



## **A G E N D A**

LANE REGIONAL AIR PROTECTION AGENCY  
MONTHLY BOARD OF DIRECTORS MEETING  
**THURSDAY SEPTEMBER 12, 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**

*Due to LRAPA's temporary office relocation, this meeting will be exclusively on Zoom.*

*[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. July 11, 2024 Meeting Minutes
  - C. Board Discussion
- 6. Approval of Financial Report (12:30 p.m.)** *Action*
  - A. Christina Ward
  - B. June 2024 Financial Report
  - C. Board Discussion

- 7. Year-End overview Pre-Audit Financials (12:40 p.m.)** *Information*
- A. Christina Ward
  - B. Staff Report
  - C. Board Discussion
- 8. Citizens Advisory Committee (12:50 p.m.)** *Information*
- A. Jim Daniels
  - B. Report
  - C. Board Discussion
- 9. Proposed Board Goals Review (1:00 p.m.)** *Information*
- A. Travis Knudsen
  - B. Staff Report
  - C. Board Discussion
- 10. Partner Dues Engagement (1:20 p.m.)** *Information*
- A. Travis Knudsen
  - B. Staff Report
  - C. Board Discussion
- 11. Building Remodel Update (1:30 p.m.)** *Information*
- A. Lance Giles
  - B. Staff Report
  - C. Board Discussion
- 12. Directors Report (1:45 p.m.)** *Information*
- A. Travis Knudsen
  - B. Staff Report
  - C. Board Discussion
- 13. Adjournment of LRAPA Board Meeting (2:00 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@lrapa.org](mailto:accessibility@lrapa.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](mailto:accessibility@lrpa.org) o llame a la oficina de LRAPA al 541-736-1056.*



**BOARD OF DIRECTORS  
MEETING MINUTES  
JULY 11, 2024  
MEETING VIA ZOOM/ LRAPA OFFICES SPRINGFIELD OREGON**

<b>ATTENDANCE</b>	
<b>BOARD PRESENT:</b>	<b>STAFF PRESENT:</b>
Howard Saxion, Chair	Travis Knudsen, Executive Director
Bryan Cutchen	Lance Giles, Technical Services Manager
Jared Hensley	Max Hueftle, Operations Manager
Michael Johnston	Colleen Wagstaff, Finance & Enforcement Manager
Matt Keating	Christina Ward, Finance Manager
Joe Pishioneri	Heather Gravelle, Administrative Assistant
	Amanda Atkins, Permit Coordinator
	Robbye Robinson, Finance Specialist
	Beth Erickson, Permit Writer
	Mandy Ramirez, Field Inspector
<b>BOARD ABSENT/EXCUSED:</b>	<b>OTHERS PRESENT:</b>
David Loveall, Vice-Chair	Jim Daniels, CAC Chair
Mike Fleck	Joe Moore, GMA Architects
Dylan Plummer	Caterina Savini, GMA Architects
<b>AGENDA</b>	<b>ACTION</b>
<b>REGULAR MEETING</b>	
1. Call to Order.	<b>Chair Howard Saxion</b> 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.	None.
B. Comments on a Topic Not Included on Today's Agenda.	None.
4. Comments from Board Members.	None.
5. Approval of Minutes for June 13, 2024.	<b>MOTION: Director Pishioneri</b> moved, and <b>Director Johnston</b> seconded to approve the June 13, 2024 Meeting Minutes. <b>The motion passed unanimously.</b>
6. Approval of Financial Report May 2024.	<b>Christina Ward</b> , Finance Manager, provided a summary of the May 2024 Financial Report:

	<ul style="list-style-type: none"> <li>• Overall Status: <ul style="list-style-type: none"> <li>○ Revenue: On track to meet projections by end of June</li> <li>○ Budget: Some areas exceeded</li> </ul> </li> <li>• Key Areas of Excess Expenditure: <ul style="list-style-type: none"> <li>○ Capital improvements</li> <li>○ Legal fees</li> <li>○ Contract services</li> </ul> </li> </ul> <p>Discussion followed. <b>Director Pishioneri</b> requested information on the total costs incurred related to extra consultations, terminations, etc. He asked for an approximate breakdown of these costs and their effects on the organization's financial position and ratepayer burden. Staff responded that they would have that information by the September Board meeting.</p> <p><b>MOTION: Director Pishioneri</b> moved, and <b>Director Johnston</b> seconded to approve the May 2024 Financial Report. <b>The motion passed unanimously.</b></p>
7. Citizens Advisory Committee.	<p><b>Jim Daniels</b>, Chair of the Citizens Advisory Committee (CAC), provided the Board an overview of the May 2024 CAC meeting. He shared that CAC member <b>Paul Metzler's</b> term had expired and he had applied for reappointment.</p> <p><b>MOTION: Director Pishioneri</b> moved, and <b>Director Johnston</b> seconded to reappoint <b>Paul Metzler</b> to the Citizens Advisory Committee. <b>The motion passed unanimously.</b></p> <p><b>Mr. Daniels</b> noted that CAC member <b>Mysti Frost</b> has been unresponsive to contact efforts and has not attended meetings since the previous year. In accordance with committee bylaws, Ms. Frost will be removed from the committee.</p>
8. Board Member Input on LRAPA Goals.	<p><b>Travis Knudsen</b>, Executive Director, noted he has been actively engaging with Board members to solicit their insights on LRAPA's goals and priorities. In addition, the Citizens Advisory Committee (CAC) will submit their goal recommendations after their July 30<sup>th</sup> meeting. The Board will review a proposed set of updated goals in September, with approval anticipated by November, aligning with the end of the Executive Director's 6-month trial service period.</p>

<p>9. Energy Efficiency and Conservation Block Grant Program.</p>	<p><b>Mr. Knudsen</b> reported on LRAPA's attempt to secure an Energy Efficiency and Conservation Block Grant (EECBG) Program subgrant. Legal review determined LRAPA ineligible as it doesn't meet "local government entity" criteria under ORS 174.116. LRAPA will continue pursuing suitable grants and clarify its eligibility for future funding opportunities. Discussion Followed.</p>
<p>10. Rule Mandated Annual Fee Increase.</p>	<p><b>Mr. Knudsen</b> presented a report on LRAPA's annual 4% fee increase for Air Contaminant Discharge Permit (ACDP) and Asbestos Notification fees. Key points included:</p> <ul style="list-style-type: none"> <li>• LRAPA's fee structure history and comparison with DEQ fees.</li> <li>• Fees support essential air quality work, including permitting, compliance, monitoring, and wildfire response.</li> <li>• Changing fees requires a complex approval process involving DEQ and potentially EPA.</li> <li>• Fee adjustments could impact federal funding due to maintenance of effort requirements.</li> <li>• Consistent fees with DEQ are economically important for businesses.</li> </ul> <p><b>Director Pishioneri</b> expressed concern about automatic fee increases for permittees. He emphasized the need to provide clear justification to users for any cost increases, rather than simply implementing them automatically.</p> <p><b>Chair Saxion</b> stressed the need to assess the Agency's permit processing efficiency, including backlogs, turnaround times, and technical support provided. The goal is to evaluate the value delivered for fees paid.</p> <p><b>Commissioner Pishioneri</b> requested that the Board review and comment on fee increases before implementation, particularly before next year's scheduled increase. Discussion followed.</p>
<p>11. FY 24 Enforcement Review.</p>	<p><b>Colleen Wagstaff</b>, Enforcement Manager, presented LRAPA's FY24 enforcement actions and penalties report:</p> <ul style="list-style-type: none"> <li>• 19 Notices of Noncompliance and Warnings issued.</li> <li>• 15 Notices of Violation with Civil Penalties issued.</li> <li>• Total penalties assessed: \$15,161.</li> <li>• Total penalties collected: \$21,000 (to be transferred to Lane County's General Fund).</li> </ul>

	<p><b>Mr. Knudsen</b> noted his upcoming presentation to the Lane County Board of Commissioners on July 16, 2024, where he will provide an agency overview and deliver the \$21,000 check. Discussion followed.</p>
12. Airmetrics Update.	<p><b>Lance Giles</b>, Technical Services Manager, updated the Board on the Airmetrics closure. Airmetrics funds were transferred to LRAPA's general fund, except for the LGIP balance reserved for office remodeling. The warehouse lease ends July 24, with only a \$1,690 write-off as financial loss.</p> <p><b>Ms. Ward</b> noted that due to Susannah Sbragia's departure from LRAPA, it's necessary to revise the list of authorized officers for the Key Bank account as part of the Airmetrics closure procedures.</p> <p><b>MOTION: Director Johnston</b> moved, and <b>Director Pishioneri</b> seconded to <b>remove Susannah Sbragia</b> as the authorized officer at Key Bank and <b>appoint Travis Knudsen</b> as the primary authorized officer and <b>Christina Ward</b> as the second authorized officer as of July 11, 2024. <b>The motion passed unanimously.</b></p>
13. Building Remodel – Bid Selection.	<p><b>Mr. Giles</b> shared that the bidding process for the office remodel project is complete. Proper Built Inc. from Springfield emerged as the winning bidder with a proposal of \$1,099,000.00. The project is tentatively set to begin in early August 2024, with an estimated duration of six months. <b>Joe Moore</b>, GMA Architects elaborated on the project details.</p>
14. Resolution 24-05 Approval of Office Remodel Bid.	<p><b>MOTION: Director Pishioneri</b> moved, and <b>Director Hensley</b> seconded to approve Resolution 24-05 Approval of Office Remodel Bid. <b>The motion passed unanimously.</b></p> <p><b>Chair Saxion</b> directed staff to provide monthly updates on the remodel's progress at future Board meetings, including any unforeseen issues that could potentially impact the project's budget.</p>
15. Directors Report.	<p><b>Mr. Knudsen</b> presented the Board with a comprehensive overview of the Director's Report.</p>
16. Adjournment of LRAPA Board Meeting.	<p><b>Chair Saxion</b> adjourned the LRAPA Board meeting at 2:00 p.m.</p>

*(Minutes recorded by Heather Gravelle)*



**CITIZENS ADVISORY COMMITTEE  
MEETING MINUTES  
JULY 30, 2024**

**MEETING VIA ZOOM/ LRAPA BUILDING, SPRINGFIELD OREGON**

<b>ATTENDANCE</b>	
<b>COMMITTEE PRESENT:</b>	<b>LRAPA STAFF PRESENT:</b>
Chair Jim Daniels	Travis Knudsen, Executive Director
Vice-Chair Kelly Wood	Max Hueftle, Operations Manager
Peter Dragovich	Heather Gravelle, Administrative Assistant
Ben Larson	
Paul Metzler	
<b>COMMITTEE ABSENT/EXCUSED:</b>	<b>OTHER'S PRESENT:</b>
Chris Cline	John Quetzalcoatl-Murray
Evelina Davidova-Kamis	
Teresa Roark	

<b>AGENDA</b>	<b>ACTION</b>
<b>REGULAR MEETING</b>	
1. Call to Order/Agenda Review.	<b>Chair Jim Daniels</b> convened the regular meeting at noon.
2. Public Participation.	None.
3. Board Meeting Overview.	<b>Chair Daniels</b> and <b>Mr. Knudsen</b> provided an overview of the July 11, 2024 Board meeting.
4. Review Draft Board Report on Strategic Goals.	<p>The committee examined the preliminary Board report on strategic objectives, seeking additional clarity and specifics. They suggested enhancing the new goals by incorporating industry and consolidating certain sections to improve coherence. An extensive discussion followed.</p> <p>Staff indicated that they would implement the necessary edits and proposed that should the Board have any inquiries after their review, <b>Mr. Daniels</b> would be present to address those questions and offer additional clarification.</p>



5. Roundtable.	<p><b>Mr. Knudsen</b> noted that the LRAPA office would be undergoing a temporary relocation due to renovation activities. Following a discussion, the Committee agreed to conduct meetings via Zoom until the completion of the remodeling efforts.</p> <p><b>Mr. Metzler</b> reported hearing about a recent occurrence of excessive emissions at the Short Mountain Landfill. He stated that he thought that Emerald People’s Utility District (EPUD) addressed the issue; however, they incurred a fine from LRAPA.</p> <p><b>Max Hueftle</b>, Operations Manager, clarified that EPUD had reported an exceedance of their Plant Site Emission Limits (PSELs) in their 2023 annual report. He explained that the facility had combusted more landfill gas than expected due to the variability of the quality of landfill gas from the collection system. He added that staff were working with EPUD to modify their permit application to account for the higher PSEL’s. Discussion followed.</p>
6. Adjournment.	<p><b>Chair Daniels</b> adjourned the Committee meeting at 1:00 p.m.</p>

*(Minutes recorded by Heather Gravelle)*



updated on 9/5/24

	Prior Yr. Actuals FY 22-23 June 2023	FY 23-24 YTD as of June 2024	FY 23-24 Final Amended Budget	FY 23-24 Budget Variance
<b>General Fund</b>				
<b>Revenues</b>				
Federal & State Revenues	1,076,605	1,230,158	1,078,514	151,644
Local Dues	195,111	199,048	201,550	(2,502)
Permit Fees	1,391,640	1,239,684	1,260,739	(21,055)
Other Revenues	108,449	97,716	50,000	47,716
Transfers from Title V & AirMetrics	40,500	81,722	40,500	41,222
<b>Total Revenue Received</b>	<b>2,812,305</b>	<b>2,848,328</b>	<b>2,631,303</b>	<b>217,025</b>
<b>Expenditures ^</b>				
Personnel Services	1,778,773	1,790,423	1,761,213	102%
Materials & Services	720,806	953,430	761,871	125%
Capital Improvements	101,601	349,589	205,000	171%
Contingency	0	0	25,000	0%
<b>Total Expenditures</b>	<b>2,601,179</b>	<b>3,093,442</b>	<b>2,753,084</b>	<b>112%</b>
<b>General Fund Net</b>	<b>211,126</b>	<b>(245,114)</b>	<b>(121,781)</b>	
<b>Special Revenue (Title V)</b>				
	Prior Yr. Actuals FY 22-23 June 2023	FY 23-24 YTD as of June 2024	FY 23-24 Final Amended Budget	FY 23-24 Budget Variance
<b>Revenues</b>				
Permit Fees	424,247	640,970	535,417	105,550
Miscellaneous Revenue	0	0	0	0
<b>Total Revenue Received</b>	<b>424,247</b>	<b>640,970</b>	<b>535,417</b>	<b>105,550</b>
<b>Expenditures ^</b>				
Personnel Services	445,190	481,691	495,940	97%
Materials & Services	13,569	14,677	17,207	85%
Capital Outlay	0	0	0	0%
Transfers to Gen Fund	0	15,000	15,000	100%
<b>Total Expenditures</b>	<b>458,758</b>	<b>511,368</b>	<b>528,147</b>	<b>97%</b>
<b>Special Revenue Net</b>	<b>(34,511)</b>	<b>129,602</b>	<b>7,270</b>	
<b>Grant Fund</b>				
	Prior Yr. Actuals FY 22-23 June 2023	FY 23-24 YTD as of June 2024	FY 23-24 Final Amended Budget	FY 23-24 Budget Variance
<b>Revenues</b>				
EAP Tag 1 &2	916,744	1,108,180	1,403,000	(294,800)
Miscellaneous Revenue	0	0	0	0
<b>Total Revenue Received</b>	<b>916,744</b>	<b>1,108,180</b>	<b>1,403,000</b>	<b>(294,800)</b>
<b>Expenditures ^</b>				
Personnel Services	56,671	72,258	75,616	96%
Materials & Services	860,073	936,851	1,327,384	71%
Capital Outlay	0	0	0	0%
Transfers to Gen Fund	0	32,820	0	0%
<b>Total Expenditures</b>	<b>916,744</b>	<b>1,041,930</b>	<b>1,403,000</b>	<b>74%</b>
<b>Grant Fund Net</b>	<b>(0)</b>	<b>66,250.08</b>	<b>-</b>	

	Prior Yr. Actuals FY 22-23 June 2023	FY 23-24 YTD as of June 2024	FY 23-24 Final Amended Budget	FY 23-24 Budget Variance
<b>Enterprise Fund (AirMetrics)</b>				
<b>Revenues</b>				
Sales: Portable Samplers PM2.5	300,784	190,837	243,000	(52,200)
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	98,105	99,466	103,000	(3,500)
Sampler Rental Income	1,400	0	6,300	(6,300)
Sampler Calibration Fee	4,753	1,395	8,050	(6,700)
Interest, Misc. & Freight	36,254	28,526	23,289	5,200
<b>Total Revenue Received</b>	<b>441,296</b>	<b>375,226</b>	<b>583,639</b>	<b>(208,413)</b>
<b>Expenditures ^</b>				
Personnel Services	153,207	115,588	160,870	72%
Materials & Services	319,779	225,737	397,269	57%
Capital Outlay	0	0	0	0%
Transfers to Gen Fund	0	33,901	25,500	133%
<b>Total Expenditures</b>	<b>472,986</b>	<b>375,226</b>	<b>583,639</b>	<b>64%</b>
<b>Airmetrics Net</b>	<b>(31,690)</b>	<b>0.00</b>	<b>0</b>	
* % Spent is YTD Actuals divided by FY Budget.: <b>Red:</b> 91% & above / <b>Yellow:</b> 81%-90% / <b>Green:</b> up to 80%				
^ does not include Transfers & Contingencies				



## **LANE REGIONAL AIR PROTECTION AGENCY MEMORANDUM**

**To:** Chair Howard Saxion and LRAPA Board Members

**From:** Travis Knudsen, Executive Director

**Date:** September 12, 2024

**Subject:** Citizens Advisory Committee (CAC) Input on LRAPA Strategic Goals

### **STAFF REPORT**

---

#### **ISSUE STATEMENT**

The Citizens Advisory Committee (CAC) was asked to review and provide input on LRAPA's strategic goals. This staff report summarizes their feedback, including recommendations for maintaining, modifying, or removing existing goals, as well as suggestions for new goals to address emerging challenges and priorities.

#### **BACKGROUND INFORMATION**

In January 2022, the LRAPA Board of Directors established strategic goals to guide the Agency's efforts in protecting public health, community well-being, and the environment. As part of an ongoing review process initiated in May, the Citizens Advisory Committee (CAC) has been providing valuable insights and recommendations to staff during each meeting, contributing to the refinement and implementation of these goals.

#### **CAC INPUT AND RECOMMENDATIONS**

##### **1. Existing Goals: Recommendations**

###### **a. Oakridge/Westfir Air Quality Improvement**

The CAC recommends modifying and expanding this goal. The proposed modification is to continue Oakridge/Westfir Air Quality Improvement and expand to other communities. The rationale is that the original goal has been achieved, and it's time to expand these programs to other areas.

###### **b. Internal Efficiency Enhancement**

The recommendation is to maintain this goal with specific focuses. Proposed additions include specifying filing system updates, reviewing policies and procedures, and considering staff needs.



**c. Pre-Budget Planning, Financial Stability Assessment, and Funding Source Diversification**

The CAC recommends merging these into one comprehensive financial strategy goal. This creates a more cohesive approach to financial planning and stability.

**d. Website Redesign**

The recommendation is to remove this goal as it has been achieved.

**e. Community Engagement, Education, and Partnerships**

The CAC recommends maintaining and enhancing this goal with specific objectives. Proposed additions include setting annual outreach targets, focusing on public education, engaging with less-involved communities, and strengthening collaboration with partner organizations. A new objective is to enhance community outreach, education, and partnerships to improve understanding of air quality issues and LRAPA's role.

**f. Airmetrics Enterprise Evaluation**

The recommendation is to remove this goal as it has been achieved.

**g. Complaint Intake Process Improvement**

The CAC recommends maintaining and enhancing this goal. Proposed additions include improving general record-keeping and tracking frequent callers.

**h. Regulatory Engagement and Succession Planning and Staff Training**

The recommendation is to maintain these as ongoing operational objectives.

**2. Proposed New Goals**

**a. Education and Outreach Enhancement**

The objective is to improve understanding of LRAPA's role and air quality regulations among the general public, the regulated community, and other stakeholders. Proposed actions include developing targeted educational programs for different sectors, including stationary sources; creating resources that explain regulations and best practices for air quality management; organizing workshops and seminars for permitted source representatives; and establishing regular communication channels with regulated stakeholders.

**b. Environmental Justice and Equity**

The objective is to ensure inclusive, equitable efforts focused on protecting vulnerable populations. Proposed actions include pursuing grants and providing bilingual communication.



**c. Wildfire Smoke Preparedness**

The objective is to enhance community readiness for wildfire smoke events. Proposed actions include developing education programs, creating resources for smoke exposure prevention, addressing industrial timber management practices, and considering expanding LRAPA's role in addressing wildfire smoke exposure, particularly for vulnerable populations who work or live outdoors.

**d. Collaborative Land Use Planning**

The objective is to work with local jurisdictions on zoning to prevent future air quality conflicts.

**e. Continuous Improvement of the Cleaner Air Oregon (CAO) Program**

The objective is to enhance the CAO program process for both permittees and the interested public.

**STAFF RECOMMENDATION**

This is an informational item, and no formal motion is required. Staff recommends that the Board review the CAC's input and consider how these recommendations align with LRAPA's mission and current community needs. The Board may use this valuable perspective to guide the updating of LRAPA's strategic goals, ensuring they address emerging challenges and opportunities while focusing on community engagement, education, environmental justice, and proactive planning. The inclusion of the regulated community in education and outreach efforts reflects the CAC's recognition of the important role that stationary sources play in air quality management and the need for collaborative approaches to achieve LRAPA's objectives.



**LANE REGIONAL AIR PROTECTION AGENCY  
MEMORANDUM**

**To:** Chair Howard Saxion, and LRAPA Board Members

**From:** Travis Knudsen, Executive Director

**Date:** September 12, 2024

**Subject:** Proposed LRAPA Goals for 2024 and Beyond

**STAFF REPORT**

---

**ISSUE STATEMENT**

As the newly appointed Executive Director of LRAPA, I am proposing a set of goals to guide our Agency's efforts in protecting and enhancing air quality in Lane County. These goals are the result of a 360-review process, incorporating input from Board members, the Citizens Advisory Committee (CAC), internal staff, external partners, and my own judgement.

**BACKGROUND INFORMATION**

The LRAPA Board last established goals in January 2022. In May 2024, the Board directed staff to propose new goals for review and potential adoption. The Citizens Advisory Committee was also tasked with reviewing the existing goals and providing recommendations, which occurred over following meetings.

**GOAL DEVELOPMENT PROCESS**

1. **Board Member Input:** The Executive Director conducted one-on-one meetings with Board members to understand their perspectives on LRAPA's role and priorities.
2. **Citizens Advisory Committee Feedback:** The CAC reviewed the existing goals and provided input, including recommendations for maintaining, modifying, or removing goals, and suggestions for new priorities.

**PROPOSED GOALS SUMMARY**

The proposed goals are structured into two categories:

1. **Sustained Goals:** These represent LRAPA's ongoing commitment to its core responsibilities:
  - Regulatory Compliance, Permitting, and Industrial Emissions Management
  - Regional Air Monitoring and Analysis
  - Public Health Protection and Air Quality Education
  - Partnerships and Interagency Coordination



2. Accelerated Goals: These target areas for intensified effort and rapid advancement:

- Financial Sustainability and Transparency
- Enhanced Wildfire Smoke Preparedness
- Strengthen Partnerships and Stakeholder Engagement
- Organizational Excellence and Board Development

## **KEY CHANGES AND INCORPORATIONS**

1. Board and External Partner Input:

- The focus on financial sustainability and transparency addresses concerns raised by multiple stakeholders.
- The goal to strengthen partnerships and stakeholder engagement reflects the desire for increased collaboration and communication.

2. CAC Recommendations:

- The expansion of the Oakridge/Westfir air quality improvement goal to other communities is reflected in the broader Public Health Protection goal.
- The emphasis on environmental justice and equity is incorporated into multiple goals, particularly in Public Health Protection and Stakeholder Engagement.
- The suggestion for a wildfire smoke preparedness goal has been directly included as an Accelerated Goal.

3. Executive Director's Assessment:

- The division of goals into Sustained and Accelerated categories allows for a balance between maintaining core functions and addressing pressing new challenges.
- The Organizational Excellence goal addresses internal needs identified during the Agency assessment.

## **STAFF RECOMMENDATION**

It is recommended that the Board review these proposed goals and provide feedback. The goals can be approved as presented or modified based on Board input. Any feedback received will be incorporated into a revised version for final approval at a subsequent meeting.

## **MOTION OPTIONS**

1. Move to approve the proposed LRAPA goals for 2024 and beyond as presented.
2. Move to provide feedback on the proposed goals and direct the Executive Director to incorporate this feedback for review at the next Board meeting.
3. Move to schedule a work session for more in-depth discussion of the proposed goals before approval.





## LANE REGIONAL AIR PROTECTION AGENCY LRAPA GOALS

### INTRODUCTION

The Lane Regional Air Protection Agency (LRAPA) is committed to protecting and enhancing air quality in Lane County, Oregon. As part of this commitment, LRAPA's Board of Directors has established a set of goals to guide the Agency's efforts in fulfilling its mission to protect public health, community well-being, and the environment.

LRAPA's Vision and Mission statements form the foundation of these goals:

***Vision:*** *Community partners working together to ensure clean air for everyone.*

***Mission:*** *To protect public health, quality of life and the environment as a leader and advocate for the continuous improvement of air quality in Lane County.*

This document outlines LRAPA's strategic goals for 2024 and beyond. It is divided into two main sections:

**Sustained Goals:** These embody the enduring, foundational work of LRAPA. They represent the Agency's ongoing commitment to its core responsibilities in air quality management, monitoring, public health protection, and community engagement. Rooted in LRAPA's long-standing commitments and statutory obligations, these goals ensure consistent, reliable progress in fulfilling the Agency's primary mission.

**Accelerated Goals:** These goals target specific areas for intensified effort and rapid advancement. They address emerging challenges, seize opportunities for significant improvement, and push LRAPA to quickly enhance its capabilities and impact. While building on the foundation of sustained goals, these accelerated initiatives drive innovation and adaptation to meet pressing needs and future demands.

Each goal is accompanied by a set of specific tasks or objectives, providing a clear roadmap for LRAPA's activities. This structure ensures that the agency's efforts are focused, measurable, and aligned with its overall mission.

By setting and pursuing these goals, LRAPA aims to maintain its position as a leader in regional air quality management and to continually improve its service to the residents of Lane County.

### SUSTAINED GOALS

#### 1.0 Regulatory Compliance, Permitting, and Industrial Emissions Management

Ensure compliance with National Ambient Air Quality Standards (NAAQS) and other health-based benchmarks, manage air quality permits for regulated sources, and implement best practices in emissions control, balancing economic development with environmental protection through rigorous permitting processes.

Tasks:

- a. Maintain compliance with the carbon monoxide, PM10/PM2.5, and ozone NAAQS through:
  - Implementing the Indirect Source Permitting Program
  - Reviewing conformity findings in transportation plans



- Updating emissions inventories for CO, PM<sub>2.5</sub>, VOC, and NO<sub>x</sub>
- Developing and maintaining State Implementation Plan (SIP) amendments as needed
- b. Prepare and issue Air Contaminant Discharge Permits (ACDPs) and Title V permits for stationary sources.
- c. Conduct New Source Review (NSR) and Prevention of Significant Deterioration (PSD) evaluations.
- d. Implement top-down procedures to establish Best Available Control Technology (BACT).
- e. Update LRAPA rules for NSR/PSD/PSEL and other air quality programs as needed.
- f. Conduct compliance verification and enforcement actions for permitted sources.
- g. Implement the Compliance Assurance Agreement with EPA.
- h. Report Significant Violators to EPA as required.
- i. Revise permits to correct discovered deficiencies.
- j. Operate the asbestos program, including inspections and rule updates.
- k. Implement the Oregon Toxic Air Contaminant program, Cleaner Air Oregon.
- l. Include 112(r) accidental release prevention program requirements for Title V sources.
- m. Implement and manage the Outdoor Burn Letter Permit (OBLP) program for various types of permitted burns, including commercial, industrial, construction, demolition, forest slash, bonfires, and prescribed burning.
- n. Implement and monitor the effectiveness of Targeted Airshed Grant (TAG) programs in Oakridge-Westfir to maintain compliance with PM<sub>10</sub> and PM<sub>2.5</sub> NAAQS.

## **2.0 Regional Air Monitoring and Analysis**

Collect, analyze, and report comprehensive air quality data across Lane County to inform policy decisions, alert the public, and track long-term air quality trends.

### **Tasks:**

- a. Operate and maintain a criteria pollutant network in partnership with ODEQ.
- b. Implement Quality Assurance/Quality Control (QA/QC) programs.
- c. Perform network validation studies and modify as needed.
- d. Conduct SIP/Pollution Prevention Plan monitoring.
- e. Perform supplemental/investigative monitoring as necessary.
- f. Conduct monitoring to characterize air toxics in Lane County.
- g. Provide appropriate monitoring in support of daily AQI for criteria pollutants.
- h. Provide routine air monitoring data to the public on a real-time basis.
- i. Provide technical assistance, audit, and oversight of point source self-monitoring.
- j. Provide modeling and monitoring expertise for Title V, NSR, PSD, and SIP activities.
- k. Operate and maintain Toxics Monitoring Site in West Eugene.



### **3.0 Public Health Protection and Air Quality Education**

Protect public health through air quality initiatives and foster community engagement via educational programs, prompt response to public concerns, and efforts to ensure equitable protection from air pollution for all communities.

Tasks:

- a. Implement and maintain home wood heating advisory programs in Eugene-Springfield and Oakridge.
- b. Conduct the outdoor burning program, providing advisories and effectively abating violations.
- c. Respond promptly and effectively to citizen complaints.
- d. Prepare and distribute informational materials about air quality and LRAPA's role.
- e. Assess public attitudes about LRAPA and air quality.
- f. Provide air quality information and speak to schools and youth organizations.
- g. Provide asbestos information to homeowners with remodeling projects.
- h. Implement PM attainment strategies for Eugene/Springfield and Oakridge.
- i. Make extensive use of the LRAPA website and keep information accurate and timely.
- j. Communicate frequently through various channels to keep stakeholders informed.
- k. Develop and carry out seasonal and intermittent programs.
- l. Implement environmental justice initiatives for equitable protection from air pollution.
- m. Execute comprehensive community engagement and education programs in Oakridge-Westfir, focusing on wood burning practices, home heating efficiency, and the health impacts of air pollution.

### **4.0 Partnerships and Interagency Coordination**

Build and maintain strong relationships with various stakeholders, including industry, local jurisdictions, and community groups, to foster collaboration, improve communication, and ensure that LRAPA's work is responsive to community needs and concerns.

Tasks:

- a. Participate in interagency transportation and land use planning processes.
- b. Participate in the Lane Regional Climate Collaborative (LRCC), Oakridge Area Fire Safe Council, Northwest Air Quality Communicators (NWAQC), National Association of Clean Air Agencies (NACAA).
- c. Support and coordinate programs with local governments to curtail and prevent air pollution.
- d. Consult with federal agencies on general conformity findings for major federal projects.
- e. Continue to work with permitting agencies to provide public information on LRAPA rules.
- f. Develop and maintain partnerships with local, state, and federal agencies and organizations.
- g. Work jointly with ODEQ and local legislators on budget requests.



- h. Review Oregon Revised Statutes (ORS) on regional air authorities and propose revisions as needed.
- i. Cooperate and advocate on environmental issues of mutual interest not under LRAPA's direct control.
- j. Develop programs and projects that leverage resources to improve air quality in Lane County.
- k. Continue to participate in multi-agency public education and pollution prevention efforts.
- l. Collaborate with the Rivers to Ridges partnership on controlled ecological burns.
- m. Engage with local fire management agencies, conservation organizations, and indigenous groups to support responsible use of fire as a land management tool, recognizing its historical and ecological importance in the Willamette Valley.
- n. Collaborate with local partners, including South Willamette Solutions, to implement and evaluate the Oakridge Air program and related initiatives.

## **ACCELERATED GOALS**

### **5.0 Financial Sustainability and Transparency**

Ensure LRAPA's long-term financial stability and improve fiscal transparency through diversified funding sources, robust financial management practices, and clear communication of financial decisions to stakeholders.

Tasks:

- a. Develop and implement an updated cost allocation model for the organization.
- b. Review, update, and implement financial management practices and reporting.
- c. Increase Board and regulatory involvement and awareness of annual fee increases set by rule.

### **6.0 Enhanced Wildfire Smoke Preparedness**

Address the increasing threat of wildfire smoke to public health in Lane County through public education, collaboration with local jurisdictions, and enhanced monitoring and communication during wildfire events. In addition to seeking funding avenues which directly support this new and growing smoke management service need.

Tasks:

- a. Develop education programs on wildfire smoke impacts and mitigation.
- b. Collaborate with local jurisdictions on wildfire smoke response plans.
- c. Seek funding for wildfire-related air quality initiatives.
- d. Enhance monitoring and communication during wildfire events.
- e. Implement and evaluate the Building Community Resiliency to the Hazards of Smoke and Wildfires project in Oakridge-Westfir.
- f. Support the implementation of Smoke Community Response Plans in Lane County.



## **7.0 Strengthen Partnerships and Stakeholder Engagement**

Build and maintain strong relationships with various stakeholders, including regulated sources, local jurisdictions, and community groups, to foster collaboration, improve communication, and ensure that LRAPA's work is responsive to community needs and concerns.

Tasks:

- a. Establish regular communication channels with regulated stakeholders.
- b. Enhance collaboration with local jurisdictions, including recurring presentations to city councils.
- c. Engage with permitted sources to educate and inform on regulatory requirements.
- d. Engage with environmental justice communities and advocate for equitable air quality.
- e. Participate actively in regional climate and air quality initiatives.

## **8.0 Organizational Excellence and Board Development**

Improve LRAPA's internal operations and governance by updating Board processes, enhancing staff development, and refining internal policies to ensure efficient and effective operation in service of the agency's mission.

Tasks:

- a. Review and update the Board handbook and develop detailed and complete onboarding materials.
- b. Implement strategies to retain high-quality staff, develop a succession planning strategy.
- c. Review and update internal policies and procedures.
- d. Develop and implement a new, efficient file organization and retention policy.
- e. Integrate advancing technologies into the organization's workflows and processes to enhance efficiency and effectiveness, including exploration of innovative tools for data analysis, communication, and documentation development.



**LANE REGIONAL AIR PROTECTION AGENCY**  
**MEMORANDUM**

**To:** Chair Howard Saxion, and LRAPA Board Members

**From:** Travis Knudsen, Executive Director

**Date:** September 12, 2024

**Subject:** Update on Partner Engagement and Invoicing for Annual Dues and Fees

**STAFF REPORT**

---

**ISSUE STATEMENT**

This report provides an update on LRAPA's efforts to engage with partner jurisdictions regarding annual dues and fees, as well as the status of invoicing for the current fiscal year.

**BACKGROUND INFORMATION**

As part of LRAPA's commitment to maintaining strong relationships with our partner jurisdictions, the new Executive Director and Finance Manager have initiated a series of meetings and communications with key representatives from each partner. These efforts aim to reaffirm relationships, discuss LRAPA's services, review budgetary items, and explore collaboration opportunities.

**INVOICING STRATEGY**

The Executive Director's goal is to send invoices following meetings with each partner jurisdiction. These meetings serve multiple purposes:

1. Reaffirm relationships and discuss LRAPA's services.
2. Review the invoicing process and timeline.
3. Identify the most advantageous time of year to discuss partner dues ahead of Board review and approval.

**CURRENT PROGRESS**

Cottage Grove:

- Met with City Manager Mike Sauerwein on July 30, 2024.
- Discussed LRAPA's services, with emphasis on outdoor burning complaint response and coordination with regulated sources.
- Invoiced \$5,900.00 on July 31, 2024; payment received on August 16, 2024.



Lane County:

- Presented to the Board of Commissioners on July 16, 2024.
- Follow-up meeting scheduled with County Administrator Steve Mokrohisky and staff on August 13, 2024.
- Discussed LRAPA's county-wide services, Clean Air Act implementation, Oakridge air quality efforts, and EPA grant implementation.
- Invoiced \$70,200.00 on August 16, 2024; payment pending.

Oakridge:

- Met with City Administrator James Cleavenger and staff on February 14, 2024.
- Reviewed services provided, focusing on implementation of City Ordinance 920 (Home Wood Heating program) and grant-funded initiatives.
- Invoiced \$1,700.00 on July 31, 2024; payment pending.

Springfield:

- Initial outreach made to City Manager Nancy Newton on July 17, 2024; awaiting response.
- Planning to connect directly with Assistant City Manager Niel Laudati to schedule a meeting.
- \$225 invoice for Title 47 variance (related to January 2024 ice storm) remains unpaid.
- Annual dues of \$33,700 not yet invoiced.

Eugene:

- Initial outreach made to City Manager Sarah Medary and Assistant City Managers on July 17, 2024; awaiting response.
- Planning to connect directly with Assistant City Manager Matt Rodrigues to schedule a meeting.
- Annual dues of \$92,000 not yet invoiced.

**STAFF RECOMMENDATION**

Staff recommends that the Board acknowledge the efforts made to engage with partner jurisdictions and reaffirm relationships. Provide input, advice or recommendations on the strategy of meeting with partners prior to invoicing to ensure clear communication and understanding of LRAPA's services and financial needs. This is an informational item, and no formal motion is required currently.



**LANE REGIONAL AIR PROTECTION AGENCY  
MEMORANDUM**

**To:** Chair Howard Saxion, and LRAPA Board Members

**From:** Lance Giles, Technical Services Manager

**Date:** September 12, 2024

**Subject:** Office Remodel Project Progress Update

**STAFF REPORT**

---

**ISSUE STATEMENT**

This staff report provides an update on the progress of LRAPA's office remodel project, which was approved by the Board in July 2024.

**BACKGROUND INFORMATION**

On July 11, 2024, the Board approved Resolution 24-05, accepting the bid from Proper Built Inc. in the amount of \$1,099,000.00 for the LRAPA office remodel project. This approval marked a significant step forward in LRAPA's mission to improve its workspace and service capabilities.

**PROGRESS UPDATE**

Since the project's approval, significant progress has been made:

1. Project Initiation:
  - a. Proper Built Inc. was issued a Notice to Proceed shortly after the Board's approval.
  - b. The contractor began coordinating with subcontractors and finalizing the project schedule.
2. Project Timeline:
  - a. Demolition work commenced in mid-August, as anticipated.
  - b. The project is currently in its initial phases, with an estimated duration of approximately 6 months – tentative completion date of February 14, 2025.
3. Current Status (as of September 4, 2024):
  - a. Demolition is well underway, with demolition completion expected in late-September.
  - b. Plumbing and electrical demolition work has begun.
  - c. Asbestos abatement work was completed in August.





4. Upcoming Work:
  - a. Mechanical demolition is scheduled to start in mid-September.
  - b. Framing work is expected to begin in late September.
  - c. Concrete work for the new exterior access door and HVAC equipment is planned for early September.
5. Permitting:
  - a. The building permit has been issued.
  - b. Plumbing and mechanical permits have been submitted.
  - c. The electrical permit is pending submission by the electrical contractor.
6. Temporary Relocation:
  - a. Staff have been successfully relocated to temporary workspace to ensure continuity of operations during the remodel.
  - b. Staff have each been provided a laptop computer with VPN functionality which ensures full access to agency documents and tools to facilitate work at Lane County Public Service Building or online in an at-home setting.
7. Office Furniture Coordination:
  - a. LRAPA has engaged Office World, a reputable office furniture dealership in Eugene, for the removal of old cubicles and the purchase of new office furniture.
  - b. Office World representatives have visited LRAPA's office to assess the space and remove existing cubicles.
  - c. They are actively coordinating with the project architects to ensure the new furniture aligns with the remodeled office design.
  - d. Their involvement includes project management and installation services for cubicles and furniture, which will facilitate a smooth transition to the new office setup.

## **CHALLENGES AND CHANGES**

As with many complex remodel projects, some challenges and changes have arisen:

1. Minor water intrusion issues were discovered in the SE and SW corners of the building. These are being addressed through change requests and appropriate remediation measures.
2. Some minor floor damage was uncovered during carpet removal. This is being addressed as part of the ongoing work.
3. Change requests have been initiated to address conditions and optimize the remodel, including:
  - a. Wall demolition and investigation in the lab
  - b. Removal of a pneumatic line in the lab
  - c. Window repair or replacement options
  - d. Revisions to the mechanical room plumbing
  - e. Elimination of a drinking fountain near restrooms



- f. Credit for unneeded demolition of mezzanine storage floor.

## **FINANCIAL IMPACT**

The project remains within the approved budget of \$1,099,000.00. To date, the cost for the required changes has been offset by the demolition credit. All change requests are being carefully evaluated and processed to ensure they remain within the contingency allowance.

## **NEXT STEPS**

1. Continue with the demolition phase and transition into framing and rough-in work for mechanical, electrical, and plumbing systems.
2. Maintain regular progress meetings with Proper Built Inc. to ensure the project stays on schedule and within budget.
3. Continue to address any unforeseen conditions promptly and efficiently.
4. Prepare for the next phases of the project, including drywall installation, painting, and finishing work.

## **STAFF RECOMMENDATION**

This is an informational item, and no formal motion is required. Staff recommends that the Board review this progress update and provide any feedback or guidance as necessary. We will continue to keep the Board informed of any significant developments or changes to the project timeline or budget.



---

## Director's Report for July and August 2024

---

Meeting Date: September 12, 2024  
Department: Director's Office  
[www.lrapa.org](http://www.lrapa.org)

Agenda Item No.12  
Staff Contact: Travis Knudsen  
541-736-1056 ext. 217

### July and August 2024 AQI CHARTS AND STATS:

Site	Date	Max AQI	Pollutant
Eug/Spfld	30-Aug-24	74	O3
Oak	29-Aug-24	119	PM
CottGrv	1-Aug-24	93	PM

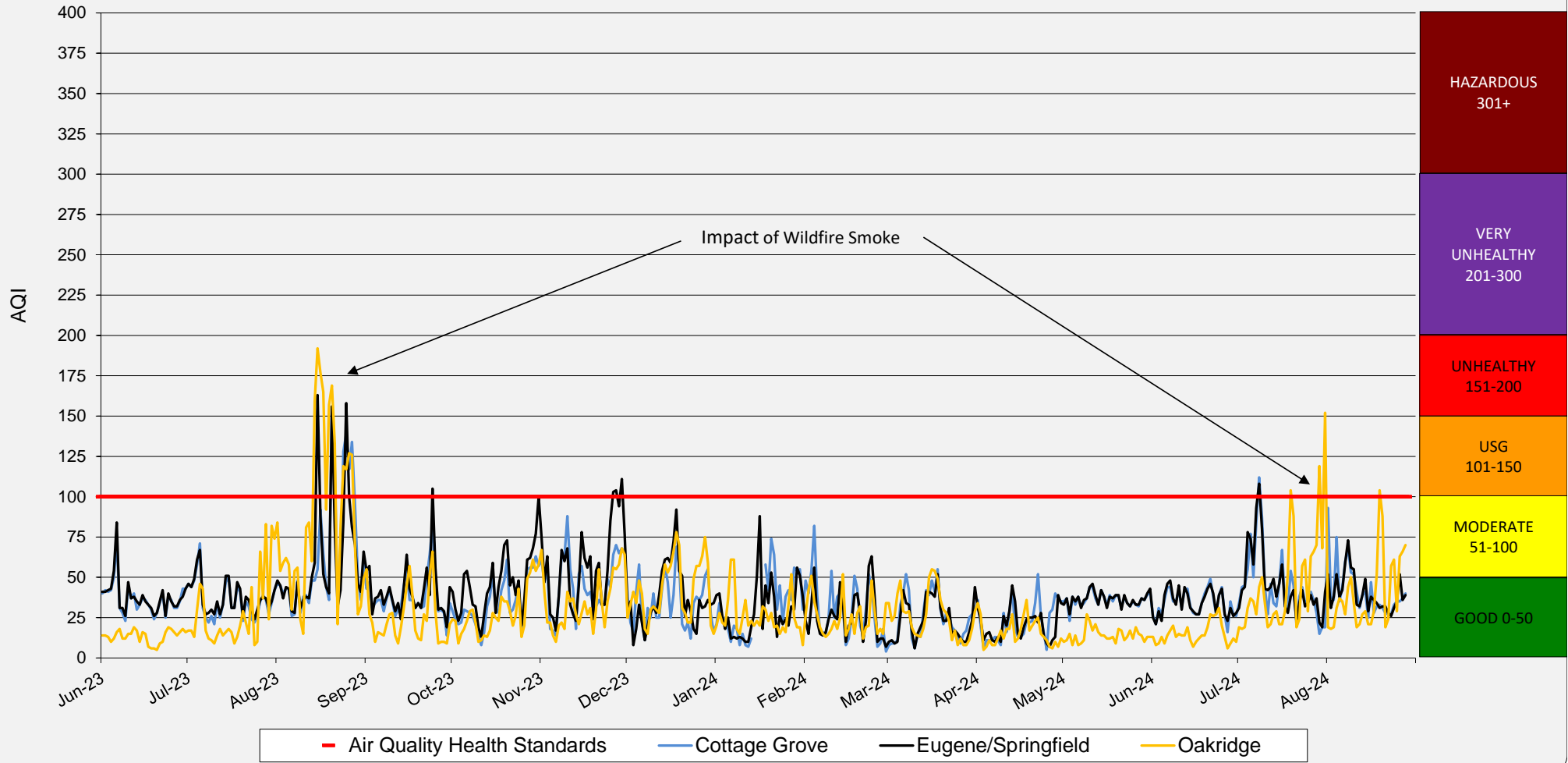
AQI	Eug/Spfld	Oak	CottGrv	AQI Range	PM2.5 Range, ug/m3	Ozone Range, ppb
Good	22	20	23	0-50	0-9	0-54
Moderate	9	9	8	51-100	9.1-35.4	55-70
USG	0	2	0	101-150	35.5-55.4	71-85
Unhealthy	0	0	0	151-200	55.5-125.4	86-105
Very Unhealthy	0	0	0	201-300	125.5-225.4	106-200
Hazardous	0	0	0	301+	225.5+	201+

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

Attachment No. 2: PM2.5 index charts for Lane County (July/August 2024)

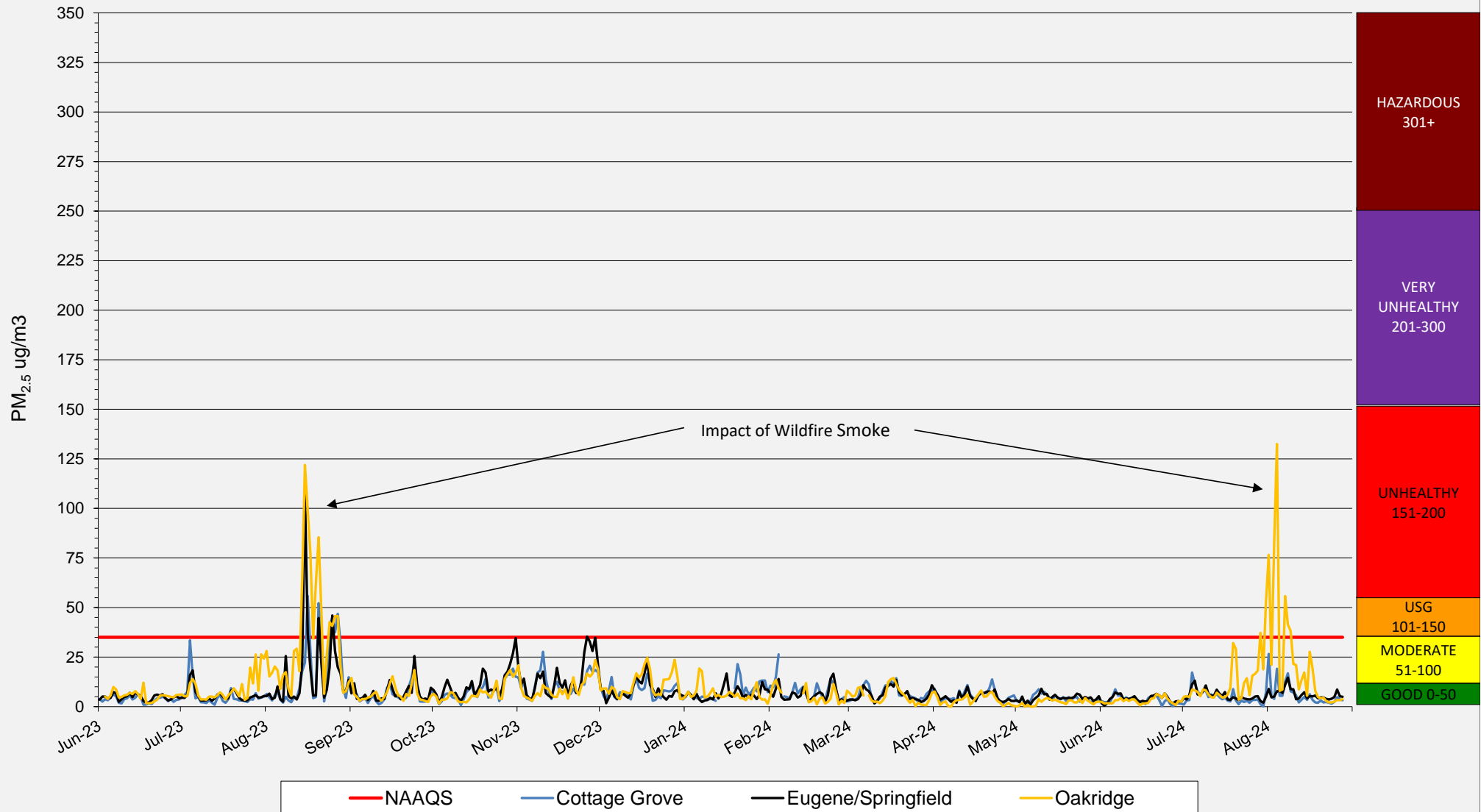
## Daily Air Quality Index Chart

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



## Daily PM2.5 Levels

Daily Sampling, NAAQS Exceedance is Triggered on the 8th High



**COMPLAINTS RECEIVED: 7/1/2024 thru 8/31/2024:**

<b>Smoke complaints: 28</b>
23 - Outdoor Burning
3 - Recreational Fire
1 – Home Wood Heating
1 – Wildfire Smoke
<b>Industry: 8</b>
3 - Rosboro
4 - International Paper
1 – Stella Jones Corporation
<b>Miscellaneous: 32</b>
6 - Asbestos
5 – Fugitive Dust
1 – Meat Odor
3 – Burning Rubber Odor
17 - Unknown
<b>Total: 68</b>

The calendar year 2024 compares to previous years:

<b>Year</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>*2024</b>
Dust	15	17	26	12	7	7
Ag Burning / Spraying	6	2	7	2	3	3
General Air Quality	12	4	8	1	25	20
Home Wood Heating	128	74	57	67	52	24
Industry	170	100	336	198	97	45
Outdoor Burning	402	423	243	292	254	160
Slash Burning	16	12	10	6	12	0
Miscellaneous	67	59	40	102	72	57
Unknown	39	74	71	45	65	53
<b>Total</b>	<b>855</b>	<b>765</b>	<b>798</b>	<b>725</b>	<b>587</b>	<b>369</b>

\* Year-To-Date

## NEW/OPEN ENFORCEMENT ACTIONS STATUS REPORT

### 7/1/2024 to 8/31/2024

**NEW: 7/01/2024 -- 8/31/2024:**

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	6
Notices of Violation with Civil Penalties	37	26	17	24	15	2

\* Year-To-Date.

**ENFORCEMENT: 7/01/2024 -- 8/31/2024:**

Category of Violation	New	Follow-Up Action	Pending	Closed	Total
Asbestos	-	-	3	-	3
Industrial	1	-	4	-	5
Outdoor Burning	-	-	3	-	3
Fugitive Dust	-	-	-	-	-
Home Wood Heating	-	-	-	-	-
<b>Totals</b>	<b>1</b>	<b>-</b>	<b>10</b>	<b>-</b>	<b>11</b>

## NEW/OPEN ENFORCEMENT ACTIONS STATUS DETAIL REPORT

### 7/01/2024 -- 8/31/2024:

**Report of open and actions initiated since last report**

**NEW ENFORCEMENT ACTIONS: 7/01/2024 -- 8/31/2024:**

1. EMERALD PEOPLE'S UTILITY DISTRICT (EPUD)
  - A. Submitted a 12-month rolling Plant Site Emission Limit (PSEL) calculation spreadsheet as part of their 2023 Annual Report which demonstrated that the facility emitted PM2.5, CO, and NOx in excess of the permitted emission limits during the 12-month periods ending in September 2023, October 2023, November 2023, and December 2023. Per an LRAPA request, Respondent submitted an additional 12-month rolling PSEL calculation spreadsheet showing PSEL exceedances for PM 2.5 in April 2024, CO in January 2024 through April 2024 and NOx in January 2024, March 2024 and April 2024.
  - B. Initial Action Taken: NON #3904 issued 6/6/2024
  - C. Subsequent Action: PENDING – waiting for LRAPA review of reports.

D. Resolution: PENDING

**PENDING ENFORCEMENT ACTIONS: 7/01/2024 -- 8/31/2024:**

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 9/20/2024.
  - 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. The 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: 7/01/2024 -- 8/31/2024:**

There were no Outdoor Burning Letter Permits (OBLPs) issued in July of 2024.

1. Issued Special Letter Permit 20B24-07-01 on August 1 to Rivers to Ridges, Bryce Izlar, Springfield, to burn 100 cubic yards of miscellaneous debris located at various location around Lane County.

**ASBESTOS ABATEMENT: 7/01/2024 -- 8/31/2024:**

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	315
School Asbestos Abatement Notices (NESHAP)	16	25	20	16	17	18
Number of Asbestos Abatements Inspected	94	93	104	115	91	59

\* Year-To-Date.

**PERMITTING (TITLE V AND ACDP):**

- Currently 14 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	1	4		5
Renewals	3	14		17
Modifications		4		4
Constructions	1			1
General TV	1			1
Registrations				
Terminated Permits		6		6
Total Issued Permits Year-to-date	7	32		39

Permits placed on public notice:

Source Name	Reason for Public Notice	Type of Permit
PeaceHealth Sacred Heart Medical Center at Riverbend	Renewal of ACDP	Standard ACDP. Off public notice 9/6/2024
Carry-On Trailer Corporation	Renewal of ACDP	Simple ACDP. Off public notice 9/9/2024

Glacier Northwest, Inc.	Renewal of ACDP	Simple ACDP. <b>Off public notice 9/6/2024</b>
Horizon Prestain, Inc.	Renewal of ACDP	Simple ACDP. <b>Off public notice 9/9/2024</b>
Northern Gold Foods (USA), LLC	Renewal of ACDP	Simple ACDP. <b>Off public notice 8/13/2024</b>

Permit backlog:

Permit Type	Total Number of Permits by Type	Number of Permits Extended Administratively	Percentage of Total (%)
Title V	14	2	14%
Standard ACDP	26	5	19%
Simple ACDP	27	6	22%
<b>Total</b>	<b>69</b>	<b>13</b>	<b>19%</b>

## 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
07/30/2024	KEPW	John Quetzalcoatl Murray	Short Mountain and EPUD PSEL exceedance
8/12/2024	KMTR	Gold Meadows	J.H. Baxter cleanup and LRAPA role in process.

On July 16, 2024 LRAPA provided a presentation to the Lane County Board of Commissioners on LRAPA's role and service provided to Lane County, as well as to formally deliver the enforcement dollars collected by LRAPA in the recent fiscal year to the Lane County general fund, as required by ORS § 468.135.

## 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 is preparing for the awarding and implementation of the EJG2G grant expanding the Oakridge Air program to include wildfire mitigation efforts. It's anticipated the final terms and conditions with the EPA will be signed by the end of September 2024.
    - o LRAPA has been increasing engagement with Lane County Public Health their work under EJG2G to Conduct health and morbidity assessment in Eastern Lane County using HCUP, APAC, ESSENSE, and/or MMIS data to analyze healthcare utilization patterns and prevalence of smoke-related illnesses.
    - o LRAPA has also increased engagement with OHA on their efforts under the grant to provide public health interpretation of air toxics data collected during the 2022 Cedar Creek Fire and produce a report on health risks and outcomes related to wildfire smoke exposure.

## **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, a full completion of the folder's structure was set at the end of July.
- Progress on this effort has been slowed due to the logistical needs and efforts in moving LRAPA's office to the Lane County Public Service Building. With the hiring of an Administrative Manager, efforts to make rapid progress on this task is anticipated.

## **3. Pre-Budget Planning**

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

- Despite challenges due to executive and financial management changes, the Board adopted the approved FY'25 budget in June completing the budget process.
- LRAPA is the process of preparing for an Audit of FY'24.

## **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 is 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 relationships.

- LRAPA hired a new Public Affairs and Project Manager, Matt Sorensen, replacing the vacancy which has been open since March of 2024. Matt was the former Executive Director of the Boys & Girls Clubs of Emerald Valley.

## **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 concludes on July 24, 2024. LRAPA has 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.
  - o Outcomes from this discussion is a planning effort to inform the regulatory community of yearly Board discussion in the Spring, providing opportunity to attend and provide comment to the Board.

- 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:
- An Administrative Manager position was posted in late August, first round of applications will be reviewed at the end of September.
- LRAPA hired a new Public Affairs and Project Manager, Matt Sorensen, replacing the vacancy which has been open since March of 2024. Matt was the former Executive Director of the Boys & Girls Clubs of Emerald Valley.
- An inspector position was opened in early August. Interviews have occurred and a candidate had been selected.

## **TENTATIVE UPCOMING LRAPA BOARD AGENDA ITEMS**

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

### **October 2024**

- Dashboard Report
- Audit Report

### **November 2024**

- Discuss FY 26 Partner dues
- Budget Update

### **December 2024 – No Meeting**

### **January 2025**

- Approve FY 26 Partner Dues
- Review upcoming appointments on Board and Committees
- Oakridge Air Status Report
- Handbook Update

### **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
- Board Review of annual fee increases set by rule

### **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