



AGENDA

LANE REGIONAL AIR PROTECTION AGENCY
MONTHLY BOARD OF DIRECTORS MEETING
THURSDAY JULY 11, 2024
12:15 P.M.

Virtual Participation

By Video: <https://us02web.zoom.us/j/82551664224>
By Audio: +1 253 215 8782
Meeting ID: 825 5166 4224

In-Person Participation

LRAPA
1010 Main Street
Springfield, OR 97477

[Note: Start times for agenda items are approximate.]

CALL TO ORDER:

1. **Call to Order** (12:15 p.m.)
2. **Adjustments to Agenda** (12:15 p.m.)
3. **Public Participation (time limited to three minutes per speaker)** (12:20 p.m.)
 - A. **Comments on an Item on Today's Agenda**
 - B. **Comments on a Topic Not Included on Today's Agenda**
(Note: This is an opportunity for the public to bring up unscheduled items. The Board may not act at this time but, if it is deemed necessary, place such items on future agendas. Issues brought up under this agenda item are to be limited to three minutes' speaking time by the person raising the issue. If additional time is necessary, the item may be placed on a future agenda.)
4. **Comments from Board Members** *(Note: This is an opportunity for Board Members to bring up unscheduled items regarding today's public comments, and/or written/electronic comments they have received. The board may not act at this time but if it deems necessary place such items on future agendas.)*
5. **Approval of Meeting Minutes** (12:25 p.m.) Action
 - A. Heather Gravelle
 - B. June 13, 2024 Meeting Minutes
 - C. Board Discussion
6. **Approval of Financial Report** (12:30 p.m.) Action
 - A. Christina Ward
 - B. May 2024 Financial Report
 - C. Board Discussion

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| 7. Citizens Advisory Committee (12:40 p.m.) | <i>Action</i> |
| A. Jim Daniels | |
| B. Report | |
| C. CAC Reappointment – Paul Metzler | |
|
8. Board Member Input on LRAPA Goals (12:50 p.m.) |
<i>Information</i> |
| A. Travis Knudsen | |
| B. Staff Report | |
| C. Board Discussion | |
|
9. Energy Efficiency and Conservation Block Grant Program (1:05 p.m.) |
<i>Information</i> |
| A. Travis Knudsen | |
| B. Staff Report | |
| C. Board Discussion | |
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10. Rule Mandated Annual Fee Increase (1:15 p.m.) |
<i>Information</i> |
| A. Travis Knudsen | |
| B. Staff Report | |
| C. Board Discussion | |
|
11. FY 24 Enforcement Review (1:30 p.m.) |
<i>Information</i> |
| A. Colleen Wagstaff | |
| B. Staff Report | |
| C. Board Discussion | |
|
12. Airmetrics Update (1:40 p.m.) |
<i>Information</i> |
| A. Lance Giles | |
| B. Staff Report | |
| C. Board Discussion | |
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13. Building Remodel – Bid Selection (1:50 p.m.) |
<i>Information</i> |
| A. Lance Giles | |
| B. Staff Report | |
| C. Board Discussion | |
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14. Resolution 24-05 Approval of Office Remodel Bid (2:05 p.m.) |
<i>Action</i> |
| A. Travis Knudsen | |
| B. Resolution 24-05 | |
| C. Board Discussion | |

15. Directors Report (2:15 p.m.)

Information

- A. Management Team
- B. Staff Report
- C. Board Discussion

16. Adjournment of LRAPA Board Meeting (2:25 p.m.)

We endeavor to provide public accessibility to LRAPA services, programs, and activities for people with disabilities. People needing special accommodations to participate in LRAPA public hearings such as assistive listening devices or accessible formats such as large print, Braille, electronic documents, or audio tapes, should please contact the LRAPA office as soon as possible, but preferably at least 72 hours in advance. For people requiring language interpretation services, including qualified ASL interpretation, please contact the LRAPA office as soon as possible, but preferably at least 5 business days in advance so that LRAPA can provide the most comprehensive interpretation services available. Please contact the LRAPA Nondiscrimination Coordinator at accessibility@lrpa.org or by calling the LRAPA office at 541-736-1056.

Nos esforzamos por proporcionar accesibilidad pública a los servicios, programas y actividades de LRAPA para personas con discapacidades. Las personas que necesiten adaptaciones especiales, como dispositivos de asistencia auditiva, formatos accesibles como letra grande, Braille, documentos electrónicos o cintas de audio, deben comunicarse con la oficina de LRAPA con al menos 72 horas de anticipación. Para las personas que requieren servicios de interpretación de idiomas, incluyendo la interpretación calificada de ASL, comuníquese con la oficina de LRAPA al menos con 5 días laborables de anticipación para que LRAPA pueda proporcionar los servicios de interpretación que sean lo más completos disponibles. Para todas las solicitudes, envíe un correo electrónico al Coordinador de Antidiscriminatoria de LRAPA a accessibility@lrpa.org o llame a la oficina de LRAPA al 541-736-1056.



**BOARD OF DIRECTORS
MEETING MINUTES
JUNE 13, 2024
MEETING VIA ZOOM/ LRAPA OFFICES SPRINGFIELD OREGON**

ATTENDANCE	
BOARD PRESENT:	STAFF PRESENT:
Howard Saxion, Chair	Travis Knudsen, Executive Director
David Loveall, Vice-Chair	Lance Giles, Technical Services Manager
Bryan Cutchen	Max Hueftle, Operations Manager
Mike Fleck	Colleen Wagstaff, Finance & Enforcement Manager
Michael Johnston	Christina Ward, Finance Manager
Matt Keating	Heather Gravelle, Administrative Assistant
Dylan Plummer	Amanda Atkins, Permit Coordinator
	Robbye Robinson, Finance Specialist
	Beth Erickson, Permit Writer
BOARD ABSENT/EXCUSED:	OTHERS PRESENT:
Joe Pishioneri	Jim Daniels, CAC Chair
Jared Hensley	
AGENDA	ACTION
REGULAR MEETING	
1. Call to Order.	Chair Howard Saxion called the regular meeting to order at 12:15 p.m.
2. Adjustments to the Agenda.	None.
3. Public Participation A. Comments on an Item on Today's Agenda. B. Comments on a Topic Not Included on Today's Agenda.	None.
4. Comments from Board Members.	None.
5. Consent Calendar. A. Approval of Minutes for May 9, 2024. B. Approval of Financial Report March and April 2024.	MOTION: Director Cutchen moved, and Director Fleck seconded to approve the consent calendar. The motion passed unanimously.

<p>6. Public Hearing Adoption of Proposed FY 24-25 Budget.</p>	<p>Chair Saxion stated that a public hearing was being conducted to discuss the proposed FY 24-25 LRAPA budget. He then requested Ms. Ward to give a concise summary of the budget prior to opening the hearing, which she did.</p> <p>Chair Saxion opened the public hearing for the proposed FY 24-25 budget at 12:42 p.m. He subsequently requested confirmation from staff regarding the publication of the hearing notice.</p> <p>Mr. Knudsen affirmed that as per the Oregon Local Budget Law, the notice was published on LRAPA's webpage on Tuesday, May 14, 2024. LRAPA's LB-1 FY'25 was also published in the Register Guard on May 24, 2024 and the affidavit of publication is included in the record.</p> <p>Chair Saxion asked if there was anyone who was present or online that wished to speak on the matter; no one was.</p> <p>Chair Saxion closed the public hearing at 12:44 p.m. and asked for Board member comments. Director Fleck inquired about any changes to the budget during the Budget Committee review, but there were none.</p> <p>Chair Saxion noted that before proceeding with budget adoption, the Board must determine whether any of the public comments received were substantive. He asked staff if there were any such comments. Mr. Knudsen confirmed that no written or oral comments were received.</p>
<p>7. Resolution 24-04 Adopting FY 24-25 Budget.</p>	<p>MOTION: Director Loveall moved, and Director Fleck seconded to approve Resolution 24-04 Adopting FY 24-25 Budget. The motion passed unanimously.</p>
<p>8. Citizens Advisory Committee.</p>	<p>Jim Daniels, Chair of the Citizens Advisory Committee (CAC), provided the Board an overview of the May 2024 CAC meeting.</p>
<p>9. Capital Improvement Project.</p>	<p>Mr. Giles provided the Board with a capital improvement project update covering the project overview and budget; the timeline and bidding process through July 2024; temporary relocation options during the remodel and the next steps, including Board approval of bids. The Board will review and consider approval of the competitive bids at the July 11, 2024 Board meeting. Discussion followed.</p>

	<p>Director Keating highlighted the importance of qualitative factors over quantitative ones when selecting a potential contractor for the remodel. He suggested considering if they used a local workforce, sustainable goods, and had partnerships with minority-owned businesses, citing Lane County and Lane County Community College as entities with strong community benefits agreements to reference before finalizing a contractor. Discussion followed.</p>
10. Executive Director Job Description	<p>Mr. Knudsen presented an updated Executive Director job description for Board review. Key updates include Incorporation of performance expectations and goals from the Director's contract; clarification of the Director's role in implementing Board-set policies and revised responsibilities and qualifications.</p> <p>MOTION: Director Fleck moved, and Director Loveall seconded to approve the revised Executive Director Job Description. The motion passed unanimously.</p>
11. Employee Handbook Update.	<p>Mr. Knudsen detailed the proposed updates to the LRAPA Employee Handbook. Key changes include:</p> <ul style="list-style-type: none"> • Revised Director's introductory letter. • New section on external policy communication. • Updates to overtime status definitions. • Revisions to sick leave usage policies. • Extensive updates to Family Medical Leave Section, incorporating Oregon Family Leave Act and Paid Leave Oregon changes. <p>Mr. Knudsen noted that a recent additional revision had been proposed regarding the mileage reimbursement policy. This revision, which aimed to align the policy with General Services Administration (GSA) rates, was not yet reflected in the updated handbook. Discussion followed.</p> <p>MOTION: Director Fleck moved, and Director Loveall seconded to approve the revised Employee Handbook with the added modification to section 4.3, the mileage reimbursement policy to align with the GSA rates. The motion passed unanimously.</p>
12. DEQ Legislative Update.	<p>Mr. Knudsen reported on legislative updates from DEQ that may impact LRAPA:</p>

	<ol style="list-style-type: none"> 1. Potential 10% cut to DEQ's general fund, which could affect LRAPA's funding and federal grant requirements. 2. LRAPA's plan to engage Lane County legislators in fall 2024. 3. DEQ's proposed Policy Option Packages (POPs) for 2025: a.) ACDP fee increase b.) GHG reporting fee increase c.) Addition of 3 Full-Time Equivalent (FTE) positions to Cleaner Air Oregon Program. <p>Mr. Knudsen stated that LRAPA is assessing potential impacts and planning proactive engagement with legislators.</p> <p>Director Cutchen highlighted the significance of keeping the Board well-informed regarding potential legislative meetings. Mr. Knudsen agreed, assuring the Board that he would furnish them with key talking points prior to any meetings with legislators.</p> <p>Director Fleck discussed the possibility of refunding unnecessary fees to permittees.</p> <p>Chair Saxion stated that in the event DEQ asks the LRAPA Director to appear before a legislative committee, it is important for him to consult with the Board beforehand. Mr. Knudsen agreed.</p>
13. Directors Report.	<p>Mr. Knudsen presented the Board with a comprehensive overview of the Director's Report. Following the presentation, he highlighted Max Hueftle's significant milestone, celebrating a commendable 25 years of dedicated service at LRAPA.</p> <p>Mr. Knudsen provided a staffing update, announcing the recent hiring of an Air Quality Inspector, Mandy Ramirez. Additionally, the Public Affairs Manager position has been opened, with the initial screening of applicants scheduled for June 28, 2024.</p>
14. Adjournment of LRAPA Board Meeting.	<p>Chair Saxion adjourned the LRAPA Board meeting at 1:15 p.m.</p>

(Minutes recorded by Heather Gravelle)



**CITIZENS ADVISORY COMMITTEE
MEETING MINUTES
JUNE 25, 2024**

MEETING VIA ZOOM/ LRAPA BUILDING, SPRINGFIELD OREGON

ATTENDANCE	
COMMITTEE PRESENT:	LRAPA STAFF PRESENT:
Chair Jim Daniels	Travis Knudsen, Executive Director
Vice-Chair Kelly Wood	Max Hueftle, Operations Manager
Chris Cline	Heather Gravelle, Administrative Assistant
Evelina Davidova-Kamis	
Peter Dragovich	
Ben Larson	
Paul Metzler	
Teresa Roark	
COMMITTEE ABSENT/EXCUSED:	OTHER'S PRESENT:
None.	None.
AGENDA	ACTION
REGULAR MEETING	
1. Call to Order/Agenda Review.	Chair Jim Daniels convened the regular meeting at noon. He announced the addition of a new agenda item, prompted by committee member Paul Metzler's submission of his reappointment application.
2. Paul Metzler Reappointment	MOTION: Kelly Wood moved, and Chris Cline seconded to forward the application to renew Paul Metzler's CAC membership to the Board for approval. The motion passed unanimously. Regarding committee membership, Chair Daniels reported that Mysti Frost has not responded to outreach attempts and has been absent from meetings since June 2023. Per committee bylaws, Ms. Frost will be removed from the committee.
3. Public Participation.	None.

4. Board Meeting Overview.	Chair Daniels and Mr. Knudsen provided an overview of the June 11, 2024 Board meeting.
5. Board Goals Assessment.	<p>Mr. Knudsen provided background information on Board goals, emphasizing the need for revision and refining them to define LRAPA's role in Lane County and focus efforts; this process includes consulting the Citizens Advisory Committee for insights. The updated goals will be presented at the September 2024 Board meeting.</p> <p>Vice-Chair Woods suggested training for air quality permit holders to improve compliance and understanding. She noted that even a question-and-answer session could enhance permit comprehension and strengthen relationships with permit holders.</p> <p>Ms. Roark recommended developing a statement or goal about LRAPA's role in wildfire air quality monitoring.</p> <p>Chair Daniels highlighted key areas for consideration: public outreach to clarify LRAPA's role, improvements to the complaint process and tracking, and addressing environmental justice concerns.</p> <p>After further deliberation, Chair Daniels emphasized the committee's task to thoroughly review the staff report issued at the May CAC meeting, which lists both the existing goals and the prospective goals under consideration. The committee is encouraged to provide their insights and recommendations via email to staff by July 15, 2024.</p>
6. Roundtable.	<p>Chris Cline noted the imminent start of fire season.</p> <p>Evelina Davidova-Kamis endorsed the proposed training for air quality permit holders, expressing gratitude for LRAPA staff's assistance with her permit inquiries.</p> <p>Peter Dragovich commended the thoroughness and organization of the Director's Report.</p> <p>Vice Chair Woods reported that the Mine Safety and Health Administration (MSHA) had issued new silica rules requiring air monitoring.</p> <p>Chair Daniels announced that that going forward, CAC members would receive the Director's Report each month to stay updated on LRAPA operations.</p>

8. Adjournment.	Chair Daniels adjourned the Committee meeting at 1:00 p.m.
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(Minutes recorded by Heather Gravelle)



	Prior Yr. Actuals FY 22-23 May 2023	FY 23-24 YTD as of May 2024	FY 23-24 Final Amended Budget	FY 23-24 Budget Variance
General Fund				
Revenues				
Federal & State Revenues	873,700	837,548	1,078,514	(240,966)
Local Dues	195,111	201,550	201,550	0
Permit Fees	1,325,489	1,250,609	1,260,739	(10,130)
Other Revenues	85,500	49,513	50,000	(487)
Transfers from Title V & AirMetrics	0	0	40,500	(40,500)
Total Revenue Received	2,479,800	2,339,220	2,631,303	(292,083)
Expenditures ^				
Personnel Services	1,546,300	1,656,716	1,761,213	94%
Materials & Services	682,800	907,675	761,871	119%
Capital Improvements	0	327,810	205,000	160%
Contingency	0	0	25,000	0%
Total Expenditures	2,229,100	2,892,202	2,753,084	105%
General Fund Net	250,700	(552,981)	(121,781)	
Special Revenue (Title V)				
Revenues				
Permit Fees	424,247	640,970	535,417	105,550
Miscellaneous Revenue	0	0	0	0
Total Revenue Received	424,247	640,970	535,417	105,550
Expenditures ^				
Personnel Services	434,400	443,366	495,940	89%
Materials & Services	300	14,384	17,207	84%
Capital Outlay	0	0	0	0%
Transfers to Gen Fund	0	0	15,000	0%
Total Expenditures	434,700	457,750	528,147	87%
Special Revenue Net	(10,453)	183,220	7,270	
Grant Fund				
Revenues				
EAP Tag 1 &2	513,961	806,570	1,403,000	(596,400)
Miscellaneous Revenue	0	0	0	0
Total Revenue Received	513,961	806,570	1,403,000	(596,400)
Expenditures ^				
Personnel Services	48,700	63,703	75,616	84%
Materials & Services	743,300	821,595	1,327,384	62%
Capital Outlay	0	0	0	0%
Total Expenditures	792,000	885,299	1,403,000	63%
Grant Fund Net	(278,039)	(78,729)	-	

	Prior Yr. Actuals FY 22-23 May 2023	FY 23-24 YTD as of May 2024	FY 23-24 Final Amended Budget	FY 23-24 Budget Variance
Enterprise Fund (AirMetrics)				
Revenues				
Sales: Portable Samplers PM2.5	264,500	198,597	243,000	(44,400)
Sales: Portable Samplers PM10	0	30,125	100,000	(69,900)
Sales: Portable Samplers TSP	0	17,648	50,000	(32,400)
Sales: Portable Samplers APM	0	7,230	50,000	(42,800)
Sales: Accessories	87,400	102,144	103,000	(900)
Sampler Rental Income	1,400	0	6,300	(6,300)
Sampler Calibration Fee	4,600	1,745	8,050	(6,300)
Interest, Misc. & Freight	31,600	17,957	23,289	(5,300)
Total Revenue Received	389,500	375,445	583,639	(208,194)
Expenditures ^				
Personnel Services	141,800	114,632	160,870	71%
Materials & Services	271,600	230,004	397,269	58%
Capital Outlay	0	0	0	0%
Transfers to Gen Fund	0	0	25,500	0%
Total Expenditures	413,400	344,636	583,639	59%
Airmetrics Net	(23,900)	30,809	0	
* % Spent is YTD Actuals divided by FY Budget.: Red: 91% & above / Yellow: 81%-90% / Green: up to 80%				
^ does not include Transfers & Contingencies				

New Citizen's Advisory Committee Application

Lane Regional Air Pollution Agency <no-reply@www.lrapa.org>
via mail1.wpengine.com

Mon 6/24/2024 8:29 PM

To:Public Affairs <PublicAffairs@LRAPA.ORG>

Name

Paul Metzler

Address**Phone****Email****Community Segment**

General Public - \$0.00

In your view, what should be the primary focus of an advisory committee in influencing environmental policy?

Representing the widest possible interests of the broad public.

What motivates you to join the advisory committee, and what unique contributions do you envision making?

I want to know what is going on in the environmental area. My varied experience in both blue collar and white collar professions give me an unique insight.

Please describe your level of familiarity with LRAPA, including any specific areas of interest?

I've been on the CAC for two years.

Are you involved in any other advisory boards, committees, neighborhood associations, or other community group? If so, please specify and describe your role and responsibilities in these organizations?

Springfield Bicycle Pedestrian Advisory Committe member.

What specific factors or aspects do you think are most important to consider when assessing how well LRAPA is doing its job?

1. Cost effectiveness. 2. Least possible infringement on freedom.

How do you keep yourself informed about the latest changes and updates in air quality regulations?

Websites

Please provide a brief overview of your professional, educational, and volunteer experiences, focusing on how these experiences equip you to contribute to the Committee's work.

1988-1989 Member Citizens Advisory Committee, Samoa Kraft Pulp Mills, Eureka CA.
1990 – 1993 District Representative, Environmental Policy Advisor, US Congressman Frank Riggs, CA District 1.
1993-2001 District Representative National Federation of Independent Business.
2001 – 2020 Certified HVAC technician.

This committee meets over the noon hour once a month, generally the last Tuesday. Are you available during this time?



**LANE REGIONAL AIR PROTECTION AGENCY
MEMORANDUM**

To: Chair Howard Saxion, and LRAPA Board Members

From: Travis Knudsen, Executive Director

Date: July 11, 2024

Subject: Board Member Input on LRAPA Goals

STAFF REPORT

ISSUE STATEMENT

To better understand the interests and priorities of the Board, the Executive Director is conducting 1:1 meeting with LRAPA Board members to gather input on the agency's goals and priorities. This staff report provides an update on the progress of these meetings and the next steps in the goal review process.

BACKGROUND INFORMATION

In January 2022, the Board established a set of goals to guide LRAPA's efforts in protecting public health, community well-being, and the environment. However, due to ongoing leadership changes, these goals are in need of revision and updates.

At the May 2024 Board meeting, the Executive Director proposed a work session in August to update the goals. The Board instead directed staff to propose new goals for review and potential adoption at the September or October meeting. The Board also tasked the Citizens Advisory Committee (CAC) to review LRAPA's goals and provide recommendations.

GOING FORWARD

1:1 Meetings with Board Members

As of July 11, 2024, the Executive Director has met with 6 out of 9 Board members to discuss their perspectives on LRAPA's role and efforts in Lane County. The remaining meetings are being scheduled, with the aim of completing all 1:1 discussion before the September Board meeting.

While it is premature to share specific insights from these meetings until all Board members have been consulted, the Executive Director expects that some of the existing goals will remain relevant, as they represent ongoing efforts. However, new focused goals addressing acute needs are likely to emerge. The total number of goals may change, with some goals being combined into more comprehensive objectives.

Citizens Advisory Committee Report

The CAC is scheduled to provide their report on LRAPA's goals following their July 30 meeting. This report will be sent to the Board for consideration in the goal review process.



Timeline for Goal Updates

The Executive Director will present the proposed updated goals at the September Board meeting. If the goals are agreeable, the Board may choose to approve them at that time. However, it is expected that further feedback will be provided at the September meeting with approval in the October or November meeting. The aim is to establish the new goals before the end of the Executive Director's 6-month trial service period in November.

STAFF RECOMMENDATION

This is an informational item, and no formal action is requested of the Board at this time. The Executive Director will continue to engage with Board members and incorporate input from the CAC to develop a complete set of goals for the Board's review and approval in the coming months.



**LANE REGIONAL AIR PROTECTION AGENCY
MEMORANDUM**

To: Chair Howard Saxion, and LRAPA Board Members

From: Travis Knudsen, Executive Director

Date: July 11, 2024

Subject: Energy Efficiency and Conservation Block Grant Program

STAFF REPORT

ISSUE STATEMENT

The purpose of this staff report is to inform the board about LRAPA's recent effort to apply for the Energy Efficiency and Conservation Block Grant (EECBG) Program offered through the Oregon Department of Energy (ODOE). Despite developing a project proposal, LRAPA was unable to submit an application due to eligibility constraints recently understood following legal review.

BACKGROUND INFORMATION

The EECBG Program offers subgrants to Oregon units of local government that were not eligible for direct EECBG awards from the U.S. Department of Energy. Eligible entities include cities, counties, and other local government entities as per ORS 174.116, such as multi-jurisdictional regional governments and special service districts.

As LRAPA did not qualify for a direct EECBG award, it was initially assumed that the agency would be eligible for the ODOE subgrant opportunity. Operating under this assumption, LRAPA staff proceeded to develop a comprehensive project proposal. However, upon thorough examination of the eligibility criteria and consultation with LRAPA's legal counsel, it became apparent that the agency did not meet the necessary qualifications for the subgrant program, despite its ineligibility for direct EECBG funding.

LRAPA developed a project proposal called the Bethel Clean Energy Project (BCEP), which aimed to enhance health resilience and equity in the Bethel neighborhood of Eugene, Oregon. The project proposed replacing oil furnaces with ductless heat pumps in low-income homes, conducting community workshops on energy efficiency, and promoting workforce development in the clean energy sector.

However, after reviewing the eligibility criteria and consulting with legal counsel, it was determined that LRAPA's unique status as a regional air quality entity formed under ORS Ch. 468A does not strictly qualify us as a "local government entity" under ORS 174.116. While our legal counsel suggested that LRAPA might possibly qualify as a "special government body" under ORS 174.117(1)(h), this interpretation remained uncertain given the program's specific reference to "local government" entities.

GOING FORWARD

Despite being unable to apply for this specific grant opportunity, the development of the BCEP proposal demonstrates LRAPA's commitment to pursuing collaborative projects that align with our mission of



protecting public health and the environment. The proposed project's focus on reducing emissions, improving energy efficiency, and advancing equity in disadvantaged communities reflects the type of work LRAPA aims to undertake in partnership with local organizations.

Moving forward, LRAPA will continue to seek out and engage with grant opportunities that support our objectives and allow us to leverage our unique expertise and resources. We will also work to clarify our eligibility for various funding programs and explore alternative avenues for participating in initiatives that benefit the communities we serve.

STAFF RECOMMENDATION

This staff report is for informational purposes only and does not require any formal action from the board.



LANE REGIONAL AIR PROTECTION AGENCY MEMORANDUM

To: Chair Howard Saxion, and LRAPA Board Members

From: Travis Knudsen, Executive Director; Max Hueftle, Operations Manager

Date: July 11, 2024

Subject: Rule Mandated Annual Fee Increase

STAFF REPORT

ISSUE STATEMENT

Following public outreach and notice of LRAPA's annual 4% fee increase for Air Contaminant Discharge Permit (ACDP) and Asbestos Notification fees, a Board member expressed interest in discussing these fees during the July meeting. This staff report provides context on the fee increases and provides information to the Board to facilitate an informed and productive discussion.

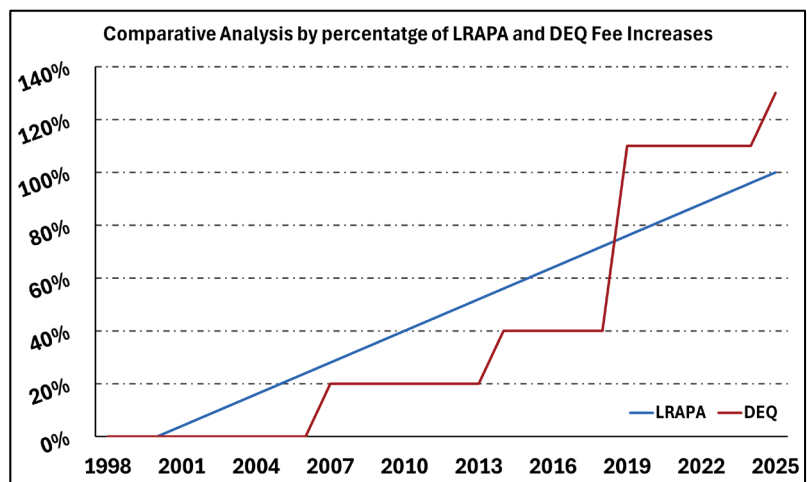
BACKGROUND INFORMATION

LRAPA's fee increases have occurred as follows:

- 1998: ACDP fees increased by 24%, otherwise flat since 1991
- 2001: ACDP fees increased by 4% on July 1st each year (Board adopted June 2000)
- 2002: Asbestos fees increased by 4% on July 1st each year (Board adopted June 2002)
- 2024: CAO fees increased by 3% on July 1st each year begins this year (for Part 3 of Table 2 from Title 37) based on the April 11, 2024, Board adoption

DEQ's ACDP fee increases have been:

- 2007: increased by 20%
 - 2014: increased by 20%
 - 2020: increased by 70%
 - 2025: increase by 20%*
- *DEQ plans to request legislators approve 2025 fee increase during next year's long session.*



Currently, LRAPA's Initial Application Fees for ACDPs are 10% higher than DEQ's corresponding fees, while DEQ's Annual Fees for ACDPs are 22% higher than LRAPA's.



These fees directly support LRAPA's essential work related to monitoring and protecting air quality, including:

- Permitting and compliance assistance for businesses to ensure adherence to air quality regulations.
- Reduce the number of unhealthy air days and health risks from air toxics.
- Issue, renew or modify permits to prevent or reduce air pollution through permit requirements.
- Ensure that existing pollution sources comply with state and federal air emissions standards.
- Ensure that new sources of air pollution install controls such as filtration equipment, combustion controls and vapor controls needed to protect air quality.
- Provide other essential services such as State Implementation Plan development, emission inventories, technical assistance, inspections, enforcement, rule and policy development, data management and reporting to EPA.
- Asbestos program management to prevent the release of asbestos during demolition and renovation activities.
- Administer federal health standards, air toxic requirements and other regulations.
- Proactive engagement with communities, especially those disproportionately impacted by air pollution, to understand their concerns, collaborate on solutions, and ensure equitable access to clean air resources and decision-making processes.
- The permit fees also help support a portion of air quality monitoring, planning, public education, and agency central services such as accounting and human resources.

In addition to these core responsibilities, LRAPA has taken on an expanding role in wildfire response and public notification. While the ACDP and asbestos fees are not directly tied to wildfire efforts, the fee increases help support this critical work in the absence of dedicated local, state, or federal funding. By ensuring the financial stability of the agency as a whole, the fees contribute to LRAPA's ability to adapt to emerging air quality challenges and serve the evolving needs of our community.

This information is provided to ensure that the Board has a detailed understanding of LRAPA's fee structure and its support of the agency's mission. Staff aim to equip the Board with relevant details on the current fee structure and its impact on Lane County residents and businesses.

CONSIDERATIONS FOR FEE ADJUSTMENTS AND DEQ APPROVAL PROCESS

As an entity with delegated authority from the state and EPA, LRAPA's rulemaking process involves oversight and potential approval from the Oregon Department of Environmental Quality (DEQ), which can challenge or complicate Board efforts to adjust and modify LRAPA's fee structure. Please be aware that:

- Nearly all LRAPA rule changes must be reviewed by the Environmental Quality Commission (EQC), and those affecting the State Implementation Plan (SIP) must also be approved by the EQC.
- Only rule changes requesting EPA delegation of federal standards can be approved directly by the EPA.
- LRAPA rules that differ from state rules require a DEQ stringency review and approval by DEQ's EQC to ensure consistency with state and federal regulations.



- LRAPA rule changes that modify Oregon's SIP require both DEQ and EPA approval.

ADDITIONAL CONSIDERATIONS

Other factors the Board may wish to consider include:

- Potential impacts on LRAPA's ability to meet federal maintenance of effort (MOE) requirements and consequences for federal funding
 - › LRAPA must maintain an increasing level of funding and staffing to be eligible for a federal grant under Section 105 of the Clean Air Act. Non-Title V fees are a significant portion of LRAPA's funding to meet this requirement. Failing to meet maintenance of effort requirements would lead to a loss of federal support for essential air quality programs and services. LRAPA relies on this noncompetitive federal grant to support its operations and programs. Losing this funding would significantly impact LRAPA's budget and capacity to protect public health and the environment, potentially leading to cuts in staff, monitoring, outreach, and other core functions, thus diminishing LRAPA's effectiveness and ability to serve the community.
- The complexity and length of the approval process for fee changes
 - › LRAPA's current practice of implementing annual fee adjustments helps to avoid the need for irregular, large increases to the fee structure. This approach reduces the administrative burden and uncertainty associated with navigating the complex, multi-step approval process involving DEQ and potentially EPA. By making incremental changes on a regular basis, LRAPA can maintain a more stable and predictable budget, reducing the need for resource-intensive stringency reviews, EQC approvals, and possible SIP modifications. This streamlined approach allows LRAPA to focus its resources on its core mission of protecting public health and the environment, rather than on lengthy and complicated approval processes that could delay the implementation of necessary fee changes.
- The economic importance of maintaining consistent and comparable fees with DEQ
 - › Maintaining fees that are comparable with DEQ's is crucial for ensuring a level playing field for businesses in Lane County and Oregon. Consistency creates an equitable and predictable regulatory environment, encourages economic stability, and prevents "fee shopping." By fostering collaboration between LRAPA and DEQ, comparable fees benefit the economy and environment through fair competition, regulatory certainty, and consistent protection of public health and air quality.

Staff defers to the Board's judgment and authority in evaluating the fee structure. LRAPA is committed to providing the information and context needed for the Board to make a fully informed decision in the best interests of Lane County communities and stands ready to implement policies established by the Board.

STAFF RECOMMENDATION

This is an informational item, and no formal action is required. Staff recommends the Board consider the various factors outlined in this report, including:

- The role of the current fees in supporting LRAPA's essential air quality work.



- Potential impacts of fee reductions on federal funding and maintenance of effort requirements.
- The likely need for DEQ approval and the associated complexity of the process.
- The importance of aligning fees with state regulations to ensure a level playing field for businesses, promote economic stability, and maintain positive working relationships with DEQ.

Staff welcome any additional questions, requests for information, or directions from the Board.



**LANE REGIONAL AIR PROTECTION AGENCY
MEMORANDUM**

To: Chair Howard Saxion, and LRAPA Board Members
From: Colleen Wagstaff, Finance and Enforcement Manager
Date: July 11, 2024
Subject: FY'24 Enforcement Review

STAFF REPORT

ISSUE STATEMENT

This staff report provides a summary of LRAPA's enforcement actions and penalties assessed in fiscal year 2024 (FY24), based on the monthly enforcement reports presented to the Board throughout the year. It also notes the total penalties collected and transferred to Lane County's General Fund.

BACKGROUND INFORMATION

LRAPA tracks and reports on enforcement actions and penalties to the Board on a monthly basis. The FY24 monthly enforcement reports, which have been previously provided to the Board, contain information on new and pending enforcement cases, outdoor burning permits, asbestos abatement projects, and air quality permitting activities.

ENFORCEMENT ACTION AND PENALTIES

In FY24, LRAPA issued the following enforcement actions:

- 19 Notices of Noncompliance and Warnings
- 15 Notices of Violation with Civil Penalties

The penalties assessed in these enforcement actions totaled \$15,161.00.

PENALTY COLLECTIONS

The dollar amount of penalties collected in a given fiscal year does not necessarily reflect the penalties assessed or settled during that year. This is due to pending cases and collections received for penalties from previous years.

In FY24, LRAPA collected a total of \$21,000 in penalties. These funds will be transferred to Lane County's General Fund, as required.

PRESENTATION TO LANE COUNTY BOARD OF COMMISSIONERS

LRAPA's Executive Director is scheduled to present at the Lane County Board of Commissioners regular meeting on July 16, 2024. The presentation will include:

- An overview of LRAPA and its partnership with Lane County.



- A description of the enforcement dollars LRAPA is forwarding to Lane County's General Fund.
- The delivery of a \$21,000 check representing the penalties collected in FY24.

The presentation is expected to take approximately 15 minutes, with additional time for discussion with the Board. A memo providing background information and the purpose of the presentation will be provided to the Board in advance of the meeting.

STAFF RECOMMENDATIONS

This report is for informational purposes only and does not require any action from the Board. Staff recommends that the Board note the upcoming presentation to the Lane County Board of Commissioners on July 16, 2024, where LRAPA will deliver an overview of the Agency and the \$21,000 check representing penalties collected in FY24.



**LANE REGIONAL AIR PROTECTION AGENCY
MEMORANDUM**

To: Chair Howard Saxion, and LRAPA Board Members

From: Lance Giles, Technical Services Manager

Date: July 11, 2024

Subject: Update on Sale of Airmetrics and Closure of Enterprise Fund

STAFF REPORT

ISSUE STATEMENT

This staff report provides an update to the Board regarding the sale of Airmetrics assets, the closure of the Airmetrics enterprise fund, and the transition of those resources to support LRAPA's core mission and operations, as directed by the Board in December 2023.

BACKGROUND INFORMATION

In the December 2023 Board meeting, the Board unanimously voted to sell Airmetrics and close the enterprise fund. LRAPA staff were directed to find a buyer for the Airmetrics inventory and customer list, with the understanding that the product no longer had an active patent or trademark, and buyer interest was limited.

AIRMETRICS SALE AND FUND CLOSURE

In early spring 2024, Turnbull Precision Manufacturing completed the purchase of the Airmetrics inventory and customer list for the agreed upon price of \$24,770. Turnbull Precision Manufacturing was the original developer of the first sampler made for Airmetrics and has had a long-standing relationship with LRAPA.

All funds in the Airmetrics business checking account have been transferred to LRAPA's general fund. The process of formally closing the Airmetrics checking account is currently underway and will be completed in the next couple weeks.

The Local Government Investment Pool (LGIP) account associated with Airmetrics still retains a balance. This is an intentional strategy to continue earning interest in preparation for LRAPA's upcoming office remodel, which is to be funded by the Airmetrics resources as directed by the Board.

LRAPA provided a 30-day notice to terminate the lease on the Airmetrics warehouse space, which is set to conclude on July 24, 2024. LRAPA has already fully vacated the space. If the property owner is able to lease the space to a new tenant before the end of July, LRAPA will receive a prorated refund for the remaining lease period.

Turnbull Precision Manufacturing has assumed all warranty responsibilities for previously sold Airmetrics products as part of the purchase agreement.

The only financial loss incurred in the process of closing Airmetrics was a write-off of \$1,690.



STAFF RECOMMENDATIONS

This report is for informational purposes only and does not require any action from the Board. The Board's decision to close the Airmetrics enterprise has proven to be a sound. The business was no longer viable, and the transition of its resources to support LRAPA's core operations is a positive outcome made possible by the Board's direction and support.

LRAPA staff did not encounter any significant unexpected challenges during the process of selling the Airmetrics assets and closing the enterprise fund. The steps have been executed smoothly in alignment with the Board's guidance.



LANE REGIONAL AIR PROTECTION AGENCY MEMORANDUM

To: Chair Howard Saxion, and LRAPA Board Members

From: Lance Giles, Technical Services Manager

Date: July 11, 2024

Subject: Office Remodel Project Bid Approval

STAFF REPORT

ISSUE STATEMENT

LRAPA has completed the bidding process for its office remodel project, which was initially approved by the Board in July 2023 and further advanced in December 2023. This report provides an update on the project, summarizes the bidding process, and seeks Board approval for the selected contractor's bid.

BACKGROUND INFORMATION

The Board approved moving forward with 35% of the design fee for the office remodel project in July 2023. In December 2023, the Board then approved continuing the project, utilizing an interfund loan from the AirMetrics enterprise fund for financing. The FY'25 budget, approved by the Budget Committee, includes \$1,290,000 for this project, demonstrating our commitment to improving our workspace and service capabilities.

BIDDING PROCESS AND RESULTS

The bid was advertised on May 20, 2024, through multiple channels including the LRAPA website, OregonBuys, and local newspapers. A mandatory pre-bid walkthrough was conducted on June 5, 2024, ensuring all potential bidders had a clear understanding of the project scope.

We received six bids by the June 18, 2024, submission deadline, with three providing all necessary paperwork to qualify for consideration. After thorough evaluation, Proper Built Inc. has been identified as the winning bidder, with a bid amount of \$1,099,000.00. Proper Built Inc. is based in Springfield, Oregon, which provides the advantage of working with a local contractor familiar with our community.

CONTRACTOR EVALUATION

LRAPA contacted references for Proper Built Inc., including representatives from the City of Eugene, Lane County, and Oregon Imaging Centers. All provided highly positive feedback, highlighting the company's excellent quality of work, timeliness, strong communication, ability to handle challenges, and professionalism.

One reference noted, "Brad and his Proper Built team are easy to work with and very approachable while maintaining great documentation and process." Another stated, "Their strength was their communication and ability to stay on track with the project. They did a great job keeping all their subcontractors informed of project needs."



PROJECT TIMELINE

If the Board approves the bid, we anticipate issuing a Notice to Proceed immediately. Proper Built Inc. would then begin coordinating with their subcontractors and finalizing their project schedule. The tentative expectation is for demolition to begin in the first or second week of August 2024. While the estimated project duration is approximately 6 months, we understand that complex remodel projects can face unforeseen challenges and will keep the Board informed of any significant changes to this timeline.

FINANCIAL IMPACT

The winning bid of \$1,099,000.00 is within the budgeted amount of \$1,290,000 for the project, allowing for a contingency of approximately 17% as recommended by GMA Architects. This careful financial planning ensures we can proceed with confidence, knowing we have the resources to complete this crucial project successfully.

STAFF RECOMMENDATION

Based on the competitive bidding process, positive references, and the bid amount falling within the budgeted funds, staff recommend the Board approve Proper Built Inc.'s bid of \$1,099,000.00 for the LRAPA office remodel project. This approval would mark a significant step forward in LRAPA's mission to provide efficient and effective service to our community.

To act on this recommendation, the Board should consider a motion to approve Resolution 24-05, accepting the bid from Proper Built Inc. in the amount of \$1,099,000.00 for the LRAPA office remodel project and authorizing the Executive Director to execute all necessary documents to proceed with the project.

RESOLUTION 24-05

A RESOLUTION APPROVING THE BID FOR THE LRAPA OFFICE REMODEL PROJECT

WHEREAS, the Lane Regional Air Protection Agency (LRAPA) Board of Directors approved moving forward with the office remodel project in July 2023 and December 2023; and

WHEREAS, the FY'25 budget includes \$1,290,000 for the office remodel project; and

WHEREAS, LRAPA staff conducted a competitive bidding process in accordance with applicable laws and regulations; and

WHEREAS, Proper Built Inc. submitted the winning bid of \$1,099,000.00, which is within the budgeted amount and includes a contingency; and

WHEREAS, references for Proper Built Inc. provided positive feedback on the company's performance, quality of work, and professionalism;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE LANE REGIONAL AIR PROTECTION AGENCY:

1. The Board hereby accepts and approves the bid from Proper Built Inc. in the amount of \$1,099,000.00 for the LRAPA office remodel project.
2. The Executive Director is authorized to execute all necessary documents to proceed with the project, including but not limited to the contract with Proper Built Inc.
3. The Executive Director is directed to provide regular updates to the Board on the progress of the remodel project.

ADOPTED this 11th day of July, 2024.

Howard Saxion, Chair

Date

ATTEST

Travis Knudsen, Executive Director

Date



Director's Report for June 2024

Meeting Date: July 11, 2024
Department: Director's Office
www.lrapa.org

Agenda Item No. 15
Staff Contact: Travis Knudsen
541-736-1056 ext. 217

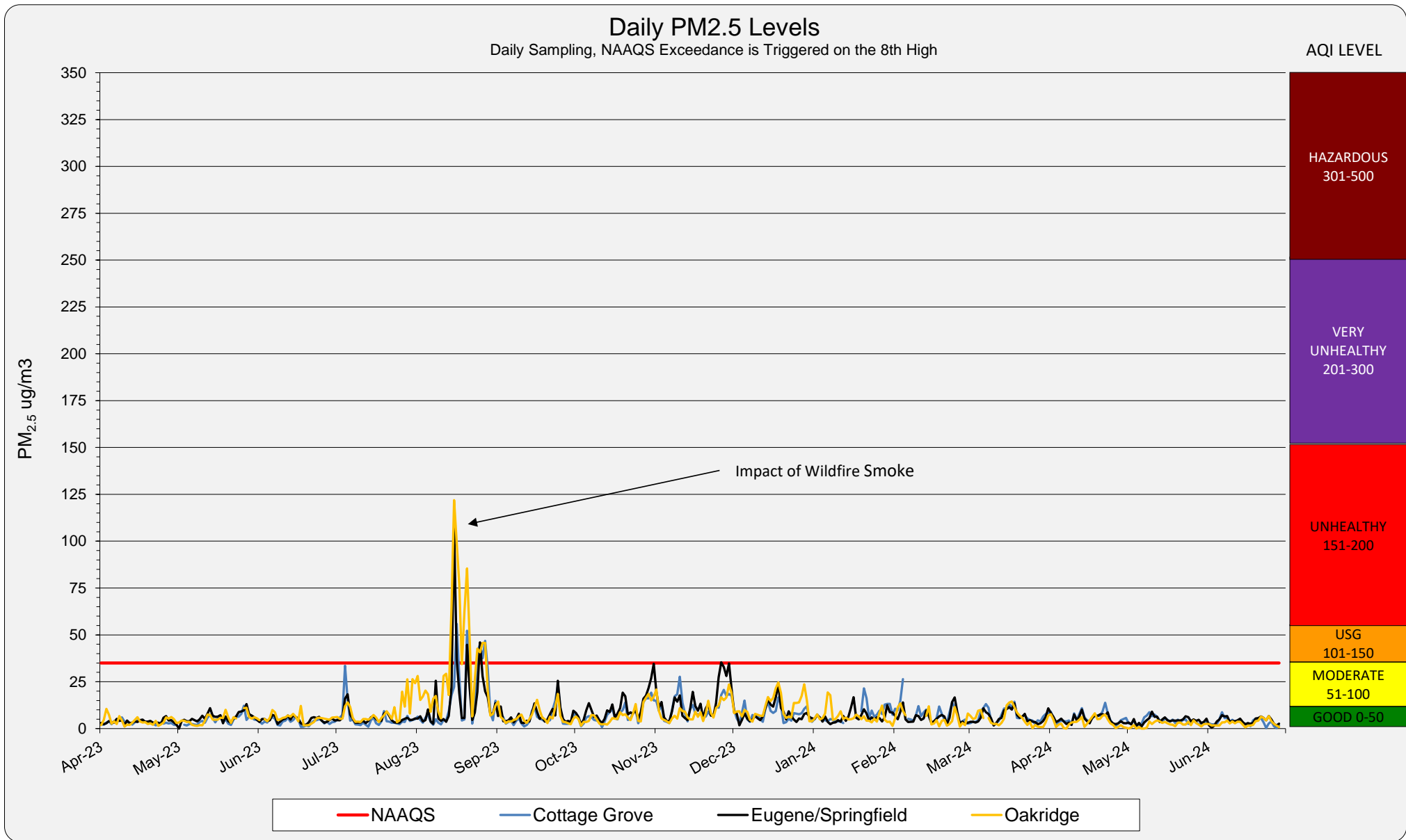
June 2024 AQI CHARTS AND STATS:

Site	Date	Max AQI	Pollutant
Eug/Spfld	7-Jun-24	48	O3
Oak	24-Jun-24	31	PM
CottGrv	21-Jun-24	49	O3

AQI	Eug/Spfld	Oak	CottGrv	AQI Range	PM2.5 Range, ug/m3	Ozone Range, ppb
Good	30	30	30	0-50	0-9	0-54
Moderate	0	0	0	51-100	9.1-35.4	55-70
USG	0	0	0	101-150	35.5-55.4	71-85
Unhealthy	0	0	0	151-200	55.5-125.4	86-105
Very Unhealthy	0	0	0	201-300	125.5-225.4	106-200
Hazardous	0	0	0	301-500	225.5+	201+

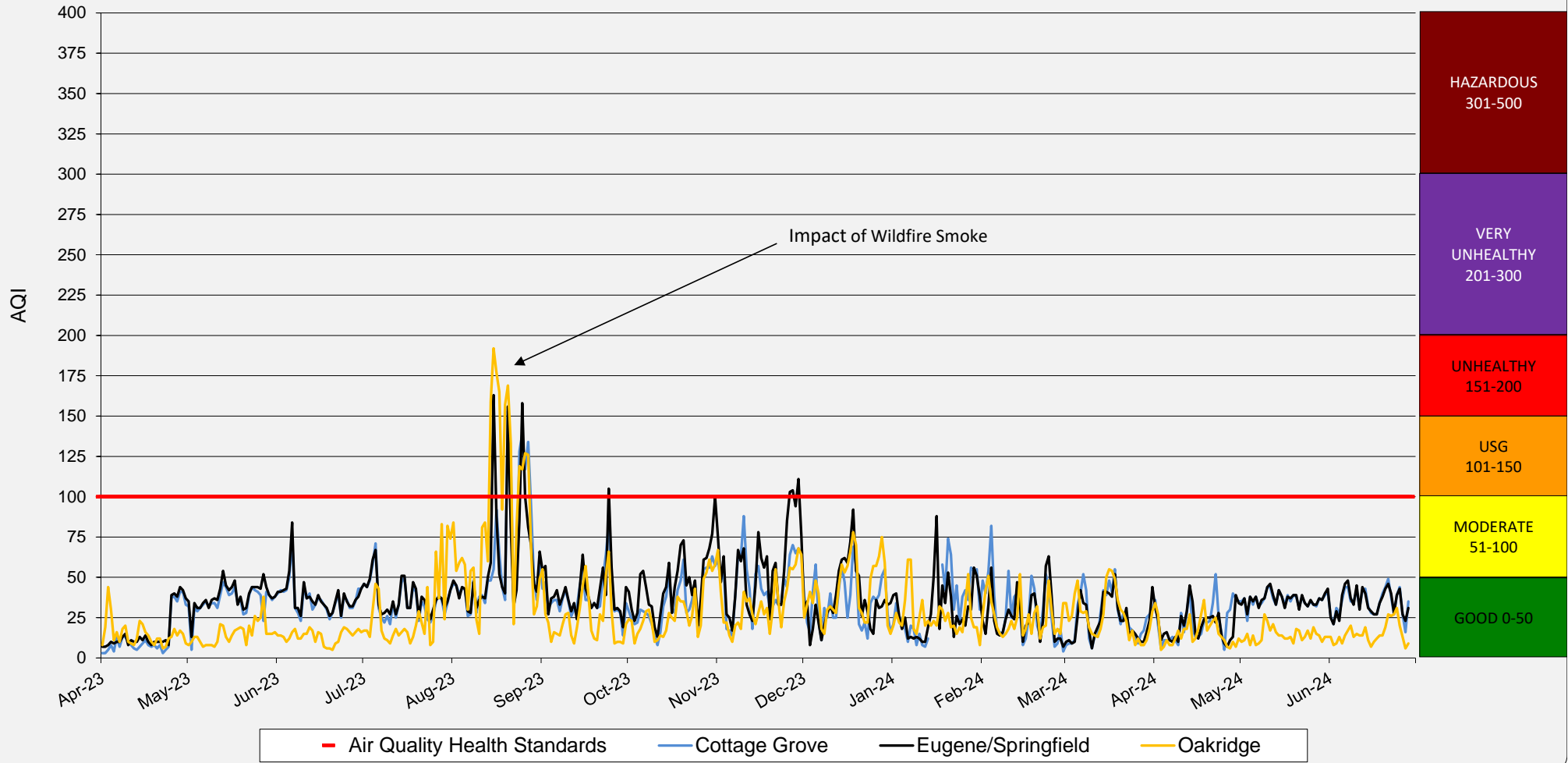
Attachment No. 1: Air Quality Index (AQI) charts for Lane County (June 2024)

Attachment No. 2: PM2.5 index charts for Lane County (June 2024)



Daily Air Quality Index Chart

This 15-month chart demonstrates the seasonality of the pollutants.



COMPLAINTS RECEIVED: 6/1/2024 thru 6/30/2024:

Smoke complaints: 31
28 – Outdoor Burning
2 – Recreational Fire
1 – Agricultural Burn
Industry: 2
1 – Pacific Recycling
1 – International Paper
Miscellaneous: 9
1 – Diesel Generator
1 – Outdoor Grill
1 – Latex Gloves
4 – Burning Rubber (ShredFest Event)
2 – Unknown
Total: - 42

The calendar year 2024 compares to previous years:

Year	2019	2020	2021	2022	2023	*2024
Dust	15	17	26	12	7	2
Ag Burning / Spraying	6	2	7	2	3	1
General Air Quality	12	4	8	1	25	20
Home Wood Heating	128	74	57	67	52	23
Industry	170	100	336	198	97	36
Outdoor Burning	402	423	243	292	254	110
Slash Burning	16	12	10	6	12	0
Miscellaneous	67	59	40	102	72	20
Unknown	39	74	71	45	65	24
Total	855	765	798	725	587	187

* Year-To-Date

NEW/OPEN ENFORCEMENT ACTIONS STATUS REPORT

6/1/2024 to 6/30/2024

NEW: 6/01/2024 -- 6/30/2024:

Calendar year 2024 compared to previous years:

Year	2019	2020	2021	2022	2023	*2024
Notices of Non-compliance and Warnings	55	15	21	24	19	3
Notices of Violation with Civil Penalties	37	26	17	24	15	2

* Year-To-Date.

ENFORCEMENT: 6/01/2024 to 6/30/2024

Category of Violation	New	Follow-Up Action	Pending	Closed	Total
Asbestos	-	-	3	-	3
Industrial	-	-	4	-	4
Outdoor Burning	-	-	3	-	3
Fugitive Dust	-	-	-	-	-
Home Wood Heating	-	-	-	-	-
Totals	-	-	10	-	10

NEW/OPEN ENFORCEMENT ACTIONS STATUS DETAIL REPORT

6/1/2024 -- 6/30/2024

Report of open and actions initiated since last report

NEW ENFORCEMENT ACTIONS: 06/01/2024 -- 06/30/2024

None.

PENDING ENFORCEMENT ACTIONS: 06/01/2024 -- 06/30/2024

1. A & K DEVELOPMENT CO, PAC METAL FAB (JUNCTION CITY)
 - A. Violation: Failed to notify LRAPA prior to the construction of a new stationary source in accordance with LRAPA Rules and Regulations Section 34-010(1)(a); operating an air contaminant source which is listed in Section 37-8010 Table 1 without first obtaining and ACDP from LRAPA in accordance with LRAPA 37-0020(3).
 - B. Initial Action Taken: NON #3903 issued 05/30/2024

- C. Subsequent Action: PENDING – documents to be submitted by 7/15/2024.
- D. Resolution: PENDING

2. PETROCARD INC (GOSHEN) (GOSHEN)

- A. Violation: The permittee failed to submit in a timely manner performance testing records to LRAPA which demonstrate compliance with vapor testing requirements outlined in permit conditions 5.1.a and 5.1.b. On 2/25/2022 the permittee was notified by LRAPA that they had exceeded the annual throughput threshold of 480,000 gallons of gasoline in 2019 and were therefore subject to the vapor recovery testing requirements outlined in the permit. On 4/8/2022 LRAPA was advised that vapor recovery testing could not be completed since the lines were manifolded and the issue was escalated to construction to isolate the lines. On 7/7/2022 LRAPA called and emailed the permittee requesting an update. On 8/2/2022 LRAPA called and emailed the permittee requesting an update. Permittee responded advising that they were still working to fix the issue. On 10/5/2022 LRAPA emailed the permittee requesting an update. On 10/26/2022 LRAPA called and emailed the permittee requesting an update.
- B. Initial Action Taken: NON #3872 issued 11/03/2022
- C. Subsequent Action: NCP #2022-3872 (\$3000) issued 12/08/2022: submitted the test results over 12-month late, therefore the request for reduction was not approved. No response to payment has been received, a default order judgment is in process for a lien on the property.
- D. Resolution: PENDING

3. JOHN A. RANKIN AND STEVE FOWLKES (SPRINGFIELD)

- A. Violation: 43-015(10)- ASBESTOS ABATEMENT NOTIFICATION REQUIREMENTS. Except as provided for in 43-015-8, written notification of any asbestos abatement project must be provided to the Agency on a form prepared by and available from the Agency, accompanied by the appropriate fee; 43-015(11)(C)- Enclose the area of the asbestos-containing materials to be abated, in a negative pressure enclosure prior to abatement unless prior approval has been granted by the agency; 43-015(11)(G)- The asbestos abatement project area shall be adequately cleaned at the conclusion of the project to assure removal of all asbestos debris; 43-015(11)(N)- Open storage or open accumulation of friable asbestos-containing material or asbestos containing waste material is prohibited; 43-015(11)(P)- No person shall conduct an asbestos abatement project unless they possess a current asbestos abatement Contractors license or worker's certification, issued by the Department under OAR 340-248-040 or OAR 340-248-0120 and OAR 340-248-0130, respectively, unless exempted by 43-015-8 and/or 43-015-9; 43-015(11)(S)- A certified supervisor is required to be present on each asbestos abatement project other than a small-scale short-duration activity; 43-015(11)(T)- An owner or operator of a facility shall not allow any persons other than those employees of the facility owner or operator who are appropriately certified or a licensed asbestos abatement contractor to perform an asbestos abatement project in or on that facility unless exempted by 43-015-8 or 43-015-9; 43-015-19(B)- Persons disposing of asbestos-containing waste material must notify the landfill operator of the type and volume of the asbestos-containing waste material; 43-015(19)(B)(1)- All asbestos-containing waste materials must be adequately wetted to ensure that they remain wet until delivered to an authorized landfill, and either: (a) processed into non-friable pellets or other shapes; or (b) packaged in leak-tight containers such as two plastic bags with a minimum thickness of 6 mil., or fiber or metal drum. Containers must be labeled as follows: (i) the name of the asbestos waste generator and the location where the asbestos waste was generated; and (ii) a warning label that states: DANGER Contains Asbestos Fibers Avoid Creating Dust Cancer and

Lung Disease Hazard Avoid Breathing Airborne Asbestos Fibers Alternatively, warning labels specified by 29 CFR 1926.1101(k)(7)(8/19/94) may be used; 43-105(19)(E)- All asbestos-containing waste material must be deposited as soon as possible by the waste generator at: (1) An asbestos-containing waste disposal site authorized by the Department and operated in accordance with the provisions of this rule;

- B. Initial Action Taken: NON #3877 issued 03/06/2023
 - C. Subsequent Action: NCP #2023-3877 (\$10400) issued 03/06/2023: request for reduction approved and reduced to \$5,200 on 04/19/2023 with a payment schedule of \$400 per month and is on schedule with payments
 - D. Resolution: PENDING
4. KYLE MCLENNAN, BRUCE R MCLENNAN (VENETA)
- A. Violation: Failure to obtain an asbestos survey from an accredited asbestos inspector prior to conducting the demolition of a facility; Burning construction/demolition waste without first obtaining an LRAPA letter permit.
 - B. Initial Action Taken: NON #3880 issued 04/11/2023
 - C. Subsequent Action: NCP #2023-3880 (\$3,650) issued 04/11/2023; no response and no payment received; a default order judgment is in process for a lien on the property
 - D. Resolution: PENDING
5. APRO LLC DBA UNITED PACIFIC ROCKET # (SPRINGFIELD)
- A. Violation: The permittee failed to submit performance testing records to LRAPA which demonstrate compliance with triennial vapor testing requirements outlined in permit conditions 5.0. Permittee last submitted testing results relative to conditions 5.1.a and 5.1.b on February 4th, 2020, and therefore is required to have testing conducted by February 4th, 2023. Condition 7.1.c of the permit requires notification of upcoming testing be submitted to LRAPA and condition 7.2 requires test results be submitted to LRAPA no later than 30 after testing has occurred.
 - B. Initial Action Taken: NON #3886 issued 04/25/2023
 - C. Subsequent Action: NCP #2023-3886 (\$2,250) issued 06/12/2023: no response and no payment received; a default order judgment is in process for a lien on the property
 - D. Resolution: PENDING
6. SEALS, MARK (ELMIRA)
- A. Violation: Outdoor burning of prohibited materials (metal, plastic, rubber, etc.).
 - B. Initial Action Taken: NON #3888 issued 06/13/2023
 - C. Subsequent Action: NCP #2023-3888 (\$550) issued 07/31/2023: no response and no payment received; a default order judgment is in process for a lien on the property
 - D. Resolution: PENDING
7. A&A AUTO WRECKERS, INC. (JUNCTION CITY)
- A. Violation: 43-010(1) - No person may openly accumulate friable asbestos-containing material or asbestos-containing waste material; 43-015(7) - Unless exempt pursuant to 43-015-8, prior to commencing the renovation or demolition of a facility, the owner or operator of the facility must obtain a survey from an accredited asbestos inspector of the entire facility, or the part of the facility where the demolition or renovation will occur, for the presence of asbestos-containing materials, including the presence of non-friable asbestos-containing material. A copy of the survey report must be kept onsite at the facility during any demolition or renovation

activity; 43-015(11)(P)- No person shall conduct an asbestos abatement project unless they possess a current asbestos abatement Contractors license or worker's certification, issued by the Department under OAR 340-248-040 or OAR 340-248-0120 and OAR 340-248-0130, respectively, unless exempted by 43-015-8 and/or 43-015-9. 43-015(11)(T) - An owner or operator of a facility shall not allow any persons other than those employees of the facility owner or operator who are appropriately certified or a licensed asbestos abatement contractor to perform an asbestos abatement project in or on that facility unless exempted by 43-015-8 or 43-015-9.

- B. Initial Action Taken: NON #3889 issued 05/03/2023
- C. Subsequent Action: PENDING
- D. Resolution: PENDING

8. CARTER, LARRY; VERNON VENSON (SPRINGFIELD)

- A. Violation: Allowing for the open burning of prohibited materials (pressure treated wood, railroad ties, plastics, clothing, drywall, metal, etc.)
- B. Initial Action Taken: NON #3895 issued 12/14/2023
- C. Subsequent Action: NCP #2023-3895 (\$550) issued 12/18/2023; no response and no payment received; a default order judgment is in process for a lien on the property
- D. Resolution: PENDING

9. WOOLMAN, TIM (VENETA)

- A. Violation: Allowing for the burning of prohibited materials (plastics).
- B. Initial Action Taken: NON #3898 issued 03/01/2024
- C. Subsequent Action: NCP #2024-3898 (\$850) issued 03/07/2024; no response and no payment received; a default order judgment is in process for a lien on the property
- D. Resolution: PENDING

10. MARATHON COACH (COBURG)

- A. Violation: Failed to notify and obtain approval from LRAPA prior to construction or modification of a new or existing stationary source in accordance with condition G20 of Respondent's Simple ACDP and LRAPA Rules and Regulation, Title 34-034.
- B. Initial Action Taken: NON #3899 issued 03/07/2024
- C. Subsequent Action: NCP #2024-3899 (\$536) issued 03/07/2024: request for reduction under review
- D. Resolution: PENDING

OUTDOOR BURNING LETTER PERMITS: 6/01/2024 TO 6/30/2024

There were no Outdoor Burning Letter Permit (OBLP) issued in June 2024.

ASBESTOS ABATEMENT: 6/01/2024 to 6/30/2024

For perspective, here is how the total number of asbestos abatement notices filed, how many were schools and the number of notices inspected for calendar year 2024 compares to previous years:

Calendar year 2024 compares to previous years:

Year	2019	2020	2021	2022	2023	*2024
Total Asbestos Abatement Notices	488	439	408	465	466	245
School Asbestos Abatement Notices (NESHAP)	16	25	20	16	17	11
Number of Asbestos Abatements Inspected	94	93	104	115	91	33

* Year-To-Date.

PERMITTING (TITLE V AND ACDP):

- Currently 13 sources, Title V permits
- Currently approximately 275 sources, Air Contaminant Discharge Permits (ACDPs)

Permit activities:

Category of Permit Activity	Title V	ACDP	Registration	Total Active
New	2	3		5
Renewals	3	15		16
Modifications		2		5
Constructions	1			1
General TV	1			
Registrations				
Terminated Permits		5		
Total Issued Permits Year-to-date	5	29		34

Permits placed on public notice:

Permit Type	Total Number of Permits by Type	Number of Permits Extended Administratively	Percentage of Total (%)
Title V	13	1	8%
Standard ACDP	27	3	11%
Simple ACDP	28	2	7%
Total	68	6	9%

Permits placed on public notice:

Source Name	Reason for Public Notice	Type of Permit
Seneca Sawmill	Modification of ACDP and New Title V	ACDP modification to include changes in parallel with changing from a Standard ACDP to a New Title V. Off public notice 6/4/2024
Pacific Recycling	Modification of ACDP	ACDP modification changing from Basic to Simple ACDP.

Permits with public hearing notice:

Source Name	Reason for Public Hearing	Date of Public Hearing
Seneca Sawmill	ACDP Modification and New Title V	May 21, 2024

Permit backlog:

Permit Type	Total Number of Permits by Type	Number of Permits Extended Administratively	Percentage of Total (%)
Title V	13	1	7%
Standard	27	3	11%
Simple	28	1	4%
Total	68	5	7%

MEDIA INTEREST, EXTERNAL COORDINATION AND OUTREACH

Date	Media	Person	Topic
2/9/2024	KEZI	Robert Desaulniers	Springfield Burning Variance
2/25/2024	KEZI	Noah Chavez	Springfield Burning Variance
03/28/2024	Ore. News Service	Eric Tegethoff	Air Quality Awareness Week
03/28/2024	KVAL	Juliette Smith	Allergy Season
04/25/2024	KLCC	Tiffany Eckert	ALA Report
04/29/2024	KEZI	Aaron Arellano	ALA Report
05/03/2024	Eugene Emerald	Andres Baisch	ALA Report
06/04/2024	KXCR	Larry Bloomfield	Community Talk Radio

LRAPA performed several outreach and public engagement events over June 2024.

On June 5, 2024, from 6:00 pm to 8:00 pm, LRAPA participated in the Community Engagement Core Team Meeting 23 via Zoom. This meeting brought together community, agency, and local government representatives to discuss environmental pollution in West Eugene's Bethel Neighborhood, specifically focusing on the JH Baxter facility. The agenda included updates on residential and facility clean-ups, progress reports from DEQ and EPA, and discussions aimed at developing a trust-building community engagement plan to improve local environmental quality.

On June 8, 2024, from Noon to 4:00 pm, LRAPA participated in the We Are Bethel Celebration at Petersen Barn, 870 Berntzen Road. This family-friendly event, organized by the Active Bethel Community neighborhood association, EugeneRec, and the Bethel School District, featured a variety of musical and

dance performances, nearly 50 community booths, interactive activities, and food trucks. Attendees enjoyed performances from local groups and participated in activities like the Eugene Symphony's "instrument petting zoo" and 3-Legged Gunny Sack Races.

From June 10-14, 2024, LRAPA participated in Smoke Ready Week, an annual event organized by the Northwest Air Quality Communicators. This initiative aims to raise awareness about the health risks associated with wildfire smoke and to provide communities with information and resources for smoke preparedness. Throughout the week, LRAPA and other participating organizations shared resources on understanding smoke, staying informed about air quality conditions, interpreting the Air Quality Index (AQI), and protecting oneself from smoke exposure. This collaborative effort included educational activities and the distribution of tools to help residents prepare for and respond to wildfire smoke events.

On June 10, 2024, LRAPA participated in a School AQI meeting to discuss strategies for improving air quality and ensuring the safety of children in schools and during their commutes. Attendees included representatives from LRAPA, LCPH, LCOG, and COS. Key discussions revolved around engaging the Youth Council, distributing purple air sensors to schools, and exploring the feasibility of using reader boards to communicate AQI. The meeting emphasized collaboration with schools to implement no-idling policies and raise awareness about air quality impacts, aiming for a comprehensive project involving students in air quality monitoring and educational campaigns throughout 2024 and 2025.

On June 11, 2024, from 3:00 PM to 6:00 PM, LRAPA participated in the Oakridge-Westfir Wildfire & Disaster Preparedness Expo at Horton Park. This event aimed to educate and prepare the community for potential wildfire risks, featuring informational booths on fire prevention and safety, demonstrations of firefighting equipment, and presentations on evacuation procedures. Attendees received preparedness materials and engaged with local fire departments, forest service representatives, and emergency management officials. The expo is part of Oakridge's broader efforts to involve the community in wildfire preparedness, strategically timed before the peak wildfire season in Oregon.

AGENCY GOALS AND UPDATES

In January 2022, the Board established the following goals to drive LRAPA's efforts in protecting public health, community well-being, and the environment. Below is an overview of each goal, accompanied by recent updates and milestones, with specific focus on activities in May 2024.

1. Oakridge/Westfir Air Quality Improvement

Objective: Seek EPA approval to improve air quality in Oakridge/Westfir.

- Following the redesignation of Oakridge in September 2022, LRAPA continues to implement two targeted airshed grants in the area to further improve progress.
- LRAPA participated in the Oakridge-Westfir Wildfire & Disaster Preparedness Expo at Horton Park to educate the community on wildfire risks. The event included informational booths, equipment demonstrations, and presentations, engaging attendees with various safety officials.
- LRAPA is preparing for the awarding and implementation of the EJG2G grant expand the Oakridge Air program to include wildfire mitigation efforts.

2. Internal Efficiency Enhancement

Objective: Streamline internal processes and policies for improved efficiency.

- An internal focus on policies and procedures continues. The current focus is on enhancing internal file organization to improve access and manageability, with a comprehensive review and restructuring of the organizational folder system. This collaborative effort involves all staff and aims to align with everyone's workflows, targeting full completion of the folder's structure by the end of July.
- A new internal agency drive has been created. LRAPA managers are finalizing the initial structure of the folders before engaging with staff for review, suggestions, and buy-in.

3. Pre-Budget Planning

Objective: Plan ahead for budget committee meetings to ensure financial stability.

- Despite challenges due to executive and financial management changes, LRAPA remains engaged in the budget cycle. The Board adopted the approved FY'25 budget in June completing the budget process.

4. Financial Stability Assessment

Objective: Evaluate LRAPA's costs and explore funding sources for long-term stability.

- LRAPA's budget forecast and assumptions indicate the agency's finances are stable.

5. Website Redesign

Objective: Improve LRAPA's website for better user access to air quality information.

- The website continues to be updated to accurately reflect current operations at the Organization, such as updates to the staff directory to reflect new hires.

6. Community Engagement

Objective: Increase interaction with communities to raise air quality awareness.

- LRAPA continues to engage collaboratively with various stakeholders and agencies on soil remediation activities concerning J.H. Baxter in West Eugene. LRAPA participated in the Community Engagement Core Team Meeting on June 5, discussing environmental pollution in the Bethel Neighborhood and strategies for improving air quality.
- LRAPA was actively involved in the We Are Bethel Celebration on June 8, engaging with the community through informational booths and activities.
- LRAPA began collaborating with the Pacific Northwest International Section of the Air & Waste Management Association to plan the 2024 PNWIS conference at the Graduate Hotel in Eugene this October, enhancing industry relationship.
- During Smoke Ready Week from June 10-14, LRAPA shared resources and information to help communities prepare for wildfire smoke and its health impacts.

7. Collaboration and Partnerships

Objective: Strengthen relationships with local communities and industry for problem-solving.

- LRAPA participated in several regional collaborative groups and committee meetings in April. These included Lane Regional Climate Collaborative, Oakridge Area Fire Safe Council, and Lane County Healthy Housing Collaborative.

8. Funding Source Diversification

Objective: Seek new funding opportunities to support air quality programs.

- LRAPA has been informed by DEQ that its prospects for increased budget support are constrained due to a lower prioritization of climate and environment in the governor's budget. Consequently, LRAPA's ability to secure enhanced funding through DEQ is significantly limited. LRAPA has diligently researched and applied for relevant grants to supplement our funding. Despite our efforts, we have not yet qualified for additional grant funding. We continue to monitor grant opportunities and refine our approach based on feedback received.

9. Airmetrics Enterprise Evaluation

Objective: Assess the effectiveness of Airmetrics in monitoring air quality.

- Following the board's decision in late 2023, Airmetrics has ceased all operations. LRAPA provided a 30-day notice to terminate the lease on the Airmetrics warehouse space, which is set to conclude on July 24, 2024. LRAPA has already fully vacated the space and removed all references to Airmetrics from its website in early June 2024.

10. Complaint Intake Process Improvement

Objective: Enhance the process for receiving and responding to air quality complaints.

- LRAPA has revised the internal complaint entry user interface in LINFO to streamline the process for staff to enter complaints and investigation results.

11. Regulatory Engagement

Objective: Stay updated on air quality regulations through engagement with relevant organizations.

- LRAPA staff engaged with the Board to discuss the annual fee increases for Air Contaminant Discharge Permit (ACDP) and Asbestos Notification fees. The Board was provided with detailed information on the fee structure, the essential work supported by these fees, and considerations for potential adjustments.
- LRAPA successfully implemented the annual 4% fee increases for ACDP and Asbestos Notification fees, as well as a 3% increase for Cleaner Air Oregon (CAO) fees, effective July 1, 2024, ensuring the agency's ability to continue its critical air quality work and adapt to emerging challenges.

12. Succession Planning and Staff Training

Objective: Prepare for staff transitions through succession planning and training.

- LRAPA continues to advance recruitment efforts to address staffing changes:
- A senior staff member departed in July, necessitating a need for consideration and reallocation of the open FTE.
- A permit writer was hired in July to replace a retiree from April 2024, starting late July.
- A Public Affairs and Project Manager position was posted, with interviews scheduled for mid-July and anticipated hiring shortly after.

TENTATIVE UPCOMING LRAPA BOARD AGENDA ITEMS

This schedule outline is a preview of anticipated upcoming agenda items.

August 2024 – No Meeting

September 2024

- Discuss Partner Dues
- Proposed Board Goals Review
- Audit Report
- Year-End Overview of Pre-Audit Financials

October 2024

- Dashboard Report

November 2024

- Approve Partner dues
- Budget Update

December 2024 – No Meeting

January 2025

- Review upcoming appointments on Board and Committees
- Oakridge Air Status Report

February 2025

- Nominations/Appoint Board Chair and Vice-Chair
- Nominations/Appoint new Budget Committee Members and Budget Officer
- Budget Forecast

March 2025

- First Budget meeting proposed budget FY 25-26

April 2025

- Second Budget meeting proposed budget FY 25-26, approve budget

May 2025

- Public Hearing and adoption of approved budget for FY 25-26