



A G E N D A

LANE REGIONAL AIR PROTECTION AGENCY MONTHLY BOARD OF DIRECTORS MEETING

THURSDAY JUNE 11, 2026

EARLY Start Time- 12:00 P.M.

Virtual Participation

Microsoft Teams

[Join the meeting now](#)

Meeting ID: 249 549 848 574 17

Passcode: 4cJ3Z9MJ

In-Person Participation

LRAPA

1010 Main Street

Springfield, Oregon 97477

[Note: Start times for agenda items are approximate]

CALL TO ORDER:

1. **Call to Order/Roll Call** (12:00 p.m.)
2. **Adjustments to Agenda** (12:00 p.m.)
3. **Public Participation (time limited to three minutes per speaker)** (12:05 p.m.)
(Note: This is an opportunity for the public to speak on both scheduled and unscheduled items. The Board may not act at this time but, if it is deemed necessary, place such items on future agendas. Issues brought up under this agenda item are to be limited to three minutes speaking time by the person raising the issue. If additional time is necessary, the item may be placed on a future agenda.)
4. **Comments from Board Members** (12:10 p.m.)
(Note: This is an opportunity for Board Members to speak on items from today's public comments or written comments they have received. The board may not act at this time but if it deems necessary place such items on future agendas.)
5. **Approval of Meeting Minutes** (12:15 p.m.) *Action*
 - A. May 14, 2026 Meeting Minutes
 - B. Board Discussion
6. **LRAPA Board of Directors Executive Session** (12:20 p.m.) *Information*

The Lane Regional Air Protection Agency's Board of Directors will now meet in executive session pursuant to ORS 192.660(2)(f), for the purpose of considering information and records that are exempt from disclosure by law, including written advice by counsel.
7. **Directors Report** (12:50 p.m.) *Information*
 - A. Travis Knudsen
 - B. Directors Report
 - C. Board Discussion

- 8. Citizens Advisory Committee (1:00 p.m.)** *Information*
- A. Kelly Wood
 - B. Report including recommendation on Title 43 Asbestos Rules
 - C. Board Discussion
- 9. Approval of Financial Report (1:05 p.m.)** *Action*
- A. Travis Knudsen
 - B. April 2026 Financial Report
 - C. Board Discussion
- 10. Rivers to Ridges Rx Burning (1:10 p.m.)** *Information*
- A. Matt Sorensen
 - B. Presentation
 - C. Board Discussion
- 11. General Fund Revenue Strategy (1:25 p.m.)** *Information*
- A. Travis Knudsen
 - B. Staff Report & Presentation
 - C. Board Discussion
- 12. Future Board Agenda Items (1:55 p.m.)** *Information*
- A. Director Keating
 - B. Staff Report
 - C. Board Discussion
- 13. Adjournment (2:00 p.m.)**

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

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



**BOARD OF DIRECTORS
MEETING MINUTES
JUNE 11, 2026
MEETING VIA TEAMS / LRAPA OFFICE, SPRINGFIELD OREGON**

ATTENDANCE	
BOARD PRESENT:	STAFF PRESENT:
Matt Keating, Chair	Travis Knudsen, Executive Director
David Loveall, Vice-Chair	Chris Coulter, Permit Writer
Bryan Cutchen	Max Hueftle, Operations Manager
Jared Hensley	Lance Giles, Technical Services Manager
Michael Johnston	Jaime McEvoy, Environmental Coordinator 2
Dylan Plummer	Rachelle Nicholas, Administrative Manager
Howard Saxion	Mandy Ramirez, Field Inspector & Compliance Officer
Alan Stout	Robbye Robinson, Finance Specialist
	Matt Sorensen, Public Affairs & Project Manager
	Colleen Wagstaff, Enforcement & Asbestos Manager
BOARD ABSENT/EXCUSED:	OTHERS PRESENT:
Jim Settlemeyer, Excused	Kelly Wood, Citizens Advisory Committee (CAC) Chair
	Ron Shaheen, Community Member
	Paul Gordon, City of Eugene Parks & Open Space
	Ian Appow, Upper Willamette Soil & Water Conservation District
	Ed Alverson, Lane County Parks

AGENDA	ACTION
REGULAR MEETING	
1. Call to Order/Roll Call	Chair Keating called the regular meeting to order at 12:00 p.m. Roll call was conducted and a quorum was confirmed.
2. Adjustments to Agenda	None.
3. Public Participation A. Comments on an Item on Today's Agenda B. Comments on a Topic Not Included on Today's Agenda	Ron Shaheen addressed the Board regarding two-cycle gas-powered leaf blowers. Kelly Wood , CAC Chair, clarified for the Board that the CAC's work on this topic resulted in outreach and education materials, including a flyer promoting the benefits of electric alternatives, rather than a formal report.

4. Comments from Board Members	Chair Keating recognized that the meeting marked Director Saxion's final Board meeting after six years of service on the LRAPA Board of Directors. Chair Keating acknowledged Director Saxion's background as a scientist and his consistent practice of asking probing questions on enforcement, Title V, budget, and community matters that strengthened staff's work and the Board's deliberations. Director Saxion addressed the Board and staff. He reflected on 14 years of continuous public service in Eugene, including two terms on the City's Sustainability Commission and service on the Envision Eugene Technical Advisory Committee, before joining the LRAPA Board. He acknowledged that the past several years had been particularly challenging, with the agency experiencing four executive directors and significant staff turnover. He commended staff for their professionalism and perseverance through those transitions and thanked fellow Board members for their dedication in navigating organizational and leadership challenges. He expressed confidence that LRAPA staff and the Board are well-positioned to address future challenges, including pressures at the federal level affecting public health and environmental institutions. Vice-Chair Loveall, Director Cutchen, Director Saxion, and other Board members offered remarks recognizing Director Saxion's leadership, mentorship, and steady presence during a turbulent period for the agency. Travis Knudsen, Executive Director, expressed personal appreciation for Director Saxion's mentorship. Chair Keating closed by quoting Director Saxion's own words from a 2020 public comment in which he stated that no role of government matters more than protecting public health, welfare, and the environment. Director Stout shared that he and his family are expecting a baby girl in November.
5. Approval of Meeting Minutes A. May 14, 2026 Meeting Minutes B. Board Discussion	MOTION: Vice-Chair Loveall moved, and Director Saxion seconded to approve the May 14, 2026 Meeting Minutes. The motion passed unanimously.
6. LRAPA Board of Directors Executive Session	The Board convened in executive session pursuant to ORS 192.660(2)(f) for the purpose of considering information and records exempt from disclosure by law, including written advice by counsel. No action was taken in executive session. Chair Keating gavelled the Board back into the public portion of the meeting.
7. Directors Report A. Travis Knudsen B. Directors Report C. Board Discussion	Travis Knudsen, Executive Director, presented the Director's Report for May 2026. He noted that all 30 days in May recorded Good air quality values across LRAPA's monitoring network, including ozone, as the region moved into warmer months. Community Engagement: Mr. Knudsen reported that he and Matt Sorensen, Public Affairs & Project Manager, participated in the We Are

	Bethel community celebration. LRAPA has also been coordinating with Lane County Public Health to share AQI guidance for child care providers in anticipation of wildfire smoke season. Permitting Operations: Staff continued investments in training, including Western States Air Resources Council (WESTAR) courses covering industrial boilers, stationary gas turbines, mines, landfill gas controls, and fugitive dust emissions. The permit backlog remained in the single digits to low teens across all permit categories. Finance: Mr. Knudsen expressed appreciation for Finance Specialist Robbye Robinson's continued work holding down the finance function with support from Administrative Manager Rachelle Nicholas. He reported that interviews for the Finance Manager position were held the prior week and indicated cautious optimism about the outcome. He also noted that Eric Kytola, a CPA experienced in supporting municipalities and government entities, has been engaged to assist with bank reconciliations through fiscal year close. As of the report date, the agency was 83% through the elapsed fiscal year with 54% of the annual budget expended. Recruitment: Recruitment for an Environmental Coordinator position is underway. The first application review closed June 5, and Mr. Sorensen is serving as hiring manager. Director Cutchen asked about the status of the annual audit. Mr. Knudsen explained that the auditors conducted an interim audit visit the prior day, which involved a larger-than-typical sample size. Staff provided the requested materials and had productive conversations regarding internal controls. The audit remains in progress. No further comments or questions were raised by Board members.
8. Citizens Advisory Committee A. Kelly Wood B. Report including recommendation on Title 43 Asbestos Rules C. Board Discussion	Kelly Wood, CAC Chair, reported on the most recent CAC meeting. The committee completed its review of the Title 43 asbestos rulemaking, including examining how member comments had been addressed. Public members participated in the meeting. The committee also reviewed the public notice for the rulemaking and reached consensus that it adequately communicated the intent and was ready to proceed to the next stage.
9. Approval of Financial Report A. Travis Knudsen B. April 2026 Financial Report C. Board Discussion	Mr. Knudsen presented the April 2026 Financial Report. He noted the agency is 83% through the elapsed fiscal year with 54% of the annual budget expended. Footnoted variances highlighted personnel services for both the general fund and special revenue fund, which are operating under budget but within the 90% threshold warranting notation. Mr. Knudsen noted that April monthly reconciliation is still pending, with Eric Kytola assisting in completing reconciliations through fiscal year close. Federal and state revenue drawdowns are expected to be completed by fiscal year end; Mr. Knudsen indicated he is holding off on certain federal ASAP drawdowns until documentation is fully aligned with 2 CFR Part 200 reimbursement requirements.

	MOTION: Vice-Chair Loveall moved, and Director Johnston seconded to approve the April 2026 Financial Report. The motion passed unanimously.
10. Rivers to Ridges Rx Burning A. Matt Sorensen B. Presentation C. Board Discussion	Mr. Sorensen introduced three guests representing the Rivers to Ridges (R2R) Burning Group: Paul Gordon, City of Eugene Parks and Open Space Division; Ian Appow, Upper Willamette Soil & Water Conservation District and current lead facilitator for the R2R Burning Group; and Ed Alverson, Natural Areas Coordinator, Lane County Parks. The presenters provided an overview of the Rivers to Ridges Partnership, a voluntary coalition of 21 partners formed in 2008, including non-profit organizations, watershed councils, land trusts, and key stakeholders including the Confederated Tribes of Grand Ronde. The partnership's vision focuses on sustaining healthy ecosystems, connecting people to nature, and stewarding the urban-rural interface, including reducing fuel loads to promote fire-adapted landscapes. Since 1986, the partnership has cumulatively burned over 6,300 acres across approximately 80 sites, involving 8 to 12 active partner organizations in a typical year. The presenters noted that 300 to 500 acres per year represents a strong outcome, against a proposed annual target of up to 1,500 acres. The presenters described their air quality coordination process, which includes monthly planning meetings at the LRAPA office and submission of a combined permit packet that LRAPA reviews to issue open burn letters. Director Plummer commended the program and the integration of cultural burning and indigenous community involvement. He expressed interest in opportunities for Board members to observe a prescribed burn. Mr. Appow noted that LRAPA's partnership role is recognized as a model: R2R is the only county-level burn group in Oregon operating outside of DEQ's jurisdiction, and its coordinated permitting process has been highlighted at an international conference as an example of effective multi-agency collaboration.
11. General Fund Revenue Strategy A. Travis Knudsen B. Staff Report & Presentation C. Board Discussion	Mr. Knudsen presented an overview of structural financial pressure on LRAPA's general fund. He described a roughly 3% annual gap between cost growth (approximately 5.5%, driven by personnel costs, PERS biennial rate adjustments, and health insurance increases) and revenue growth (approximately 2.5%, primarily from fees and partner dues). The presentation included projections showing that the agency will need approximately \$1 to \$1.3 million in additional general fund reserves between fiscal years 2028 and 2031 to maintain a positive annual net position by fiscal year 2030. Reserve policy requires maintaining a minimum of four months of operating reserves. Mr. Knudsen reviewed several potential revenue strategies, including increases to partner dues (currently approximately \$218,000 or 7% of general fund revenue, indexed to CPI), EPA and state general fund

	contributions (which have remained largely flat for decades), philanthropic foundation development, and contract permitting under House Bill 4102. He noted practical and structural challenges with each option. Due to time constraints, the presentation was not completed. Director Saxion and other Board members indicated a need for more substantive discussion. Director Plummer moved to continue the item as a top agenda item at the July meeting, where a new Board member representing Eugene, Dr. Ngo from the University of Oregon, will also be seated. The Board concurred. Chair Keating noted that Directors Johnston and Plummer were reaffirmed as Eugene representatives and welcomed the incoming member.
12. Future Board Agenda Items	General Fund Revenue Strategy was confirmed as a top agenda item for the July Board meeting.
13. Adjournment	Chair Keating adjourned the Board of Directors meeting at 2:03 p.m.

(Minutes recorded by Matt Sorensen)



Director's Report for May 2026

Meeting Date: June 11, 2026
Department: Director's Office
lrapa-or.gov

Agenda Item No. 7
Staff Contact: Travis Knudsen
541-736-1056 ext. 217

I. EXECUTIVE HIGHLIGHTS

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

EXECUTIVE SUMMARY

May carried LRAPA from a quiet spring into wildfire-season readiness. Air quality across Lane County held steady as ozone season opened on May 1, and staff turned toward the work that defines the months ahead.

Wildfire smoke preparation is underway. Staff joined the EPA and Northwest air agencies for Wildfire Smoke Ready Week, reached more than 300 families at the We Are Bethel celebration, and presented alongside Lane County Public Health to 40 local child care providers on protecting young children from smoke. The agency hosted the Rivers to Ridges ecological burn group as it prepares for the 2026 prescribed burn season, and the countywide outdoor burning season closed on May 31. Each of these cultivates public understanding and the habits of smoke awareness that help people change behavior, reduce their exposure, and protect their health.

Permitting staff invested in training through May, completing WESTAR courses on industrial boilers, stationary gas turbines, landfill gas control, and fugitive VOC emissions. This depth reinforces LRAPA's technical perspective in the review and inspection of its 15 Title V and roughly 275 ACDP sources. Backlog remains in the single digits to low teens across all permit categories, which keeps the agency responsive to the businesses it serves and the timelines they depend on.

The finance transition is steady. Finance Specialist Robbye Robinson is carrying day-to-day operations with strong support, and staff continue to refine the internal processes and systems that keep finance running smoothly. The larger subsidiary ledger correction waits for a Finance Manager to be in place. Interviews for that position were held June 4 and 5, and an Environmental Coordinator recruitment closed June 5. The Pauly Rogers interim audit is progressing well, with the on-site visit set for June 10 and the formal FY26 audit beginning August 1. Eric Kytola continues to provide interim accounting support.

Financially, the agency remains in a sound position. The General Fund is net positive through April, and all-funds spending sits at 54% of the annual budget against an 83% year-elapsed mark. Reserves continue to meet the Board's four-month policy. Today's agenda includes the General Fund revenue strategy discussion the Budget Committee requested in April, a longer look at how the agency funds its work over the next several years.

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 April 2026

*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).*

April

Site	Date	Max AQI	Pollutant
Eug/Spfld	25-Apr-26	44	O3
Oak	8-Apr-26	32	PM
CottGrv	29-Apr-26	45	O3

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

Attachment No. 1: Air Quality Index (AQI) charts for Lane County (April 2026)

Attachment No. 2: PM2.5 index charts for Lane County (April 2026)

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 “(#)”

May 31, 2026
Smoke complaints: 37
35 - Outdoor Burning (30)
0 - Home Wood Heating
1 - Recreational Fire
1 - Slash Burn
0 - Ecological or Agricultural Burn
Industry: 8
4 - International Paper (2)
4 - Unspecified
Asbestos: 2
Notable: 7
4 - Unknown (2)
2 - Fugitive Dust
1 - Other- Idling Train Engine Creswell
Total: 54

Category	2021	2022	2023	2024	2025	2026
Asbestos	9	22	10	12	21	14
Agricultural Activity	7	2	3	3	22	2
Ecological Burn	0	0	0	0	2	0
Fugitive Dust	26	12	7	8	17	9
Home Wood Heating	57	67	52	39	70	16
Industry	336	198	97	75	108	26
Miscellaneous	31	80	62	91	95	15
Outdoor Burning	243	292	254	253	266	189
Slash Burning	10	6	12	9	3	1
Unknown	71	45	65	79	136	29
Total:	798	725	587	601	768	301

*Notes: LRAPA received 54 complaints in May 2026. Outdoor burning complaints were the largest in May at 36. Industry complaints increased to 8 vs 3 in April.

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
Nov. 1, 2025	Mar. 1, 2026	Eugene/Springfield UGB; Oakridge	Full Prohibition	By Rule, Title 47-015(2)
Dec. 30, 2025	Jan. 1, 2026	All Lane County	Full Prohibition	Air Stagnation

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	17	0
Oakridge	11	0

The home wood heating season, which is closed during the summer months, officially reopened on October 1st. No curtailment days have been needed this season as air quality conditions remain favorable since October.

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
20B25-11-01	November 17, 2025	Casey Jones	82578 Sprague Ln	Dexter	50 cubic yards
20B25-11-02	November 17, 2025	U.S. Fish & Wildlife	Hwy 36 & Alvadore Road	Ecological Burning	28 cubic yards
20B25-12-01	December 2, 2025	Scott Gielish	32960 Dillard Rd	Land-clearing	60 cubic yards
20B25-12-02	December 2, 2025	Scott Gielish	T18S R3W sec. 33 Next door to 32960 Dillard Rd	Forest type debris	500 cubic yards
20B25-12-03	January 5, 2026	Willamalane Park & Rec District	205 Dorris Street, Springfield	Land-clearing	30 cubic yards
20B25-12-04	January 5, 2026	Port of Siuslaw	Map & Taxlot # 18-11-19-00-0011-00 (Rose Hill Rd), Florence	Land-clearing & demolition debris	69 cubic yards
20B26-01-02	January 26, 2026	Robbie Garcia	85393 Glenada Road	Land-clearing	60 cubic yards
20B26-03-01	March 24, 2026	Friends of Buford Park & Mt. Pisgah	Howard Buford Rec area - North Bottomlands, Meadowlark East	Forest slash debris	49 cubic yards
20B26-04-01	April 16, 2026	Chip Linn	82554 Siltcoos Station Road, Florence	Land-clearing debris	100 cubic yards
20B26-04-02	April 16, 2026	Clarence Dishner	T17S R12W Sec 25 TL 2604 on Ben Bunch Road, Florence	Land-clearing debris	70 cubic yards
20B26-04-03	April 27, 2026	Emerald Coalition	18707 Pataha Rd., Walton	Dimensional wood for a ceremonial burn	7 cubic yards
20B26-05-01	May 13, 2026	Nick Hong	80418 McKenzie Hwy, Springfield	Land clearing debris	26 cubic yards
20B26-05-02	May 19, 2026	Pete Carpani	Aspen Ridge Road, Veneta - Map and Tax Lot # 17-06-36-34-800	Forest slash/land clearing debris	10 cubic yards

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
09-29-2025	09-30-2025	W. Lane County & Intermittent Eug/Spring	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
09-29-2025	Moon Complex Fire & Emigrant Fire	Yes
03-31-2026	Wildfire Pre-Season Core Team Meeting	n/a
05-07-2026	Wildfire Smoke Pre-Season Call	n/a

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	Reporter	Topic
1-5-2026	Register Guard	Alan Torres	Amazon purchases \$2M lot for e-commerce LINK
1-6-2026	Lookout	Michael Zhang	Deed shows land owned by Amazon LINK
1-7-2026	DJC Oregon	Alan Torres	Amazon purchases \$2M lot LINK
1-9-2026	KEZI	News Staff	Air stagnation & Yellow HWH LINK
1-9-2026	KLCC	News Staff	Air stagnation & Yellow HWH LINK
1-13-2026	Prism News	Elena Rodriguez	Air stagnation & Yellow HWH LINK
1-16-2026	Register Guard	Alan Torres	Freezing Temps and AQ LINK
2-4-2026	Lookout	Ashli Blow	Tear-gas effects on Air Quality LINK
2-20-2026	Register Guard	Alan Torres	Eugene weighs 2 versions of industrial health standards LINK
3-19-2026	KEZI	News Staff	Mohak Valley Fire Chief Urges Good Outdoor Burn Practices LINK
3-20-2026	Daily Dispatch	News Staff	Mohak Valley Fire Chief Urges Good Outdoor Burn Practices LINK
4-22-2026	Lookout Eug-Spring	Ashli Blow	J.H. Baxter's pollution lingers near thousands in Bethel LINK

Media Log

Date	Media	Reporter	Topic
4-22-2026	Lookout Eug-Spring	Ashli Blow	Eugene-Springfield ranks No. 2 for worst air in U.S., lung association says LINK
4-22-2026	KEZI	Tayten Torgimson	Eugene-Springfield area ranks among worst U.S. cities for air pollution LINK
4-23-2026	KMTR	Tiffany Lewis	Air agency cites wildfire smoke as key factor in Lung Association F grade LINK
4-23-2026	KVAL	Tiffany Lewis	Air agency cites wildfire smoke as key factor in Lung Association F grade LINK
4-28-26	KLCC	Brian Bull	Air Quality for Eug. Spring. Listed among worst in US LINK
5-29-26	KEZI	News Staff	Burn ban starts May 31 in Lane County LINK
5-29-26	KMTR	News Staff	Burn ban starts May 31 in Lane County LINK
5-29-26	KLCC	News Staff	Burn ban starts May 31 in Lane County LINK
5-29-26	KVAL	News Staff	Burn ban starts May 31 in Lane County LINK
6-1-26	KVAL	News Staff	LRAPA urges prep for wildfire smoke LINK
6-1-26	KEZI	News Staff	Wildfire Smoke prep week LINK

Springfield Chamber State of Business (May 21st, U of O Alumni Center)

Matt Sorensen, Public Affairs Manager, attended the Springfield Chamber's annual State of Business event with over 100 community leaders. A review of Oregon's economic outlook, business climate and policy landscape. Presenters: John Tapogna, President of the Oregon Business Council, Karl Scholz, President of the University of Oregon, and Tim Knopp the Chief Prosperity Officer for the State of Oregon. Used for networking and connecting with community members and industry sources.



Active Bethel Community, We are Bethel Celebration Booth (May 30th, Petersen Park)

LRAPA hosted an informational booth for over 300 guests from 12pm to 4pm. The focus was engaging kids and parents on the Air Quality Index (AQI) and small behavior changes they can make to minimize the harmful impacts of wildfire smoke this summer. The AQI chart developed with Lane County Public Health was handed out in addition to prizes from spinning the prize wheel.

County Wide Close of Outdoor Burning Season (May 31st)

The Lane Fire Defense Board and the OR Dept. of Forestry notified LRAPA to close outdoor burn season on May 31st at 6pm. LRAPA's press release was ran by all 4 major local television stations in addition to KLCC radio and social media posts that were seen by over 2,000 people.



Wildfire Smoke Ready Week (June 1st to 5th)

LRAPA joined members from the EPA, Northwest Air Quality Communicators (NWAQC), and local northwest air agencies to promote Wildfire Smoke Ready Week. Using the SMOKE acronym to share simple and actionable steps families can take to be ready for a smoke intrusion. Thanks to NWAQC, LRAPA had very high-quality and customized social media assets for the campaign. Well over 1,000 impressions were made with the social media campaign and two local news outlets ran the press release.

Child Care Providers Workshop Presentation (June 2nd, Online)

Matt Sorensen, Public Affairs Manager, joined Lane County Public Health Dr. Madhu Murthy, Medical Director of Community Health Centers of Lane County and Audrey Sherman, Quality Improvement Specialist at Quality Care

Connections to present to 40 local child care providers on the ‘why’ and ‘how’ of smoke exposure prevention for young children in their care. Presentations covered the effects of wildfire smoke exposure on children (LCPH), understanding air quality and accessing the local AQI (LRAPA), the role of air purifiers (LRAPA), and how to prepare the child care space to be smoke-ready (QCC).

Rivers to Ridges (R2R) Ecological Burn Group (June 3rd, LRAPA Office)

Matt Sorensen, Public Affairs Manager, hosted the Rivers to Ridges ecological burn group comprised of over 12 organizations in the lower Willamette valley and led by Ian Appow, Upper Willamette Soil & Water Conservation District. R2R is preparing for the 2026 prescribed burn season and the meeting is held in LRAPA’s boardroom as part of our community outreach efforts.

Oakridge Wildfire & Disaster Preparedness Event (June 5th, Oakridge)

Matt Sorensen, Public Affairs Manager, hosted a booth for nearly 100 Oakridge area residents while sharing the tools and resources to be wildfire smoke ready. Emphasis was placed on understanding and accessing AQI information along with discussing best practices for when the AQI exceeds 100 and enters unhealth for sensitive groups. Kids enjoyed spinning the prize wheel and picking out their take home gift.

WA Wildfire Interagency Smoke Call (June 10th, Online)

Matt Sorensen, Public Affairs Manager, attended the Washington State wildfire interagency smoke call as they prepare for the 2026 wildfire season. Discussion focused on interagency partnership, ecology smoke resources, a 2026 wildfire outlook, public health resources, and occupational health information.

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	-	4	4
Renewals	1	5	6
Modifications	1	7	8
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 May 1 to May 31, 2026		
Source Number and Name	Reason for Public Notice	Type of Permit
None	--	--

Permit Backlog as of June 1, 2026			
Permit Type	Permits by Type	Permits Extended Administratively	Percentage of Total (%)
Title V	15	1	7%
Standard	24	3	13%
Simple	25	1	4%
Total	64	5	8%

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 May 1, 2026 to May 31, 2026		Year-to-Date ↓					
Year	2020	2021	2022	2023	2024	2025	2026
Total Asbestos Abatement Notices	439	408	465	466	436	431	164

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.

Enforcement May 1, 2026 to May 31, 2026					
Category of Violation	New	Follow-Up Action	Pending	Closed	Total
Asbestos	1	-	2	-	3
Industrial	1		2	1	4
Outdoor Burning	3	-	3	-	6
Fugitive Dust	-	-	-	-	-
Home Wood Heating	-	-	-	-	-
Totals	5	-	7	1	13

Attachment No. 3: February 2026, Enforcement Actions Detail Report.

	2020	2021	2022	2023	2024	2025	2026
Notices of Non-compliance and Warnings	15	21	24	19	7	18	18
Notices of Violation with Civil Penalties	26	17	24	15	5	12	2

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	1.0
Operations	10.0	2.0
Finance	2.0	1.0
Technical services	2.0	0.0
Total	19.0	4.0
<i>Agency at 79% of staffing capacity</i>		

LRAPA currently maintains 19.0 FTE across four departments. We presently have 15.0 FTE filled, representing 79% of our authorized staffing capacity.

The agency is actively recruiting for a Finance Manager position to restore full operational capacity in our finance department. This posting closed and several candidates were interviewed on June 4th and 5th. We are working to fill it as expeditiously as possible while ensuring we identify the best candidate for this critical role.

We posted an Environmental Coordinator 1 position on May 15th and the application period closed on June 5th. Following candidate screening the next week, interviews will be scheduled shortly thereafter.

Two additional positions continue to be held vacant as we navigate federal budget uncertainty and assess operational priorities. The cautious approach maintains financial flexibility while ensuring LRAPA can continue delivering essential air quality protection services to Lane County.

LRAPA remains committed to thoughtful workforce planning and staff development strategies that balance operational needs with fiscal responsibility.

Staff Professional Development, Year-to-Date			
Training	Participation	Completion Date	Provider
Introduction to Continuous Monitoring Systems	3	January	Air Knowledge
Observing Source Tests	1	January	Air Knowledge
Regulation of Hazardous Air Pollutants (HAPs) from Stationary Sources	3	January	Air Knowledge
Compliance Assurance Monitoring	4	February	WESTAR
Aggregate, Asphalt, & Concrete Batching Plants	2	February	WESTAR
Function of Common Air Pollution Control Devices	1	February	WESTAR

Staff Professional Development, Year-to-Date

Training	Participation	Completion Date	Provider
Wage & Service Record Submission	1	February	PERS
What's New in ASAP	1	February	US Department of Treasury
CIS Annual Conference	1	February	CIS
Effective Permit Writing	2	March	WESTAR
Particulate Matter Control Devices	5	March	WESTAR
Unused Sick Leave Reporting	1	March	PERS
CPR/AED/First Aid	8	April	
Air Toxics & Regulating Hazardous Air	2	April	WESTAR
Nox Control & Regulation	2	April	WESTAR
Northwest Communicators Conference: The High Ground- Reaching the Summit of PR Leadership	1	April	PRSA Oregon
Cascade Health Leadership Development Series	2	May (completed)	Cascade Health
Payroll – Overtime Categorization in Caselle	1	May	Caselle
Finance – Connect Online Accounts Payable	1	May	Caselle
Get Started with Revver AI + Caselle Invoice Processing	1	May	Caselle
Transitioning from Your 3 rd Party Payment Provider	1	May	Caselle
Landfill Gas Control Facilities	1	May	Air Knowledge
Stationary Gas Turbines	1	May	WESTAR
Industrial Boilers	2	May	WESTAR
Fugitive Volatile Organic Compounds	3	May	WESTAR

Payroll – Overtime Categorization and Review in Caselle for Tax Year 2026 (May 6th, virtual)

Staff attended this Caselle webinar addressing 2026 payroll compliance changes, particularly the new federal Qualified Overtime Reporting requirements. The training covered changes to overtime categorization in the system, how to properly classify overtime hours for the new Form W-2 Box 19 reporting requirements (effective 2026), and how to review overtime calculations to ensure accuracy. The course addressed how to configure overtime pay codes in Caselle, including setting up overtime override codes at the organization, department, and employee levels, and how to distinguish between regular time and qualified overtime for federal income tax purposes. This training ensures accurate 2026 payroll processing and compliance with new federal overtime reporting mandates.

Landfill Gas Control Facilities (May 12th, virtual)

Staff completed this one-day course providing an overview of landfill gas control facilities and the environmental

and regulatory issues related to landfill operations. The training covered primary and secondary air pollutants at landfills, the scientific principles behind landfill gas generation, methane monitoring equipment, landfill gas collection technologies and principles, landfill gas control techniques and energy use, landfill gas monitoring equipment and proper use, applicable regulations, and inspection and safety procedures. This training strengthens staff capacity to evaluate landfill operations and assess compliance with air quality regulations.

Stationary Gas Turbines (May 19th, virtual)

Staff attended this full-day WESTAR course focused on stationary gas turbines used in combined-cycle power plants, peaking power plants, and cogeneration facilities. The training covered gas turbine history, theory of operation, and uses, followed by detailed discussion of emissions and advanced control techniques including Dry Low-NOx combustors with staged combustion, water or steam injection, selective catalytic reduction (SCR), and carbon monoxide (CO) catalysts. The course also addressed combined cycles with heat recovery steam generators (HRSG), steam turbines, power generation, applicable federal and local BACT regulations, permitting requirements, inspection procedures, continuous emission monitoring, and source testing requirements. This training enables staff to conduct effective regulatory reviews and inspections of stationary gas turbine facilities.

Finance – Connect Online Accounts Payable (May 19th, virtual)

Staff completed this Caselle webinar focused on the Connect Online Accounts Payable module and its enhanced functionality. The training covered the web-based interface for managing accounts payable processes, new workflow features that streamline approval and payment procedures, and the integration of AI capabilities through Revver document management that automatically processes and categorizes vendor invoices. The course demonstrated how Connect Online's enhanced features improve efficiency in reviewing and approving payments, processing vendor documentation, and managing the accounts payable workflow. This training strengthens Finance staff's ability to utilize advanced AP tools for more efficient financial operations.

Industrial Boilers (May 20th, virtual)

Staff completed this full-day WESTAR course on industrial and utility boilers, one of the most common emission sources in stationary source operations. The training covered boiler uses, heat transfer methods, and fundamentals of operation for modern boilers fired by natural gas, biomass, municipal waste, and coal, including circulating fluidized bed units. The course provided detailed discussion of emissions and control technologies including Low-NOx burners, flue gas recirculation (FGR), staged combustion, selective catalytic reduction (SCR), selective non-catalytic reduction (SNCR), and ultra-low-NOx burner technology. Topics also included steam turbines, power generation, applicable federal and local BACT regulations, permitting requirements, inspection procedures, and safety concerns. This training enhances staff ability to evaluate boiler operations and permitting compliance.

Get Started with Revver AI + Caselle Invoice Processing (May 20th, virtual)

Staff attended this training on Revver, an AI-powered document management system integrated with Caselle. The webinar covered how AI capabilities within Revver can assist with invoice processing workflows, including automatic data extraction from vendor invoices, categorization of invoice information, and integration with the Caselle accounting system. The course demonstrated how Revver's AI features can reduce manual data entry, improve accuracy in invoice processing, and enhance the overall efficiency of accounts payable operations. This training enables staff to leverage AI tools to streamline financial document processing.

Fugitive Volatile Organic Compounds (May 21st, virtual)

Staff attended this full-day WESTAR course on fugitive volatile organic compound (VOC) emissions and inspection procedures. The training provided an overview of VOC leak inspections and covered regulated facilities, component identification, methods for estimating fugitive emissions, applicable regulations and

standards, portable hydrocarbon analyzer operation and maintenance, and field inspection procedures. This training strengthens staff capacity to conduct effective fugitive VOC inspections and assess compliance with federal and state air quality regulations.

Transitioning from Your 3rd-Party Payment Provider (May 21st, virtual)

Staff attended this Caselle webinar on payment portal features and functionality as the agency continues to utilize its native Caselle payment processing system. The training covered the Caselle payment portal features and functions, payment processing capabilities, and options for customers and vendors, addressing the transition away from third-party payment providers. The course reviewed portal navigation, payment features, and expanded functionality to maximize the efficiency of the integrated payment system. This training supports Finance staff in leveraging the agency's payment processing system to its full capacity.

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

The developer engagement arranged through Robert Half did not produce the outcomes needed. LRAPA ended that contract. Staff continue to document known bugs and user-interface improvements for future resolution. A longer-term approach to developer capacity, potentially including a direct hire, is the preferred direction. Given current bandwidth with the Finance Manager transition, this work is on hold while higher-priority hiring is underway. [no update here, other than to speak to lance (technical services manager) who has gained some skill growth in programming (say it better) using Claude and is making small achievable fixes where manageable. Presenting more fully the need for a developer]

Standard Operating Procedures (SOPs)

Three SOPs were updated or published this spring. The Cash and Check Handling SOP was revised to version 1.2, refining internal controls for receiving, logging, and processing payments. Two permitting-side protocols were published: the GHG Report Processing Protocol (v1.1), documenting the workflow for processing annual greenhouse gas reports from regulated sources, and the Late ACDP Annual Fee Protocol (v3.0), establishing the sequence for following up on unpaid permit fees from the December 1 due date through formal enforcement referral.

An updated AI Use and Management policy (v2.0) is in draft. In April, staff gathered for a Claude Club session to share how AI use has evolved across their work and offer direct input on the policy. That feedback is shaping the update, which builds out the policy's treatment of skills. Both how AI accelerates staff learning and where human practice needs to be intentionally maintained. The updated policy will be published this spring. [this is all old news, except that this v2.0 item has been published to staff. It could be mentioned here that AI update is coming to the board later in 2026.]

Finance Operations Documentation

During the Finance Manager transition, staff used AI tools to develop a Finance Operations and Transition Guide documenting the internal operational finance folder structure. Documentation includes key processes, and institutional knowledge across all major finance functions. The guide covers payroll, grants, bank reconciliation, audit preparation, financial reporting, and key contacts. It is intended to reduce operational risk during the

vacancy and support a new Finance Manager in getting up to speed more quickly. [This is old. I would say that in operations, the finance department is being strongly supported by Robbye Robinson, Finance Specialist, and internal improvements to payroll processes and intern cassell improvements are being found. But larger issues like the subsidiary ledger (review the minutes from the prior board meeting for context) remain unaddressed until finance manager arrives.]

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 March 2026 financial update (Agenda item number 7).

FY26 Line Items to Note: The following line items are above 75% of the YTD budget target as of March 31, 2026.

- **General Fund** – The Personnel Services line item is at 92.6% of our targeted amount of 75% for March. It is expected that this line item will remain under budget for the year.
- **Special Revenue Fund (Title V)** – nothing to note.
- **Grant Fund** – nothing to note.

FY26 Summary of Expenditures: 75% of the year has elapsed as of 3/31/26, and spending is below that threshold in each of the LRAPA funds:

- **General Fund** Total Actual Expenditures as a % of Budgeted Annual Expenditures: **55%**
- **Special Revenue Fund** Total Actual Expenditures as a % of Budgeted Annual Expenditures: **52%**
- **Grant Fund Total** Actual Expenditures as a % of Budgeted Annual Expenditures: **42%**
- **All Funds Consolidated** Actual Expenditures as a % of Budgeted Annual Expenditures: **49%**

Grant Fund Details as of 3/31/2026

- **Targeted Airshed Grant 1.0** (November 2019 – November 2025)
 - Grant period has ended. Closeout is in progress.
- **Targeted Airshed Grant TAG 2.0** (January 2022 – August 2027)
 - Total grant amount: \$2,739,425
 - Spent to date: \$693,342.81
 - Remaining grant balance: \$2,046,082.19
 - Awaiting federal reimbursement: \$431,927.61
 - Percentage of grant awaiting reimbursement: 15.8%

Please Note: LRAPA's practice is to keep the percentage of grant awaiting reimbursement below 25%.

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.*

	Status	Completion Date
Budget FY27	Adopted	May 2026
Interim Audit FY26	Underway	Projected July 2026
Audit FY26 (Current Year)	Scheduled to begin August 2026	December 31, 2026
Budget FY27	To be drafted	March 2027

Auditor Update

The interim audit with Pauly Rogers is progressing well. LRAPA completed the majority of the 28-item interim preparation list by the June 1 deadline, with a small number of Caselle-dependent items still in

progress. The auditors are scheduled for a one-day on-site visit on June 10. The formal FY26 audit is scheduled to begin August 1, 2026, with a target completion by December 31, 2026.

Eric Kytola, CPA continues to provide interim accounting support during the Finance Manager vacancy. Finance Manager interviews were held June 4 and 5.

VI. 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

- % data completeness for monitoring network (target: >95%)
- Timeliness of data reporting to the public and EPA (target: 100% on schedule)

Lead Indicators

- % of monitors calibrated on schedule (target: 100%)
- % uptime for real-time data systems (target: 98%)
- Number of monitoring site quality assurance audits completed vs. EPA committed (target: 100%)

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

- Number of industry outreach initiatives completed annually (target: 1 per year)
- Number of community outreach initiatives completed annually (target: 1 per year)
- Number of partner outreach engagements completed annually (target: 5 per year)

Lead Indicators

- Diversity of inter-agency meetings attended (target: prioritize local, then state, then federal engagements)
- Number of monitoring site quality assurance audits completed vs. EPA committed (target: 100%)
- Communication frequency with key stakeholders (target: Quarterly communication)
- Number of council presentations delivered (target: 1 per jurisdiction annually)

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

- Employee satisfaction/engagement scores (target: 85% satisfaction)
- Staff retention rate (target: >85% annually)
- % completion of internal systems modernization (target: 100% of planned upgrades, e.g. LINFO)

Lead Indicators

- Number of staff professional development training completed (Target: 2 per staff per year)
- Number of staff utilizing advancing technologies in workflows (target: > 50%)

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

- Reserve fund supporting annual operating budget (target: 4 months)
- Budget variance (target: within 10% of planned)

Lead Indicators

- Number of financial reports provided to Board & public (target: monthly to Board)
- Audit completed before state deadline (target: Dec. 31)



	FY 24-25 YTD Actuals as of April 2025	FY 25-26 YTD Actuals as of Apr 2026	FY 25-26 Adopted Budget	FY 25-26 Annual Budget Variance	FY 25-26 % of year elapsed (target %)	FY 25-26 YTD Budget Variance
General Fund						
Revenues						
Federal Revenues (EPA)	563,580	300,000	720,000	(420,000)		
State Revenues (DEQ)	441,555	200,461	443,514	(243,053)		
Local Dues	203,500	211,807	211,807	0		
Permit Fees	1,383,324	1,432,359	1,399,447	32,912		
Other Revenues (Interest & Misc.)	198,922	95,489	106,500	(11,011)		
Transfers from Title V & Grant Fund	11,964	0	140,000	(140,000)		
Total Revenue Received	2,802,845	2,240,115	4,184,782	(1,944,667)		
Expenditures ^						
Personnel Services	1,474,499	1,597,080	2,073,925	77%	83%	92.4%
Materials & Services	805,255	527,965	1,048,891	50%	83%	60.4%
Capital Outlay	1,309,652	25,071	280,000	9%	83%	10.7%
Contingency	0	0	100,000	0%	83%	0.0%
Total Expenditures	3,589,406	2,150,116	3,502,816	61%	83%	73.7%
General Fund Net	(786,561)	89,999	681,966			
Special Revenue (Title V)						
Revenues						
Permit Fees - Title V	797,563	860,228	859,911	320		
Miscellaneous Revenue	0	0	0	0		
Total Revenue Received	797,563	860,228	859,911	320		
Expenditures ^						
Personnel Services	395,156	394,042	523,525	75%	83%	90.3%
Materials & Services	9,947	1,087	16,942	6%	83%	7.7%
Capital Outlay	0	0	0	0%	83%	0.0%
Transfers to Gen Fund	0	0	115,000	0%	83%	0.0%
Contingency	0	0	22,000	0%	83%	0.0%
Total Expenditures	405,103	395,129	677,467	58%	83%	70.0%
Special Revenue Net	392,460	465,099	182,444			
Grant Fund						
Revenues						
EPA TAG 1&2, and EJG2G	949,331	1,124,785	2,784,449	(1,659,700)		
Miscellaneous Revenue	0	0	0	0		
Total Revenue Received	949,331	1,124,785	2,784,449	(1,659,700)		
Expenditures ^						
Personnel Services - All Grants	72,773	72,734	136,948	53%	83%	63.7%
Materials & Services - All Grants	991,539	1,125,445	2,642,244	43%	83%	51.1%
Transfers to Gen Fund - All Grants	11,964	0	25,000	0%	83%	0.0%
Contingency - All Grants	0	0	0	0%	83%	0.0%
Total Expenditures	1,076,277	1,198,179	2,804,192	43%	83%	51.3%
Grant Fund Net	(126,946)	(73,395)	(19,743)			
Grand Total - ALL FUNDS Consolidated	5,070,786	3,743,425	6,984,475	54%	83%	64.3%
ALL FUNDS Net	(521,046)	481,703	844,667			

Foot-
notes

1

2

3

Footnotes: * % Spent is YTD Actuals divided by YTD FY Budget.: Red: 91% & above / Yellow: 81%-90% / Green: up to 80%

1. The General Fund Personnel Services line item is at 92.4% of our targeted amount of 83% for April. It is expected that this line item will remain under budget for the year.

2. The Special Revenue (Title V) Fund Personnel Services line item is at 90.3% of our targeted amount of 83% for April. It is expected that this line item will remain under budget for the year.

3. Grant Fund balances reflect two known timing items. TAG 1 closed in November 2025 with its final FFR filed in March 2026, those balances hold. TAG 2 EPA reimbursement is paused while staff complete a reclassification batch and FY26 audit preparation, which holds grant revenue at its March level. Revenue will catch up once draws resume.



LANE REGIONAL AIR PROTECTION AGENCY MEMORANDUM

To: Chair Matt Keating and LRAPA Board Members

From: Travis Knudsen, Executive Director

Date: June 11, 2026

Subject: Stabilizing LRAPA's General Fund and Long-Term Revenue Strategy

STAFF REPORT

ISSUE STATEMENT

On April 9, 2026, the Budget Committee recommended the Board review LRAPA's General Fund balance trajectory and the revenue options available to stabilize it. The General Fund is projected to fall below the Board's four-month reserve policy by FY30. This document provides a review of the suggested and most viable pathways for maintaining the General Fund balance.

BACKGROUND INFORMATION

The Budget Committee approved the FY 2026-27 proposed budget for referral to the Board with the recommendation the Board discuss the projected decline in the General Fund balance and options to stabilize it.

LRAPA's financial position is structurally sound through FY27. The adopted FY27 budget closes with consolidated reserves of approximately \$2.5 million, equal to 7.6 months of operating expenditure. Pressure on the General Fund builds across the subsequent four fiscal years and reflects a pattern common across local governments. Personnel costs grow faster than non-tax revenue. LRAPA's personnel costs grow at approximately 5.5% annually, reflecting cost-of-living adjustments, merit step increases, biennial Public Employees Retirement System (PERS) rate bumps, and health insurance trend. General Fund revenue grows at approximately 3% on partner dues and the Cleaner Air Oregon program, and 4% on most other fee lines under the current Title 37 structure.

The Title V Fund is in a stable position, supported by legislatively determined fees the Oregon Legislature increased over the FY24 and FY25 biennium. The fund is self-supporting and is not the source of LRAPA's revenue pressure. Federal grants under EPA Section 105 base funding and EPA Section 103 PM2.5 monitoring contract funding have not seen meaningful increases since the 1990s. Current federal postures indicate long-term stagnation or constriction is far more likely than growth, making them unreliable sources for closing the General Fund gap. Partner dues are calculated by a Board-approved per-capita rate adjusted annually for Consumer Price Index, producing growth roughly aligned with inflation. Local jurisdictions face their own budget pressures and have no near-term capacity to grow LRAPA's partner dues above that formula.

The ACDP program is LRAPA's largest regulatory program by source count and workload. Approximately 275 sources hold ACDPs, and LRAPA's permitting performance ranks among the strongest in the state on issuance timelines and source support. LRAPA's current ACDP annual fees are substantially below the Oregon Department of Environmental Quality (DEQ) rates for the same source categories. LRAPA's fee structure was last substantively updated in 2018.

ORGANIZATIONAL SUSTAINABILITY

The revenue strategy in this report funds the current service standard. Staff do not propose adding positions through this strategy, and under current revenue conditions staff do not assume that all 19 authorized FTE will be filled. The Agency holds positions vacant as a discretionary buffer when revenue is constrained.



Personnel services account for approximately 75% of LRAPA's core operating budget, when excluding pass-through funding. Building maintenance, capital improvement, and information technology refresh have limited budgetary headroom. The Agency's building is mortgage-paid, but routine maintenance, system upgrades, and equipment replacement are difficult to plan for and easy to defer under current conditions.

LRAPA's compensation lags DEQ across air permitting positions at both the staff and manager levels. The Agency has repeatedly hired and trained permitting staff at LRAPA's expense, only to see those staff hired by DEQ at higher salaries. The pattern is documented and ongoing. Closing the compensation gap is a precondition for building the 20-to-30 year careers that produce loyal, high-value staff with durable institutional knowledge.

GOING FORWARD

Staff have reviewed each revenue lever available to LRAPA against the Agency's mission, structural fit, and realistic revenue potential.

General Fund Forecast

The forecast below extends the adopted FY27 Budget Book three-year outlook through FY31. It assumes a 10% ACDP fee increase in FY29 and a 14% increase in FY30 in addition to the current 4% annual increase. These forecasts were developed in response to DEQ's 20% ACDP fee increase due for adoption in 2026. Even with those forecasted increases, the General Fund would not meet the four-month reserve policy by FY30 and continues to decline through FY31.

Fiscal Year	GF Ending Balance	Months Reserve	Policy Met
FY27	\$1,844,692	6.86	Yes
FY28	\$1,589,660	5.82	Yes
FY29	\$1,336,481	4.69	Yes
FY30	\$1,130,731	3.77	No
FY31	\$887,226	2.80	No

With these parameters the General Fund would end FY31 at 2.80 months in reserve. Staff modeling indicates that approximately \$1.0 million in cumulative incremental ACDP revenue across FY28 through FY31 would return the General Fund to a net positive annual balance by FY30 and keep reserves above policy through FY31. Specifics on the potential timing and rate of the incremental fee increases needed to reach \$1.0 million over the next three fiscal years would be shared at the July Board meeting.

ACDP Fee Alignment.

Title 37, Section 37-0090, sets LRAPA's ACDP fee escalation methodology. In the January 2018 Permitting Rulemaking, the Board adopted both a one-time 10% base fee increase and the fixed 4% annual escalation that replaced the prior Consumer Price Index methodology in place since the 1990s. Since 2018, July 1 fee updates have applied the fixed 4% across the Title 37, Table 2 fee schedule. The fee structure has not been substantively revisited since.

Fixed-percentage escalation has the advantage of predictability for the regulated community and operational simplicity for LRAPA's annual fee update cycle. The trade-off is that the rate, once selected, does not respond to changes in the actual cost of providing the service. Compounded over multiple years, the 1.5-point gap between the 4% revenue escalation and the 5.5% cost growth is the largest single contributor to the General Fund pressure shown above. Selecting a fixed 4% in 2018 was appropriate at the time. The near-decade since has produced cost growth that the methodology did not anticipate.



LRAPA's ACDP fee structure has also fallen substantially behind DEQ. LRAPA annual fees are 35% below DEQ rates for the same source categories. The gap is the residual effect of structural decisions made before and during the 2018 rulemaking.

The strategic position staff recommend is to increase ACDP fees to be closer to DEQ's while intentionally being slightly lower than DEQ. LRAPA's permit backlog as of June 2026 is significantly lower for all permit categories than DEQ.

Staff request to return to the Board at the July 2026 meeting with structured options for ACDP fee increases and timing. The July report will present a comparable set of paths for Board consideration, addressing how the Agency funds the work going forward, what phasing best serves the regulated community and the public health risk the Agency manages, and how the Agency communicates the adjustment.

Cleaner Air Oregon Program Growth.

The Cleaner Air Oregon (CAO) has the best alignment between revenue and mission in the Agency's portfolio. CAO is fundamentally a public health protection program. The Agency assesses cumulative health risk from toxic air contaminants at industrial sources, drives risk reduction through best available control technology, and engages affected communities in the assessment and decision-making. Under CAO, regulated facilities pay fees for the Agency's effort in emissions inventory review, modeling, risk assessment, community engagement, and risk reduction permitting.

Staff recommend increasing time dedicated to the CAO program because it is a fee-based program where staff time is tied directly to the work.

Civil Penalty Post-Judgment Interest.

LRAPA holds statutory authority to charge 9% annual interest on civil penalties that are in default and filed with Lane County as a judgment lien based on (ORS) 82.010. This represents revenue the Agency could have been collecting but has not historically done so.

Staff are establishing the process to collect post-judgment interest. Title 15 – Enforcement Procedure and Civil Penalties is scheduled for rulemaking, and staff will include the application of 9% post-judgment interest in that rulemaking and ensure it is explicit in enforcement notices, payment schedule arrangements, and judgment filing procedures.

Foundation or Philanthropic Funding.

The Board has expressed interest in evaluating if establishing a foundation would attract philanthropic funding for LRAPA.

Solicitation from regulated industry creates a direct conflict of interest in permitting decisions. Solicitation from environmental advocacy donors could be seen as undermining regulatory neutrality. Leaving solicitation to the general public which would require being amongst the numerous non-profits in Lane County also requesting funding, while at the same time without a dedicated staff to support fundraising efforts. Foundations work well for agencies whose donors and beneficiaries overlap, like libraries, public radio, or police support foundations. LRAPA's regulated community and its beneficiary community are not the same population, which is the structural problem.

Standing up a foundation would require 12 to 18 months of staff time that would compete for time to focus on their primary responsibilities. Staff recommend the Board not prioritize this pathway and preserve the option to revisit if conditions change.

HB 4102 Third-Party Contract Permitting.

HB 4102 becomes operative January 1, 2027. It allows DEQ to enter into agreements with regulated entities to expedite permits, and DEQ may hire outside contractors, funded by the applicant, to perform permit preparation



work. Under HB 4102 DEQ always retains final decision-making authority. DEQ has not yet issued implementing guidance for this bill.

This bill removes DEQ's ability to delay permitting indefinitely when the state agency is moving slowly. The result is a market for permit preparation services solicited by applicants.

The Board wanted to know if LRAPA could serve as a qualified contractor due to the Agency's permitting capacity and low backlog rates relative to DEQ. Staff reviewed the opportunity and noted four distinct challenges for this work.

First, LRAPA's permitting effectiveness rests on local knowledge. Proximity to Lane County sources, familiarity with the county's geography and meteorology, and long-established relationships with the regulated community are the foundation of the Agency's work.

Second, capacity risk. LRAPA is a small agency with limited staff bench depth. Outside contract work would compete directly with the Agency's primary obligation to Lane County sources. A workload spike in LRAPA's own permit queue, driven by a new industrial application, a Title V renewal, or an enforcement matter, would create direct conflict with any active outside contract. LRAPA cannot easily scale up or subcontract overflow in the way a private consulting firm can.

Third, LRAPA's General Fund cannot currently sustain itself through the work performed in Lane County, and seeking revenue from outside-jurisdiction contracts does not resolve the underlying issue.

Finally, LRAPA was established to serve Lane County. The Agency's credibility with the Board, the regulated community, and the public rests on being a focused, locally accountable agency. Expanding into statewide contract permitting work would be a deliberate change to that identity. Any such change deserves to be a considered strategic decision in its own right.

Staff recommend the Board decline participation as a third-party contractor under HB 4102 at this time and revisit the question if DEQ's implementing guidance offers significant incentives or other advantages than are currently anticipated.

Partner Dues and Federal/State Funding.

Partner dues remain at their current methodology, calculated by a Board-approved per-capita rate adjusted annually for CPI. Partner fees were reduced approximately 50% in 2008 during the regional economic contraction and have not been restored. Local jurisdictions face their own budget pressures and have no realistic capacity to grow LRAPA's partner dues above the CPI formula in the absence of direct advocacy. The most credible path to partner dues growth above CPI is direct Board-member advocacy with each Board member's own appointing jurisdiction, where the case for LRAPA's services to that community can be made by the appointing body's own representative. Absent that engagement, staff recommend the current methodology continue without modification. Federal and state funding sources are projected to remain flat through FY29 and to grow at approximately 4% annually thereafter as a planning assumption.

STAFF RECOMMENDATION

Staff recommend the Board direct the Executive Director and staff to develop and bring forward the following actions for their review and consideration at the July Board meeting:

- Structured options for ACDP fee increases and roll out under Title 37 with a breakdown of additional revenue and impact on stabilizing the General Fund.
- Provide a breakdown of the revenue impacts and expenses anticipated from increasing the number of Lane County facilities entering the Cleaner Air Oregon program.
- Immediately begin collecting 9% post-judgment interest on defaulted civil penalties and capture the change in the Title 15 rulemaking.



LANE REGIONAL AIR PROTECTION AGENCY

FUTURE BOARD AGENDA ITEMS

2026	2027
January - Preview upcoming appointments on board and committees. - City of Eugene Public Health Standards Code Amendments - Director's Contract Approval February - Oakridge Air Update - FY'25 Audit Report & Presentation - Appoint new Budget Committee members, and appoint Budget Officer March - Potential Supplemental Budget - Budget Committee Meeting for FY'26-27 - Elect the Board Chair and Vice Chair April - Budget Committee Meeting for FY'26-27 - Budget Approval - Legislative Short Session Review - Auditor Engagement Update - Special Revenue Fund Name Change May - Public Hearing of FY'26-27 Approved Budget, Board Adoption - Caselle Update on Resolution #26-01 - Air Toxics & Cleaner Air Oregon Presentation June - Rivers 2 Ridges Rx Burning Presentation - General Fund Revenue Strategy Discussion - Executive Session, Personnel & Staffing July - Asbestos Rules, Hearing Request August - No Meeting September - Review PERS UAL Liability & Investment Strategy - Review Local Partner Dues Calculation for FY'26-27 - Asbestos Rules, Public Hearing and Possible Adoption - Annual Review of Board Designated LGIP Account October - Approve Local Dues Calculation for FY'26-27. - Asbestos Rules, Board Adoption (if needed) - Air Quality Rules Update, Hearing Request 2-Cycle Equipment Emissions November - Audit Update, FY'26-27 - Air Quality Rules, Public Hearing and Possible Adoption - Artificial Intelligence at LRAPA - Home Wood Heating Season Update December - No Meeting	January - Preview upcoming appointments on board and committees. - Air Quality Rules, Board Adoption (if needed) - Oakridge Air update February - Appoint new Budget Committee members, and appoint Budget Officer - Elect the Board Chair and Vice-Chair March - Potential Supplemental Budget - Budget Committee Meeting for FY'27-28 April - Budget Committee Meeting for FY'27-28; Approve Budget - Executive Director's Performance Evaluation Process May - Public Hearing of FY'27-28 Approved Budget, Board Adoption - Oakridge Air Update June - Outdoor Burning Season Review July - Rulemaking Review - Review PERS UAL Liability & Investment Strategy August - No Meeting September - Review Legislative Long Session. - Review Local Partner Dues Calculation for FY'27-28. - Wildfire Smoke Management Season Update - Annual Review of Board Designated LGIP Account October - Approve Local Dues Calculation for FY'27-28. - Smoke Management Season Update/Review November - Audit Update, FY'27-28 - Home Wood Heating Season Update December - No Meeting