



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

BOARD OF DIRECTORS' REGULAR MEETING

September 3, 2003

A meeting of the Bay Area Air Quality Management District Board of Directors will be held at 9:45 a.m. in the 7th floor Board room at the Air District headquarters, 939 Ellis Street, San Francisco, California.

Questions About an Agenda Item

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

Meeting Procedures

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

After action on any agenda item not requiring a public hearing, the Board may reconsider or amend the item at any time during the meeting.

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

WEDNESDAY
SEPTEMBER 3, 2003
9:45 A.M.

BOARD ROOM
7TH FLOOR

CALL TO ORDER

Opening Comments
Roll Call
Pledge of Allegiance

Scott Haggerty, Chairperson
Clerk of the Boards

COMMENDATIONS/PROCLAMATIONS

National Award of Excellence from the Congress of New Urbanism in recognition of the Air District's participation for Smart Growth Strategy/Regional Livability Footprint Project.

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 three (3) minutes each.

CONSENT CALENDAR (ITEMS 1 – 6)

Staff/Phone (415) 749-

1. Minutes of July 16, 2003
M. Romaidis/4965
mromaidis@baaqmd.gov
2. Communications
Information only
W. Norton/5052
exec@baaqmd.gov
3. Report of the Advisory Council
B. Hanna/4962
bhanna@napanet.net
4. Monthly Activity Reports
Division Activities for the month of July, 2003
P. Hess/4971
phess@baaqmd.gov
5. Authorization for Execution of Contracts in Excess of \$35,000
W. Tanaka/5066
wtanaka@baaqmd.gov

Pursuant to the District's Administrative Code Division III, Section 4.3 Fiscal Policies and Procedures, staff request the Board of Directors authorize the Executive Officer/APCO to execute the following contracts:

- A) *Contract not to exceed \$199,498 with Diversified Fire Products to upgrade the District fire alarm system;*
 - B) *Contract not to exceed \$353,400 with Lawson Roofing to re-roof District headquarters;*
 - C) *Contract not to exceed \$52,000 with Mortarotti-Ramirez Productions to produce a video of the Air District and the work performed by the District;*
 - D) *Contract not to exceed \$92,143, as budgeted for in the approved FY 2003/2004 budget, with West Corporation for the installation of closed circuit television (CCTV) security system and card locks;*
 - E) *Contract not to exceed \$279,155 with T & B Services to perform air monitoring duties; and*
 - F) *Contract amendment not to exceed \$200,000 with Environ International Corporation, Novato, CA, to provide additional photochemical modeling services.*
6. Consider Reappointment of Attorney and Alternate Attorney Members on the District Hearing Board
- W. Norton/5052**
exec@baaqmd.gov
- The Board will consider reappointment of Attorney and Alternate Attorney members on the District Hearing Board.*

COMMITTEE REPORTS AND RECOMMENDATIONS

7. Report of the **Executive Committee** Meeting of July 30, 2003

CHAIR: S. HAGGERTY

W. Norton/5052
exec@baaqmd.gov

Action(s): Approve Committee recommendation to approve resolution on New Source Review.

OTHER BUSINESS

- 8. Report of the Executive Officer/APCO
- 9. Chairperson's Report

CLOSED SESSION

10. Conference with Legal Counsel

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:

Communities for a Better Environment and Transportation Defense and Education Fund v. Bay Area AOMD, Metropolitan Transportation Commission, Association of Bay Area Governments, and California Air Resources Board, San Francisco Superior Court, Case No. 323849

OPEN SESSION

11. 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)

12. Place of Next Meeting - 9:45 a.m., Wednesday, September 17, 2003 -939 Ellis Street, San Francisco, CA 94109
13. 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

- 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 at least 3 working days prior to the date of the meeting, 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 C. Norton
Executive Officer/APCO

Date: August 22, 2003

Re: Board of Directors' Meeting Minutes

RECOMMENDED ACTION:

Approve attached minutes of the Board of Directors meeting of July 16, 2003.

DISCUSSION

Attached for your review and approval are the minutes of the Board of Directors' meeting of July 16, 2003.

Respectfully submitted,

William C. Norton
Executive Officer/APCO

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
939 ELLIS STREET - SAN FRANCISCO, CALIFORNIA 94109

Draft Minutes: Board of Directors Regular Meeting – July 16, 2003

Call To Order

Opening Comments: Chairperson Haggerty called the meeting to order at 9:50 a.m.

Roll Call: Present: Scott Haggerty, Chair, Chris Daly, Jerry Hill, Patrick Kwok, Jake McGoldrick (10:15 a.m.), Nate Miley, Julia Miller, Dena Mossar, Mark Ross, John Silva, Tim Smith, Pam Torliatt, Marland Townsend (9:52 a.m.), Gayle Uilkema, Brad Wagenknecht, Shelia Young.

Absent: Maria Ayerdi, Harold Brown, Roberta Cooper, Mark DeSaulnier, Liz Kniss.

Pledge of Allegiance: Director Torliatt led the Board in the Pledge of Allegiance.

Commendations/Proclamations: Clean Air Champions Awards 2003.

Since 1992, the Air District, along with the American Lung Association, RIDES for Bay Area Commuters, KCBS Radio 74, Alice 97.3, LIVE 105 and the U.S. Environmental Protection Agency (EPA) have co-sponsored the Clean Air Champions awards to honor Bay Area individuals and organizations for their exceptional efforts to clean up the air. Seven champions were honored this year.

The Board of Directors recognized the winners of the 2003 Bay Area Clean Air Champions. The awards were presented as follows: Directors Haggerty, Wagenknecht, Daly, Miley, Uilkema, Young and Miller presented plaques to James Paxson, Walt Bilofsky, Reverend Sally Grover Bingham, Lucy Gigli, the Brandt family, Port of Oakland, Specialty Solid Waste and Recycling, respectively.

Public Comment Period: Speaker: Irvin Dawid
Advisory Council Member

Mr. Dawid thanked the Board for sponsoring his attendance at the Air & Waste Management Association's 2003 Conference, the International Urban Air Quality Forum and the Local Government Commission (LGC) Conference in San Diego. The LGC Conference was on planning and building more livable communities and featured a public health track. The Air District co-sponsored this Conference.

Mr. Dawid requested the Board of Directors to view the Air District as a public health agency rather than strictly a regulatory agency for air quality, and urged them to consider making that transition.

Consent Calendar (Items 1 – 6)

1. Minutes of July 2, 2003

2. Communications. Correspondence addressed to the Board of Directors.
3. Report of the Advisory Council.
4. Monthly Activity Reports - *Division Activities for the month of June, 2003*
5. Quarterly Report of the Clerk of the Boards
6. Quarterly Report of Air Resources Board Member Honorable Mark DeSaulnier

Board Action: Director Townsend moved approval of the above Consent Calendar items; seconded by Director Miller; carried unanimously without objection.

Committee Reports and Recommendations

7. Report of the Mobile Source Committee Meeting of July 10, 2003

Action: The Committee recommended approval of FY 2003/2004 TFCA County Program Manager projects.

Director Young reported that the Committee met on Thursday, July 10, 2003. Staff reported on its review of applications for Transportation Fund for Clean Air (TFCA) Program Manager Funds for FY 2003/2004. A total of 71 projects applied for funding. Seven were subsequently withdrawn by mutual agreement between the County Program Managers and District Staff. Staff reviewed each project for consistency with state law, the Clean Air Plan, and Board adopted policies, and evaluated all of the projects submitted by a county according to an aggregate cost-effectiveness criterion of \$90,000 per ton of emissions reduced.

For one project, the Napa County Transportation Planning Agency retrofit of seven Napa County transit buses equipped with diesel engines, Staff recommended the Committee waive Section B.5 of TFCA Policy No. 27. Currently available particulate traps do not meet the 2004 California Air Resources Board's limit of 20% nitrogen dioxide (NO₂) in the total emissions of oxides of nitrogen. However, since the quantity of particulate matter reduced by the traps far outweighs this shortcoming, Staff recommended that the project should go forward.

The Committee unanimously endorsed the staff recommendations to allocate Program Manager funds for the 64 projects presented in the staff report.

Board Action: Director Young moved that the Board approve the recommendations of the Mobile Source Committee; seconded by Director Torliatt; carried unanimously without objection.

Presentation

8. *Clēaire Briefing of Retrofit Emission Control Technologies*

Kevin Shanahan, President, and Brad Edgar, Vice President of Clēaire provided the Board of Directors with a briefing on control technologies that reduce emissions from diesel engines to improve air quality.

Kevin Shanahan, President, and Dr. Bradley Edgar, Executive Vice President and Chief Technology Officer of Clēaire provided the Board of Directors with a briefing on control technologies that reduce emissions from diesel engines to improve air quality.

Director Uilkema inquired whether Clēaire's catalytic converter emitted sulfuric acid, and requested technical assistance to better understand the whole range of low sulfur diesel fuel impacts. Mr. Norton stated that the District would provide the requested information to her.

9. Presentation on Implementation of Smog Check II in the Bay Area

The Enhanced Smog Check program began in the Bay Area on July 1, 2003, and is expected to be fully implemented on October 1, 2003. The Bureau of Automotive Repair (BAR), which is part of the California Department of Consumer Affairs, is responsible for implementing the program.

Mr. Rocky Carlisle, of BAR and the coordinator for the Enhanced Smog Check program in the Bay Area, made a presentation on the enhanced program and provided an update on the Bay Area's implementation of the program.

Other Business

10. Report of the Executive Officer/APCO. Mr. Norton announced the following:

- a) The access codes for all the digi pad locks in the building had changed. A copy of the new codes was distributed to the Board members at the meeting.
- b) The Environmental Protection Agency issued a press release last week in which it is proposing to approve the Bay Area's 2001 Ozone Attainment Plan. There will be a 30-day comment period after which it will review the comments and determine whether or not it will render the approval.
- c) Recent appointments of two new key staff members. Mr. Norton introduced Kelly Wee, Director of Enforcement and Michael Rich, Human Resources Officer. Both staff members briefly addressed the Board of Directors.

11. Chairperson's Report. There was none.

Closed Session (The Board adjourned to Closed Session at 11:00 a.m.)

12. Conference with Legal Counsel

Existing Litigation:

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

Communities for a Better Environment and Transportation Defense and Education Fund v. Bay Area AQMD, Metropolitan Transportation Commission, Association of Bay Area Governments, and California Air Resources Board, San Francisco Superior Court, Case No. 323849

Open Session (The Board reconvened to Open Session at 11:05 a.m.)

Brian Bunger, Counsel, stated that the Board met in Closed Session and received a status report on Agenda Item No. 12 and provided general direction to Counsel.

13. Board Members' Comments: Director Townsend inquired about the status of SB 288. Mr. Norton stated that amendments to SB 288 have been made. However, District Staff are not satisfied and are still negotiating on the language of the bill.
14. Time and Place of Next Meeting - 9:45 a.m., Wednesday, September 3, 2003, 939 Ellis Street, San Francisco, California.
15. Adjournment: The meeting was adjourned at 11:06 a.m.

**Neel Advani
Deputy Clerk of the Boards**

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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: August 25, 2003

Re: Report of the Advisory Council

RECOMMENDED ACTION:

Receive and file.

DISCUSSION

Attached for your review are draft minutes of the Advisory Council Executive Committee and Advisory Council Regular meetings of July 9, 2003.

Respectfully submitted,

William C. Norton
Executive Officer/APCO

Prepared by: James Corraza

Bay Area Air Quality Management District
939 Ellis Street
San Francisco, California 94109

DRAFT MINUTES

Advisory Council Executive Committee Meeting
9:00 a.m., Wednesday, July 9, 2003

- 1. Call to Order – Roll Call.** 9:08 a.m. Quorum Present: William Hanna, Chairperson, Elinor Blake, Robert Harley, Ph.D., Kraig Kurucz, Brian Zamora. Also present: Stan Hayes.
- 2. Public Comment Period.** There were no public comments.
- 3. Approval of Minutes of March 12, 2003 and May 14, 2003.** Mr. Zamora moved approval of the minutes of March 12, 2003; seconded by Dr. Harley; carried unanimously. Mr. Zamora moved approval of the minutes of May 14, 2003; seconded by Dr. Harley; carried unanimously.
- 4. Standing Committee Chair Reports on Committee Work Plans and Recommendations.** Chairperson Hanna inquired about the status of Standing Committees work plans.

Mr. Kurucz reported that the Air Quality Planning Committee at its next meeting on July 22 will discuss the state of regulation on diesel fuel and diesel engines with District staff. Subsequent Committee work will focus on PM_{2.5} and its relationship to existing controls for NO_x.

Dr. Harley noted that Technical Committee will meet on August 7 to further discuss South Coast AQMD Rule 1118 regarding refinery flares and to receive a presentation from Communities for a Better Environment on flare emissions. Referring to the May 14, 2003 Advisory Council Executive Committee minutes, Chairperson Hanna inquired of Mr. Hess as to the timing of the forthcoming two staff presentations to the Technical Committee on (a) efforts in Canada and elsewhere to measure flare efficiency and (b) the District's Technical Assessment Document (TAD) on marine loading. Mr. Norton indicated that the marine loading TAD would be issued in September, at which time staff could report on it. Mr. Hess noted that the AWMA Journal in June published an article on methodology for calculating flare efficiency, and that staff would be interested in hearing the Technical Committee's opinion on this methodology. Chairperson Hanna suggested the first presentation be presented to the Technical Committee at its October meeting.

Mr. Zamora noted that the issue of flare efficiency overlaps with the Public Health Committee's review of the optical sensing of emissions at the refinery fence line. At its forthcoming meeting on August 11, refinery staff will meet with the Committee to discuss the data generated by the system. The Committee's charge is to evaluate whether fence line monitoring should be installed at other Bay Area refineries. The public considers this system and the data it generates an asset.

In discussion, the distinction was raised between evaluating flare emissions for purposes of ozone attainment modeling and toxic content in upset conditions. In the latter case, fence line monitoring would possibly provide early warnings from near real-time monitoring. This would provide an additional perspective on whether a given refinery emission posed a danger to public health. Mr. Zamora stated the Public Health Committee will require another meeting or two to develop its recommendations. At the time it issues its first draft, it would like to jointly meet with the

Technical Committee to review them. Chairperson Harley so agreed. Mr. Zamora added the Committee has been investigating emissions from ports and ships but would like to complete its work on optical monitoring before resuming its analysis of marine loading and shipping.

- 5. Staff Comments on Items of Upcoming Importance.** Mr. Norton stated the U.S. Environmental Protection Agency (EPA) had indicated it will approve the District's 2001 Ozone Attainment Plan. Whether it will attach conditions to its approval is as yet unknown. EPA's approval will avert the highway sanctions that would have gone into effect in October of this year in the absence of an approved Plan. Mr. Hess added that should litigation be initiated, the removal of the sanctions will stand as approved unless the EPA's decision is overturned in a federal court proceeding.

Mr. Norton stated that the California Air Resources Board (CARB) has informed the District that it will recommend that the EPA designate the District as being in attainment of the eight-hour ozone standard. Mr. Hess added that EPA is developing documentation for implementing a plan for the eight-hour ozone standard, which will likely replace the one-hour standard. The EPA will publish its rule-making in December to meet a court-mandated deadline for designations by April 15, 2004.

However, one major potential complication concerns the extent to which such a designation can be affected by pollutant transport to the District's downwind neighbors, which are asking EPA not to designate the District as being in attainment. Chairperson Hanna inquired how monitoring data for attainment within a given region could be affected by measurements outside the region. Mr. Norton replied that EPA has some latitude in that context. In other places in the country, EPA has designated upwind areas the same as downwind neighbors because of transport problems. To date this has been applied only to inter-state transport. The question remains as to whether EPA has the authority to exercise the same discretion within intra-state situations as well.

At a recent CARB meeting, transport requirements were recently passed, and the District must comply with these. This constitutes the proper forum for dealing with the effects of transport. The next step will be to make evaluations based on modeling the data from the Central California Ozone Study (CCOS). Preliminary data show that while there is transport from the District into the northern part of the Central Valley, the ozone exceedances occur primarily in the southern region.

Dr. Harley inquired if the EPA is also concerned over how the Bay Area's attainment of the PM standard may be affected by wintertime transport from the Central Valley. Mr. Hess replied that it is likely the District will attain the PM_{2.5} standard. Evaluation of PM transport is complicated because fine PM is either a combustion particulate or a gaseous pollutant deriving from secondary atmospheric formation. Dr. Harley agreed, noting that nitrate is half of the wintertime problem in the Bay Area and comes from the gas phase emissions of NO_x rather than soot particles.

- 6. Committee Member Comments/Other Business.** Mr. Hayes noted that the issue of climate protection was the subject of the keynote address at the recent AWMA conference and should be included on the Council's study program. The CEO of a large utility has recently spoken about how important climate change is to the electric utility industry. The Council should consider inviting speakers to introduce the entire membership to the issues. These could be invited from government, industry and academic institutions. For example, Stanford University has recently initiated a program to conduct research in energy as it might affect global climate change.

Chairperson Hanna stated that at the Board meeting of July 2, 2003, the Sonoma County Climate Protection Campaign did receive \$25,000 in District funding to conduct a greenhouse gas (GHG)

emission inventory in that County. The Campaign staff explained to the Board that the State Climate Action Registry database was not functioning. This not only prevented the Campaign from coordinating with the Registry, but also required the Campaign to assist the Registry with getting its system up and operating. Chairperson Hanna added that the Campaign staff assured him that they would keep the Advisory Council informed.

Mr. Norton noted that regulation of GHGs is problematic because they are not criteria pollutants that the District is charged to regulate. The dedication of District resources to their regulation would depend upon whether a nexus could be demonstrated between reductions of GHGs and reductions in volatile organic compound emissions. Mr. Kurucz stated that one of the Council's Committees could review this issue and evaluate Sustainable Silicon Valley: a cooperative network of business, industry and government which is working to evaluate the impact that a large network of businesses and industry could have on the environment. This group has chosen to investigate water management and energy conservation. On a voluntary basis the participants have set a goal for the region for energy reduction on a percentage basis over previous years. Members of this group could address the Council on its methods, some of which far exceed the government in the area of GHG emission reductions.

7. Time and Place of Next Meeting. 9:00 a.m., Wednesday, September 10, 2003, 939 Ellis Street, San Francisco, California 94109. Messrs. Kurucz and Harley informed the Committee that they will be unable to attend the next Executive Committee meeting.

8. Adjournment. 9:58 a.m.

James N. Corazza
Deputy Clerk of the Boards

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
939 ELLIS STREET - SAN FRANCISCO, CALIFORNIA 94109

Draft Minutes: Advisory Council Regular Meeting – July 9, 2003

Call To Order

Opening Comments: Chairperson Hanna called the meeting to order at 10:05 a.m.

Roll Call: Present: William Hanna, Chair, Sam Altshuler, P.E., Elinor Blake, Harold M. Brazil, Pamela O'Malley Chang, Irvin Dawid, Rob Harley, Ph.D., Stan Hayes, John Holtzclaw, Ph.D., Kraig Kurucz, Norman A. Lopera, Jr., P.E., Kevin Shanahan, Linda Weiner, Brian Zamora.

Absent: Louise Bedsworth, Ph.D., Patrick Congdon, Ignatius Ding, Fred Glueck, Victor Torreano.

Public Comment Period: There were no public comments.

1. Approval of Minutes of May 14, 2003: Ms. Blake moved approval of the minutes; seconded by Dr. Holtzclaw; carried unanimously.

Committee Reports

2. Report of the Air Quality Planning Committee Meeting of May 27, 2003

Mr. Kurucz stated that the Committee received a report on pending legislation from District staff. SB 655 (Sher) will create planning requirements for particulate matter on the same level as for ozone. On July 22, staff will brief the Committee on diesel fuel issues and regulations.

3. Report of the Public Health Committee Meeting of May 19, 2003

Mr. Zamora stated the Committee met in Rodeo and received input from community members on the data generated by the optical monitors along the fence lines of the ConocoPhillips Refinery. The community feels the data it generates is indeed useful. In the near future, the Contra Costa County Health Department will post these monitoring data on the County's website.

4. Report of the Technical Committee Meeting of May 29, 2003.

Dr. Harley stated the Committee received a presentation on refinery flaring systems and combustion efficiency from Barry Friedman, P.E., of The Washington Group International. It endorsed the District's assumption of 98% flare combustion efficiency of hydrocarbons. This assumption will be used in the District's air quality management planning process for ozone attainment. Also, the Committee discussed the role of the flare operator in overseeing flow rates and adjusting steam input. Julia May from Communities for a Better Environment (CBE) noted that high combustion efficiency does not affect the conversion of flare emissions of sulfur into sulfur dioxide (SO₂).

5. Report of the Public Health and Technical Committee Meeting of June 30, 2003.

Mr. Zamora stated the two Committees received presentations from Ted McKelvey of Terra Air Services, Inc., Houston Texas, and Dr. Robert Spellicy, President of IMACC, Red Rock, Texas, on the remote optical measurement of refinery flares and flare emission content. The petrochemical industry will be invited to the next Public Health Committee meeting to offer its perspectives of this technology. The District's regulatory perspective on optical emissions monitoring and measurement will also be sought. Questions that remain for further discussion include the lack of quality assurance protocols for this equipment and how well the system functions in inclement weather and the extent to which it would be unable to capture plume rises.

6. Report of the Executive Committee Meeting of July 9, 2003

Chairperson Hanna stated that the Committee met earlier today and discussed forthcoming Standing Committee work plans and issues of upcoming importance. Staff reported that the Environmental Protection Agency (EPA) will render approval on the 2001 Ozone Plan.

Presentations:

7. Report on the Air & Waste Management Annual Meeting: June 2003.

Mr. Altshuler stated:

- The key issue in the conference concerned the atmosphere and global warming impacts of carbon dioxide (CO₂) emissions. The technology that captures CO₂ out of flue gases and sequesters it through injection into abandoned gas wells entails a major energy penalty. He believes it is preferable to reduce CO₂ through improvements in efficiency and fuel choice. The concept of coal gasification is resurging in discussions of new power plant construction.
- He visited a conference site demonstrating the Rodeo refinery optical remote sensing equipment. It may help address public concerns, but the data produced by it is different from standard monitoring data. Quality assurance/quality control is difficult to develop because known concentrations cannot be inputted and their output measured with a percentage of error.
- A manufacturer of catalysts for diesel engines could not affirmatively answer whether the catalysts will meet state's maximum 20% nitrogen dioxide (NO₂) emission limit in 2004.

Mr. Brazil stated:

- A transportation session sponsored by Desert Research Institute staff concerned the mechanics of measuring particulate matter (PM) and developing emission factors for different vehicle types and sizes. This will be applied to transportation conformity analysis. Another session dealt with transportation conformity planning associated with the eight-hour ozone standard.
- One session reviewed transportation conformity and how pending litigation has adversely affected the efforts to coordinate the Transportation Improvement, Regional Transportation, and State Implementation (SIP) Plans.
- Another presenter addressed Michigan's experience with the NO_x SIP call and transport issues, which dealt with whether EPA is taking control of the local air quality planning process.
- He also attended a presentation that compared door-to-door travel time measurements for transit and private vehicle transit modes in major cities throughout the country. Dr. Matthew

Barth of UC Riverside noted that there are optimal congestion levels that prevent cars from going too fast (at which they emit at high levels) or too slow (which also leads to congestion).

- He attended another session sponsored by the Federal Highway Administration, which took credit for vehicle emission reductions through successful transportation conformity planning, while criticizing transportation control measures as being low emission reduction achieving.
- A session on marine shipping indicated that NO_x emissions from these operations are not regulated and could lead to ozone attainment problems in the future.
- He attended sessions on the use by regional transportation planning agencies of emission factor models. California uses the Emission Factor Model (EMFAC), while the rest of the country uses the EPA's MOBILE emission factor model, a new version of which has been developed. It has some major structural differences with previous versions of the model. Several papers reported on a number of sensitivity runs of the new MOBILE emission factor model.

Mr. Dawid stated:

- He found that the AWMA participants had extensive technical backgrounds. There were several excellent sessions on water quality and security. An educational tour was held of the 700 megawatt (MW) South Bay Duke power plant, which was built in 1960. Due to a state power contract with New Mexico and Arizona, it only produces 30 MW at present.
- He attended the International Urban Air Quality Forum from June 25-27. Information presented concerned the recent banning of two-stroke, three-wheelers. The reduction of lead emissions from power plants in Ghana would require \$230 million.
- On June 27 he attended a Local Government Commission seminar on Planning and Building More Livable Communities. In its public health track, a paper was presented by Howard Frumpkin, M.D., Ph.D., entitled "Urban Sprawl and Public Health," which opines that public health professionals need to figure more prominently in the field of urban planning, where urban planners and architects have taken the reigns.

Mr. Hayes stated:

- The main issue at the AWMA Conference was climate change. The District's charter to regulate criteria pollutants is connected with greenhouse gases (GHGs) in that 85% of GHGs are carbon dioxide byproducts of fuel combustion. Therefore, increases in vehicle efficiency and public transit ridership, and reduction of vehicle miles traveled (VMT), benefits the earth's climate by reducing GHGs. This issue should be put on the Council's radar screen. Guest speakers could be invited from the California Climate Action Registry, as well as Stanford University's program on the effect of energy technology on climate change.
- He moderated a panel session on homeland and environmental security. An AWMA task force on environmental security will be formed to further investigate some of the issues raised.
- He presented a paper on the air toxics composition of jet exhaust, which included information that had not previously been routinely incorporated into data used by regulatory agencies. Some advances have been made in understanding jet engine exhaust emissions.

Dr. Holtzclaw stated:

- He attended several transportation sessions. Dr. Matthew Barth of U.C. Riverside, who addressed the Council four years ago, gave a paper on how motor vehicle emissions change at varying speeds. The Council would greatly benefit from hearing this presentation.
- He presented a paper on how various development patterns affect driving patterns.
- He also attended the subsequent Local Government Commission smart growth conference.

Mr. Kurucz stated:

- At the opening plenary session noted that energy intensity is down in Mexico, although total GHGs have increased. Energy intensity is higher in the entire United States than in California, which is second in gas and diesel purchasing in the world, behind only the entire United States.
- Sessions discussed the magnitude of PM_{2.5} non-attainment problem and ways of reaching attainment with the national PM_{2.5} standard. An EPA staff member gave a presentation on the chemistry of PM analysis, showing the chemical mechanisms through which some nitrates and sulfates emitted from combustion are converted to PM through secondary formation.
- A representative of the electric industry stated that half of all of the counties in the United States will be out of attainment or lack sufficient data to demonstrate attainment either way. The electric utility industry is lobbying EPA to delay implementation of standard.
- District Deputy APCO Peter Hess gave a local agency perspective on how PM_{2.5} and ozone are linked. He suggested addressing the linkage through (a) speciation of the monitoring data, (b) source identification, (c) development of control measures for stationary and transportation sources, and (d) treatment of PM_{2.5} as a gaseous pollutant formed through secondary atmospheric formation. Linking ozone and PM increases control measure cost-efficiency. The main sources of PM are wood burning (25%), ammonium nitrate (45%) and vehicles (30%).
- Professor Ron Henry of USC reported on his receptor modeling analyses. Through the use of non-parametric linear regression for emission back-casting, he develops refinery and industrial plant emission profiles in a given region. This profiling work first began in Houston and focused on PM, and now it includes volatile organic compounds (VOCs). Dr. Henry also presented a paper on perceived changes in atmospheric visibility and pollutant levels.
- A paper presented by the California Air Resources Board (CARB) staff concerned enhanced vapor recovery at gasoline dispensing facilities. It noted that systems that use “vacuum assist” tend to pull a lot of air into the system, which may in turn force some vapors out of the system. New technology, such as a dripless nozzle, is also under development.
- A pollution prevention session discussed how air pollution could be reduced through improving energy efficiency.
- He attended a session on risk communication in which it was noted that the public is concerned about health but does not necessarily know the language for air quality. Various professional fields were evaluated for credibility with the public. In public forums, manifestations of empathy are helpful, and logistical barriers between the public and the presenters should be removed.

Other Business:

8. Report of the Executive Officer/APCO.

William C. Norton stated:

- Three Spare the Air days were called in June, but there have been no exceedances of the federal one-hour ozone standard despite some periods of high temperature. However, there were two exceedances in June of the national eight-hour ozone standard
- Based on data from the District from the last three years, excluding this year, CARB will recommend to EPA that the District be declared in compliance with the eight-hour ozone standard. EPA has until April 2004 to render a decision on this designation. If the District is declared in attainment, then a Maintenance, rather than an Attainment, Plan will be required.
- The EPA has last indicated it will approve the District's 2001 Ozone Attainment Plan that was submitted in November 2001. Whether it will be approved with conditions is still unknown. One of the commitments in that Plan was to prepare a 2004 Ozone Plan Update. Prior to the District's adoption of the 2001 Plan, it held six community meetings. For the 2004 Plan, six meetings will be held prior to the public hearing, in such communities as Rodeo, Crocket, Concord, Livermore, Napa and Sonoma. The Council members are invited to attend.

Ms. Weiner offered to assist Mr. Norton in providing e-mail listings through the Bay Area Clean Air Task Force, to send out information about the community meetings. Ms. Blake suggested staff also ask the county health departments to announce these meetings. Mr. Norton indicated staff would request health department staff attendance as well.

- A recruiter has been hired to interview and screen applicants for the District's Executive Officer/Air Pollution Control Officer (EO/APCO) position. Applications were due by June 20, and recruiter interviews have been held. Initial recommendations will be given to the Board on July 16. Two sets of interviews will be held on July 29, and if necessary on August 7, by a committee of the Board as well as an advisory panel comprised of stakeholder groups, which will provide its recommendations to the Board. The Advisory Council Chair, or a designee, has been asked to serve on this panel. There will be no Board meetings in August. Discussions on the appointment will begin in September. The goal is to provide the new EO/APCO with sufficient time for vacation and giving notice to the previous employer, with official employment to begin on November 1. A one-month period of transition to work with the present EO/APCO will commence. The latter's employment will end on November 30, 2003.
- A new Board member, Patrick Kwok of the City of Cupertino, has been appointed. A briefing and orientation session will be conducted for him on July 16, 2003. Members of the Advisory Council are welcome to attend. A tour of the District facility will follow the orientation.

9. Report of the Chairperson.

Chairperson Hanna:

- Welcomed new Council member Pamela Chang, representing the "Architect" category.

- Stated he has asked Dr. Holtzclaw to represent the Council on the EO/APCO selection group.
- Stated that the Sonoma County Climate Protection Campaign did receive approval from the Board for the \$25,000 it requested in District funding. The Advisory Council had noted for the Board of Directors that the Campaign was not coordinated with the State Registry, and had, therefore, recommended the Campaign receive District staff support instead of funding. At the July 2, 2003 Board meeting, the Campaign representatives stated that coordination with the Registry was problematic in that the Registry had some major data extraction problems. The Campaign has been lending its expertise to the Registry in fixing this problem.

10. Council Member Comments/Other Business

Mr. Altshuler stated that there was a hearing in Sacramento in June between the CEC and ARB to investigate getting the state more energy independent from foreign oil. Energy efficiency, CO2 and air pollution are interconnected. The Air District should track these hearing activities.

Mr. Lapera reported on an issue that was discussed last year by the Technical Committee regarding the impact of the East Bay eucalyptus grove on air quality. The staffs of the Air District and East Bay Regional Park District have met, and a test project for thinning the grove is now underway. This will lead to air quality improvements, re-growth of the native habitat, and fire hazard reduction. Conservation camp crews are removing one acre of eucalyptus trees per day. Air District, Fire Department and Park District staffs are coordinating prescribed burn times. The Park District is also exploring the broadcasting of woodchips in place as well as sending the chips to a local waste management transfer station for subsequent conversion into mulch. However, the transportation of woodchips to the facility would greatly increase the price of this approach.

Ms. Weiner stated she was in Thailand on a social marketing campaign on air quality project on green fleets sponsored by the San Francisco Clean Cities Coalition. There the demand for electric vehicles is greater than the supply, which provides an interesting contrast with the United States. In the city of Chang Mai, 25 electric vehicles are used for transportation at a campus with 30,000 students. Traffic in the City of Bangkok is constantly gridlocked, but behavior patterns provide a contrast with the transportation experience here in the United States, because no one honks their horn or screams at cars or pedestrians to “get out of the way.”

11. Time and Place of Next Meeting: 10:00 a.m., Wednesday, September 10, 2003, 939 Ellis Street, San Francisco, California

12. Adjournment: The meeting was adjourned at 11:45 a.m.

James N. Corazza
Deputy Clerk of the Boards

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Haggerty and
Members of the Board

From: William C. Norton
Executive Officer/APCO

Date: September 3, 2003

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

RECOMMENDED ACTION:

Receive and file.

Reviewed by: Peter Hess

ADMINISTRATIVE SERVICES DIVISION – W. TANAKA, DIRECTOR

Accounting and finance staff have been attending training sessions during the month on the ERP. Training will continue for several months. Staff also began preparations for closing of the Fiscal Year 2003 books and the annual audit. Budget figures were loaded into the financial system for Fiscal year 2004.

The Finance Manager attended the July 14, 2003 meeting of the San Mateo County Investment Advisory Committee.

Work on Phase II of the HVAC upgrade and modernization program continued during the month. The energy upgrades will be the first since the equipment was installed in 1968.

Staff was notified that due to the scarcity of 2003 Toyota Hybrid vehicles ordered in March, 2004 models will be delivered at no additional charge. Fourteen 2003 models have been delivered to date and the remaining 6 will be delivered in September or October.

All capital projects have been put on hold pending the outcome of the State budget. If there are no significant impacts to District funding, the projects will commence as authorized in the 2003/2004 approved budget.

COMPLIANCE & ENFORCEMENT DIVISION – K. WEE, DIRECTOR

Inspection procedures for idling port trucks at the Port of Oakland were implemented on the July 1st effective date for AB 2650. Staff met with representatives of the Valero Refinery in Benicia on July 16th to discuss the styrene fire that occurred at the asphalt plant on June 25, 2003 and the resulting shelter-in-place. An “All Hands” meeting was held for the Division to present future challenges facing the Division and to provide information to staff. Staff met

with members of the Hearing Board to discuss measures to streamline the variance application process. Two Further Study Measures workgroup meetings were held for Marine Loading and Refinery Fugitives. Stakeholders from industry and environmental groups were present. Staff attended a 3-day EPA workshop on public involvement that provided improved insight to working with outside community groups and the public in challenging situations. Staff worked with Technical Division to develop a new draft compliance determination for Wincup. A revised burn form with instructions for Marsh Management Fire Smoke Management Plans was released for use through the California Department of Fish & Game. A questionnaire for a new document imaging system was circulated to assess staff user needs. The Director participated in a roundtable enforcement discussion with the Bay Area Partnership of California Council for Environmental and Economic Balance (CCEEB).

(See Attachment for Activities by County)

INFORMATION SYSTEMS DIVISION – J. McKAY, DIRECTOR

Enterprise Resource Planning (ERP) Project for Air District Financial Systems

System implementation for the District’s new ERP system (J D Edwards) began on June 6. Training is underway for both the users and the technical support staff. System hardware has arrived and the setup process has completed for the primary JDE server with setup of ancillary systems continuing through August. Initial Functional Design processes have determined that the first phase of implementation will not only replace the old Mitchell Humphrey’s financial system, but will also absorb a small portion of the function currently in the IRIS/Databank system. Current focus for the project includes the details of the interface between JDE and the Districts’ Engineering/Production systems (IRIS/Databank). Functional design for the HR and Payroll systems are also a major area of focus because these systems are currently paper based. Determination of appropriate tool sets and functional design for the Districts’ future Engineering/Production Systems (used by Permits, Enforcement and Legal) continues as a separate, but linked, process.

Toolsets for Permits/Enforcement/Legal

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. The site is currently entering its beta test phase.

LEGAL DIVISION – B. BUNGER, DISTRICT COUNSEL

The District Counsel’s Office received 151 Violations reflected in Notices of Violation (“NOVs”) for processing.

Mutual Settlement Program staff initiated settlement discussions regarding civil penalties for 99 Violations reflected in NOVs. In addition, Mutual Settlement Program staff sent 46 Final 30 Day Letters regarding civil penalties for 207 Violations reflected in NOVs. Finally, settlement negotiations by Mutual Settlement Program staff resulted in collection of \$51,300 in civil penalties for 64 Violations reflected in NOVs.

Counsel in the District Counsel’s Office initiated settlement discussions regarding civil penalties for 92 Violations reflected in NOVs. Settlement negotiations by counsel in the District Counsel’s Office resulted in collection of \$61,600 in civil penalties for 18 Violations.

ENGINEERING DIVISION – W. DE BOISBLANC, DIRECTOR

Permit Evaluation Activity

Monthly Title V Activity

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

Plant A0017	Hanson Permanente Cement	Application 16349
Plant A1179	Redwood Landfill Inc	Application 17363
Plant A0710	United Technologies	Application 16478
Plant A9183	Napa-Vallejo Waste Mgmt Authority	Application 2631

One proposed Title V permits was placed on public comment.

Plant A0901	Valero Benicia Asphalt Plant	Application 17468
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Four new Title V permits were issued.

Plant A1812	Kirby Canyon Landfill	Application 2619
Plant B4511	Wolfskill Energy Center	Application 5501
Plant B4512	Riverview	Application 6964
Plant A2740	City of Mountain View (Shoreline)	Application 2620

Issued, still active:	71
• Post-comment process	5
• Public Comment:	1
• Under Review:	23
• Not yet submitted	1
Total:	104

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 48 were for electrical generators (a 30% increase over last month).

Toxics Program

Forty-five risk screens were completed in July 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. It is expected that this rule will be presented for adoption by the District’s Board of Directors in early 2004.

(See Attachment for Activities by County)

PLANNING DIVISION - T. PERARDI, DIRECTOR

U. S. EPA proposed to approve the *Bay Area 2001 Ozone Attainment Plan*, starting a 30-day comment period. Based on a finding that the *2001 Ozone Plan* corrects the deficiencies identified by EPA in the *1999 Ozone Plan*, EPA stayed the offset sanction and deferred the transportation funding sanction. The California Air Resources Board made recommendations to U.S. EPA regarding attainment / nonattainment status for California air districts regarding the 8-hour ozone standard, including a recommendation that the Bay Area be designated as an attainment area based on the 2000, 2001, and 2002 air monitoring record. A work group meeting was held regarding potential revisions to Regulation 8-18: Refinery Valves. Staff released the application packets for Carl Moyer incentive funding. The District's vehicle buy back contractors purchased a total of 330 vehicles in July 2003. Staff wrote six comment letters regarding air quality impacts of development projects and plans in the Bay Area: Vineyards at Marsh Creek (Brentwood), East San Carlos Specific Plan, Bayview Hunters Point Redevelopment Projects and Rezonings (San Francisco Redevelopment Agency), Martinez Downtown Specific Plan, Disposal and Reuse of Naval Station Treasure Island (U. S. Navy), Livermore General Plan Update and Downtown Specific Plan.

PUBLIC INFORMATION & OUTREACH – T. GALVIN LEE, DIRECTOR

During the month of July, the 2003 Clean Air Champions were presented to the Board of Directors. Several newspapers and one television station (KGO-TV) ran stories on the Champions. There were two Spare the Air days in July and one excess of the federal one-hour standard occurred in Livermore.

In July the 2003 summertime Spare the Air radio and television campaign was fully launched. The outdoor billboards began in June and will run through September. Staff participated in five events in July at the Berkeley YMCA, Radio Disney, the Coyote Point Museum, Connoisseur's Marketplace, and the SF Marathon. The number of employers receiving notification of Spare the Air days has risen to approximately 2075. Advertising for the Smoking Vehicle Program is also underway, with an increase in the number of reports for smoking vehicles rising to 3,106.

In July, the script for Smogzilla, the Air District and National Children's Theater production, was finalized. Smogzilla is scheduled for performances at the Tech Museum in August, with more performances scheduled for fall. A videotape of the performance has also been completed.

Public Information staff also coordinated with Youth for Community Action (YUCA) on an environmental tour of East Palo Alto on July 31st.

TECHNICAL DIVISION – G. KENDALL, DIRECTOR

Air Monitoring

All thirty-one of the continuous air monitoring network stations were in full operation during the month of June 2003. Dioxin sampling continues at the Children's Environmental Health Protection Program site in Crockett. Particulate monitors for PM_{2.5}, including five BAM (continuous PM_{2.5}) monitors, were in full operation at all designated stations but operated at a reduced schedule during low PM_{2.5} season per EPA sampling guidelines.

Meteorology and Data Analysis

The District's first national one-hour ozone exceedance for 2003 occurred on July 17th at Livermore with 128 ppb (the standard is exceeded at 125 ppb and above). There were also exceedances of the national 8-hour ozone standard that day, at Livermore with 89 ppb, and at Concord with 85 ppb (the standard is exceeded at 85 ppb and above). No other national exceedances occurred in July. Additionally, there were four days with exceedances of the State one-hour ozone standard on July 4, 14, 18 and 20th.

The weather over the Bay Area during the last three weeks of July was dominated by an upper level high-pressure region, which had expanded into California from the Utah and Arizona deserts. The clear skies and descending air associated with the high pressure created above normal temperatures in the eastern and southern parts of our District. During this period, there were six days with temperatures of 100 degrees or higher. Air quality levels did not exceed national standards, except on one day, because a strong sea breeze diluted and transported the pollutants to the east. However, on July 17, a surface high moved to the north and the resulting northerly winds cut off the sea breeze during the early part of the day. This allowed temperatures to rise to 104 degrees in the eastern portion of the Bay Area, and ozone levels to exceed national standards.

Laboratory

Analyses continued for volatile organic compounds (VOCs) in coatings and related products by gas chromatography, and for asbestos and fallout materials by microscopy. Analyses continued for potassium, chloride, ammonia, sulfate and nitrate in PM₁₀ 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_{2.5} filters were gravimetrically analyzed. The National Institute of Science and Technology (NIST) audited the laboratory for compliance with the National Voluntary Laboratory Accreditation Program (NVLAP) accreditation requirements for bulk asbestos fiber analysis. The laboratory was found in compliance with all NIST/NVLAP criteria for accreditation. Approximately three thousand four hundred (3,400) analyses were performed during this period.

Source Test

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

STATISTICS

Administrative Services:

Accounting/Purchasing/Comm.

General checks issued	437	Issued	97
Purchase Orders issued.....	21	Follow-up (facility, PSD, Technical)	115
Checks/Credit Cards Processed	1,323	Notices to Comply	
Pieces of mail sent.....	7360	Issued	77
Pubic Information Requests Rec'd	100	Follow-up.....	67
Information Systems		Complaint Activities	
New installation completed.....	9	Investigated.....	241
PC upgrades completed.....	4	Follow-up (facility, PSD, Technical)	184
Service calls completed.....	74	(COMPLIANCE ASSURANCE PROGRAM)	
Human Resources		Major Air Pollution Incidents	
Manager/Employee Consultation (Hours).....	150	Investigated.....	7
Management Projects (Hours).....	188	Follow-up (agencies contact, etc.)	12
Employee/Benefit Transactions	62	Dry Cleaning Inspection Activities	107
Training Sessions Conducted	0	Sources in compliance	84
Applications Processed	152	Sources not in compliance	1
Exams Conducted.....	5	New Sources found.....	0
New Hires.....	2	Follow-up.....	22
Safety Administration	12	Auto Body Inspection Activities	98
Inquiries (voice/electronic/in-person)	1050	Sources in compliance	56
Vehicle/Building Maintenance		Sources not in compliance	6
Vehicle services completed	8	New Sources found.....	3
Requests for building services.....	70	Follow-up.....	33
<u>Compliance and Enforcement Division:</u>		Asbestos Inspection Activities	264
(INSPECTIONS)		Pre/during/post removals in compliance	216
Facility Inspections	1179	Pre/during/post removals non-compliance	6
Source Inspections	1373	Follow-up.....	42
Sources in Compliance.....	1253	Open Burn Investigation Activities	58
Permitted Sources in Violation.....	109	Pre/during/post burns	12
Gasoline Dispensing Facility (GDF)	522	Open burn in compliance	5
Inspection		Open burn in violation	5
Sources in compliance.....	128	Follow-up.....	12
Sources not in compliance.....	61	Fire departments contacted	24
New sources found.....	2	Valves/Flanges/Connector Inspections	6827
Follow-up (agencies contacted, etc.)	149	In-compliance	6748
Tags issued.....	179	Not in-compliance.....	38
Bulk Drop inspections.....	3	Follow-up.....	41
Charts/Records and Related Activities	935	Technical Related Activities	56
Breakdowns investigated.....	19	Laboratory samples collected/submitted.....	41
CEM/GLM/Parametric/PRV excesses	21	Source tests requested.....	9
Monitor chart review (1monitor)	133	Source tests observed.....	6
Records review (temp, throughput)	643	Hearing Board Activities	1
Inoperative Monitors	36	Staff review/recommendations.....	0
Follow-ups	83	Attendance on variances, abatement order and permit related hearings	1
Notices of Violation			

Permit Activities	134	Authorities to Construct denied.....	0
Expired permits, reminder letter, referrals.....	47	ERC Transfers	0
Assist A/C applications	87	Public Information & Outreach	
Training (Conducted/Attended)	42	Presentations Made.....	6
New Inspectors	6	Responses to Media Inquiries.....	65
Job related.....	35	Press Releases	3
Trade Associations	1	General Requests for information	446
Public Information Outreach	4	Visitors	2
Green Business Inspection Activities	3	Technical Services:	
Pollution Prevention	2	Air Monitoring	
Multimedia Inspections Conducted	0	Days Exceeding National 8-hour Standard.....	1
Follow-up (facility, PSD)	1	Days Exceeding National 1-hour Ozone Standard.....	1
Compliance Assistance	25	Days Exceeding State Ozone Standard	5
Rule Audits.....	0	Ground Level Monitoring SO ₂ Excesses.....	0
Compliance Schools	0	Ground Level Monitoring H ₂ S Excesses.....	0
Facility Review.....	23	Meteorology & Data Analysis	
Presentations.....	2	Permissive Burn Days – North	23
Rule Development Activities	9	No-Burn Days – North	8
Participation at workshops	3	Permissive Burn Days – South	22
Inspector input.....	6	No-Burn Days – South	9
Smoking Vehicles Reported	3780	Permissive Burn Days – Coastal	25
(COMPLIANCE AND OPERATIONS PROGRAM)		No Burn Days – Coastal.....	6
Asbestos plans received.....	515	Calendar Year Totals to Date	
Breakdown/monitor excesses reported	7	Jan - Jul Permissive Burn Days – North.....	186
Coating & other petitions evaluated	5	Jan - Jul No-Burn Days – North.....	26
Open burn notifications received.....	15	Jan - Jul Permissive Burn Days – South.....	186
Prescribed burn plans evaluated	3	Jan - Jul No-Burn Days – South.....	26
Smoking vehicle complaints received	2,739	Jan - Jul Permissive Burn Days – Coastal	196
Tank/soil removal notifications received.....	18	Jan - Jul No-Burn Days – Coastal	16
Compliance assistance inquiries received.....	44	Days Exceeding National 8-hour Ozone Standard.....	5
Courtesy site visits requested.....	0	Days Exceeding National 1-hour Ozone Standard.....	1
Speakers bureau requests received	1	Days Exceeding State Ozone Standard	11
EPA satellite courses viewed/taped.....	0	Laboratory	
Field Engineering		Analysis Completed	3400
New Hearing Board cases reviewed.....	3	Inter-Laboratory Analyses.....	0
Permit Services		Technical Library	
Annual update packages started.....	456	Titles Indexed/Catalogued.....	65
Annual update packages completed.....	452	Periodicals Received/Routed.....	161
Total update pages entered	1337	Library use (staff/public).....	109
New applications received	32	Microfiche received.....	30
Authorities to Construct issued.....	31	Reference (hrs)	18
Permits to Operate Issued.....	91	BNA Searches	3
Exemptions.....	0	Source Test	
		Total Source Test	108
		Pending Source Tests	12

Violation Notices Recommended.....	2	Indicated Excess Emission Reports	
Contractor Source Tests Reviewed	1047	Evaluated	22
Continuous Emissions Monitoring (CEM)		Monthly CEM Reports Reviewed.....	49
		Indicated Excesses from CEM	6

MEETINGS, CONFERENCES, PRESENTATIONS

ALAMEDA	
7/2	Staff conducted a joint asbestos inspection with Cal/OSHA of a commercial building located at 2300 Shattuck Avenue in Berkeley. Witnesses were interviewed at the Cal/OSHA offices in Oakland following the inspection.
7/7	TriValley Resource Team on Air Quality
7/18	Staff attended a hearing at Alameda County Superior Court for a Gasoline Dispensing Facility defendant
7/19	Berkeley- YMCA fair
CONTRA COSTA	
7/18	Board Member Jake McGoldrick toured the Chevron Refinery.
7/21	Staff met with representatives from the Conoco Phillips refinery at the District office.
7/29	Attended a Community Awareness and Emergency Response (CAER) meeting in Martinez.
7/30	Staff attended a meeting at the Shell Oil Refinery in Martinez. The purpose of the meeting was to review the Compliance and Operation goals of the refinery for the coming year.
MARIN	
	None
NAPA	
	None
SACRAMENTO	
7/30 7/31	Staff attended the CAPCOA vapor recovery committee meeting and met with industry, CARB and other Air Pollution Control District Staff.
SAN FRANCISCO	
7/02	Meeting with UCSF re: Mission Bay Campus
7/16	Clean Air Champions presentation
7/28	Staff met with the Asbestos NESHAP Coordinator to retrieve case files reviewed by the EPA Criminal Investigations Division at the EPA Region IV Offices. – San Francisco
7/30	SF Clean Cities Coalition-SF City Hall
SAN MATEO	
7/3	East Palo Alto Clean Air Resource Team
7/14	San Mateo County Investment Advisory Committee
7/19	Eco Blast at Coyote Point
7/29	Meeting with DTSC re: Health Risk Assessment for Romic Chemical
7/31	Toxic Tours –East Palo Alto, and San Mateo
SANTA CLARA	
7/8	Staff gave a presentation on Enhanced Vapor Recovery requirements and recent changes to the District’s

	Gasoline Dispensing Facility regulation at the Santa Clara Fire Chief's Association HazMat subcommittee. – Sunnyvale
7/15	Staff attended the Monterey Environmental Crimes Task Force Meeting in San Jose.
7/30	VTA for Spare the Air
7/31	Toxic Tour #2: Staff attended the Toxic Tour hosted by Silicon Valley Toxics Coalition and Youth United for Community Action
	SOLANO
	None
	SONOMA
	None
	REGIONAL
7/3	MTC re TCMs and ozone planning-MetroCenter
7/3	CCOS Technical Committee call-District
7/8	Coordination with MTC, ABAG, facilitator re upcoming Ozone Working Group meeting-MetroCenter, Oakland
7/8	MTC planning certification review with federal transportation agencies (AQ)-MetroCenter, Oakland
7/9	MTC planning certification interview with federal transportation agencies (overall)-MetroCenter, Oakland
7/9	Gerry Raycraft, ABAG, re Smart Growth / Air Quality Symposium proposal
7/11	MTC and ABAG re ozone planning issues-MetroCenter, Oakland
7/14	Cal/EPA Sustainable Silicon Valley Strategy Planning Mtg.-AMD, Sunnyvale
7/24	Conoco Philips re: ultra low sulfur diesel fuel-District
7/28	A-Z Bus sales re: lower emission school buses-District
	STATE
7/3	CAPCOA Planning Managers-Sacramento
7/08	CAPCOA Toxics and Risk Managers Committee Meeting
7/16	CARB re:Carl Moyer Program-Sacramento
7/18	Cal/EPA Sustainable Silicon Valley Strategy/Outreach Planning Mtg.-San Jose
7/22	I/M Review Committee Meeting-Sacramento
7/23	SJVAPCD Ozone Plan Workshop-Modesto
7/24	EITAC meeting-ARB Sacramento
7/24	Cal/EPA Sustainable Silicon Valley Strategy & Regular Mtgs.-Sunnyvale
7/24	CCOS TC Meeting-ARB Sacramento
	NATIONAL
	None

GOALS & OBJECTIVES	Target	Status	Comments
Provide quarterly written financial reports to program managers within 30 days of period.	Quarterly		Ongoing
Initiate audit fieldwork	12/1/2003		On schedule
Complete implementation of GASB 34. financial reporting model	6/30/2004	85%	On schedule
Upgrade District fire alarm system	12/31/2003		Contract to be approved 9/3/03
Installation of new roofing	4/30/2004		Contract to be approved 9/3/03
Upgrade to passenger elevator #3.	3/31/2004		Scheduled to start end of August

Adoption of District Budget for FY 2004-05.	06/18/2004		Budget development to start 1/2/04
Administer an efficient, effective Human Resources Information System	06/30/2004	8%	On schedule
Administer the ergonomic component of the District's Safety Program	06/30/2004	8%	On schedule
Negotiate lease renewals	06/30/2004	8%	On schedule
Implement the District's training program to provide for a more efficient and effective workforce	06/30/2004	8%	On schedule
Completion of yearly maintenance on all District vehicles	06/30/2004	8%	On schedule
Administer, interpret and implement the Memorandum of Understanding/Terms and Conditions of Employment	06/30/2004	8%	On schedule
Administer, interpret and implement the Personnel Policies and Procedures of the Administrative Code	06/30/2004	8%	On schedule
Administer the recruitment and selection process	06/30/2004	8%	On schedule
Approximately 600 articles on District activities.	06/30/2004	2%	Spare the Air articles
Ten student presentations	06/30/2004	0%	
Two editorial board visits.	06/30/2004	0%	
Translation of four materials into Spanish or Chinese	06/30/2004	25%	Translated ozone fact sheet into Spanish
Six meetings with stakeholders	06/30/2004	16%	Met with shuttle operators - July
Track 34 phone books for accuracy	03/01/2004	0%	
One training for inspectors	06/01/2004	0%	
Mailing to 350 employers	09/15/2003	80%	
1,000 surveys on Spare the Air days	10/15/2003	47%	477 surveys in 2003 season
100 media stories	10/15/2003	2%	
Testify before five cities or counties re the woodsmoke ordinance	06/30/2004	20%	Testimony submitted for Sebastapol ordinance
12,000 e-mail registrants	10/15/2003	90%	Over 11,000 registrants
Sign contracts for radio and television advertising	07/30/2003	0%	This activity will take place in the spring of 2004
Provide bus cards to transit carriers	08/30/2003	25%	LAVTA will carry bus signs for lawn mower buy-back in Livermore
50 contacts with businesses to help set up programs	10/15/2003	10%	
Promotion of transit, carpooling to four weekend events	10/30/2003	50%	Staff participated in Disney event and Coyote Point event
Five additional sites to carry Spare the Air banner ads	10/01/2003	25%	
Updated text, employer tool box and "score card"	08/01/2003	10%	
1,000 completed public opinion surveys to assess behavior change re transit and ridesharing on Spare the Air days	10/18/2003	16%	
Updated children's page on web site	10/01/2003	10%	
Billboard, radio and bus shelter contracts	08/01/2003	0%	
Transcription of 35,000 complaints	06/30/2004	12%	
Publish annual report	06/30/2004	0%	
Provide technical/engineering analysis and support for variances, abatement orders and other matters before the Hearing Board – prepare weekly District position report on all matters before the Hearing Board.	Weekly	100%	Two case positions provide in July
Evaluate and process Title V (20 estimated) and synthetic minor (3 estimated) permits.	06/30/2003	50%	Four issued this month
Submit annual progress report re implementation of the 2000 Clean Air Plan to ARB.	01/31/2004	0%	Work not initiated
Conduct public outreach for the 2004 Ozone Attainment Strategy and 2003 Clean Air Plan (Ozone Working Group, community meetings, public hearing)	03/30/2004	15%	Held three ozone working group meetings to date; community meetings scheduled for

			September
Send comment letters regarding air quality impacts of Bay Area development projects and plans for 50 CEQA documents	06/30/2004	12%	Sent six comment letters in July 2003
Recommend projects to receive Carl Moyer Program incentive funds	12/30/2003	50%	Opened application period
Prepare and distribute FY2004-05 TFCA County Program Manager expenditure program guidance.	01/28/2004	0%	Work not initiated
Prepare and distribute FY 2004-05 TFCA Regional Fund application guidance	04/30/2004	0%	Work not initiated
Select and enter contract with direct mail contractor	03/30/2004	0%	Work not initiated
Upgrade Security Processes and Technology	06/30/2004	10%	On schedule
Upgrade Network and other infrastructure Reliability and Uptime	06/30/2004	10%	On schedule
Keep Technical Library page on the District website up to date with monthly "new additions" list, and periodical holdings.	Ongoing	8%	On schedule
Monitor ambient toxics from 7/1/03-6/30/04 and provide data	06/30/2004	8%	On schedule
Operate seven dioxin sampling sites to provide data to estimate health risks and deposition of dioxins into the San Francisco Bay	06/30/2004	8%	On schedule
Provide the Enforcement Division with analytical data from 800 samples to support their enforcement action.	06/30/2004	8%	On schedule
Provide the Source Test Section with analytical data to support the district's Testing Program	06/30/2004	8%	On schedule
Provide the Air Monitoring Program with analytical data for 650 toxic organic compounds in ambient air samples.	06/30/2004	8%	On schedule
Provide the Air Monitoring Program with analytical data from 1,000 PM10 filters. Train new personnel to perform the analysis.	06/30/2004	8%	On schedule
Provide the Air Monitoring Program with analytical data from 2,000 PM2.5 filters. Train new personnel to perform the analysis.	06/30/2004	8%	On schedule
Determine the concentration of asbestos fibers in 300 asbestos containing bulk insulation materials for the Enforcement Division.	06/30/2004	8%	On schedule
Develop, modify and recommend analytical methods to support enforcement action and to provide support for rule development in the Planning Division	06/30/2004	8%	On schedule
Maintain accreditation for the determination of asbestos fiber in bulk insulation materials	06/30/2004	8%	On schedule
Participate in and complete 5 interlaboratory audits for toxic compounds conducted by CARB.	06/30/2004	0%	Work not initiated
Prepare reports on emissions from various source categories	06/30/2004	8%	On schedule
Prepare report on particulate/toxic emissions from specific sources	Monthly	8%	On schedule
Prepare quarterly and annual summary of CEM and PEM data from specific sources	Quarterly	8%	On schedule
Prepare reports on VOC emissions from gasoline bulk terminals and plants	Monthly	8%	On schedule
Prepare reports on compliance rates and emissions based on outside contractor tests	Monthly	8%	On schedule
Prepare and submit Annual Air Monitoring Network Review Report to EPA.	09/30/2004	5%	On schedule
Standardize all QA forms and documents using a common Excel-based format	06/30/2004	100%	Complete
Maintain criteria pollutant calibration standards and calibrators to meet EPA requirements	06/30/2004	8%	On schedule
Prepare reports on emissions and compliance rates for gasoline distribution facilities	06/30/2004	8%	On schedule
Prepare reports on emissions and compliance rates for gasoline cargo tanks	06/30/2004	8%	On schedule

Provide exposed filter media for laboratory analysis	Ongoing	8%	On schedule
Assure program requirements for computer entry, sampling and filter delivery are met	Ongoing	8%	On schedule

**These facilities have received one or more Notices of Violations
Report period: July 1, 2003 – July 31, 2003**

Alameda County

Received

Date	Site Name	City	Regulation Title
7/7/2003	Grand Harbor Fuel	Alameda	Permit to Operate
7/23/2003	7-11 Store #33163	Dublin	Failure to Meet Permit Conditions
7/11/2003	Boston Scientific/Target	Fremont	Failure to Meet Permit Conditions
7/11/2003	Fremont Cabinet & Fixture Co Inc	Fremont	Authority to Construct; Permit to Operate
7/11/2003	GE Nova Sensor Inc	Fremont	Failure to Meet Permit Conditions
7/11/2003	Tri-Cities Recycling	Fremont	Major Facility Review (Title V)
7/11/2003	Wellex Corporation	Fremont	Authority to Construct; Permit to Operate
7/21/2003	Valero Refining Co SS#7983	Fremont	Motor Vehicle and Mobile Equipment Coating Operations
7/7/2003	Allied Environmental, Inc.	Hayward	Asbestos Demolition, Renovation and Manufacturing
7/7/2003	American Technologies	Hayward	Asbestos Demolition, Renovation and Manufacturing
7/7/2003	Food Depot #3	Hayward	Gasoline Dispensing Facility
7/7/2003	Warraich Builder	Hayward	Asbestos Demolition, Renovation and Manufacturing
7/7/2003	Warraich Builder	Hayward	Asbestos Demolition, Renovation and Manufacturing
7/11/2003	Acme Fiberglass, Inc	Hayward	Major Facility Review (Title V)
7/16/2003	Bay Ram Collision Center, Inc	Hayward	Motor Vehicle and Mobile Equipment Coating Operations
7/24/2003	Synergy Environmental, Inc	Hayward	Asbestos Demolition, Renovation and Manufacturing
7/29/2003	Bob Pryor Construction	Hayward	Asbestos Demolition, Renovation and Manufacturing
7/7/2003	7-11 Store	Livermore	Gasoline Dispensing Facility
7/11/2003	FormFactor Inc	Livermore	Failure to Meet Permit Conditions
7/11/2003	Relizon Company	Livermore	Graphics Arts Printing and Coating Operations
7/29/2003	7-Eleven	Livermore	Gasoline Dispensing Facility
7/29/2003	Tri Valley Shell	Livermore	Permit to Operate
7/1/2003	T Autobody	Oakland	Permit to Operate
7/7/2003	City Garage Collision Repair	Oakland	Motor Vehicle and Mobile Equipment Coating Operations
7/7/2003	Collision Service Center of Oakland	Oakland	Motor Vehicle and Mobile Equipment Coating Operations
7/7/2003	Taymuree Foreign Auto Center	Oakland	Motor Vehicle and Mobile Equipment Coating Operations
7/7/2003	V & J Body Shop	Oakland	Right of Access to Information
7/9/2003	Stones Easy Stop	Oakland	Authority to Construct; Permit to Operate
7/11/2003	American Brass & Iron Foundry	Oakland	Major Facility Review (Title V)
7/11/2003	Lee's Auto Body & Repair	Oakland	Motor Vehicle and Mobile Equipment Coating Operations
7/11/2003	Willie's Unique Auto Body Shop	Oakland	Motor Vehicle and Mobile Equipment Coating Operations
7/15/2003	Ward's Custom Painting	Oakland	Permit to Operate; Motor Vehicle & Mobile Equipment Coating Operations
7/17/2003	ALPIN Auto Repair and Body Shop	Oakland	Motor Vehicle and Mobile Equipment Coating Operations
7/17/2003	Bay Area Kenworth Trucks	Oakland	Motor Vehicle and Mobile Equipment Coating Operations
7/29/2003	David Gonsalves Alameda County Gen Services	Pleasanton	Asbestos Demolition, Renovation and Manufacturing
7/11/2003	Agency	San Leandro	Wood Products Coatings
7/11/2003	Cultured Marble Products	San Leandro	Asbestos Demolition, Renovation and Manufacturing
7/11/2003	Matheny Door & Mill Co	San Leandro	Wood Products Coatings
7/17/2003	MAACO Auto Painting & Bodyworks	San Leandro	Motor Vehicle and Mobile Equipment Coating Operations
7/30/2003	Premier Gasoline and Snacks	San Leandro	Gasoline Dispensing Facility

Contra Costa County**Received**

Date	Site Name	City	Regulation Title
7/8/2003	GWF Power Systems,LP (Site 4)	Antioch	Failure to Meet Permit Conditions
7/8/2003	Silgan Containers Mfg Corp	Antioch	Failure to Meet Permit Conditions
7/29/2003	NIMBA GAS, FOOD & LIQUOR	Antioch	Authority to Construct; Permit to Operate
7/29/2003	Concord Gas & Minimart - Gas for	Concord	Permit to Operate
7/29/2003	Trans Am Gas	Concord	Gasoline Dispensing Facility
7/7/2003	Del Norte Shell	El Cerrito	Authority to Construct; Permit to Operate
7/17/2003	Tesoro Refining and Marketing Company	Martinez	Standards of Performance for New Stationary Sources; Failure to Meet Permit Conditions
7/29/2003	Martinez Auto Car Wash	Martinez	Permit to Operate; Failure to Meet Permit Conditions
7/29/2003	MPH Beacon	Martinez	Permit to Operate
7/7/2003	Blue Star Gas Mart	Oakley	Permit to Operate
7/8/2003	Los Medanos Energy Center	Pittsburg	Continuous Emission Monitoring and Recordkeeping Procedures

Contra Costa County Continued**Received**

Date	Site Name	City	Regulation Title
7/29/2003	Golden Star Service Station	Pittsburg	Permit to Operate
7/10/2003	Chevron Products Company	Richmond	Authority to Construct; Storage of Organic Liquids
7/21/2003	Chevron Inc	Richmond	Storage of Organic Liquids
7/7/2003	Hammond Construction	San Pablo	Asbestos Demolition, Renovation and Manufacturing
7/23/2003	C Hammond Construction Inc	San Pablo	Asbestos Demolition, Renovation and Manufacturing
7/8/2003	Terra Nova Industries	Walnut Creek	Asbestos Demolition, Renovation and Manufacturing
7/29/2003	K Ygnacio Valley Service	Walnut Creek	Gasoline Dispensing Facilities
7/30/2003	Charles Wall	Walnut Creek	Asbestos Demolition, Renovation and Manufacturing

Marin County**Received**

Date	Site Name	City	Regulation Title
7/16/2003	WinCup Holdings, LP	Corte Madera	Major Facility Review (Title V)
7/1/2003	Orlandi's Body & Fender Inc	San Rafael	Failure to Meet Permit Conditions; Motor Vehicle and Mobile Equipment Coating Operations
7/2/2003	Craft Auto Body	San Rafael	Failure to Meet Permit Conditions; Motor Vehicle and Mobile Equipment Coating Operations

Napa County**Received**

Date	Site Name	City	Regulation Title
7/30/2003	Napa-Vallejo Waste Management Authority	Napa	Major Facility Review (Title V)

San Francisco County**Received**

Date	Site Name	City	Regulation Title
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7/11/2003 Luxor Cab Company	San Francisco Motor Vehicle and Mobile Equipment Coating Operations
7/16/2003 Charles Henry Company	San Francisco Motor Vehicle and Mobile Equipment Coating Operations
7/16/2003 Pan-Glo Services, Inc	San Francisco Failure to Meet Permit Conditions
7/21/2003 CHEVRON SS #9-0535	San Francisco Gasoline Dispensing Facility
7/29/2003 Arco Facility #82084	San Francisco Gasoline Dispensing Facility; Permit to Operate
7/30/2003 Colliers International	San Francisco Particulate Matter and Visible Emissions

San Mateo County**Received**

Date	Site Name	City	Regulation Title
7/16/2003	House of Thai	Brisbane	Particulate Matter and Visible Emissions
7/17/2003	United Auto Collision Center Corp	Burlingame	Motor Vehicle and Mobile Equipment Coating Operations
7/8/2003	Express Hauling	Daly City	Asbestos Demolition, Renovation and Manufacturing
7/23/2003	RUDOLPH AND SLETTEN INC	Foster City	Asbestos Demolition, Renovation and Manufacturing
7/16/2003	Gas Recovery Systems, Inc	Menlo Park	Failure to Meet Permit Conditions Authority to Construct; Permit to Operate; Failure to Meet Permit Condition
7/16/2003	Hewlett-Packard Company	Palo Alto	
7/29/2003	Granite Rock	Redwood City	Failure to Meet Permit Conditions
7/11/2003	Gene's Auto & Paint	San Bruno	Motor Vehicle and Mobile Equipment Coating Operations
7/15/2003	B-2 Auto Body	San Mateo	Motor Vehicle and Mobile Equipment Coating Operations
7/17/2003	Amigo Autobody	San Mateo	Motor Vehicle and Mobile Equipment Coating Operations
7/17/2003	Platinum Auto Specialist	San Mateo	Motor Vehicle and Mobile Equipment Coating Operations
7/16/2003	Samson Press	South San Francisco	Graphics Arts Printing and Coating Operations

Santa Clara County**Received**

Date	Site Name	City	Regulation Title
7/16/2003	All City Auto Body	Santa Clara	Motor Vehicle and Mobile Equipment Coating Operations
7/25/2003	East Dunne Shell	Morgan Hill	Gasoline Dispensing Facility
7/7/2003	Gas N' Go	San Jose	Gasoline Dispensing Facility
7/8/2003	Gas Recovery Systems, Inc	San Jose	Failure to Meet Permit Conditions Authority to Construct; Permit to Operate; Failure to Meet Permit Condition
7/16/2003	Hewlett-Packard Company	Palo Alto	
7/21/2003	Los Gatos Texaco	Los Gatos	Gasoline Dispensing Facility
7/16/2003	Olson Brothers Body Shop	Milpitas	Motor Vehicle and Mobile Equipment Coating Operations
7/21/2003	Palisade Gas and Wash	San Jose	Gasoline Dispensing Facility
7/8/2003	Scientific Metal Finishing Inc	Santa Clara	Surface Coating of Miscellaneous Metal Parts and Products
7/16/2003	The Way Auto Body	Santa Clara	Motor Vehicle and Mobile Equipment Coating Operations
7/21/2003	Unocal Service Station #4821	Sunnyvale	Gasoline Dispensing Facility
7/7/2003	Works Auto Body	Santa Clara	Motor Vehicle and Mobile Equipment Coating Operations

Solano County**Received**

Date	Site Name	City	Regulation Title
7/24/2003	Mike's Mart	American Canyon	Gasoline Dispensing Facility
7/24/2003	Valero Refining Co SS#7909	Fairfield	Failure to Meet Permit Conditions
7/23/2003	Valero Refining Company - California	Benicia	Hydrogen Sulfide

Sonoma County**Received**

Date	Site Name	City	Regulation Title
7/17/2003	Air Monitor Corporation	Santa Rosa	Failure to Meet Permit Conditions
7/2/2003	Anthony's Auto Craft North	Rohnert Park	Motor Vehicle and Mobile Equipment Coating Operations
7/1/2003	Blake's Auto Body Inc	Rohnert Park	Motor Vehicle and Mobile Equipment Coating Operations
7/30/2003	Frog's Hair Finishing	Santa Rosa	Wood Products Coatings
7/1/2003	Gulick's Auto Body	Petaluma	Failure to Meet Permit Conditions; Motor Vehicle & Mobile Equipment
7/10/2003	Hansel Prestige Imports	Santa Rosa	Failure to Meet Permit Conditions; Motor Vehicle & Mobile Equipment
7/21/2003	USA Petroleum	Cotati	Gasoline Dispensing Facility

Outside Bay Area**Received**

Date	Site Name	City	Regulation Title
7/30/2003	California Department of Forestry	Felton	Open Burning
7/8/2003	Pacific Demolition Inc.	Anaheim	Asbestos Demolition, Renovation and Manufacturing

July 2003 Closed NOVs with Penalties by County**Alameda**

Site Name	Site Occurrence	City	Penalty	# of Violations Closed
Tosco Northwest Company	C9327	Alameda	\$500	2
Berkeley Asphalt Co	A0123	Berkeley	\$7,500	2
Cooks Collision of Dublin	B2299	Dublin	\$1,800	1
Quik Stop #20	C0163	Fremont	\$2,000	1
East Bay Auto Body & Repair Shop	B0968	Hayward	\$1,000	2
R Emmett Packaging	B4313	Livermore	\$750	4
Bostrom Bergen Metal Products	A7307	Oakland	\$1,250	1
LVI Environmental	N4386	San Leandro	\$10,000	2
Moeller Bros Body Shop Inc	A5022	San Leandro	\$1,000	2

Total Closed Violations: 17**Contra Costa**

Site Name	Site Occurrence	City	Penalty	# of Violations Closed
Systron Donner Inertial Division	A6093	Concord	\$4,000	2
SFPP, L P	A4022	Concord	\$21,000	5
Lithia Auto Body	A4027	Concord	\$1,400	2
Southland 7-11	C9745	Martinez	\$500	1
Bernal Auto Body Inc	A5832	Pacheco	\$1,250	3
Golden Star Service Station	D0448	Pittsburg	\$250	1
Marble Shop, Inc	A6288	Pittsburg	\$3,000	2
City of Richmond	A7031	Richmond	\$2,250	1

Hilltop Buick Pontiac GMC	A4976	Richmond	\$500	1
M Douglas Construction	P1982	Walnut Creek	\$500	1

Total Closed Violations: 19

Marin

Site Name	Site Occurrence	City	Penalty	# of Violations Closed
Paragraphics	A2898	San Rafael	\$200	1
J R Auto Body	A6431	San Rafael	\$750	2

Total Closed Violations: 3

Napa

Site Name	Site Occurrence	City	Penalty	# of Violations Closed
Jack Faunce	P2383	Calistoga	\$500	1
KAFV, Inc	C8262	Napa	\$750	1
Steltzner Vineyards	K4606	Napa	\$500	1
Vine & Fig Tree Farm	P1893	Saint Helena	\$2,000	1
Spring Mountain Vineyard	P1687	Saint Helena	\$1,000	1
Irene Rakos	P1876	Saint Helena	\$250	1

Total Closed Violations: 6

Santa Clara

Site Name	Site Occurrence	City	Penalty	# of Violations Closed
Veterans Administration Medical Center	A0450	Palo Alto	\$4,100	1
MAACO Auto Painting & Bodyworks	A7266	Palo Alto	\$1,750	2
Capitol Beacon	C9522	San Jose	\$1,500	2
Supertex Inc	B1329	San Jose	\$10,000	3
West San Carlos Gas	D0021	San Jose	\$250	1
Capitol Beacon	C9522	San Jose	\$500	1
SFPP, LP	A4020	San Jose	\$10,000	2
Stanford Auto Body	A3890	San Jose	\$500	1
World Oil Marketing	C9629	San Jose	\$500	1
Arco	C4010	San Jose	\$2,000	1
Spartan Tank Lines	G5014	San Jose	\$500	1
Quik Stop Market #40	C4099	San Jose	\$500	1
World Oil Marketing Company #79	C5179	San Jose	\$500	1
Our's Auto Body & Paint	A7714	Santa Clara	\$500	1
Beam on Technology	B1533	Santa Clara	\$500	1

Total Closed Violations: 20

San Francisco

Site Name	Site Occurrence	City	Penalty	# of Violations Closed
City Cabinetmakers	B0283	San Francisco	\$500	1
Silver Arco	C7121	San Francisco	\$500	1
HD Construction	P1846	San Francisco	\$1,500	3
Reliable Auto Body	A4680	San Francisco	\$500	1

Total Closed Violations: 6

San Mateo

Site Name	Site Occurrence	City	Penalty	# of Violations Closed
SFPP, LP	A4021	Brisbane	\$2,000	1
Collision Specialist	B1843	Daly City	\$375	1
Alex Abela Property Management	N7370	Millbrae	\$4,500	4
Priola Body Shop	A7764	San Mateo	\$500	1
Harris Brothers Auto Body Works, INC	A9756	South San Francisco	\$250	1

Total Closed Violations: 8

Solano

Site Name	Site Occurrence	City	Penalty	# of Violations Closed
Praxair, Inc	B1348	Benicia	\$500	1
E-Z Stop Market	C9062	Fairfield	\$750	1

Total Closed Violations: 2

Sonoma

Site Name	Site Occurrence	City	Penalty	# of Violations Closed
Dutton Ranch	F5994	Sebastopol	\$1,000	1

Total Closed Violations: 1

PERMIT ACTIVITY FOR ALAMEDA COUNTY

App #	Status	Company Name	City	Project Title
6987	PO	Xtra Oil Company	Alameda	GDF - throughput
7272	PO	Good Chevrolet Service A	Alameda	GDF - Modification (10K, 4K, 2 spn, bal, EVR)
7872	APPL	City of Albany	Albany	GDF
6425	PO	East Bay Regional Park District	Berkeley	GDF - Modification (10K, 2 spn, bal, EVR)
7809	PO	2929 Seventh Street LLC	Berkeley	Emergency Standby Generator
7971	APPL	Unocal #6419	Dublin	GDF
1387	PO	ARCO Facility #6206-BP W	Fremont	GDF - modification (20K, 10K/12K, 16 tpn, bal)

6874	PO	ARCO Facility #02147-BP W	Fremont	GDF - Modification
7249	PO	Ardenwood Historic Farm/E	Fremont	GDF - new facility (AG: 1K/.5Kd, 1 spn, bal)
7651	AC	Hato Corp dba Blacow Serv	Fremont	GDF-mod (3x10K, 12 tpn, H800, EVR)
7998	APPL	Seven-Eleven Store #19168	Fremont	GDF
6814	PO	Beacon-A/M Convenience Food	Hayward	GDF - Modification (3x10K, 8 tpn, Gil, EVR)
7582	PO	Bottling Group LLC	Hayward	Emergency Standby Engines
7606	PO	ARCO Service Station	Hayward	GDF-throughput
7738	AC	Alameda Contra Costa Tran	Hayward	GDF - modification (10K, 1 spn, bal, EVR)
7908	AC	Foothill Chevron	Hayward	GDF--mod (20K, 10K, 6K, 8 tpn, bal, EVR)
7255	PO	Rockridge Fuel Center	Oakland	GDF - Modification
7737	AC	Unocal #5781	Oakland	GDF--EVR upgrade (2x12K, 24 spn, bal, EVR)
7913	AC	BNSF Intermodal	Oakland	GDF - new facility (AG: 1K, 1 spn, bal)
7917	AC	Martin Luther King Chevron	Oakland	GD--mod (2x10K, 8 tpn, H800)
7954	APPL	Port of Oakland	Oakland	GDF
7186	PO	Alameda County Fairground	Pleasanton	GDF - new facility (AG: 1K, 1 spn, bal)
7991	APPL	Shadow Cliffs Park	Pleasanton	GDF - new facility
6931	AC	ARCO Facility #00601 - AR	San Leandro	GDF - throughput (school)
7798	AC	Nella Oil Company	San Leandro	GDF--mod (10K, 4 spn, bal, EVR)

PERMIT ACTIVITY FOR CONTRA COSTA COUNTY

1119	PO	Mirant Delta, LLC	Antioch	Modification/SCR Retrofit
7911	APPL	Bhalla's Gas and Auto Ser	Antioch	GDF
7914	AC	Quik Stop #149	Brentwood	GDF - EVR upgrade (2x10K, 8K, 12 spn, bal, EVR)
6046	PO	Grand Gas Station	Concord	GDF - new facility (20K, 12K/8Kd, 12 tpn, bal, EVR)
7912	APPL	Fitzpatrick Chevrolet Inc	Concord	GDF - new facility
7732	AC	Crockett Auto Service	Crockett	GDF - modification (2x10K, 4 tpn, bal)
7874	AC	Unocal #3906	El Sobrante	GDF--mod (2x12K, 24 spn, bal)
7505	PO	Bio-Rad Laboratories	Hercules	Loss of Exemption Engine
6756	PO	Tosco Northwest Company	Martinez	GDF - Modification (2x10K, 8 tpn, bal, EVR)
7575	PO	Shell Martinez Refinery	Martinez	New Source/Cooling Water Tower
7771	PO	Shell Martinez Refinery	Martinez	New Source: Temporary Supplemental Baghouse
7946	APPL	7-Eleven #23837	Martinez	GD--EVR upgrade(3x10K, 12 spn, Gil, EVR)
7907	APPL	Moraga Beacon	Moraga	GDF
7910	APPL	ARCO Facility #05335-HOMA	Moraga	GDF
7256	PO	Ray's Pinole Service Stat	Pinole	GDF - Modification
5481	PO	Chevron Products Co	Pittsburg	GDF - new facility (20K, 15K, 12 tpn, bal, EVR)
7134	PO	Tower Energy Group #95	Pittsburg	GDF - modification (3x12K, 8 tpn, bal, EVR)
7704	PO	Kaiser Permanente - Regio	Richmond	New Facility/Standby Diesel Generator
7808	PO	Wareham Property Group -	Richmond	Emergency Standby Generator Set
7252	PO	USA #20	San Pablo	GDF - throughput
6421	PO	Central Contra Costa Sani	San Ramon	Generator
7135	PO	Pacific Gas and Electric	Walnut Creek	GDF - Modification (5K, 1 spn, bal, EVR)

PERMIT ACTIVITY FOR MARIN COUNTY

7560	PO	Pinnacle Towers Inc	Nicasio	Emergency Standby Generator
7692	PO	Marin Municipal Waster District	Novato	New Source/Emergency Standby Generator
7793	AC	Peter's BP	San Rafael	GDF--mod (3x12K, 8 tpn, H800, EVR)

PERMIT ACTIVITY FOR NAPA COUNTY

7250	PO	USA Gasoline Corp #40	Napa	GDF - Mod (school) (20K, 10K, 10 tpn, H800, EVR)
7424	PO	Collotype Labels Internat	Napa	New Source/Printing Press

PERMIT ACTIVITY FOR SAN FRANCISCO COUNTY

3904	PO	Affordable Gas	San Francisco	GDF - Modification (30K, 2x12K, 8 tpn, H800, EVR)
6394	PO	Nella Oil Company	San Francisco	GDF - throughput (RRM)
7284	PO	KFSF TV 66	San Francisco	Generator
7586	PO	Pacific Bell (DBA: SBC)	San Francisco	Standby Engine
7604	AC	SF Fuel	San Francisco	GDF-EVR upgrade (2x12K, 6 tpn, bal, EVR)
7873	APPL	Golden Gate Service Cente	San Francisco	GDF--mod (2x8K, 6K, 4 tpn, H800, EVR)
7883	PO	Northwest Airlines Inc	San Francisco	New Source/Air Conditioning Cart

PERMIT ACTIVITY FOR SAN MATEO COUNTY

7994	APPL	Seven Eleven #19235	Daly City	GDF
7259	PO	IKEA California LLC	East Palo Alto	Stand-by Diesel Generator
7993	APPL	Johnson Pier Fuel Dock	Half Moon Bay	GDF - new facility
1363	PO	Veterans Administration M	Menlo Park	GDF - modification
7361	PO	Belle Haven Center Chevron	Menlo Park	GDF-new
7445	PO	Glenwood Inn	Menlo Park	New Facility/Cogeneration
7837	AC	Menlo Chevron	Menlo Park	GDF--mod (10K, 12K, 8 tpn, bal, EVR)
7915	APPL	Belle Haven Center Chevron	Menlo Park	GDF--throughput
6884	PO	Spruce Street Car Wash	So. San Francisco	GDF - Modification (3x10K, 8 tpn, bal, EVR)
6897	PO	ARCO Facility #06073-KEN	So. San Francisco	GDF-Modification (4x10K, 12 tpn, bal, EVR)
7431	PO	F Ferrando & Co	So. San Francisco	GDF - new facility
7466	AC	Avis Rent A Car	So. San Francisco	GDF--mod (12K, 4 spn, bal, EVR)
7563	PO	Genentech, Inc	So. San Francisco	New Source/Standby Generators
7909	APPL	Nella Oil Company	So. San Francisco	GDF-mod

PERMIT ACTIVITY FOR SANTA CLARA COUNTY

7064	PO	ARCO Facility #06111 - HA	Cupertino	GDF - Modification (3x12K, 8 tpn, bal, EVR)
7281	PO	Hanson Permanente Cement	Cupertino	Clinker Surge Bin & Feeder
7607	AC	Beacon 1-722	Gilroy	GDF-mod (3x10K, 4 tpn, Hirt400)
7916	APPL	Casa De Fruta Chevron	Hollister	GDF-thruput
7974	APPL	County of Santa Clara-Vas	Los Gatos	GDF
7315	PO	Catalytica	Mountain View	Diesel Generator
7555	PO	Microchip Technology Inc	Mountain View	Emergency Power Generator
7060	PO	ARCO Facility #00589 - BY	Palo Alto	GDF - Modification (3x12K, 4 tpn, bal,

				EVR)
7594	PO	Palo Alto Regional Water	Palo Alto	Modification to replace Scrubber
5635	PO	JDS Uniphase	San Jose	Consolidation of P#13123 into P#13635
5718	PO	ARCO Facility #09540 - TU	San Jose	GDF - throughput
6895	PO	World Oil Marketing Compa	San Jose	GDF-throughput
7061	PO	ARCO Facility #00674-BP W	San Jose	GDF - Modification (4x10K, 12 tpn, bal, EVR)
7098	PO	ARCO Facility #02134-ANAC	San Jose	GDF - Modification (4x10K, 8 tpn, bal, EVR)
7253	PO	Story Coast Gas & Servic	San Jose	GDF - throughput
7464	AC	Western States Oil	San Jose	GDF--mod (2x12K, 2x7.5K, 19 spn, bal)
7739	AC	Foxworthy Gas	San Jose	GDF - modification (2x12K, 12 tpn, bal, EVR)
7741	AC	Evergreen Valero	San Jose	GDF - modification (2x12K, 8 tpn, bal)
7742	PO	Town & Country Gas Depot	San Jose	GDF - throughput
7799	AC	World Oil Marketing Compa	San Jose	GDF-EVR upgrade (4x15K, 8 spn, 8 dpn, bal, EVR)
7800	AC	World Oil Company	San Jose	GDF--EVR upgrade (15K, 2x12K, 36 spn, Gil, EVR)
7801	AC	World Oil Marketing	San Jose	GDF--EVR upgrade (4x12K, 12 tpn, bal, EVR)
7803	AC	World Oil Marketing Compa	San Jose	GDF--EVR upgrade (4x15K, 10 tpn, bal, EVR)
7840	APPL	USA Petroleum	San Jose	GDF--throughput
7920	APPL	RSC #552	San Jose	GDF--new (AG:1K/3Kd, 1 spn, bal)
7945	APPL	Capitol Shell	San Jose	GDF--mod (3x10K, 10 tpn, H800)
7990	APPL	7-Eleven #17496	San Jose	GDF
7992	APPL	The Golf Club at Boulder	San Jose	GDF - new facility
6266	PO	Applied Materials Inc	Santa Clara	Change of Condition
7564	PO	Cepheid Inc	Sunnyvale	Solvent Cleaning Operations
7802	AC	World Oil Company	Sunnyvale	GDF--EVR upgrade (3x15K, 12 tpn, bal, EVR)

PERMIT ACTIVITY FOR SOLANO COUNTY

6924	PO	BP GEMM c/o URS	Fairfield	New Facility/Soil Vapor Extraction
7116	PO	City of Fairfield	Fairfield	Emergency Generator
7184	PO	City of Fairfield	Fairfield	Generator
7619	AC	Quik Stop Markets Inc	Fairfield	GDF - new facility (20K, 8K/8Kd, 12 tpn, bal, EVR)
7140	PO	Tower Energy Group #99	Suisun City	GDF - Modification (3x12K, 4 tpn, bal, EVR)
7190	PO	ARCO Facility #5637-BP W	Suisun City	GDF - Modification (4x10K, 8 tpn, bal, EVR)
7740	AC	Unocal #6540	Suisun City	GDF - EVR upgrade (15k, 12k, 12 TPN, BAL, EVR)
6721	PO	Vallejo Sanitation & Floo	Vallejo	New Source/Odor Biofilter
6898	PO	American Canyon Gas	Vallejo	GDF-Modification (3x10K, 18 spn, bal)
7163	PO	Vallejo Sanitation & Floo	Vallejo	Emergency Pump
7733	AC	Unocal #256045	Vallejo	GDF - EVR upgrade (2x12K, 12 tpn, Gil, EVR)
7745	AC	ARCO Facility #00761	Vallejo	GDF - modification (3x10K, 10 tpn, bal, EVR)

PERMIT ACTIVITY FOR SONOMA COUNTY

7839	AC	Sam's Market #5	Glen Ellen	GDF--mod (2x10K, 4 tpn, H800, EVR)
7818	AC	Petaluma Gas Outlet	Petaluma	GDF - new facility (20K, 10K, 8 tpn, H800, EVR)
707	PO	California Dept of Forest	Santa Rosa	GDF - new facility
5257	PO	Corby Avenue Shell	Santa Rosa	GDF - Modification (20K, 12K, 10K, 24 spn, bal, EV)
6953	PO	Tower Mart #2	Santa Rosa	GDF - Modification (3x12K, 12 tpn, bal, EVR)
7460	PO	K & N Gas Inc	Santa Rosa	GDF--mod
7595	PO	Randy Hanson Auto Body	Santa Rosa	Change of Conditions/Spray Booth
7602	AC	City of Sebastopol	Sebastopol	GDF--mod (AG: 2x1K, 2 spn, bal)

B A A Q M D Emission Bank

New Deposits, (tons/year): 7/1/03 through 8/02/03

No.	Certificate Owner	PM	POC	NO _x	SO ₂	CO	NPOC	PM ₁₀
	No new deposits	0	0	0	0	0	0	0
	Balance of District Small Facilities Bank		1241	357				
	Total Emission Reduction Credits in District Bank	140	4026	2460	1206	1675	459	518

ABBREVIATIONS AND TERMINOLOGY

AB	[California] Assembly Bill
ABAG	Association of Bay Area Governments
AC	Authority to Construct issued
AG	Above Ground
APP	Accelerated Permit Program
APPL	Application received
AQE	Air Quality Engineer
ARB	[California] Air Resources Board
ATCM	Airborne Toxic Control Measure
BAAQMD	Bay Area Air Quality Management District
BACT	Best Available Control Technology
BANKING	Applications to deposit or withdraw emission reduction credits
BAR	[California] Bureau of Automotive Repair
BARCT	Best Available Retrofit Control Technology
BART	Bay Area Rapid Transit District
CAA	[Federal] Clean Air Act
CCA	California Clean Air Act [of 1988]
CCCTA	Contra Costa County Transportation Authority

CEQA	California Environmental Quality Act
CI	Compression ignition [engines]
CFCs	Chlorofluorocarbons
CMA	Congestion Management Agency
CMAQ	Congestion Management and Air Quality [Improvement Program]
CMP	Congestion Management Program
CO	Carbon monoxide
DPN	Dual product nozzle (gasoline dispensing)
DV	Design value
EBTR	Employer-based trip reduction
EIR	Environmental Impact Report
ERC	Interchangeable Emission Reduction Credit
EPA	[United States] Environmental Protection Agency
EXE	Permit Application deemed exempt
GDF	Gasoline Dispensing Facility (Service Station)
GG	Golden Gate
HC	Hydrocarbons
HOV	High-occupancy vehicle (carpool, bus, shuttle, etc.)
hp	horsepower
HPMS	Highway Performance Monitoring System
I&M	[Motor Vehicle] Inspection & Maintenance ("Smog Check" program)
IC	Internal combustion [engine]
ICAO	[United Nations] International Civil Aviation Organization
ILEV	Inherently Low Emission Vehicle
JPB	[Peninsula Corridor] Joint Powers Board
LAVTA	Livermore-Amador Valley Transit Authority
LEV	Low Emission Vehicle
LOE	Loss of Exemption
LRT	Light rail transit
MMBTU	Million British Thermal Units
MPG	Miles per gallon
MTC	Metropolitan Transportation Commission
MTOS	Metropolitan Traffic Operations System
MTS	Metropolitan Transportation System
NAAQS	National Ambient Air Quality Standards
NO _x	Nitrogen oxides, or oxides of nitrogen
NPOC	Non-Precursor Organic Compounds
NSR	New Source Review
O ₃	Ozone
PM _{2.5}	Particulate matter less than 2.5 microns
PM ₁₀	Particulate matter (dust) less than 10 microns
PM>10	Particulate matter (dust) over 10 microns
POC	Precursor Organic Compounds
pphm	Parts per hundred million

ppm	Parts per million
PSI	Pollutant Standard Index
PUC	Public Utilities Commission
RFG	Reformulated gasoline
ROG	Reactive organic gases (photochemically reactive organic compounds)
RIDES	RIDES for Bay Area Commuters
RTC	Regional Transit Connection
RTP	Regional Transportation Plan
RVP	Reid vapor pressure (measure of gasoline volatility)
SB	[California] Senate Bill
SCAQMD	South Coast [Los Angeles area] Air Quality Management District
SCVTA	Santa Clara Valley Transportation Authority
SIP	State Implementation Plan (prepared for <i>national</i> air quality standards)
SO ₂	Sulfur Dioxide
SPN	Single product nozzle (gasoline dispensing)
SVE	Soil Vapor Extraction
TAC	Toxic Air Contaminant
TCM	Transportation control measure
TFCA	[BAAQMD] Transportation Fund for Clean Air
TIP	Transportation Improvement Program
TMA	Transportation Management Association
TOS	Traffic Operations System
TPN	Triple product nozzle (gasoline dispensing)
tpd	tons per day
USC	United States Code
UV	Ultraviolet
VMT	Vehicle miles traveled (usually per <i>day</i> , in a defined area)
ZEV	Zero Emission Vehicle

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
Inter-office Memorandum

To: Chairperson Haggerty and Members
of the Board of Directors

From: Wayne Tanaka, Director
Administrative Services Division

Date: August 4, 2003

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

RECOMMENDED ACTION

Approve a contract not to exceed \$199,498 with Diversified Fire Products to upgrade the District fire alarm system. This will be Phase I in a 5-year project.

BACKGROUND

Deferred maintenance items have long been low priority items due to past budget constraints but this request is a life safety and compliance issue. The building alarm system is not currently in compliance with the City & County of San Francisco Fire Codes as the majority of the HVAC system is in its original 1966 configuration. A general contractor assessed the current system and made a determination as to what is needed to bring it into compliance. Only one company, Diversified Fire Products, responded to the quote request.

DISCUSSION

The proposed upgrade will span 5 years. The initial work will consist of the following:

General requirements	\$ 18,140
Ferrosan all floors	\$ 8,400
Fire Proofing/Caulking	\$ 7,500
Install Access Doors	\$ 12,000
Drywall Ceiling Repair	\$ 2,340
Fire Alarm & Life Safety	\$ 30,022
Electrical	\$ 90,054
Environmental/Haz Mat	\$ 2,040
Architect and Engineering	\$ 21,369
Contingencies	<u>\$ 7,633</u>
	\$199,498

Staff recommends the approval of a contract to Diversified Fire Products for the Phase I upgrade to the District fire alarm system.

BUDGET CONSIDERATION/FINANCIAL IMPACT

The contract, for \$199,498, is in the approved FY 2003/2004 Building Maintenance Capital Expenditure Budget of the Administrative Services Division.

Respectfully submitted,

Wayne Tanaka, Director of Administrative Services

Prepared by: Wayne Tanaka

FORWARDED: _____

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
Inter-office Memorandum

To: Chairperson Haggerty and Members
of the Board of Directors

From: Wayne Tanaka, Director
Administrative Services Division

Date: August 4, 2003

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

RECOMMENDED ACTION

Approve a contract in the amount of \$353,400 with Lawson Roofing to re-roof the District office.

BACKGROUND

Deferred maintenance items have long been low priority items due to past budget constraints. As time goes on, the continued deferral of these items becomes more costly due to the escalating costs and additional mitigation efforts needed. The roof has leaked during heavy periods of rain and temporary efforts to halt the leaks, though successful, are not a long-range solution. Staff recommends that the roof be replaced.

DISCUSSION

The roof will be replaced with a low odor rubberized asphalt monolithic membrane. Included in the replacement will be concrete pavers. This type of roof is the most durable as the concrete pavers will provide protection to the membrane as well as a tough surface to accept foot traffic.

The District issued a formal Request for Proposals. Two companies responded to the request with Lawson Roofing providing the best response and price quote.

BUDGET CONSIDERATION/FINANCIAL IMPACT

The contract, for \$353,400, is in the approved FY 2003/2004 Building Maintenance Capital Expenditure Budget of the Administrative Services Division.

Respectfully submitted,

Wayne Tanaka, Director of Administrative Services
Prepared by: Wayne Tanaka

FORWARDED: _____

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
Inter-office Memorandum

To: Chairperson Haggerty and Members
of the Board of Directors

From: Teresa Lee, Director
Public Information and Outreach Division

Date: August 18, 2003

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

RECOMMENDED ACTION

Approve a contract not to exceed \$52,000 with Mortarotti and Ramirez Productions to produce a video on the mission and work of the Air District.

BACKGROUND

In 2001 an RFP was issued for contractors to aid the District's public outreach efforts. Included in the RFP was the search for a video production company. At that time, there were no satisfactory responses for the video portion of the RFP and the video project was deferred.

DISCUSSION

In April 2003, an RFP was issued for video production services to produce a video explaining the work of the District and its special programs. RFPs were sent to DBEs listed in the Caltrans directory, video production companies listed in professional directories, local cable access stations and posted on professional organization websites as well as the District's website. Thirty-four responses were received and 28 proposals submitted. On June 19th the top three finalists were selected, and on July 9th Mortarotti-Ramirez Productions was chosen as the contractor.

Staff recommends the approval of a contract with Mortarotti – Ramirez Productions for the video project as presenting the best qualifications and concept for producing the video.

BUDGET CONSIDERATION/FINANCIAL IMPACT

\$52,000 for the video project has been allocated from CMAQ funds.

Respectfully submitted,

Teresa Lee, Director
Public Information and Outreach

Prepared by: Lucia Libretti

FORWARDED: _____

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
Inter-office Memorandum

To: Chairperson Haggerty and Members
of the Board of Directors

From: Wayne Tanaka, Director
Administrative Services Division

Date: August 19, 2003

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

RECOMMENDED ACTION

Approve a contract in the amount of \$92,143 with West Corporation for the installation of closed circuit television (CCTV) security system and card locks at the District Office.

BACKGROUND

The number of thefts of equipment, personal items, and vandalism has increased over recent years. Reports of unrecognized people roaming the lobby and garage areas have also increased. With an increasing amount of foot traffic and criminal activity, a security audit of the District Office was commissioned in October 2002. Contained in the final report was a list of recommendations. Some of the recommended changes are procedural in nature while others will require changes to existing systems.

DISCUSSION

The installation of a CCTV security system will enable security personnel to monitor the garage and entry/exit areas to the building. Due to an increasing number of unauthorized individuals attempting to get into the building through the garage areas and other entry/exit areas, a CCTV system will allow security personnel to monitor for potential problems. The CCTV system will also record all activity. Law enforcement may use the videotapes as a tool to apprehend vandals, thieves, drug users, and other crimes against public decency around the building.

The card lock system will replace the current digital pad system. Cards will be deleted from the system whenever a card is lost or when an employee terminates employment with the District. This process will be less time consuming than changing the codes on all of the doors. It will also serve as a more secure method of keeping unwanted individuals out of the non-public work areas. Currently, the codes are often shared with non-employees of the District thus thwarting District attempts to maintain a secure working environment. The card will also serve as an employee ID card. All employees will display the card while at work thus making it easier to identify employees from visitors or trespassers. Card lock systems and employee ID badges are in use at the Federal Building, the State Building and many private offices throughout the City of San Francisco. They are in use statewide and indeed, nationwide. The increased vigilance required after September 11, 2001 and the need to provide a safe working environment for employees necessitates these changes.

The District requested information from 3 security companies. Staff reviewed the responses, bids, and references for best value and ability to provide the requested service. Based on the requirements and needs of the District and the lowest bid submitted, staff recommends the approval of a contract to West Corporation for the installation of the CCTV and card lock systems.

BUDGET CONSIDERATION/FINANCIAL IMPACT

The contract, for \$92,143, is in the approved FY 2003/2004 Building Maintenance Capital Expenditure Budget of the Administrative Services Division.

Respectfully submitted,

Wayne Tanaka, Director
Administrative Services Division

Prepared by: Wayne Tanaka

FORWARDED: _____

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
Interoffice Memorandum

To: Chairperson Haggerty and
Members of the Board of Directors

From: Gary Kendall, Director
Technical Services Division

Date: August 26, 2003

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

RECOMMENDED ACTION

Authorize the Executive Officer to award a contract to T&B Systems in the amount of \$279,155 to perform ambient air monitoring.

SUMMARY

In accordance with the District's Administrative Code, Division II, Fiscal Policies and Procedures, Section 4.3, the Air Monitoring Section requests the Board authorize the Executive Officer to award a contract for a new federally mandated ambient air monitoring program (BioWatch) to T&B Systems in the amount of \$279,155. Staff evaluated proposals from three contactors who responded to a Request for Quotation (RFQ). The funding source for this contract is a supplemental EPA Grant and those funds were included in the FY 2003-2004 budget for the Air Monitoring Section.

DISCUSSION

Since February, 2003, the District's Air Monitoring Section has operated filter-based, ambient air monitoring at eight locations throughout the Bay Area as part of a new federally mandated program, known as BioWatch. The Department of Homeland Security, through the Environmental Protection Agency (EPA), has requested the District add an additional six monitoring locations as soon as possible. The operational demands of the current BioWatch monitoring has already placed high demands on existing District staff due to the 7 days per week operating requirement. When the supplemental EPA Grant for BioWatch monitoring was awarded in July, 2003 District staff prepared and sent an RFQ to five qualified contractors.

Staff obtained price quotes and evaluated proposals submitted by three contractors who responded to the RFQ. T&B Systems supplied the lowest bid and also met all the requirements outlined in the RFQ. In addition, T&B Systems was best able to respond to the tight timelines contained within the RFQ. These factors made T&B Systems the unanimous choice of the evaluation committee for this RFQ. The purpose of the contract is to conduct the mandated BioWatch monitoring within the available EPA Grant funding amount and to reduce the demand on District staff time.

BUDGET CONSIDERATION/FINANCIAL IMPACT

Funds for this contract award were included in the FY 2002-2003 Budget and are part of a supplemental EPA grant that will fund both the contract amount and the associated District costs of administering the contract.

Respectfully submitted,

Gary Kendall, Director
Technical Services Division

Prepared by: Gary Kendall

FORWARDED: _____

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
Inter-office Memorandum

To: Chairperson Haggerty and Members
of the Board of Directors

From: Thomas Perardi
Director of Planning and Research

Date: August 25, 2003

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

RECOMMENDED ACTION

Approve a contract amendment not to exceed \$200,000 with Environ International Corporation, Novato, CA, to provide additional photochemical modeling services. The Metropolitan Transportation Commission is providing the funding for the proposed contract amendment.

BACKGROUND

Environ Corporation is currently providing photochemical modeling and related services to the Air District in support of the ozone planning efforts for attainment of state and federal ambient air quality standards. The work includes preparation of a modeling protocol document; compilation, review and analysis of data from historic ozone episodes; preparation of data for computer modeling simulations; model performance evaluations; participation in meetings; and reporting of results. This amendment is needed to extend the scope of work to include an additional historic ozone episode that appears to be more representative of Bay Area ozone problems, and more representative of transport conditions to downwind air basins.

DISCUSSION

The additional funding is needed because the historic ozone episodes from the summer 2000 CCOS study did not capture all of the important ozone formation scenarios that should be examined. The Bay Area's Modeling Advisory Committee, composed of technical experts from the colead agencies, together with ARB, EPA, environmental and industrial interests, has strongly recommended that we analyze a third historic episode -- specifically July 11-12, 1999. This third episode is of interest because: 1) there was a more widespread pattern of ozone in the Bay Area, 2) airflow patterns show possible pollutant transport to neighboring air districts, 3) the July 11 high ozone day was a weekend day, Sunday, when emission patterns differ from weekdays.

Because the July 1999 episode was outside of the CCOS project, Environ will face additional challenges in evaluating the meteorological, air quality, and inventory data needed for modeling. The additional \$200,000 funding will allow the July 1999 episode to be included in the modeling effort, and will greatly strengthen the technical basis for the ozone planning effort. Three historic high-ozone episodes will be analyzed, and the most reliable results will be used to determine the emissions reductions needed to attain the 1-hour ambient ozone standard.

The Air District conducts regional air quality planning in cooperation with two other Bay Area colead planning agencies, the Metropolitan Transportation Commission (MTC) and the Association of Bay Area Governments (ABAG), who provide in-kind and monetary support to the endeavor. MTC is providing the funding for the proposed contract amendment.

The results of the modeling and planning efforts will be reported to the colead agency policy boards for approval and, if approved, submitted to the California Air Resources Board. The technical work and modeling should be completed in this calendar year, and the local plan approvals should occur in spring of 2004.

This work is proposed as an amendment to the existing contract in order to take advantage of closely related tasks already completed, modeling components and systems already in use, and economies of scale. Environ has indicated that their staff can work expeditiously on the new tasks, in order to meet the tight schedules for plan preparation and submittal.

BUDGET CONSIDERATION/FINANCIAL IMPACT

The contract amendment, for an amount not to exceed \$200,000, will be funded by MTC. Therefore, approval will increase Air District revenues and expenditures by equal amounts. The contract expenditures will be carried in Program 603 Central California Air Quality Studies, in the Planning and Research Division, through the Professional Services and Contracts account.

Respectfully submitted,

Thomas Perardi
Planning and Research Division

Prepared by: Thomas Perardi

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 29, 2003

Re: Executive Committee Meeting of July 30, 2003

RECOMMENDED ACTION

The Committee recommends approval of the attached resolution affirming the Air District's commitment to New Source Review.

BACKGROUND

The Executive Committee met on July 30, 2003. The Committee received the following reports, which are attached for your review.

- Quarterly Report of the Hearing Board
- Report of the Advisory Council
- Status Report on Ozone Planning

The Committee also received an overview of the District's process for settlement of Notice of Violations. Committee Chairperson, Scott Haggerty, will give an oral report of the meeting.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None.

Respectfully submitted,

William C. Norton
Executive Officer/APCO

Prepared by: Mary Ann Goodley

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Resolution No. 2003-___

A Resolution Affirming the District's Commitment to New Source Review

WHEREAS, the federal Clean Air Act, 42 U.S.C. § 7401, et seq., was amended in 1977 to add provisions mandating that all states, and by extension all local jurisdictions within states responsible for achieving National Ambient Air Quality Standards, adopt and enforce permitting programs for certain categories of sources, which programs have come to be known as New Source Review programs;

WHEREAS, in 1979, the Bay Area Air Quality Management District first adopted its Regulation 2, Rule 2 (New Source Review) in response to the mandate of the federal Clean Air Act and to protect public health by reducing emissions from permitted sources within the Bay Area and has made Regulation 2, Rule 2 an integral component of the District's efforts to improve air quality in the Bay Area;

WHEREAS, since that time, staff has continually reviewed and proposed, and the Board of Directors of the Bay Area Air Quality Management District has adopted, amendments to Regulation 2, Rule 2, in order to make the rule more stringent and more effective in protecting public health and reducing emissions within the Bay Area;

WHEREAS, for many years, the Bay Area Air Quality Management District rules relating to New Source Review have been more stringent and more effective than the federal regulations governing New Source Review programs;

WHEREAS, staff of the Bay Area Air Quality Management District have advised that they believe that the District's New Source Review rules are among the most stringent and effective in the nation, are a model for other agencies, and are among the most important rules implemented by the District in the past 24 years to reduce emissions, and the Board of Directors concurs in those beliefs;

WHEREAS, for the reasons outlined above, the staff and the Board of Directors of the Bay Area Air Quality Management District are strongly committed to maintaining a stringent and effective New Source Review program;

WHEREAS, on December 31, 2002, the United States Environmental Protection Agency (USEPA) promulgated new regulations governing New Source Review programs that change some of the fundamental elements required to be present in New Source Review programs;

WHEREAS, representatives of the Bay Area Air Quality Management District, along with representatives of other California Air Quality Management and Air Pollution Control Districts, have initiated discussion with representatives of USEPA regarding equivalency of their programs with the new federal New Source Review regulations.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Bay Area Air Quality Management District is committed to maintaining a strong and effective New Source

Review program, and believes that to do so it and the other local Air Quality Management and Air Pollution Control Districts must have the flexibility to incorporate measures required by USEPA while maintaining New Source Review programs that are at least as protective of public health, and at least as effective at reducing emissions, as those Districts' current programs.

The foregoing resolution was duly and regularly introduced, passed and adopted at a regular meeting of the Board of Directors of the Bay Area Air Quality Management District on the Motion of Director _____, seconded by Director _____, on the _____ day of _____ 2003 by the following vote of the Board:

AYES:

NOES:

ABSENT:

SCOTT HAGGERTY
Chairperson of the Board of Directors

ATTEST:

GAYLE B. UILKEMA
Secretary of the Board of Directors