



# AGENDA

**LANE REGIONAL AIR PROTECTION AGENCY  
CITIZENS ADVISORY COMMITTEE MEETING  
TUESDAY SEPTEMBER 30, 2025**

**12:00 P.M.**

**Virtual Participation**

**Teams:**

[Join the meeting now](#)

Meeting ID: 232 232 269 122 3

Passcode: Uf3hF6zi

**In-Person Participation**

LRAPA

1010 Main Street

Springfield, Oregon 97477

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

1.     **12:00**            **Call to Order/Agenda Review**
  
2.     **12:05**            **Public Participation**
  
3.     **12:10**            **Approval of July 29, 2025 Meeting Minutes**
  
4.     **12:15**            **Application for Membership: Jo Rodgers**
  
5.     **12:25**            **Board Meeting Overview**
  
6.     **12:30**            **CAC Bylaws & Orientation Materials Review**
  
7.     **12:50**            **Upcoming CAC Topics:**
  - Supplemental Environmental Projects
  - Rulemaking Updates: Titles 15 & 43
  - Smoke School
  - Public Outreach
  
8.     **12:55**            **Roundtable**
  
9.     **1:00**             **Adjournment**

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***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***



**CITIZENS ADVISORY COMMITTEE  
MEETING MINUTES  
JULY 29, 2025  
MEETING VIA TEAMS / LRAPA OFFICE, SPRINGFIELD OREGON**

**ATTENDANCE**

<b>ATTENDANCE</b>	
<b>COMMITTEE PRESENT:</b>	<b>LRAPA STAFF PRESENT:</b>
Kelly Wood, Chair	Travis Knudsen, Executive Director
Evelina Davidova-Kamis, Vice-Chair	Max Hueftle, Operations Manager
Jim Daniels	Rachelle Nicholas, Administrative Manager
Peter Dragovich	Matt Sorensen, Public Affairs & Project Manager
Michael Koivula	Heather Gravelle, Environmental Coordinator
<b>COMMITTEE ABSENT/EXCUSED:</b>	<b>OTHERS PRESENT:</b>
Chris Cline	None
Ben Larson	
Paul Metzler	

<b>AGENDA</b>	<b>ACTION</b>
<b>REGULAR MEETING</b>	
1. Call to Order/Agenda Review.	<b>Chair Kelly Wood</b> convened the regular meeting at noon.
2. Public Participation.	None.
3. Approval of June 24, 2025.	<b>MOTION: Jim Daniels moved, and Michael Koivula seconded to approve the June 24, 2025 Meeting Minutes. The motion passed unanimously.</b>
4. Board Meeting Overview.	<b>Travis Knudsen</b> , Executive Director, provided the Committee with updates from the July 10, 2025 LRAPA Board meeting. Topics included the Executive Director’s performance review, PERS liability management, and legislative updates.
5. LRAPA 2024 Annual Report Review.	The Committee reviewed the 2024 LRAPA annual report and provided positive feedback. Members appreciated the formatting and noted that the information was

	<p>comprehensive, accessible and the executive summary effectively highlighted key activities.</p> <p>Discussion followed regarding public misconceptions and the need for education about odors (not all are toxic), dust types (not all are silica-related), and the difference between water vapor and smoke emissions.</p> <p>The Committee suggested including educational materials about common misconceptions in future annual reports.</p>
6. Upcoming CAC Topics.	<p>Upcoming CAC topics include:</p> <ul style="list-style-type: none"> <li>• CAC Bylaws &amp; Orientation Materials Review</li> <li>• Supplemental Environmental Projects</li> <li>• Rulemaking Updates: Titles 15 &amp; 43</li> <li>• Smoke School</li> <li>• Public Outreach</li> </ul>
7. Roundtable.	<p><b>Mike Koivula</b> noted that asbestos violations by commercial contractors were surprising, and <b>Mr. Knudsen</b> highlighted the importance of continued inspections and education to address any compliance issues.</p> <p><b>Chair Wood</b> reported there would not be an August meeting. The next meeting is scheduled for Tuesday, September 30, 2025. Agenda items will include CAC bylaws and orientation materials review.</p>
8. Adjournment.	<p><b>Chair Wood</b> adjourned the Committee meeting at 1:00 p.m.</p>

*(Minutes recorded by Heather Gravelle)*

## Citizens Advisory Committee Application

**Name:** Jo Rodgers – Public Health

**In your view, what should be the primary focus of an advisory committee in influencing environmental policy?** Identifying gaps/dangers that need more systematic attention and potential policy change to address; bring a lived experience and/or professional expertise to the table.

**What motivates you to join the advisory committee, and what unique contributions do you envision making?** I have focused much of my attention on mitigating the health impacts of wildfire smoke in my work in the Emergency Preparedness program at LCPH. Working with others in the air quality field would be rewarding and would help me gain more knowledge and tools to do my job and also allow me to share my perspective and expertise to help better protect our community members, esp. those most at risk, from the impacts of air pollution driven by climate change.

**Please describe your level of familiarity with LRAPA, including any specific areas of interest?** I have worked closely with both Travis and Matt in several instances and contexts, most recently in the development of guidance for childcare/daycare programs to protect kids from wildfire smoke at different AQI levels.

**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?** None to note at the current moment.

**What specific factors or aspects do you think are most important to consider when assessing how well LRAPA is doing its job?** How holistic of a view does LRAPA have of the impacts on the airshed, including environmental justice considerations (e.g., looking at where air pollution is happening and who is most directly impacted by it and how much voice they have at the table)? what are "optional" sources of pollution versus unavoidable and how are they accounted for collectively? how engaged with the public is LRAPA in its communications and soliciting of input/feedback/concerns? how much effort is put towards seeking out community input, esp from marginalized groups and/or in rural communities?

**How do you keep yourself informed about the latest changes and updates in air quality regulations?** I am on several listserves (EPA, California Air Resources Board, PurpleAir, AirGradient) and a member of groups focused on air quality; I regularly attend meetings on the topic in the community (e.g., Smoke Calls, NW Communicators) and have convened meetings of partners to discuss this around the county; attend webinars regularly to learn more about different aspects of air quality, often with an element of regulation included.

**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.** Professionally, as the Public Health Emergency Preparedness Outreach Coordinator for Lane County for the last three years, I have focused much of my time on the topic of air quality, specifically looking at wildfire smoke. As previously mentioned, I have attended numerous webinars and meetings on the topic, have learned and collaborated with LRAPA on projects, and have developed risk communications and done community outreach on the topic across the county. I have presented to medical providers, patients at the Community Health Clinics, CBOs, community events, and other venues on numerous occasions on air quality awareness and mitigating health impacts from poor AQI.

I have a Masters in Environmental Studies from the UO with a focus on community education and social change as well as a background in ecology and climate science. Before working at the County, I worked for numerous nonprofits in the area related to, ultimately, the broad goal of community resilience and community health which relates to the changing factors impacting air quality in Lane County.

I am happy to provide more information, including my resume, if that would be helpful in the consideration of my application. I will also note that I am stepping up to this Committee in part because of the staffing changes that have occurred at the County, including the change in position for Teresa Roark who was serving on the CAC until June 2025.



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## Director's Report for July and August 2025

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**Meeting Date: September 11, 2025**  
**Department: Director's Office**  
[lrapa-or.gov](http://lrapa-or.gov)

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

### I. EXECUTIVE HIGHLIGHTS

*Key accomplishments, challenges, and priorities from the past month.*

July and August demonstrated LRAPA's ability to address diverse air quality challenges, from mysterious regional odors to wildfire smoke intrusions. Air quality remained predominantly "Good" across Lane County, with monitoring stations recording 74 days of good air quality out of 93 total days across all sites. Oakridge experienced the highest AQI at 82 (Moderate) on August 27th.

The Agency responded to 114 air quality complaints in July-August. A particularly challenging situation emerged when 45 complaints described a strong "dog waste" odor spanning from Coburg to Cottage Grove and Thurston. Despite LRAPA's investigation including wind pattern analysis, business outreach, and coordination with multiple agencies, no definitive source was identified. The incident garnered significant media attention and demonstrated LRAPA's commitment to community response even for non-regulated odors.

Wildfire season activities intensified with multiple Oregon Wildfire Response Protocol meetings and two air quality advisories issued: one for ozone affecting the Southern Willamette Valley (August 22-25) and another for wildfire smoke impacting Eastern Lane County (September 2-7). The lightning-caused Emigrant Fire, which began August 24th in a remote area near Indigo Springs Campground, spread rapidly through the 2009 Tumblebug Fire burn scar and is expected to continue burning until winter precipitation arrives.

The e-commerce facility Indirect Source Construction Permit (ISCP) generated robust public engagement, with over 300 comments received during the public notice period. LRAPA is currently digesting these comments and working with the applicant, with formal responses forthcoming.

Community engagement was furthered with event participation and outreach. Specifically, the Springfield Block Party, where LRAPA staff connected with residents among the thousands of attendees. Additional outreach included the Oakridge National Night Out and successful acquisition of five Purple Air sensors from EPA to expand rural monitoring capabilities.

Organizationally, the Agency operates at 84% staffing capacity while actively recruiting for Finance Specialist and Environmental Engineer/Specialist positions, with plans to complete hiring this fall. The finance vacancy has impacted audit preparation, though auditors remain scheduled for their November office visit. The LINFO 3.0 database upgrade faces delays due to LCOG's developer vacancy, prompting exploration of freelance developer alternatives. The transition from Zoom to Microsoft Teams resolved audio issues but introduced video synchronization challenges being addressed with our AV contractor.

Looking forward, the Agency is preparing for the convergence of wildfire season, outdoor burning season and the upcoming home wood heating season beginning October 1st.

## II. PROTECTING PUBLIC HEALTH & SERVING OUR COMMUNITY

Aligns with Customer/Stakeholder Perspective of the Balanced Scorecard framework and LRAPA's current goals 1, 2, and 5 which focus on public health protection, community engagement, and stakeholder relationships.

### II.A. Air Quality Status & Trends for June 2025

These metrics support **Goal 1 (Public Health Protection and Air Quality Education)** and **Goal 4 (Regional Air Monitoring and Analysis)**, tracking our performance against targets for "Good" and "Moderate" AQI days, data completeness, and timely reporting).

July & August 2025

Site	Date	Max AQI	Pollutant
Eug/Spfld	26-Aug-25	64	PM
Oak	27-Aug-25	82	PM
CottGrv	26-Aug-25	62	PM

AQI	Eug/Spfld	Oak	CottGrv	AQI Range	PM2.5 Range, ug/m3	Ozone Range, ppb
Good	25	23	26	0-50	0-9	0-54
Moderate	6	8	5	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+	225.5+	201+

**Attachment No. 1:** Air Quality Index (AQI) charts for Lane County (July & August 2025)

**Attachment No. 2:** PM2.5 index charts for Lane County (July & August 2025)

### II.B. Community Response & Complaint Resolution

This section supports **Goal 1 (Public Health Protection and Air Quality Education)** metrics for complaint response to demonstrates our commitment to addressing community concerns promptly and effectively.

The number of unique complainants is noted in "(#)"

July 1, 2025, to August 31, 2025		Category	2020	2021	2022	2023	2024	2025
<b>Smoke complaints: 23</b>		<b>Dust</b>	17	26	12	7	8	10
19 - Outdoor Burning (17)		<b>Ag Burning / Spraying</b>	2	7	2	3	3	22
3 - Recreational Fire (2)		<b>General Air Quality</b>	4	8	1	25	32	28
1 - Home Wood Heating		<b>Home Wood Heating</b>	74	57	67	52	39	36
<b>Industry: 22</b>		<b>Industry</b>	100	336	198	97	75	90
8 - International Paper (6)		<b>Outdoor Burning</b>	423	243	292	254	253	172
7 - Wildish Land Co. (5)		<b>Slash Burning</b>	12	10	6	12	9	1
1 - St. Vinnies Mattress Recycling Center		<b>Asbestos</b>	15	9	22	10	12	19
1 - Swanson Group Manufacturing		<b>Miscellaneous</b>	44	31	80	62	91	53
1 - Pacific Recycling		<b>Unknown</b>	74	71	45	65	79	111
1 - Aurora Innovations		<b>Total:</b>	<b>765</b>	<b>798</b>	<b>725</b>	<b>587</b>	<b>601</b>	<b>542</b>
1 - Nations Mini-Mix, Inc.		*Notes: LRAPA received more complaints in July-August compared to June, increasing from 89 to 114. This included a collection of unknown odor complaints, increasing from 7 to 55. International Paper complaints decreased from 26 in June, to 8 in July-August.						
1 - Delta Property Co.								
1 - Heather Oak Wood Products, Inc.								
<b>Asbestos: 4</b>								
<b>Miscellaneous: 65</b>								
55 - Unknown Odor								
7 - Fugitive Dust								
1 - Paint Fumes								
1 - Dryer Sheets								
1 - Generator Odor								
<b>Total: 114</b>								

## II.C. Smoke Management & Wildfire Resilience

This section aligns with **Goal 2 (Enhanced Wildfire Smoke Preparedness)**, tracking our smoke monitoring, advisory issuance, and coordination with state agencies, as well as smoke management activities for outdoor burning and home wood heating.

### Outdoor Burning, 2025-2026 Season

LRAPA regulates outdoor burning in Lane County to protect air quality and public health. Under Title 47, LRAPA has authority to regulate open burning practices, including determining when burns can occur. LRAPA aims to allow burning whenever possible while preventing air quality deterioration. Outdoor burning is only curtailed when monitoring or forecasts show potential for unhealthy air quality impacts.

Periods of Curtailment				
Start	End	Areas	Curtailment	Reason
-	-	-	-	-
-	-	-	-	-

### Home Wood Heating, 2025-2026 Season

LRAPA regulates home wood heating under Title 16 to reduce PM2.5 emissions during periods of poor air quality. An advisory system (Yellow/Red Days) indicates when curtailment is needed. Yellow Day advisory request voluntary curtailment of wood burning except for those who depend on it as their primary heat source. Red Day advisories prohibit visible smoke from chimneys, with exemptions for economic hardship. Like outdoor burning, LRAPA only issues wood burning curtailment when air quality monitoring or forecasts indicate potential health impacts.

Periods of Curtailment		
Areas	Yellow Days	Red Days
Eugene/Springfield	-	-
Oakridge	-	-

For July and August 2025, no additional advisories were issued beyond those previously reported as air quality conditions remained favorable throughout the month.

### Outdoor Burning Letter Permits, 2025-2026 Season

LRAPA has authority to issue outdoor burning letter permits under Title 47. These permits allow specified burning that would otherwise be prohibited. This program also supports ecological benefits of prescribed fire while protecting public health through strict oversight and timing. LRAPA coordinates closely with land managers to ensure burns are conducted with minimal air quality impacts.

Permit No.	Issue Date	Permittee	Location	Material	Volume
20B25-06-01	June 30, 2025	River to Ridges Partnership	85 units in Lane County	Ecological Burning	1456 acres

### Wildfire Smoke Intrusions & Air Quality Advisories

LRAPA participates in Oregon's Wildfire Response Protocol for Severe Smoke Episodes, a coordinated system that connects federal, state, and local agencies during significant smoke events. LRAPA's role includes issuing local air quality advisories, coordinating public health messaging, and representing Lane County's interests in state-level response planning.

Air Quality Advisories Issued			
Start Date	End Date	Areas Affected	Primary Pollutant
08-22-2025	08-25-2025	Southern Willamette Valley	Ozone
09-02-2025	09-07-2025	Eastern Lane County	PM2.5/Wildfire

Oregon Wildfire Response Protocol for Severe Smoke Episodes Meetings		
Date	Topic	Advisory Issued
07-11-2025	Prep for Coordination Calls	n/a
07-16-2025	Review Active Wildfires	No
08-22-2025	Ozone & Flat Fire	Yes
08-25-2025	Flat Fire, Emigrant Fire, & OR Fires	No
08-27-2025	Emigrant Fire, Flat Fire, & OR Fires	No
09-02-2025	Emigrant Fire & OR Fires	Yes
09-04-2025	Emigrant Fire & OR Fires	Yes
09-05-2025	Emigrant Fire & OR Fires	Yes

## II.D. Community Outreach, Education, & Building Partnerships

This section supports **Goal 5 (Partnerships and Interagency Coordination)** metrics for partner engagement and stakeholder communication, strengthening relationships with stakeholders and enhancing public understanding of air quality issues.

Media Log			
Date	Media	Person	Topic
1/23/2025	KLCC	Rachael McDonald	Air stagnation and wood burning advisories
1/23/2025	KEZI	Ryan Bonham	Air stagnation and cleaner woodstove burning
1/28/2025	KEZI	Ryan Bonham	Air Quality Advisory E. Lane County and Red Advisory for Oakridge, Yellow EUG/Spring
2/28/2025	KEZI	Robert Desaulniers	Spring Outdoor Burning Season Opens and Tips on Safe Burning
2/28/2025	KMTR	News Staff	Spring Outdoor Burning Season Opens and Tips on Safe Burning
4/03/2025	Washington Post	Joshua Partlow and Amudalat Ajasa	EPA cutting more than \$1 Billion in EJ grant funds and impact on Lane County and other areas
4/24/2025	Lookout Eugene-Springfield	Ashli Blow	American Lung Association rates Eug./Spring 4 <sup>th</sup> worst air quality in US.
6/02/2025	KMTR	News Staff	End backyard burning June 7 <sup>th</sup> due to fire concerns
6/03/2025	Lookout Eugene-Springfield	Ashli Blow	Burn Ban to begin early in Lane County
6/17/2025	KXCR- Radio	Larry Bloomfield	30-minute live interview for Florence public radio that featured LRAPA to discuss Homewood heating, asbestos, and prepping for wildfire
6/20/2025	KMTR	Gold Meadows	50-acre agricultural fire in Junction City on Wednesday 6/18 and impacts on Eugene area causing poor air quality. <a href="#">LINK</a>
6/30/25	KEZI	News Staff	Supplemental Environmental Project Re-launch <a href="#">LINK</a>
6/30/25	KVAL	News Staff	Supplemental Environmental Project Re-Launch <a href="#">LINK</a>
6/30/25	KMTR	Gold Meadows	Supplemental Environmental Project Re-Launch <a href="#">LINK</a>

7/1/25	KCST 106.9 FM, KCFM 1250 AM, 104.1 FM & 103.1 FM	George Henry	Supplemental Environmental Project Re-Launch <a href="#">LINK</a>
7/2/25	KLCC	Karen Richards	Supplemental Environmental Project Re-Launch <a href="#">LINK</a>
7/5/25	KLCC	Karen Richards	Air quality awareness during wildfire season <a href="#">LINK</a>
7/8/25	Eugene Weekly	Christian Wihtol	E-Commerce shipping facility ISCP permit with LRAPA & possible Amazon site <a href="#">LINK</a>
7/11/25	Register Guard	Alan Torres	E-Commerce shipping facility ISCP permit with LRAPA & possible Amazon site <a href="#">LINK</a>
7/16/25	Lookout Eugene Springfield	Michael Zhang	E-commerce shipping facility ISCP w/ LRAPA <a href="#">LINK</a>
7/16/25	KEZI	Israel La Rue	E-commerce shipping facility ISCP w/ LRAPA <a href="#">LINK</a>
7/16/25	OR Dept. of Early Learning and Care	News Webpage	Outdoor AQ Guide from LCPH tool for use <a href="#">LINK</a>
7/18/25	KLCC	News Brief	E-Commerce shipping facility ISCP w/ LRAPA <a href="#">LINK</a>
8/4/25	Lookout Eugene Springfield	Michael Zhang	E-Commerce warehouse public comments on ISCP <a href="#">LINK</a>
8/4/25	Lookout Eugene Springfield	Grace Chinowsky	Odors over the weekend smelling like dog feces <a href="#">LINK</a>
8/5/25	KEZI	Israel La Rue	Odors of dog feces in Eug/Spring <a href="#">LINK</a>
8/5/25	KMTR	Tiffany Lewis	Odors of dog feces in Eug/Spring <a href="#">LINK</a>
8/5/2025	KPIC	Tiffany Lewis	Odors of dog feces in Eug/Spring <a href="#">LINK</a>
8/19/25	KMTR	News Staff	Public Comments Open for Metro Wastewater Management Commission (MVMC) <a href="#">LINK</a>
8/22/25	Lookout Eugene Springfield	Grace Chinowsky	Foul Smell ends w/o clear culprit <a href="#">LINK</a>
8/22/25	Lookout Eugene Springfield	Ashli Blow	Heat wave Smog in Eugene Springfield <a href="#">LINK</a>
8/22/25	KMTR	News Staff	Heat wave Smog in Eug/Spring <a href="#">LINK</a>
8/22/25	KVAL	News Staff	Heat wave Smog in Eug/Spring <a href="#">LINK</a>
8/22/25	KLCC	Gabriella Sgro	Heat wave Smog in Eug/Spring <a href="#">LINK</a>
9/2/25	KEZI	News Staff	Emigrant Fire Smoke Advisory E. Lane County <a href="#">LINK</a>
9/2/25	Lookout Eugene Springfield	Michael Zhang	Emigrant Fire Smoke Advisory E. Lane County <a href="#">LINK</a>
9/3/25	Register Guard	Hannarose McGuinness	Emigrant Fire Smoke Advisory E. Lane County <a href="#">LINK</a>
9/3/25	Lookout Eugene Springfield	Ashli Blow	Emigrant Fire Smoke Advisory E. Lane County <a href="#">LINK</a>

***Oregon Dept. of Early Learning and Care Features LRAPA AQI Tool*** (July 16<sup>th</sup>, Online)

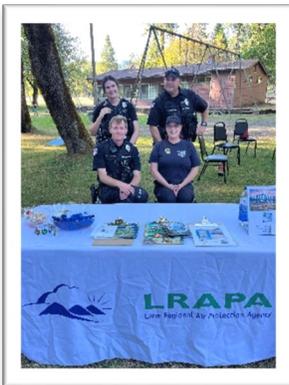
The Oregon Department of Early Learning and Care featured the Air Quality Index tool for children under 5, that was created in concert with Lane County Public Health Department and LRAPA. This tool was effectively shared with every childcare provider in the state of Oregon and demonstrates how LRAPA’s efforts and partnerships are helping expand our positive impact and service to Lane County residents and Oregonians.

***Supplemental Environmental Projects (SEP) Meetings*** (July 22<sup>nd</sup> to 30<sup>th</sup>, LRAPA office)

Matt Sorensen, Public Affairs Manager, met with potential SEP applicants to explain program details and discuss if their ideas for SEP projects would be a good fit for the program. Brock’s Wood Lot, BRING Recycling, Cascadia Mobility, and the Center for Rural Livelihoods all made time to meet and ultimately submit a SEP project for consideration. The SEP program remains open for applications.

***August ‘Dog Waste’ Odor Issue Across Eugene Springfield Area*** (August 1<sup>st</sup> to 16<sup>th</sup>, Eugene/Springfield Area)

Matt Sorensen was interviewed by three local news media stations regarding a very foul odor being noted across the region. LRAPA received 45 complaints between Aug. 1-16 describing a strong smell like dog waste. Reports came from as far north as Coburg to as far south as Cottage Grove and from East Thurston to West Eugene, primarily noting the smell late at night and in the early morning hours. LRAPA worked to determine the potential source of the odor: analyzing wind patterns for the two-week period to identify a potential source, contacting eight businesses that use organic materials or hold air permits, contacting the Oregon Dept. of Agriculture, interviewing local farmers about seasonal operations, and conducting odor tracking operations. LRAPA was unable to pinpoint a single source for the odors. Though LRAPA and the Oregon DEQ don't regulate odors, LRAPA chose to respond due to the high volume of complaints.



***Oakridge Police National Night Out*** (August 5<sup>th</sup>, Greenwaters Park, Oakridge)

Matt Sorensen supported the Oakridge Police for their National Night Out event by hosting LRAPA’s informational booth with a focus on AQI resources, wood stove resources, and sharing a variety of fun facts about air quality. Candy and prizes were made available for visitors. The event provided a great opportunity for LRAPA to engage with Oakridge police, EMTs, and other community agencies in addition to the community members that were in attendance.

***Rivers to Ridges (R2R) Ecological Burn Group*** (August 6<sup>th</sup> and Sept. 3<sup>rd</sup>, LRAPA Office)

Matt Sorensen helped host the Rivers to Ridges ecological burn group led by Bryce Izlar from Willamalane and Sara Worl with the Long Tom Watershed Council to continue their preparation for the 2025 prescribed burn season with LRAPA under the River to Ridges (R2R) banner. The meeting was hosted at LRAPA’s boardroom as part of our community outreach efforts.

***LRAPA Secures 5x Purple Air Sensors from EPA*** (August, LRAPA Office)

Matt Sorensen was successful in securing 5x free Purple Air sensors for use in rural areas of Lane County to assist in expanding air monitoring capabilities where often there are none. A trip to Oakridge was made on Sept. 4<sup>th</sup> to replace three Purple Air sensors that had stopped working. The replacements were made at Oakridge Library, City Hall, and Orchid Health.

***Springfield Block Party*** (September 5<sup>th</sup>, Downtown Springfield)

Colleen Wagstaff, Jaime McEvoy, Derek Bowen, Travis Knudsen, and Matt Sorensen all supported efforts to host a booth at the Springfield Block Party. The Block Party had over 11,000 guests and provided an opportunity to engage and educate well over 600 community members that visited the LRAPA booth. Educational opportunities focused on air quality resources like AQI apps, signing people up for the LRAPA email list, asbestos education, and a basic understanding of LRAPA's role in the community as the local air and asbestos Agency. LRAPA gave out our own specially wrapped candy as our swag. The booth was located next to the Simpson's mural on 5<sup>th</sup> street and was open to visitors from 4pm to 10pm.

### III. MAINTAINING REGULATORY EXCELLENCE

Aligns with Internal Process Perspective of the Balanced Scorecard framework and LRAPA's current goals 3 and 4—ensuring compliance with air quality standards through effective monitoring, permitting, and enforcement.

#### III.A. Stationary Source Permitting Progress & Efficiency

This section supports **Goal 3 (Public Health Protection and Air Quality Education)** metrics for permit issuance timeliness, permit backlog rate, and area NAAQS compliance.

##### Permitted Sources

- Currently 15 sources hold a Title V operating permit in Lane County.
- Currently approximately 275 sources hold an ACDP.

Permits in Queue			
Category of Permit Activity	Title V	ACDP	Total In Queue
New	0	2	2
Renewals	1	15	16
Modifications	2	4	6
Constructions	-	-	-
Terminated Permits	-	-	-

##### Stationary Sources Permits Issued, Year-to-Date

- Title V Operating Permits: 2
- Air Contaminant Discharge Permits: 17

Permits on public notice from July 1 to August 31, 2025		
Source Name	Reason for Public Notice	Type of Permit
E-Commerce Facility	Required by rule	Indirect Source Construction Permit (ISCP), off public notice on 7/22/25
Metropolitan Wastewater Management Commission – Eugene/Springfield Water Pollution Control Facility	Required by rule	Standard Air Contaminant Discharge Permit (Standard ACDP) on public notice August 18 – September 22, 2025

Permit Backlog as of August 31, 2025			
Permit Type	Permits by Type	Permits Extended Administratively	Percentage of Total (%)
Title V	15	0	0%
Standard	24	5	21%
Simple	25	1	4%
<b>Total</b>	<b>64</b>	<b>6</b>	<b>8%</b>

#### III.B. Asbestos Program Oversight

This section supports **Goal 3 (Public Health Protection and Air Quality Education)** initiatives related to operating the asbestos program, including inspections and rule updates. LRAPA protects public health from asbestos hazards through effective oversight and education.

LRAPA administers the asbestos program in Lane County under title 43. This program regulates the handling, removal, and disposal of asbestos-containing materials to prevent public exposure to this hazardous substance. LRAPA reviews asbestos survey reports, processes abatement notifications,

conducts inspections, and enforces compliance with asbestos regulations to protect workers and the public.

Asbestos Notices		Year-to-Date↓				
Year	2020	2021	2022	2023	2024	2025
Total Asbestos Abatement Notices	439	408	465	466	436	291

### III.C. Enforcement

This section supports **Goal 3 (Public Health Protection and Air Quality Education)** metrics for enforcement action resolution and evaluations completed. The enforcement program ensures that regulations are followed, and violations are addressed.

LRAPA's compliance program ensures that air quality regulations are followed by stationary sources, asbestos contractors, and the general public. This section provides an overview of enforcement actions taken during the reporting period, including notices of non-compliance, civil penalties, and case resolutions.

July 1, 2025 to August 31, 2025					
Category of Violation	New	Follow-Up Action	Pending	Closed	Total
Asbestos	-	-	1	3	4
Industrial	-	-	1	2	3
Outdoor Burning	1	-	-	3	4
Fugitive Dust	-	-	-	-	-
Home Wood Heating	-	-	-	-	-
<b>Totals</b>	<b>1</b>	<b>-</b>	<b>2</b>	<b>8</b>	<b>11</b>

Attachment No. 3: July & August 2025, Enforcement Actions Detail Report.

	2020	2021	2022	2023	2024	2025
Notices of Non-compliance and Warnings	15	21	24	19	9	16
Notices of Violation with Civil Penalties	26	17	24	15	5	12

## IV. STRENGTHENING ORGANIZATIONAL CAPACITY

*Aligns with Learning & Growth Perspective of the Balanced Scorecard framework and LRAPA's current goal 6—developing staff capabilities and improving operational systems.*

### IV.A. Staff Development & Agency Growth

*This section supports Goal 6 (Organizational Excellence and Operational Efficiency) metrics focused on staff retention, professional development, and employee satisfaction, essential for achieving operational excellence.*

LRAPA maintains a skilled workforce to carry out our mission of protecting air quality in Lane County. This section provides an overview of our current staffing levels, vacancies, and professional development activities. Our commitment to staff development ensures we have the expertise needed to address complex air quality challenges effectively.

Department	FTE	Vacancies
Administration	5.0	0.0
Operations	9.0	2.0
Finance	3.0	1.0
Technical services	2.0	0.0
<b>Total</b>	<b>19.0</b>	<b>3.0</b>
<i>Agency at 84% of staffing capacity</i>		

LRAPA currently maintains 19.0 FTE across four departments. We presently have 16.0 FTE filled, representing 84% of our authorized staffing capacity. Of our three vacant positions, we are actively recruiting to fill two positions, through strategic recruitment efforts.

We are currently recruiting for two key positions: a Finance Specialist (1/2 level) and an Environmental Engineer/Specialist (1/2/3 level). To maximize our candidate pool and ensure we attract the best qualified applicants, we have posted these positions with flexible classification levels that allow us to accommodate varying experience levels. Both postings are available on our website under Careers.

Our recruitment process remains robust, with the Finance Specialist 1/2 closing on September 5<sup>th</sup> and the Environmental Engineer or Specialist closing on September 14<sup>th</sup>. We anticipate conducting interviews shortly after the job postings close, which will bring us back to 95% operational capacity.

The agency continues to prioritize staff development and retention strategies to maintain our skilled workforce, which is essential for protecting air quality in Lane County.

<b>Staff Professional Development, Year-to-Date</b>			
Training	Participation	Completion Date	Provider
Budget Law Training	2	February	Oregon Department of Revenue
Avoiding Communication Pitfalls	1	February	Express
Basic Inspector Training	3	March	WESTAR
Accounts Receivable: Common Routines	1	March	Caselle
Fred Pryor Customer Service Training	1	April	Pryor Learning

<b>Staff Professional Development, Year-to-Date</b>			
<b>Training</b>	<b>Participation</b>	<b>Completion Date</b>	<b>Provider</b>
Intro to Environmental Enforcement training	2	April	Western States Project
Essential Skills Workshop	1	April	Springfield Chamber: Work ready
Community Connect Portal	1	April	Caselle
Workplace Safety: Active Violence Incident	17	May	City of Springfield, Police
New Source Review Process Steps	5	May	Department of Environmental Quality
Incinerators	3	May	WESTAR
Industrial Boilers	5	May	WESTAR
Electrostatic Precipitators	3	May	WESTAR
Ask Us Anything Air Quality	5	May	Department of Environmental Quality
Balancing Payroll Transmittals	1	May	Caselle
Complying with Grants	2	May	Environmental Protection Agency
ASAP Grant Payment Portal training	1	May	US Treasury
Payment Requests in ASAP	1	May	US Treasury
PERS Summer Webinar: Understanding your statement, voluntary contributions and Q&A	1	June	Employer Service Center (ESC)
Caselle: Payroll-Supplemental & Termination checks	1	June	Caselle
Caselle: New Online Payment Portal Management	3	June	Caselle
Ask Us Anything Air Quality	5	June	Department of Environmental Quality
WESTAR Effective Permit Writing course	2	July	WESTAR
EPA Annual Regional State & Local Air Dispersion Modeling Conference	1	July	Environmental Protection Agency
Oregon Annual Asbestos Retreat	2	August	Department of Environmental Quality

**EPA Annual Regional State and Local Air Dispersion Modeling Conference (July 8<sup>th</sup>-10<sup>th</sup>, Virtual)**

Staff attended the EPA's annual workshop focused on air dispersion modeling techniques and regulatory applications, which brings together co-regulatory air permitting agencies to discuss ongoing model development activities and issues affecting air permitting at various government levels.

### **WESTAR Effective Permit Writing course** (July 29<sup>th</sup>-31<sup>st</sup>, Virtual)

Staff completed this comprehensive online training designed for air pollution permitting agencies, covering methods and procedures for effectively drafting and reviewing permit conditions across various permit programs, including practical exercises and application evaluation components.

### **Oregon Annual Asbestos Retreat** (August 19<sup>th</sup>-20<sup>th</sup>, In-person & Virtual)

LRAPA staff participated in the Oregon DEQ's annual asbestos program retreat, which included professional development sessions on soft skills, health and safety refreshers for inspectors, and collaborative discussions on program improvements and tool development.

## **IV.B. Operational Improvements & Innovation**

*This section supports **Goal 6 (Organizational Excellence and Operational Efficiency)** metrics for technology adoption and systems modernization, enhancing our efficiency and effectiveness in serving Lane County.*

LRAPA is working to improve our systems and processes to enhance efficiency and effectiveness. These improvements support our ability to fulfill our mission and provide better service to the public. Current initiatives focus on technology upgrades, document management, and standardized procedures.

Current activities underway:

- **LINFO Database Upgrade:** LRAPA successfully transitioned to our central database system (LINFO) version 3.0 on June 11, 2025, which enhances our permit tracking, complaint management, and reporting capabilities. The system has been fully operational, and staff are actively using it while documenting bugs and identifying needed user-interface and functionality improvements. Progress on system enhancements has been paused since June 2025 due to the retirement of LCOG's internal developer who maintained LINFO under contract with LCOG. LCOG has not yet filled this critical position.

To address this gap, LRAPA is pursuing alternative solutions, including engaging freelance developers to continue system improvements. We are working with LCOG to obtain GitHub access to LINFO's code for both LRAPA and potential freelance developers. We have identified a promising candidate who is a former LRAPA employee and understands our operational needs.

- **Meeting Technology:** LRAPA has transitioned from Zoom to Microsoft Teams for board meetings and public engagement to address persistent audio quality issues experienced with our hybrid meeting setup. While Teams has resolved the audio clarity problems, we are currently experiencing synchronization delays between audio and video feeds. The VA contractor who completed LRAPA's recent office remodel is actively engaged in troubleshooting these technical issues and evaluating solutions to ensure seamless hybrid meeting capabilities for board meetings, staff training, and stakeholder engagement.
- **Standard Operating Procedures (SOPs):** Development of SOPs across all departments is progressing well, with multiple procedures already completed and implemented. Our current focus has shifted to establishing the foundational framework of developing an "SOP for SOPs" that will standardize how procedures are created, revised, referenced, and maintained throughout the organization. This meta-level documentation will be essential in ensuring consistent procedure development and management, supporting both operational consistency and succession planning across the agency.

## V. ENSURING FISCAL RESPONSIBILITY

*Aligns with Financial Stewardship Perspective of goal 7—managing financial resources effectively and transparently.*

### V.A. Budget Performance & Stability

*This section supports Goal 7 (Financial Sustainability and Transparency) metrics for budget variance and maintaining adequate reserves (4 months of operating budget), ensuring LRAPA can fulfill its mission consistently.*

**Please refer to the June 2025 financial update (Agenda item number 7).**

**FY25 Line Items to Note:** These line items are above 100% of the budgeted spending to date.

- **General Fund** – no items to report
- **Special Revenue Fund (Title V) Transfers to General Fund** – LRAPA underbudgeted this line item in the FY25 approved budget. During FY25, the methodology for the Indirect Cost Allocation was refined to more accurately measure the indirect costs related to Title V operations.
- **Grant Fund Capital Outlay and Transfers to General Fund** line items were not delineated in the FY25 Adopted Budget, therefore it appears that these line items are “over budget” on the financials, however, both line items are well within the expected amounts. The total expenditures for the Grant Fund are 46% of the FY25 adopted budget, therefore the error on these two-line items within the adopted budget is of little to no consequence budgetarily speaking.

**FY25 Summary of Expenditures:** Although **100%** of the year has elapsed as of **6/30/25**, spending is below that threshold in each of the LRAPA funds. These are the categories we must consider when asking the question “Were we below or over budget for the year?”:

- **General Fund** Total Actual Expenditures as a % of Budgeted Annual Expenditures: **91%**
- **Special Revenue Fund** Total Actual Expenditures as a % of Budgeted Annual Expenditures: **93%**
- **Grant Fund Total** Actual Expenditures as a % of Budgeted Annual Expenditures: **46%**
- **All Funds Consolidated** Actual Expenditures as a % of Budgeted Annual Expenditures: **75%**

### V.B. Financial Transparency & Reporting

*This section supports Goal 7 (Financial Sustainability and Transparency) metrics for financial reports provided to the Board (target: monthly) and timely audit completion (target: before December 31). Transparency in financial matters builds trust with our stakeholders and ensures accountability.*

Fiscal Year: 2024-2025	Status	Completion Date
Budget	Adopted	June 2024
Prior Year Audit - FY24	Completed	July 2025

Fiscal Year: 2025-2026	Status	Completion Date
Budget	Adopted	May 2025
Prior Year Audit - FY25	Scheduled (delayed due to staff transition within the LRAPA finance team)	Expected December 2025

# VI. BOARD CALENDAR

A tentative review of upcoming initiatives, events, and board business.

2025	2026
<p><b>January</b></p> <ul style="list-style-type: none"> <li>— <del>Preview upcoming appointments on board and committees.</del></li> <li>— <del>Oakridge Air update</del></li> <li>— <del>Remodel update</del></li> </ul> <p><b>January; Work Session</b></p> <ul style="list-style-type: none"> <li>— <del>Discussion of Partner Dues</del></li> <li>— <del>Discussion of Board Goals</del></li> <li>— <del>Discussion of Board Meeting Schedule</del></li> </ul> <p><b>February</b></p> <ul style="list-style-type: none"> <li>— <del>Supplemental Budget for FY'25</del></li> <li>— <del>Appoint new Budget Committee members, and appoint Budget Officer</del></li> <li>— <del>Elect the Board Chair and Vice-Chair</del></li> <li>— <del>Board Goals Review</del></li> <li>— <del>Federal Grant Status Update</del></li> <li>— <del>Remodel Update</del></li> </ul> <p><b>March</b></p> <ul style="list-style-type: none"> <li>— <del>Budget Committee Meeting for FY'26</del></li> <li>— <del>Authorization for Public Comment on SB 5520</del></li> <li>— <del>Board Goals Approval</del></li> <li>— <del>Federal Grant Status Update</del></li> <li>— <del>Remodel Final Update</del></li> </ul> <p><b>April</b></p> <ul style="list-style-type: none"> <li>— <del>Budget Committee Meeting for FY'26; Approve Budget</del></li> <li>— <del>Annual By Rule Fee Schedule</del></li> <li>— <del>Public Comment SB 5520; Report</del></li> </ul> <p><b>May</b></p> <ul style="list-style-type: none"> <li>— <del>Public Hearing of FY'26 Approved Budget, Board Adoption</del></li> <li>— <del>Oakridge Air Update</del></li> <li>— <del>Federal Grants Status Update</del></li> <li>— <del>LRAPA Open House</del></li> </ul> <p><b>June</b></p> <ul style="list-style-type: none"> <li>— <del>Audit Presentation from Isler CPA—FY24</del></li> <li>— <del>Outdoor Burning Season Review</del></li> <li>— <del>Federal Grants Status Update</del></li> <li>— <del>The Permit Life Cycle: Application to Compliance</del></li> </ul> <p><b>July</b></p> <ul style="list-style-type: none"> <li>— <del>Rulemaking Review</del></li> <li>— <del>Federal Grants Status Update</del></li> <li>— <del>Executive Director's Performance Evaluation Process</del></li> <li>— <del>PERS UAL Discussion, Review &amp; Investment Strategy</del></li> <li>— <del>Ozone Review</del></li> <li>— <del>Audit Report</del></li> <li>— <del>FY'24 Audit, Corrective Action Plan</del></li> </ul> <p><b>August</b></p> <ul style="list-style-type: none"> <li>— <del>No Meeting</del></li> </ul> <p><b>September</b></p> <ul style="list-style-type: none"> <li>— <del>Review Local Partner Dues Calculation for FY'27</del></li> <li>— <del>Resolution 25-04; Board Designated LGIP Account</del></li> <li>— <del>Permitting &amp; Federal Standards Rulemaking</del></li> </ul> <p><b>October</b></p> <ul style="list-style-type: none"> <li>— <del>Approve Local Dues Calculation for FY'27.</del></li> <li>— <del>Smoke Management Season Update/Review</del></li> </ul> <p><b>November</b></p> <ul style="list-style-type: none"> <li>— <del>Audit Update, FY'25</del></li> <li>— <del>Home Wood Heatin Season Update</del></li> <li>— <del>Executive Session: Director Performance Evaluation</del></li> </ul> <p><b>December</b></p> <ul style="list-style-type: none"> <li>— <del>No Meeting</del></li> </ul>	<p><b>January</b></p> <ul style="list-style-type: none"> <li>– Preview upcoming appointments on board and committees.</li> <li>– Oakridge Air update</li> <li>– Review budget forecast for FY'2026-2029</li> </ul> <p><b>February</b></p> <ul style="list-style-type: none"> <li>– Supplemental Budget for FY'26</li> <li>– FY'25 Audit Report &amp; Presentation</li> <li>– Appoint new Budget Committee members, and appoint Budget Officer</li> <li>– Elect the Board Chair and Vice-Chair</li> </ul> <p><b>March</b></p> <ul style="list-style-type: none"> <li>– Budget Committee Meeting for FY'26</li> </ul> <p><b>April</b></p> <ul style="list-style-type: none"> <li>– Budget Committee Meeting for FY'27; Approve Budget</li> <li>– Executive Director's Performance Evaluation Process</li> </ul> <p><b>May</b></p> <ul style="list-style-type: none"> <li>– Public Hearing of FY'27 Approved Budget; Board Adoption</li> <li>– Executive Session: Director Performance Evaluation</li> <li>– Oakridge Air Update</li> </ul> <p><b>June</b></p> <ul style="list-style-type: none"> <li>– Outdoor Burning Season Review</li> </ul> <p><b>July</b></p> <ul style="list-style-type: none"> <li>– Rulemaking Review</li> <li>– Review PERS UAL Liability &amp; Investment Strategy</li> </ul> <p><b>August</b></p> <ul style="list-style-type: none"> <li>– No Meeting</li> </ul> <p><b>September</b></p> <ul style="list-style-type: none"> <li>– Review Legislative Short Session.</li> <li>– Review Local Partner Dues Calculation for FY'28.</li> <li>– Wildfire Smoke Management Season Update</li> <li>– Annual Review of Board Designated LGIP Account</li> </ul> <p><b>October</b></p> <ul style="list-style-type: none"> <li>– Approve Local Dues Calculation for FY'28.</li> <li>– Smoke Management Season Update/Review</li> </ul> <p><b>November</b></p> <ul style="list-style-type: none"> <li>– Audit Update, FY'27</li> <li>– Home Wood Heating Season Update</li> </ul> <p><b>December</b></p> <ul style="list-style-type: none"> <li>– No Meeting</li> </ul>

## VII. LRAPA STRATEGIC GOALS REFERENCE SHEET

*These ongoing and sustained goals are designed to ensure comprehensive performance management across four key perspectives. This reference sheet provides an overview of each strategic goal and its associated performance metrics.*

**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.

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

### GOAL 1: 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.

#### Lag Indicators

- % of days in "Good" or "Moderate" AQI categories by monitoring location (target: 95% annually)
- Number of days with PM2.5 or PM10 exceeding NAAQS 24-hour standards (target: 0)
- % of complaints responded to (target: 95%)

#### Lead Indicators

- Number of educational events/programs conducted quarterly (target: 2 per quarter)
- Number of wood heating advisories issued (target: prior to 150 AQI in metro)
- Email listserv growth (target: >3% increase annually)

### GOAL 2: Enhanced Wildfire Smoke Preparedness

Address the increasing threat of wildfire smoke intrusions 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.

#### Lag Indicators

- Response time to publish smoke advisories during events (target: before 1pm on days needed)

#### Lead Indicators

- Maintain LRAPA supported commercial air sensors in Lane County (target: approximately 75)
- State smoke advisory engagement (target: 100% participation)

### GOAL 3: Public Health Protection and Air Quality Education

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.

#### Lag Indicators

- % of area in compliance with NAAQS standards (target: 100%)
- % of permits issued within target timeframes (target: 90%)
- Permit backlog rate (target: <20%)

#### Lead Indicators

- Number of annual Full Compliance Evaluations completed vs. EPA committed (target: 100%)
- % of enforcement actions resolved within 6 months (target: 80%)

**GOAL 4: 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.

Lag Indicators	Lead Indicators
<ul style="list-style-type: none"> <li>- % data completeness for monitoring network (target: &gt;95%)</li> <li>- Timeliness of data reporting to the public and EPA (target: 100% on schedule)</li> </ul>	<ul style="list-style-type: none"> <li>- % of monitors calibrated on schedule (target: 100%)</li> <li>- % uptime for real-time data systems (target: 98%)</li> <li>- Number of monitoring site quality assurance audits completed vs. EPA committed (target: 100%)</li> </ul>

**GOAL 5: 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.

Lag Indicators	Lead Indicators
<ul style="list-style-type: none"> <li>- Number of industry outreach initiatives completed annually (target: 1 per year)</li> <li>- Number of community outreach initiatives completed annually (target: 1 per year)</li> <li>- Number of partner outreach engagements completed annually (target: 5 per year)</li> </ul>	<ul style="list-style-type: none"> <li>- Diversity of inter-agency meetings attended (target: prioritize local, then state, then federal engagements)</li> <li>- Number of monitoring site quality assurance audits completed vs. EPA committed (target: 100%)</li> <li>- Communication frequency with key stakeholders (target: Quarterly communication)</li> <li>- Number of council presentations delivered (target: 1 per jurisdiction annually)</li> </ul>

**GOAL 6: Organizational Excellence and Operational Efficiency**

Strengthen LRAPA's internal systems, workflows, and operational capacity through technology integration, process improvement, and staff development to enhance organizational effectiveness and service delivery.

Lag Indicators	Lead Indicators
<ul style="list-style-type: none"> <li>- Employee satisfaction/engagement scores (target: 85% satisfaction)</li> <li>- Staff retention rate (target: &gt;85% annually)</li> <li>- % completion of internal systems modernization (target: 100% of planned upgrades, e.g. LINFO)</li> </ul>	<ul style="list-style-type: none"> <li>- Number of staff professional development training completed (Target: 2 per staff per year)</li> <li>- Number of staff utilizing advancing technologies in workflows (target: &gt; 50%)</li> </ul>

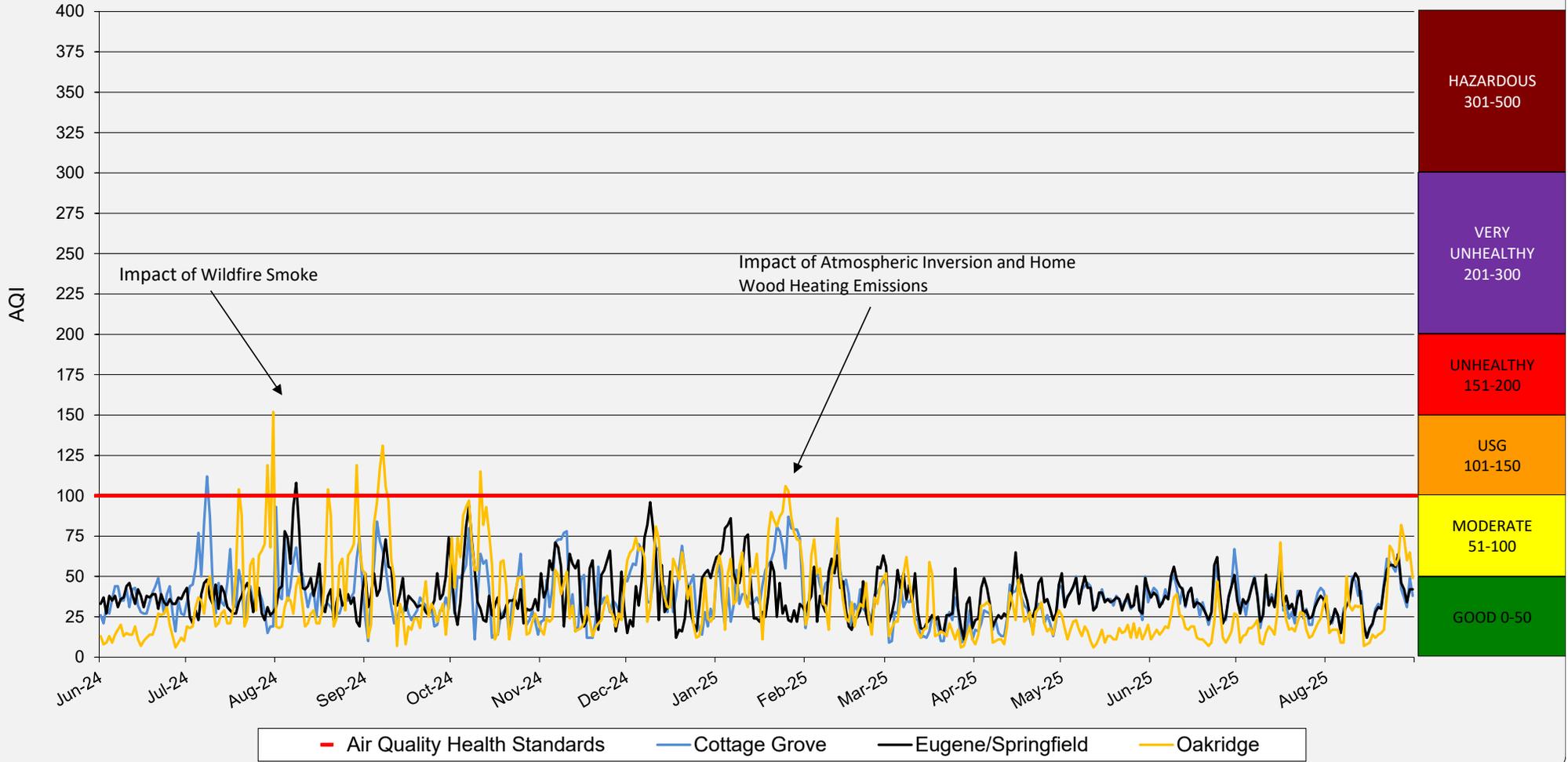
**GOAL 7: Financial Sustainability and Transparency**

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.

Lag Indicators	Lead Indicators
<ul style="list-style-type: none"> <li>- Reserve fund supporting annual operating budget (target: 4 months)</li> <li>- Budget variance (target: within 10% of planned)</li> </ul>	<ul style="list-style-type: none"> <li>- Number of financial reports provided to Board &amp; public (target: monthly to Board)</li> <li>- Audit completed before state deadline (target: Dec. 31)</li> </ul>

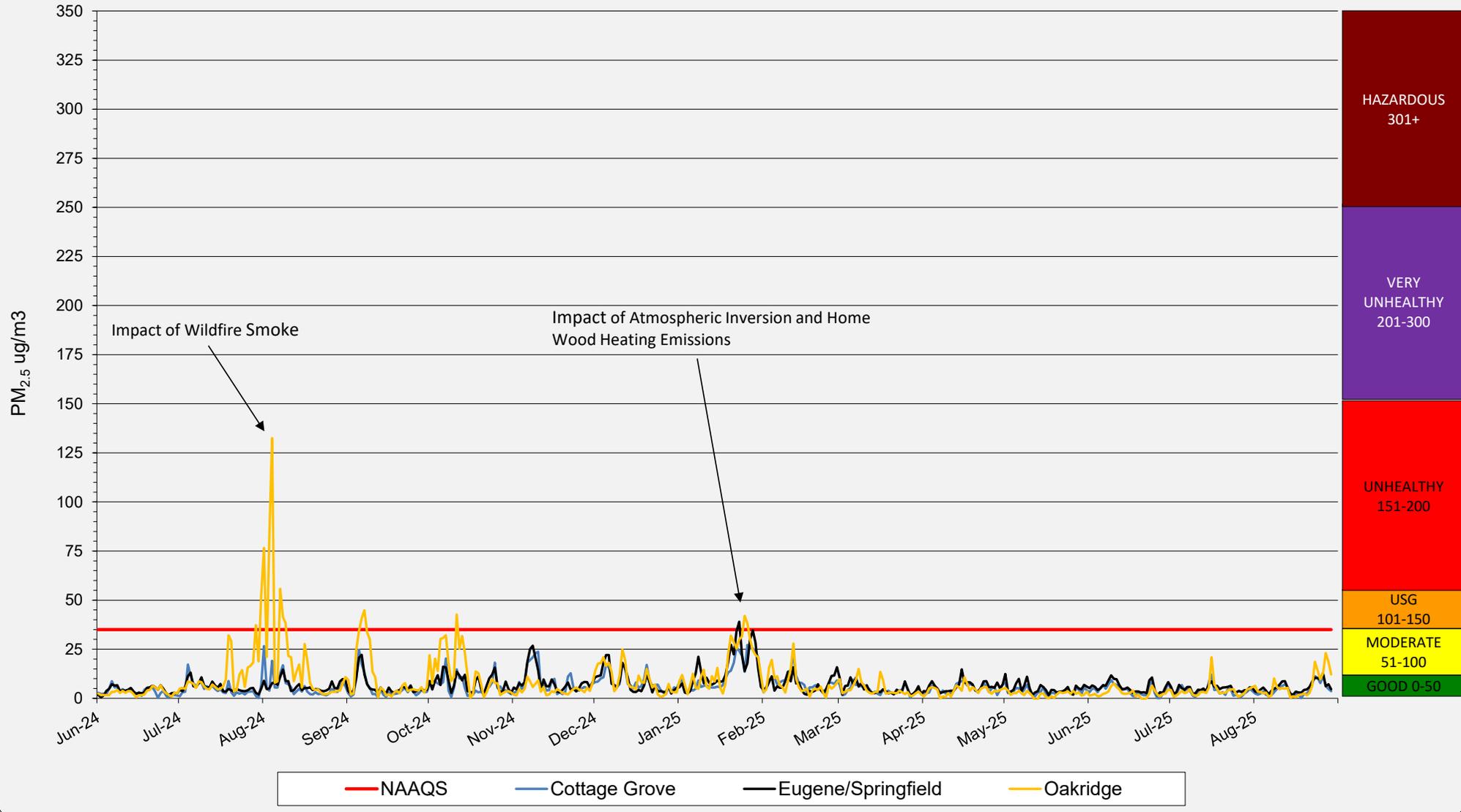
# Daily Air Quality Index Chart

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



# Daily PM2.5 Levels

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



**NEW/OPEN ENFORCEMENT ACTIONS DETAIL REPORT**  
**7/1/2025 -- 8/31/2025**  
**Report of open actions initiated since last report**

**NEW ENFORCEMENT ACTIONS:**

1. REMEDIOS ROMERO (COTTAGE GROVE)
  - A. Violation: Respondent conducted the burning of prohibited materials, including painted wood, metal, tin cans, plastic bags, food waste, plastics fiberglass roofing and general household garbage in a burn barrel.
  - B. Initial Action Taken: NON #3930 issued 08/06/2025
  - C. Subsequent Action: NCP #2025-3930 (\$1,019) issued 08/06/2025:
  - D. Resolution: PENDING
  - E. Source Type: OUTDOOR BURNING
  - F. Initiated By: COMPLAINT

**PENDING (Enforcement actions issued prior to 7/1/2025 with no reporting action in the current reporting period):**

1. DUST 2 DIAMONDS, LLC (SPRINGFIELD)
  - A. Violation: Performed an asbestos abatement project without possessing a license to perform asbestos abatement; openly accumulated friable asbestos-containing materials.
  - B. Initial Action Taken: NON #3908 issued 9/6/2024
  - C. Subsequent Action: NCP #2024-3908 (\$8,400) issued 9/6/2024; request for reduction approved and reduced to \$4,800 with a payment plan of \$100; payments are on schedule.
  - D. Resolution: PENDING
  - E. Source Type: ASBESTOS
  - F. Initiated By: INSPECTION
2. INTERNATIONAL PAPER (SPRINGFIELD)
  - A. Violation: Between January 23, 2024, and June 30, 2024, International Paper Company

failed to implement monitoring required by Title V Operating Permit #208850, issued January 23, 2024. It is alleged that the additional monitoring requirements were not implemented when the permit was issued with the required monitoring was not performed for the first (6) six months of 2024 (1/23/2024 - 6/30/2024).

- B. Initial Action Taken: NON #3920 issued 1/30/2025
- C. Subsequent Action: NCP #2024-3920 (\$9,000) issued 1/30/2025; request for reduction and Supplemental Environmental Project (SEP) under review
- D. Resolution: PENDING
- E. Source Type: PAPER & PULP MILL
- F. Initiated By: SELF REPORTING

**CLOSED ENFORCEMENT CASES Enforcement Actions issued prior to 7/1/2025 and closed in the current reporting period):**

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: NCP #2024-3903 (\$6,800) issued 05/22/2025; 6/20/2025 request for reduction approved and reduced to \$4,200 – paid 8/4/2025
  - D. Resolution: CASE CLOSED on 8/4/2025
  - E. Source Type: METAL FABRICATION AND PAINTINGG
  - F. Initiated By: INSPECTIONS
2. AURORA INNOVATIONS / HYDROFARM (EUGENE)
  - A. Violation: Failure to submit 2023 semi-annual report required by Condition #28 in the ACDP #200053. The 2023 semi-annual report was due February 15, 2024; failure to submit their 2023 ATEI report by July 1, 2024.
  - B. Initial Action Taken: NON #3910 issued 7/31/2024

- C. Subsequent Action: NCP #2024-3910 (\$2,500) issued 04/23/2025: request for reduction approved with a Stipulated and Final Order (SFO) agreement to submit reports by the required due dates and reduced to \$1,600 – paid 8/18/2025
  - D. Resolution: CASE CLOSED on 8/18/2025
  - E. Source Type: FERTELIZER MANUFACTURING
  - F. Initiated By: INSPECTIONS
3. KIM, STEPHEN ROMI (COTTAGE GROVE)
- A. Violation: Outdoor burning of prohibited materials (plastic and household garbage).
  - B. Initial Action Taken: NON #3933 issued 06/25/2025
  - C. Subsequent Action: None – Confirmation from the property owner that the tenants conducting the illegal outdoor burning have been evicted and moved from the property.
  - D. Resolution: CASE CLOSED on 07/02/2025
  - E. Source Type: OUTDOOR BURNING
  - F. Initiated By: COMPLAINT
4. WILDE, DARREL LANE (JUNCTION CITY)
- A. Violation: Outdoor burning of prohibited materials (truck trailer, box springs and clothing).
  - B. Initial Action Taken: NON #3934 issued 06/25/2025
  - C. Subsequent Action: PENDING
  - D. Resolution: PENDING
  - E. Source Type: OUTDOOR BURNING
  - F. Initiated By: COMPLAINT
5. ATEZ, INC. (EUGENE)
- A. Violation: Conducted and completed a friable asbestos abatement project at Cascade Manor without performing air clearance prior to leaving the site.
  - B. Initial Action Taken: NON #3923 issued 05/02/2025

- C. Subsequent Action: NCP #2025-3923 (\$4,865) issued 05/02/2025: request for hearing or reduction approved for \$2,800 – paid 7/15/2025.
  - D. Resolution: CASE CLOSED on 7/15/2025
  - E. Source Type: ASBESTOS
  - F. Initiated By: INSPECTION
6. VALLEY ENVIRONMENTAL DBA VAE LLC (LANE COUNTY)
- A. Violation: Failure to notify LRAPA of date and startup at least 14 days prior to the relocation of a stationary source in accordance with condition 12.6 of Permit No. AQGP-013 General ACDP #208670.
  - B. Initial Action Taken: NON #3927 issued 05/02/2025
  - C. Subsequent Action: NCP #2025-3927 (\$3,200) issued 05/02/2025: request for reduction approved and reduced to \$2,200 – paid 7/14/2025
  - D. Resolution: CASE CLOSED on 7/14/2025
  - E. Source Type: PORTABLE ACI
  - F. Initiated By: LRAPA REPORT REVIEW
7. HARMON, SHARON (EUGENE)
- A. Violation: Outdoor burning in a burn barrel.
  - B. Initial Action Taken: NON #3929 issued 05/22/2025
  - C. Subsequent Action: NCP #2025-3929 (\$550) issued 05/22/2025: request for reduction approved and reduced to (\$-0-) with signed SFO with agreement for the Respondent to permanently remove all burn barrels, with documents providing proof and cease violating LRAPA's outdoor burning rules and regulations; 7/14/2025 submitted proof with receipts of disposal of the burn barrel and sign SFO.
  - D. Resolution: CASE CLOSED on 7/14/2025
  - E. Source Type: OUTDOOR BURNING
  - F. Initiated By: COMPLAINT

8. EMPIRE PROPERTY MANAGEMENT (EUGENE)
  - A. Violation: Respondent allowed open accumulation of friable asbestos containing materials (ACM) in a rental property.
  - B. Initial Action Taken: NON #3932 issued 05/28/2025
  - C. Subsequent Action: Respondent hired an asbestos abatement contractor to abate the friable ACM, the work was confirmed completed on 7/17/2025.
  - D. Resolution: CASE CLOSED on 7/17/2025
  - E. Source Type: ASBESTOS
  - F. Initiated By: COMPLAINT



## **CAC Membership Guide**

### **Lane Regional Air Protection Agency**

Mission: To protect public health, community well-being and the environment as a leader and advocate for the improvement and maintenance of air quality in Lane County.

Established in 1968, the Lane Regional Air Protection Agency (LRAPA) is the local air quality authority for Lane County, Oregon. LRAPA's staff of 18 work to achieve and maintain clean air across the county. Supported by our member entities of Lane County, Eugene, Springfield, Cottage Grove, and Oakridge, and guided by our nine-member Board of Directors, we play an active role in community development and planning. Despite an increase in population and traffic, the air quality for Lane County's metro area has continued to improve since our inception.

LRAPA is responsible for assuring Lane County meets federal National Ambient Air Quality Standards (NAAQS) set by the Clean Air Act. The agency does this by monitoring ambient air and implementing programs to protect air quality. We issue home wood heating advisories, regulate outdoor burning, respond to air quality complaints, and issue operational air permits to industrial and commercial business. LRAPA is also responsible for implementing Cleaner Air Oregon – Oregon's Air Toxics program – in Lane County.

LRAPA is proud of the increased service of monitoring our agency provides. Our agency supports eight government-grade monitoring sites. Two of these sites monitor for ozone, six sites monitor for Particulate Matter, and two sites monitor for Hazardous Air Pollutants. In addition, LRAPA has installed over 90 commercial grade Particulate Matter sensors throughout the county to improve public access to air quality information. In comparison to the similarly sized Salem-Keizer metro and wider Marion County area, Lane County has a higher density of monitoring activities.

LRAPA is the only local clean air agency in Oregon. The rest of the state's air is monitored and regulated by the Oregon Department of Environmental Quality. Being local, LRAPA presents more opportunity for voices in our communities to be recognized, heard, and hold influence over decisions made regarding Lane County's air.

## **Staff Directory**

The Lane Regional Air Protection Agency is operated by a small staff of 18 full-time employees.

Hours: Monday through Friday from 9:00am to 5:00pm, excluding Federal holidays, and the Friday following Thanksgiving.

Address:

1010 Main Street,  
Springfield, OR 97477

Phone:

541-736-1056

(877) 285-7272

Fax: 541-726-1205

Web site : <https://www.lrapa-or.gov/>

Email: [LRAPA@lrapa-or.gov](mailto:LRAPA@lrapa-or.gov)

### **Administration**

Travis Knudsen

*Executive Director*

541-736-1056, ext. 217

[Tknudsen@lrapa-or.gov](mailto:Tknudsen@lrapa-or.gov)

Rachelle Nicholas

*Administrative Manager*

541-736-1056, ext. 233

[Rnicholas@lrapa-or.gov](mailto:Rnicholas@lrapa-or.gov)

### **Compliance & Enforcement**

Colleen Wagstaff

*Enforcement & Asbestos Manager*

541-736-1056, ext. 210

[Cwagstaff@lrapa-or.gov](mailto:Cwagstaff@lrapa-or.gov)

Morgan Kelley

*Field Inspector / Compliance Officer*

541-736-1056, ext. 240

[Mkelley@lrapa-or.gov](mailto:Mkelley@lrapa-or.gov)

Mandy Ramirez

*Field Inspector / Compliance Officer*

541-736-1056, ext. 222

[Mramirez@lrapa-or.gov](mailto:Mramirez@lrapa-or.gov)

### **Finance**

Christina Ward

*Finance Manager*

541-736-1056, ext. 230

[Cward@lrapa-or.gov](mailto:Cward@lrapa-or.gov)

Robbye Robinson

*Finance Specialist & Permit Coordinator*

541-736-1056, ext. 214

[Rrobinson@lrapa-or.gov](mailto:Rrobinson@lrapa-or.gov)

### **Monitoring**

Lance Giles

*Technical Services Manager*

541-736-1056, ext. 229

[Lgiles@lrapa-or.gov](mailto:Lgiles@lrapa-or.gov)

Derek Bowen  
*Field Technician*  
541-736-1056, ext. 212  
[Dbowen@lrapa-or.gov](mailto:Dbowen@lrapa-or.gov)

**Permitting**

Max Hueftle  
*Operations Manager*  
541-736-1056, ext. 231  
[Mhueftle@lrapa-or.gov](mailto:Mhueftle@lrapa-or.gov)

Chris Coulter  
*Permit Writer*  
541-736-1056, ext. 235  
[Ccoulter@lrapa-or.gov](mailto:Ccoulter@lrapa-or.gov)

Ashley Dearden  
*Permit Writer*  
541-736-1056, ext. 234  
[Adearden@lrapa-or.gov](mailto:Adearden@lrapa-or.gov)

Marcia Miller  
*Permit Writer*  
541-736-1056, ext. 236  
[Mmiller@lrapa-or.gov](mailto:Mmiller@lrapa-or.gov)

**Public Affairs**

Matt Sorensen  
*Public Affairs & Project Manager*  
541-736-1056, ext. 209  
[MSorensen@lrapa-or.gov](mailto:MSorensen@lrapa-or.gov)

Heather Gravelle  
*Environmental Coordinator*  
541-736-1056, ext. 245  
[Hgravelle@lrapa-or.gov](mailto:Hgravelle@lrapa-or.gov)

Jaime McEvoy  
*Environmental Coordinator II*  
541-736-1056, ext. 232  
[JMcEvoy@lrapa-or.gov](mailto:JMcEvoy@lrapa-or.gov)



## **LRAPA Oversight**

LRAPA's receives direction and oversight from three independent committees who represent the diverse interests of Lane County's communities.

- **LRAPA's Board of Directors**
- **Citizens Advisory Committee**
- **Budget Committee**

These committees are filled by volunteers in Lane County and the meetings are open to the public.

Upcoming meeting agendas and supporting documents can be found on [LRAPA's Public Calendar](#). Visit the public calendar by clicking the button below.

[Upcoming meeting agendas](#)

Past meeting agendas and the minutes for those meetings are saved into a repository on our Agenda & Minutes webpage. Visit past agendas and minutes by clicking on the button below.

[Past Agendas & Minutes](#)

## **Rules & Regulations**

The Lane Regional Air Protection Agency (LRAPA) was established under Oregon Statute 449 (now 468.A) and approved by the Oregon Sanitary Authority (now Environmental Quality Commission), effective January 1, 1968, to exercise the functions vested by statute within the boundaries of Lane County. LRAPA implements Lane County's air quality regulations through its rules and related programs. LRAPA's rules closely mimic those from the Oregon Department of Environmental Quality (DEQ). Changes to DEQ's rules usually result in subsequent changes to LRAPA's rules because LRAPA's rules cannot be less strict than DEQ.

LRAPA seeks public involvement during the rule development process by conducting informational meetings, holding public hearings, and inviting public comment. Find and search LRAPA's rules and regulations [here](#).

## Board of Directors

LRAPA is governed by a 9-member Board of Directors who represent the diverse interests of their respective locality. Board members are appointed by their corresponding city councils and the Lane County Board of Commissioners. Board seats are divided based upon population size.

A city with more than one member must have one elected official from its governing body but may appoint the rest of its members from the general public within its jurisdiction. Board members serve three-year terms and can be reappointed.

The Board meets monthly, usually at noon on the second Thursday of each month. Most years no meetings are scheduled in August and December. Upcoming meetings and their agendas can be found on the [Public Calendar page](#). Past meeting agendas and minutes can be found on the [Agendas & Minutes page](#).

### Board Members

#### Eugene

Matt Keating

- City Councilor
- Appointed: Jan 2021
- Term expires: City Councilor appointed – no expiration date

Dylan Plummer

- City Council appointee
- Appointed: July 2023
- Term expires: July 2026

Howard Saxion – Chair

- City Council appointee
- Appointed: July 2020
- Term expires: July 2026

Michael Johnston

- City Council appointee
- Appointed: July 2023
- Term expires: July 2026

#### Springfield

Alan Stout

- City Councilor
- Appointed: December 2024
- Term expires: City Councilor appointed – no expiration date

Jared Hensley

- City Council appointee
- Appointed: September 2023
- Term expires: September 2026

#### Cottage Grove

Jim Settelmeyer

- City Councilor
- Appointed: January 2025
- Term expires: City Councilor appointed – no expiration date

**Oakridge**

Bryan Cutchen

- City Mayor
- Appointed: Jan 2023
- Term expires: City Councilor appointed – no expiration date

**Lane County**

David Loveall – Vice-Chair

- Lane County Commissioner
- Appointed: Jan 2023
- Term expires: County appointed – no expiration date

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## Citizens Advisory Committee

### (CAC)

LRAPA's Board of Directors has established an Advisory Committee to advise the Board on matters pertaining to the region, particularly on methods and procedures for the protection of public health and welfare and of property, from the adverse effects of air pollution.

This volunteer committee is made up of 7-15 local Lane County residents from various backgrounds including: public health, agriculture, industry, community planning, fire suppression, and the general public. Advisory Committee members serve three-year terms and can be reappointed.

Meetings are usually at noon on the last Tuesday of each month. Most years no meetings are scheduled in August and December. Upcoming meetings and their agendas can be found on the [Public Calendar page](#). Past meeting agendas and minutes can be found on the [Agendas & Minutes page](#).

### CAC Members

#### Public Health

##### **Vacant**

- Appointed: n/a
- Term expires: n/a

#### Community Planning

**Peter Dragovich** – *Masters in Urban Planning, University of Washington*

- Master in Public Administration, Golden Gate University
- Appointed: March 2022
- Term expires: March 2028

#### Agricultural

**Ben Larson**-*My Brothers' Farm Creswell*

- Appointed: April 2024
- Term expires: April 2027

#### Fire Suppression Agencies

**Chris Cline** – *Oregon Department of Forestry*

- Appointed: March 2022
- Term expires: March 2028

#### Industry

**Jim Daniels** –*Rosboro Springfield*

- Appointed: April 2012
- Term expires: April 2027

**Kelly Wood – Chair, Wildish Sand & Gravel Co.**

- Appointed: August 2018
- Term expires: August 2027

**Evelina Davidova-Kamis – Vice Chair, States Industries**

- Appointed: March 2020
- Term expires: March 2027

**General Public**

**Paul Metzler – Springfield – Central**

- Appointed: March 2021
- Term expires: July 2027

**Michael Koivula – Springfield**

- Appointed: February 2025
- Term expires: February 2028

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## LANE REGIONAL AIR POLLUTION AUTHORITY

### ADVISORY COMMITTEE BYLAWS

Revised 6/14/2006

#### ARTICLE I

##### Purpose - Establishment

- I-1. The Board of Directors of the Lane Regional Air Pollution Authority (Board) has established an Advisory Committee (Committee) to advise the Board in matters pertaining to the region, particularly on methods and procedures for the protection of public health and welfare and of property, from the adverse effects of air pollution

#### ARTICLE II

##### Membership

- II-1. The Committee shall consist of at least seven members, but no more than fifteen, as determined by the Board each year. At least one member shall be appointed as a representative of each of the following interests within the region:
- (a) **Public Health Agencies:** Defined as an individual whose principal occupation has been or is now working in the field of public health or they can demonstrate knowledge of public health issues associated with air quality. Public Health is the practice of protecting and improving the health of a community through preventive medicine, health education, control of communicable diseases, application of sanitary measures, and monitoring of environmental hazards.
  - (b) **Agriculture:** Defined as an individual whose principal occupation has been or is now working in the business of cultivating soil, producing crops, or raising livestock or they can demonstrate knowledge of how agricultural practices affect air quality.
  - (c) **Industry:** Defined as an individual who is employed within a facility that is required to obtain a permit issued under LRAPA's rules.
  - (d) **Community Planning:** Defined as an individual whose principal occupation has been or is now working in the field of community planning or they can demonstrate knowledge of how effective community planning can affect air quality.
  - (e) **General Public:** Defined as an individual who is interested in air quality in Lane County and does not fit the definitions of other interest groups.

- (f) Fire Suppression: Defined as an individual whose principal occupation has been or is now working in the field of fire suppression, such as fire department or an agency with responsibility for fire suppression activities.
- II-2. The goal should be to balance the membership on the Committee by category.
- II-3. Members shall serve for a three-year term and may be reappointed.
- II-4. Members shall be appointed by the Board as vacancies occur on the Committee.
- II-5. Members who miss three consecutive meetings shall be sent a letter requesting a response. If a fourth consecutive meeting is missed with no response, the member will be dismissed from the Committee. Upon receipt of a response, it will be the decision of the Committee members to discuss or allow the member to remain on the Committee.
- II-6. A quorum of the Committee shall be a majority of the number of committee members approved by the board immediately before the meeting begins. If a quorum is present, action is taken by a majority vote of the members present.

### ARTICLE III

#### Officers

- III-1. The officers of the Committee shall be a Chairperson and a Vice-Chairperson and such other officers as considered necessary by the Committee with the approval of the board.
- III-2. The Chairperson shall preside at all meetings of the Committee, plan and superintend the program of the Committee, keep the Board duly informed and carry out its decisions, and perform such other duties as may be designated by the Board.
- III-3. The Vice-Chairperson shall aid the Chairperson in performance of that office's responsibility, and have such further duties as may be designated by the Committee. In the case of the death, resignation, or disability of the Chairperson, the Vice-Chairperson shall perform the duties of the Chairperson for the remainder of the Chairperson's term of disability.
- III-4. The Chairperson shall be considered a voting member.

## ARTICLE IV

### Meetings

- IV-1. The organizational meeting of the Committee shall be held by March 1 of each year. The Committee shall meet at the discretion of the Board of Directors, the Program Director (Director) or the Chairperson of the Committee.
- IV-2. The time and place of the meeting shall be coordinated with the Director of the Lane Regional Air Pollution Authority.
- IV-3. Action of the meeting of the Committee shall be by a majority of those members present and voting.

## ARTICLE V

### Compensation and Expenses

- V-1. No salary or compensation for services shall be paid to any member of the Committee, but members may be allowed actual and necessary expenses incurred in the discharge of their duties as allowed by the Board.

## ARTICLE VI

### Representation of Lane Regional Air Pollution Authority's Position.

- VI-1. No officer or member of the Committee shall represent any position or propose legislation to be that of the Lane Regional Air Pollution Authority without the advance approval of the Board.

## ARTICLE VII

### Minutes and Reports

- VII-1. Minutes shall be kept of all meetings of the Advisory Committee and a copy of the minutes of each meeting shall be delivered promptly to the Board and to each member of the Committee.
- VII-2. By December 1 of each year, the Chairperson shall file with the Director a concise report, summarizing the activities of the current year and the anticipated activities of the ensuing year.

The report shall be distributed to the Board.

## ARTICLE VIII

### Bylaws

- VIII-1. These bylaws may be amended by the Board or by the Committee at any meeting by a majority vote of the members present and voting, with the amendment effective upon the approval of the Board.

## ARTICLE IX

### Rules and Order

- IX-1. Except as otherwise provided herein, meetings of the Committee shall be conducted in accordance with Robert's Rules of Order (Revised).

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## **Budget Committee**

The State of Oregon mandates that all local governments establish Budget Committees made up of citizen members and elected officials. The purpose of the Budget Committee in Oregon is to promote efficiency and economy in the expenditure of public funds. The Budget Committee's role is to help assure that LRAPA's budget document and fiscal practices address priorities that the LRAPA Board approves.

The LRAPA Budget Committee consists of the LRAPA Board of Directors, plus 9 board-appointed citizens representing the same jurisdictions as the board members. Budget Committee members serve three-year terms and can be reappointed.

The Committee meets prior to the March and April Board meetings to review and approve LRAPA's proposed budget document (usually in March and April, but potentially in May if needed) for referral to the Board of Directors for public hearing and adoption at the Board's May or June meeting. Upcoming meetings and their agendas can be found on the [Public Calendar webpage](#). Past meeting agendas and minutes can be found on the [Agendas & Minutes page](#).

View LRAPA's proposed, approved, and adopted budgets on LRAPA's Budget Document webpage.

## Budget Committee Members

### Eugene

#### **Adam Rue**

- Appointed: 2017
- Term expires: 2026

#### **Zach Mulholland**

- Appointed: 2025
- Term expires: 2028

#### **Amanda Dellinger**

- Appointed: 2025
- Term expires: 2028

#### **Vacant**

- Appointed: n/a
- Term expires: n/a

### Springfield

#### **Steve Schmunk – Vice Chair**

- Appointed: 2022
- Term expires: 2028

#### **Ruth Linoz – Chair**

- Appointed: 2022
- Term expires: 2028

### Cottage Grove

#### **Vacant**

- Appointed: n/a
- Term expires: n/a

### Oakridge

#### **Thaddeus Carter**

- Appointed: 2025
- Term Expires: 2028

### Lane County

#### **Paul Metzler**

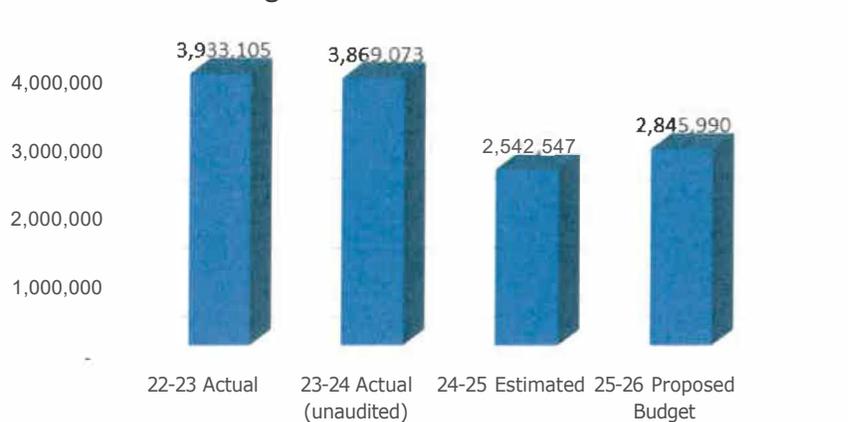
- Appointed: 2023
- Term expires: 2026

# CONSOLIDATED SCHEDULE of RESOURCES, EXPENDITURES, and FUND BALANCES

## ALL FUNDS- FISCAL YEARS 2022-2023 THROUGH 2025-2026

	22-23 Actual	23-24 Unaudited Actual	24-25 Projected Actual	25-26 Approved Budget
Intergovernmental	1,993,349	2,132,970	4,195,700	4,521,476
Partner Fees	195,111	199,048	203,500	211,807
Permits & Fees	1,391,640	1,264,671	1,264,671	1,399,447
Title V Permit Fees	424,247	644,627	793,660	770,500
Miscellaneous	549,744	442,931.96	147,752	106,500
Transfers	40,500	1,275,290	125,000	140,000
<b>Total Revenue</b>	<b>4,594,591</b>	<b>5,959,538</b>	<b>6,730,284</b>	<b>7,149,730</b>
Personnel	2,174,141	2,291,115	2,500,859	2,734,398
Materials and Services	1,905,608	2,107,576	3,893,006	3,708,077
Capital Outlay	34,787	349,589	1,550,000	280,000
Transfers	40,500	1,275,290	160,000	140,000
Contingency	-	-	75,000	122,000
<b>Total Expenditures</b>	<b>4,155,036</b>	<b>6,023,570</b>	<b>8,178,865</b>	<b>6,984,475</b>
Resources over (under)	439,555	(64,032)	(1,448,580)	165,254
<b>Beginning Fund Balance</b>	<b>3,493,550</b>	<b>3,933,105</b>	<b>3,991,127</b>	<b>2,680,736</b>
<b>Ending Fund Balance</b>	<b>3,933,105</b>	<b>3,869,073</b>	<b>2,542,547</b>	<b>2,845,990</b>

Ending Fund Balance - All Funds



# Roberts Rules of Order – Simplified

## Guiding Principles:

- Everyone has the right to participate in discussion if they wish, before anyone may speak a second time.
- Everyone has the right to know what is going on at all times. Only urgent matters may interrupt a speaker.
- Only one thing (motion) can be discussed at a time.

A **motion** is the topic under discussion (e.g., “I move that we add a coffee break to this meeting”). After being recognized by the president of the board, any member can introduce a motion when no other motion is on the table. A motion requires a second to be considered. If there is no second, the matter is not considered. Each motion must be disposed of (passed, defeated, tabled, referred to committee, or postponed indefinitely).

## How to do things:

**You want to bring up a new idea before the group.**

After recognition by the president of the board, present your motion. A second is required for the motion to go to the floor for discussion, or consideration.

**You want to change some of the wording in a motion under discussion.**

After recognition by the president of the board, move to amend by

- adding words,
- striking words or
- striking and inserting words.

**You like the idea of a motion being discussed, but you need to reword it beyond simple word changes.**

Move to substitute your motion for the original motion. If it is seconded, discussion will continue on both motions and eventually the body will vote on which motion they prefer.

**You want more study and/or investigation given to the idea being discussed.**

Move to refer to a committee. Try to be specific as to the charge to the committee.

**You want more time personally to study the proposal being discussed.**

Move to postpone to a definite time or date.

**You are tired of the current discussion.**

Move to limit debate to a set period of time or to a set number of speakers. Requires a 2/3<sup>rd</sup>s vote.

**You have heard enough discussion.**

Move to close the debate. Also referred to as calling the question. This cuts off discussion and brings the assembly to a vote on the pending question only. Requires a 2/3<sup>rd</sup>s vote.

**You want to postpone a motion until some later time.**

Move to table the motion. The motion may be taken from the table after 1 item of business has been conducted. If the motion is not taken from the table by the end of the next meeting, it is dead. To kill a motion at the time it is tabled requires a 2/3<sup>rd</sup>s vote. A majority is required to table a motion without killing it.

You believe the discussion has drifted away from the agenda and want to bring it back.  
 “Call for orders of the day.”

You want to take a short break.  
 Move to recess for a set period of time.

You want to end the meeting.  
 Move to adjourn.

You are unsure the president of the board announced the results of a vote correctly.  
 Without being recognized, call for a “division of the house.” A roll call vote will then be taken.

You are confused about a procedure being used and want clarification.  
 Without recognition, call for "Point of Information" or "Point of Parliamentary Inquiry." The president of the board will ask you to state your question and will attempt to clarify the situation.

You have changed your mind about something that was voted on earlier in the meeting for which you were on the winning side.  
 Move to reconsider. If the majority agrees, the motion comes back on the floor as though the vote had not occurred.

You want to change an action voted on at an earlier meeting.  
 Move to rescind. If previous written notice is given, a simple majority is required. If no notice is given, a 2/3<sup>rds</sup> vote is required.

**Unanimous Consent:**

If a matter is considered relatively minor or opposition is not expected, a call for unanimous consent may be requested. If the request is made by others, the president of the board will repeat the request and then pause for objections. If none are heard, the motion passes.

- **You may INTERRUPT a speaker for these reasons only:**
  - to get information about business –point of information to get information about rules– parliamentary inquiry
  - if you can't hear, safety reasons, comfort, etc. –question of privilege
  - if you see a breach of the rules –point of order
  - if you disagree with the president of the board’s ruling –appeal
  - if you disagree with a call for Unanimous Consent –object

Quick Reference					
	Must Be Seconded	Open for Discussion	Can be Amended	Vote Count Required to Pass	May Be Reconsidered or Rescinded
Main Motion	√	√	√	Majority	√
Amend Motion	√	√		Majority	√
Kill a Motion	√			Majority	√
Limit Debate	√		√	2/3 <sup>rds</sup>	√
Close Discussion	√			2/3 <sup>rds</sup>	√
Recess	√		√	Majority	
Adjourn (End meeting)	√			Majority	
Refer to Committee	√	√	√	Majority	√
Postpone to a later time	√	√	√	Majority	√
Table	√			Majority	
Postpone Indefinitely	√	√	√	Majority	√

## LIST OF ABBREVIATIONS

ACDP - Air Contaminant Discharge Permit

AQMA - Air Quality Management Area

ACS - Applied coating solids

Act - Federal Clean Air Act

ASTM - American Society of Testing and Materials

BDT - Bone dry ton btu - British thermal unit

CAM - Compliance Assurance Monitoring

CAO - Cleaner Air Oregon CD ID - Control device identifier

CEMS - Continuous Emissions Monitoring System

CFR - Code of Federal Regulations

CI - Compression Ignition

CMS - Continuous Monitoring System

CO - Carbon Monoxide

CO<sub>2</sub> - Carbon dioxide

CO<sub>2</sub>e - Carbon dioxide equivalent

COMS - Continuous Opacity Monitoring System

CPDS - Certified Product Data Sheet

CPMS - Continuous parameter monitoring system

DEQ - Department of Environmental Quality

dscf - Dry standard cubic feet

EF - Emission factor

EPA - US Environmental Protection Agency

EU - Emissions Unit

EU ID - Emission unit identifier

FCAA - Federal Clean Air Act

ft<sup>2</sup> - Square foot

FSA - Fuel sampling and analysis

gal - Gallon

GHG - Greenhouse Gas

gr/dscf - Grain per dry standard cubic feet  
(1 pound = 7000 grains)

HAP - Hazardous Air Pollutants as defined by LRAPA title 12

HCFC - Halogenated Chlorofluorocarbons

hr - Hour

ID - Identification number or label

I&M - Inspection and maintenance

lb - Pound

LRAPA - Lane Regional Air Protection Agency

MACT - Maximum Achievable Control Technology

MBF - Thousand board feet

MERV - Minimum efficiency reporting values

MFHAP - Metal fabrication or finishing metal hazardous air pollutants

MM - Million

MMbtu - Million British thermal units

MMCF - Million cubic feet

NA - Not applicable

NESHAP - National Emission Standards for Hazardous Air Pollutants

NOX - Nitrogen oxides

NSPS - New Source Performance Standards

NSR - New Source Review

O<sub>2</sub> – Oxygen

OAR - Oregon Administrative Rules

ODEQ - Oregon Department of Environmental Quality

OPR - Operation

ORS - Oregon Revised Statutes

O&M - Operation and maintenance

Pb - Lead

PCD - Pollution Control Device

PM - Particulate matter

PM<sub>2.5</sub> - Particulate matter less than 2.5 microns in size

PM<sub>10</sub> - Particulate matter less than 10 microns in size ppm - Parts per million

PSEL - Plant Site Emission Limit

psia - pounds per square inch, actual

PTE - Potential to Emit

QIP - Quality Improvement Plan

RICE - Reciprocating Internal Combustion Engine

SACC - Semi-Annual Compliance Certification

SCEMP - Surrogate Compliance Emissions Monitoring Parameter

scf - Standard cubic foot

SDS - Safety data sheet

SER - Significant emission rate

SERP - Source emissions reduction plan

SI - Spark Ignition

SIC - Standard Industrial Code

SIP - State Implementation Plan

SO<sub>2</sub> - Sulfur dioxide ST - Source test

TAC - Toxic air contaminant

TACT - Typically Achievable Control  
Technology

TEU - Toxic Emission Unit

tpy - Tons per year

VE - Visible emissions

VMT - Vehicle miles traveled

VOC - Volatile organic compounds

yr - A period consisting of any 12-  
consecutive calendar month

DRAFT