



AGENDA

LANE REGIONAL AIR PROTECTION AGENCY
BUDGET COMMITTEE MEETING
MONTHLY BOARD OF DIRECTORS MEETING

THURSDAY MARCH 13, 2025

11:00 A.M.

Virtual Participation

By Video: <https://us02web.zoom.us/j/82551664224>

By Audio: +1 253 215 8782

Meeting ID: 825 5166 4224

In-Person Participation

LRAPA

1010 Main Street

Springfield, OR 97477

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

BUDGET COMMITTEE MEETING

1. **Call to Order/Roll Call** (11:00 a.m.)
2. **Introductions** (11:05 a.m.)
3. **Election of Budget Chair & Vice-Chair** (11:10 a.m.) Action
4. **Proposed Budget Presentation** (11:15 a.m.) Information
5. **Q & A** (11:40 a.m.) Discussion
6. **Consideration of Budget Approval** (11:50 a.m.) Action
7. **Adjournment** of LRAPA Budget Committee Meeting (12:00 p.m.)

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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 Antidiscriminación de LRAPA a accessibility@lrapa.org o llame a la oficina de LRAPA al 541-736-1056.



**LANE REGIONAL AIR PROTECTION AGENCY
BUDGET COMMITTEE
MEETING MINUTES
MARCH 13, 2025**

MEETING VIA ZOOM / LRAPA OFFICE, SPRINGFIELD OREGON

| ATTENDANCE | |
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| BUDGET COMMITTEE PRESENT: | STAFF PRESENT: |
| Ruth Linoz, Chair | Travis Knudsen, Executive Director |
| Steve Schmunk, Vice-Chair | Lance Giles, Technical Services Manager |
| Thaddeus Carter | Max Hueftle, Operations Manager |
| Bryan Cutchen | Rachelle Nicholas, Administrative Manager |
| Amanda Dellinger | Matt Sorensen, Public Affairs and Project Manager |
| Jared Hensley | Colleen Wagstaff, Asbestos & Enforcement Manager |
| Michael Johnston | Christina Ward, Finance Manager |
| David Loveall | Heather Gravelle, Administrative Assistant |
| Zach Mulholland | Karyssa Dubach, Finance Specialist |
| Dylan Plummer | Mandy Ramirez, Field Inspector/Compliance Officer |
| Adam Rue | Robbye Robinson, Finance Specialist |
| Howard Saxion | |
| Alan Stout | |
| ABSENT/EXCUSED: | OTHERS PRESENT: |
| Matt Keating | None. |
| Paul Metzler | |
| Jim Settlemeyer | |
| AGENDA | ACTION |
| REGULAR MEETING | |
| 1. Call to Order. | The Budget Committee meeting was called to order at 11:22 a.m. |
| 2. Introductions. | The Committee meeting commenced with a round of introductions of members and Staff. |

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| 3. Election of Budget Chair & Vice-Chair. | <p>MOTION: Director Saxion moved, and Director Loveall seconded to elect Ruth Linoz as Chair of the Budget Committee. The motion passed unanimously.</p> <p>MOTION: Director Johnston moved, and Director Loveall seconded to elect Steve Schmunk as Vice-Chair of the Budget Committee. The motion passed unanimously.</p> |
| 4. Proposed Budget Presentation. | <p>Travis Knudsen, Executive Director and Christina Ward, Finance Manager, provided the proposed budget presentation.</p> <p>Total budget: \$7,670,315</p> <ul style="list-style-type: none"> • General: \$3,587,293 • Special Revenue (Title V): \$725,060 • Grants: \$3,357,962 <p>Key points:</p> <ul style="list-style-type: none"> • Adding 1 FTE (19→20) • Succession planning for three senior staff • 3% COLA increase • Focus on wildfire response, Cleaner Air Oregon, and grant management • \$2M projected ending balance for FY 2025-26 |
| 5. Q & A. | <p>Mr. Knudsen noted that due to time limitations, committee members could submit their questions now or later via email. Staff will compile responses to all inquiries and distribute them to the committee by the following Friday.</p> <p>Mr. Mulholland asked what can be done to stabilize the budget in terms of lowering expenses or additional revenue and what is the timeline to stabilize it, so we are rejecting deficits moving forward.</p> <p>Director Loveall inquired about the completion timeline for the Oakridge Grants. He also asked whether there was any budgetary resistance to the partner dues increase. Additionally, he questioned if it was reasonable to expect a reduction in asbestos inspections moving forward.</p> <p>Mr. Schmunk expressed concern about potential changes to EPA funding levels. He also inquired whether staff</p> |

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| | <p>reductions would be necessary if grant funds were discontinued, or if alternative funding sources would be identified. Schmunk noted he had an additional question regarding PERS which he would submit separately.</p> <p>Chair Linoz inquired about potential new funding sources that might be available in the future.</p> <p>Director Johnston suggested conducting an in-depth discussion of PERS at the next meeting.</p> <p>Mr. Knudsen stated that members could email any additional questions to staff, and responses would be provided by Friday, March 21, 2025.</p> |
| 6. Consideration of Budget Approval. | The Budget Committee is set to convene on April 10, 2025, for further review and consideration of the proposed budget. |
| 7. Adjournment of LRAPA Board Meeting | Chair Linoz adjourned the Budget Committee meeting at 12:00 p.m. |

(Minutes recorded by Heather Gravelle)