations for Board positions:

| Bill               | Brief Description   | Committee Recommendation    |
|--------------------|---|-----------------------------|
| AB 471 (Simitian)  | Requires cruise ships to cut air emissions  | Support                     |
| AB 698 (Lieber)    | Establishes “Perc” Cost Recovery Fund, and charges \$10 per gallon of perc used by dry cleaners | Support                     |
| AB 720 (Matthews)  | Specifies statewide policy on woodburning and voids local or air district rules                 | Oppose                      |
| AB 729 (Lieber)    | Requires BAAQMD to impose refinery controls and grants BAAQMD indirect source authority         | Oppose unless amended       |
| AB 740 (Pavley)    | Clean Air, Clean Water, and Coastal Protection Bond Act of 2004                                 | Support and seek amendments |
| AB 788 (Chavez)    | Delays ARB ability to regulate disinfectants  | Oppose                      |
| AB 854 (Koretz)    | Eliminates perc use in dry cleaning and provides grants for less toxic alternatives             | Support and seek amendments |
| AB 925 (Richman)   | Extends and increases air district expedited powerplant permitting                              | Oppose                      |
| AB 998 (Lowenthal) | Establishes grant program for non-toxic alternatives to perc dry cleaning                       | Support                     |

**AGENDA : 11**

|                    |  |                             |
|--------------------|--|-----------------------------|
| AB 1468 (Pavley)   | Requires testing of negative air machines at asbestos abatement sites                        | Support in concept          |
| AB 1500 (Diaz)     | Establishes Petroleum Pollution Cleanup and Prevention Act with \$1 per barrel petroleum fee | Support                     |
| AB 1624 (Benoit)   | Limits percentage of vehicles required to go to test-only smog check stations                | Oppose                      |
| AB 1637 (La Suer)  | Deletes ARB's administrative penalty authority   | Oppose                      |
| SB 207 (Ackerman)  | Removes district enforcement authority over vapor recovery equipment                         | Oppose                      |
| SB 656 (Sher)      | Requires ARB and districts to reduce PM emissions  | Support                     |
| SB 700 (Florez)    | Eliminates exemption for agriculture from air quality regulation                             | Support in concept          |
| SB 702 (Florez)    | Exempts medium-weight farm equipment from Moyer cost-effectiveness                           | Oppose                      |
| SB 705 (Florez)    | Eliminates agricultural burning and requires districts to develop alternative programs       | Support if amended          |
| SB 706 (Florez)    | Specifies statewide policy on woodburning, and voids local or air district rules             | Oppose                      |
| SB 708 (Florez)    | Partially removes current smog check exemption for vehicles more than 30 years old           | Support                     |
| SB 825 (Torlakson) | Creates Pedestrian and Bicyclist Safety and Mobility Fund                                    | Support                     |
| SB 916 (Perata)    | Calls for election on \$1 bridge toll surcharge for transit                                  | Support and seek amendments |
| SB 981 (Soto)      | Establishes Petroleum Pollution Cleanup and Prevention Act with \$0.30 per barrel fee        | Support                     |

The Committee also discussed the District's current contract with the advocacy firm of Joe Caves and Associates, and recommended terminating the contract. The Committee recommends instead hiring an outside lobbyist on an as-needed basis throughout the year.

Respectfully submitted,

Tom Addison  
Advanced Projects Advisor

Approved by: \_\_\_\_\_

FORWARDED: \_\_\_\_\_

BAY AREA AIR QUALITY MANAGEMENT DISTRICT  
Memorandum

To: Chairperson Haggerty and  
Members of the Board

From: William C. Norton  
Executive Officer/APCO

Date: April 10, 2003

Re: Report of the Mobile Source Committee Meeting of April 10, 2003

RECOMMENDED ACTIONS

The Committee recommends approval of the following:

- A) Proposed revisions to TFCA Policy #1 and Evaluation Criterion #1 to increase the cost-effectiveness limit from \$50,00/ton to \$90,000/ton of emissions reduced;
- B) Amendments to vehicle eligibility requirements and augment current Vehicle Buy Back contracts by a total of \$1.5 million from available FY 2002/2003 TFCA funds; and
- C) Selection of two proposals, a biodiesel feasibility study by CytoCulttrue International, and a pilot project by Biodiesel Industries and authorize the Executive Officer/APCO to execute contract to implement the study and project in amounts not to exceed \$28,000 and \$40,000 respectively.

DISCUSSION

The Mobile Source Committee met Thursday, April 10, 2003. Chairperson, Shelia Young will give a summary of the meeting. The attached staff reports were presented to the Committee.

BUDGET CONSIDERATION/FINANCIAL IMPACTS

Policy #1 and Evaluation Criterion #1 will increase the cost-effectiveness limit for TFCA projects to \$90,000 per ton.

Respectfully submitted,

William C. Norton  
Executive Officer/APCO

Prepared by: Mary Ann Goodley

BAY AREA AIR QUALITY MANAGEMENT DISTRICT  
Memorandum

To: Chairperson Haggerty and Members of the Board

From: William C. Norton  
Executive Officer/APCO

Date: April 10, 2003

Re: Public Hearing to Consider Proposed Amendments to Regulation 2, Rule 6 ("Major Facility Review"), Manual of Procedures (MOP), Volume II, Part 3, Major Facility Review Permit Requirements, and Approval of a Negative Declaration pursuant to the California Environmental Quality Act

---

RECOMMENDED ACTION:

Staff recommends that the Board of Directors take the following actions:

- A) Adopt proposed amendments to Regulation 2, Rule 6, Major Facility Review;
- B) Adopt proposed amendments to Manual of Procedures (MOP), Volume II, Part 3, Major Facility Review Permit Requirements; and
- C) Approve a Negative Declaration pursuant to the California Environmental Quality Act (CEQA) for this rule-making activity.

BACKGROUND

The proposed amendments would correct possible deficiencies in the District's Title V permit program (Major Facility Review). These deficiencies were identified by EPA as a result of a lawsuit by citizen groups over EPA's approval of the program.

In addition to addressing these deficiencies, the amendments address two other issues raised by citizen groups. Although EPA does not consider the District's program to be deficient, District staff propose amendments to address Potential to Emit and Statement of Basis.

Finally, the proposed amendments would revise the requirements for inclusion of a schedule of compliance in a Title V Permit. Currently, a schedule of compliance may be included in a Title V permit only if the Hearing Board has issued an order. The proposed amendment would allow the APCO to impose a schedule of compliance during Title V permit review. This amendment would increase public participation in the process of establishing a schedule of compliance.

CHANGES TO PROPOSED RULE AFTER PUBLICATION

Minor changes were made to the proposed rule in response to public comments after the public notice for the March 19th hearing was published and the rule was sent to ARB. In addition, the staff proposal to change the requirements for a schedule of compliance was added after the original notice was published. These changes have been incorporated into the staff report. As a result of these changes, staff requested that the Board continue the hearing until April 16, 2003.



CONCLUSIONS

District staff has determined with certainty that the proposed amendments will have no significant environmental impacts and thus are exempt under CEQA Guidelines Section 15061, subd (b)(3). The District intends to file a Notice of Exemption pursuant to State CEQA Guidelines, Section 15062.

Respectfully submitted,

William C. Norton  
Chief Executive Officer

Prepared by: Steve Hill  
Reviewed by: Peter Hess

BAY AREA AIR QUALITY MANAGEMENT DISTRICT  
Interoffice Memorandum

To: Chairperson Haggerty and  
Members of the Board

From: Wayne Tanaka, Director  
Administrative Services Division

Date: April 7, 2003

Re: Consider Approval of Retroactive Fringe Benefit Adjustments for Retirees

RECOMMENDED ACTION:

Approve retroactive fringe benefit allowance for represented retirees from July 2000 to June 2002, for represented retirees who retired before July 1, 2000 and approve a transfer of \$15,187 from the Reserve for Contingency.

DISCUSSION

On April 2, 2003, a proposal from formerly represented retirees for retroactive fringe benefits was presented to the Board for consideration. The issue was discussed at a closed session of the Board on that date. The Board reviewed the allowance given to non-Board appointed management and confidential employees, those given to represented employees, and those given to retirees in both groups. The allowance for retirees' fringe benefits is used to purchase medical, dental and vision coverage in retirement.

At the November 27, 2002 Board meeting, a \$50 increase to the fringe benefit allowance was approved, retroactive to July 2002. The fringe benefit allowance for formerly represented retirees who retired before July 1, 2000, was raised to the minimum level provided to represented employees as specified in the MOU. The current allowance for represented retirees is \$576.00 per month for medical dental, and vision coverage.

The recommended retroactive increase for formerly represented retiree benefits from July 2000 to June 2002, will bring the retroactive period covered to the same as that given to all active employees.

BUDGET

The recommended retroactive increase of \$50.00 per month from July, 2000 to June, 2002 for the formerly represented retiree fringe benefit allowance will cost the District approximately \$15,187.

Respectfully submitted,

Wayne Tanaka, Director  
Administrative Services Division

Prepared by: Wayne Tanaka  
Reviewed by: Brian C. Bunger

FORWARDED: \_\_\_\_\_