



Yakima Regional Clean Air Agency

*Yakima Regional Clean Air Agency
Agencia Regional de Aire Limpio de Yakima*

Meeting of the Board of Directors October 2023

Reunión de la Junta Directiva
octubre 2023

October 11, 2023

11 de octubre de 2023

Notice of Language Services

The Yakima Regional Clean Air Agency (YRCAA) offers free interpretation of public meetings and translation of board documents. To request interpretation of this Board of Directors' Meeting, to obtain a translation of this document, or to provide public comment at this meeting in a language other than English, please call 509-834-2050 extension 100 or send electronic mail to admin@yrcaa.org at least 72 hours in advance of the meeting.

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Public Comments

Members of the public may submit comments to the Board by: a) speaking in person or remotely (see below) during the public comment period of any meeting; b) mailing them to 186 Iron Horse Ct. Ste. 101, Yakima, WA 98901; or c) sending them via electronic mail to admin@yrcaa.org.

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Comentarios Públicos

Los miembros del público pueden enviar comentarios a la Junta por: a) hablando en persona o de forma remota (ver a continuación) durante el período de comentarios públicos de cualquier reunión; b) enviándolos por correo a 186 Iron Horse Ct. Ste. 101, Yakima, WA 98901; o c) enviándolos por correo electrónico a admin@yrcaa.org.

Acceso remoto

Las reuniones se transmiten en vivo y se retransmiten en el Canal de Acceso Público de Yakima (Y-PAC). Para ver un cronograma actual, visite www.yakimawa.gov/services/yctv. Los comentarios públicos se pueden ofrecer de forma remota a través de Zoom video o llamada de conferencia de voz. Consulte la agenda para conocer el ID de reunión, el enlace y los números de teléfono (se pueden aplicar cargos por larga distancia).

Special Meeting of the Board of Directors

October 11, 2023 – 5:30 P.M.

Granger City Hall; 102 Main Street; Granger, Wash.

AGENDA

- 1. Call to Order**
- 2. Roll Call**
- 3. Changes to the Agenda**
- 4. Public Comments**

The public may address any matter relevant to the business of the Board at this time. Please state your name and the item you wish to address. Comments are limited to three (3) minutes per person.
- 5. Board Meeting Minutes for July 2023**
- 6. Board Meeting Minutes for September 2023**
- 7. Vouchers and Payroll Transfers for July 2023**
- 8. Vouchers and Payroll Transfers for August 2023**
- 9. Vouchers and Payroll Transfers for September 2023**
- 10. Board--Director Engagement**
- 11. 2024 Source Classifications and Fees**
- 12. Controlled Burn Policies**
- 13. Executive Director's Report**
 - Education and Outreach
 - 2023-25 Wood Smoke Reduction Program
 - National Ambient Air Quality Standards
- 14. Adjournment**

Zoom information
URL: <https://us06web.zoom.us/j/6058007569>

Meeting ID: 605 800 7569
Phone number: 253-215-8782 or 253-205-0468

If you wish to attend the YRCAA board meeting and require an accommodation due to a disability or need interpretation or translation services, call 509-834-2050 ext. 100 or send an email to admin@yrcaa.org.

Reunión Extraordinaria de la Junta Directiva

11 de Octubre de 2023 – 5:30 P.M.

Ayuntamiento de Granger; 102 Main Street; Granger, Wash.

AGENDA

- 1. Llamar al orden**
- 2. Registo de asistencia**
- 3. Cambios en el orden del día**
- 4. Comentarios públicos**

El público puede abordar cualquier asunto relacionado con los asuntos de la Junta en este momento. Indique su nombre y el artículo que desea abordar. Los comentarios están limitados a tres (3) minutos por persona.
- 5. Actas de la reunión de la Junta para Julio de 2023**
- 6. Actas de la reunión de la Junta para Septiembre de 2023**
- 7. Comprobantes y Transferencias de nómina para Julio de 2023**
- 8. Comprobantes y Transferencias de nómina para Agosto de 2023**
- 9. Comprobantes y Transferencias de nómina para Septiembre de 2023**
- 10. Participacion del Director de la Junta**
- 11. Clasificaciones de Furentes y Tarifas de 2024**
- 12. Políticas de Quema Controlada**
- 13. Informe de los Directores Ejecutivos**
 - Educación y Oivulgación
 - Programa de Reducción del Humo de Madera 2023-25
 - Estándares Nacionales de Calidad del Aire Ambiente
- 14. Cierre**

Zoom información

URL: <https://us06web.zoom.us/j/6058007569>

ID de reunión: 605 800 7569

Número de teléfono: 253-215-8782 or 253-205-0468

Si desea asistir a la reunión de la junta de YRCAA y requiere una adaptación debido a una discapacidad o necesita servicios de interpretación o traducción, llame al 509-834-2050, ext. 100 o envíe un correo electrónico admin@yrcaa.org.

1. **Call to Order**

Chairperson DeVaney called the meeting to order at 2:00 p.m. in the council chambers, Yakima City Hall; 129 N Second St.; Yakima, Washington.

2. **Roll Call**

Herman conducted roll call and declared a quorum present.

Board members: Amanda McKinney, County Representative, Present
Steven Jones, Ph.D., County Representative, Present
Janice Deccio, Large City Representative, Present
Jose Trevino, Small City Representative, Absent
Jon DeVaney, Member-at-Large, Present

Staff present: Marc Thornsbury, Executive Director
Pamela Herman, Clerk of the Board

3. **Changes to the Agenda**

DeVaney asked if there were any changes to the agenda. None were requested.

4. **Public Comment**

DeVaney asked if there were any public comments and offered instructions for people attending remotely. He noted for those wishing to comment regarding the air operating permit fee assessments, a separate public hearing would be held shortly.

Jean Mendoza (*provided in Spanish—translated to English by Agency staff*)

Good morning. My name is Jean Mendoza. I live in White Swan. The topic entitled “Update on Overburdened Communities” will be discussed. In the past, the YRCAA board has expressed its concern about public declarations of frustration in board meetings. The solution that has been in effect for almost five years was to convene community forums four times per year. At these meetings, members of the public were able to discuss their concerns and issues with YRCAA staff. According to YRCAA policy, there would have been a community forum on June 12th of this year. The forum was canceled without prior notice. Consequently, there was no opportunity for the public to discuss important issues with the YRCAA. The end result is the community did not have the opportunity to learn about the high levels of methane in the ambient air in South County. They were not able to understand the causes before the issuance of permits for a manure bio-digester at the Port of Sunnyside. Thank you.

5. **Public Hearing for the method used for Air Operating Permit fee assessments**

DeVaney asked if there were any public comments. None were offered.

DeVaney closed the public hearing at 2:05 p.m. and reopened the Regular Board Meeting.

6. **Board Meeting Minutes for June 2023**

Deccio moved to approve the minutes. McKinney seconded. Motion passed 3-0.

7. Vouchers and Payroll Authorization Transfers for June 2023

Dr. Jones inquired as to why the registered sources count appearing on the monthly report appears to be approximately one-third higher than the previous year. Thornsby explained the Agency had discovered several sources were behind in their registrations. He added that staff has been engaged in reaching out to encourage those sources to bring their registrations current. McKinney moved to approve the vouchers and transfers. Deccio seconded. Motion passed 3-0.

8. Resolution 2023-07 Updating the Method for Determining AOP Fee Assessments

Thornsby explained the Agency is subject to accountability and financial audits for the state and a separate audit for the federal air operating permit (AOP) program—the cost of which is allocated amongst the permittees—also known as Title V sources. He added the Agency received remarks during its last audit noting several years had passed since the AOP fee assessment method had been reviewed and updated to ensure it was correct. Thornsby stated the Wash. Dept. of Ecology (ECY) statewide development and oversight (D&O) costs related to the AOP program are divided strictly by the total number of sources in Washington and the amount charged to the various clean air agencies is calculated on the number of sources in each jurisdiction.

Thornsby noted in the prior language, audit and ECY development and oversight costs were allocated to the permittees on a percentage basis. He added staff considered this method unfair as these costs are charged to the Agency on a flat basis and steps were taken to charge the permittees on the same basis. Thornsby explained the language of the previous resolution, however, did not allow for this, requiring the language be adjusted as found in the proposed resolution so these costs can be allocated to permittees in the same way the Agency is charged for them. Deccio moved to adopt Resolution 2023-07. McKinney seconded. Motion passed 3-0.

9. Wood Smoke Reduction Program conditions

Thornsby noted at its prior meeting, the Board expressed concern regarding how staff determined the proposed rebate amounts available for different types of wood stove replacement devices and whether the amounts proposed were unfairly weighted in favor of one or more alternatives relative to others available. Thornsby stated staff conducted a thorough assessment, looking particularly at the estimated costs for low-income installations as they would be fully funded by the Agency and, thus, represent a reasonable total estimated cost. He cautioned that despite this, there can be unique circumstances resulting in higher or lower costs and offered, as an example, the installation of an electric device where the electrical panel is found to be undersized, requiring installation of a larger panel at additional cost. Thornsby noted an average member of the public, not part of the program, would be expected to pay a slightly greater amount than what the agency is paying for a low-income installation, but the difference would be a similar percentage, approximately five percent (5%) across-the-board premium, regardless of the replacement device type.

Thornsbury stated there are two alternatives proposed with the first one being strictly neutral with respect to fuel source and consistent with the Board's prior statements. He added the idea was to set amounts so that a person using a rebate, regardless of the fuel source, would end up paying the same out-of-pocket amount whether the device operated on natural gas or electric power. Thornsbury explained this would ensure an economically neutral selection for homeowners. He added this may run counter to what may have been the Board's expectation the original proposal was underfunding rebates for gas devices in favor of electric devices, but from a strictly neutral perspective relative to out-of-pocket expense, the original proposal actually favored gas devices over electric devices.

Thornsbury explained a second alternative was developed in the event the Board found the first unacceptable and this set the rebate amounts based on the same percentage of total cost for gas installations relative to electric installations. He noted the estimated costs are \$7,000 for low-income gas installations and \$8,500 for low-income electric installations such that gas installations are estimated to cost 82% of an electric installation. Thornsbury added the rebate amount for electric devices was determined and the same percentage, 82%, was then applied to calculate the rebate amount for gas devices.

DeVaney asked if he understood the second alternative would require an ongoing review of actual market costs for various devices. Thornsbury responded that would not be the case and the estimated amounts used would remain unchanged. He added they were determined based on what staff believes to be reasonable market estimates. Thornsbury reiterated the amounts used in the two alternatives are different with the second alternative favoring gas devices with higher rebates relative to total cost.

Jones then asked if moving from an open flame fireplace to a certified wood stove would result in the largest reduction in PM2.5. Thornsbury stated he would expect the greatest reduction would occur in moving from a fireplace to an electric device. Jones asked if moving from an open flame fireplace to a certified wood stove would still represent a significant reduction in PM2.5 emissions. Thornsbury concurred, adding it would be a significant drop whether the move was from a fireplace or an older, uncertified wood stove. He explained the substantial impact of such a change prompted the higher rebate amounts proposed to encourage replacement of these devices. Jones asked if any consideration was given to the cost of fuel after installation. Thornsbury replied fuel costs were not a factor in developing the two proposals.

Thornsbury added pellet stoves offered an improvement in emissions over standard wood stoves due largely to their mechanical feed mechanism that reduces the effect of human error in operating the stove. He noted wood stove emission certification was based on operating the stove in accordance with certain standards and these are often not strictly followed by persons using a wood stove.

McKinney stated she liked the idea neutrality and allowing the consumer to choose what works best for their household and what may be more economically feasible for them. She offered gas as an example, noting there might be higher costs on the front end, but it might prove to be more economically viable for continuous service given actual fuel costs going forward. McKinney explained she leaned toward supporting the first alternative due in large part to its neutrality. DeVaney and Deccio concurred.

Jones expressed support for the second alternate, adding the consumer should be allowed to make the choice with the goal being to reduce emissions. He reiterated if the impact of changing to a gas or electric device is relatively equal, the decision should be left to the consumer without influence. Jones stated the costs used as the basis for determining rebates did not take into account any potential additional costs such as electrical panels, adding these would not be a factor for gas installations. Thornsby explained gas installation had their own unanticipated costs such as having to install a more expensive roof vent versus a wall vent. He added the figures used, regardless of the device type, are reasonable estimates, but estimates nonetheless.

Thornsby suggested the first alternative would more fully allow the consumers to make the choice as they would have the same out-of-pocket cost for either device type and would then make a choice based on anticipated long-term operating cost, not short-term installation cost. Jones stated the first alternative appeared to more heavily weighted toward natural gas. Thornsby replied the first alternative was not weighted toward any device type and explained the rebate amounts were calculated by looking at the estimated installation costs and then using a figure that would result in the same out-of-pocket cost for the consumer regardless of whether the device was gas or electric.

Jones noted gas devices are much cheaper to operate and expressed support for the second alternative as it would serve to promote the installation of gas devices. McKinney stated her objective was to avoid promoting either gas or electric devices and leave the decision to the consumer. Thornsby remarked Jones statement was correct and the second alternative would serve to encourage installing gas devices, but at the cost of neutrality. He added not everyone has choices available to them so, for example, if a person does not have natural gas service and gas devices are more heavily subsidized, the latter would effectively act as a penalty.

Jones stated his belief most persons taking advantage of the program likely live in older homes where the addition of a propane heater would be more feasible than bringing in additional power to a 100-year-old house and explained this was the reason for his support for the second alternative. Thornsby noted the rebate amount for a gas device would be greater under the second alternative meaning a person who chose to install a gas device would have a lower out-of-pocket cost than a person who chose to install an electric device.

DeVaney called for a motion. Jones moved to approve alternative two. There was no second. DeVaney asked if there was another motion. Deccio moved to approve alternative one. McKinney seconded. Motion passed 3-0.

10. **Executive Director's Report**

Board meeting remote access. Thornsby explained staff had worked diligently to provide remote access to the Agency board meetings as requested by the Board. McKinney expressed appreciation for the work done. She added the ability would be useful for board members and expressed hope it would encourage community members to participate.

Inter-agency coordination of burn ban notifications. Thornsby explained the catalyst for this work was a previous meeting held to discuss how agencies could better communicate the status of burning to members of the public. He added there are County fire safety burn bans, State fire safety burn bans, and Agency air quality burn bans and these are not always well-communicated. Thornsby noted the result can be a situation where one agency might state it has no prohibition on burning without that statement necessarily being applicable to all other agencies—leaving the impression burning is allowed even when it is not.

Thornsby reported some work has been done to identify potential alternatives to help synchronize messaging and to coordinate with other agencies—particularly Yakima County and, in the future, perhaps EPA (to allow accurate reporting of bans covering the Yakama Nation Reservation) and the State of Washington (to allow accurate reporting of state-wide bans). He added several options are available including modifications to the Agency's residential burn permits to highlight where (and with whom) permittees should check before burning, improvements to the Agency web site, and alterations to the Agency phone system automated attendant. Thornsby noted he has been in contact with County technology staff and a rough concept has been developed with work now turning to the practical aspects concerning what elements will be needed to implement the concept—though no specific solution has been identified to date.

McKinney noted there has been some miscommunication that has been frustrating for the County and the Agency while creating confusion for members of the public who are trying to do the right thing. She expressed appreciation for the work being done and suggested the County Geographic Information System (GIS) might prove useful.

Update on Overburdened Communities. Thornsby stated he inadvertently left this item on the agenda and was unable to provide an update regarding Overburdened Communities due to other demands on his time. He noted it would appear on a future agenda.

11. **Other Business**

DeVaney expressed appreciation for the coordination of the YRCAA with other agencies concerning landfill permitting and commended Thornsby for his efforts to work with peer agencies as has been done with respect to burn ban notification.

Thornsbury noted the Board will likely need to address when to hold its planned Fall Lower Yakima Valley meeting and suggested the September or October meeting to avoid inclement weather. He added he expected to have a primary and alternate venue lined up by the next meeting. Thornsbury explained discussions are being held regarding a public air quality meeting to be held in the fall at a location in the Lower Yakima Valley and noted the Agency would have an opportunity to participate with respect to its wood stove replacement program.

DeVaney noted the Board is legally required to hold at least ten meeting each year and has historically canceled the August meeting. Thornsbury stated he would be reluctant to make that call at present and stated his preference to wait a couple weeks to see what develops. He explained if there were no pressing agenda items, the meeting could then be canceled. Thornsbury cautioned doing so would push back any discussion regarding the Fall Lower Yakima Valley meeting.

DeVaney asked if the Board wished to discuss location. McKinney stated she was satisfied with deferring to staff regarding location. Thornsbury asked if there was a preference for September or October. The consensus favored September. DeVaney stated he would leave the August meeting on the calendar and cancel at a later date if there was no pressing business.

12. **Adjournment**

McKinney moved to adjourn. Deccio seconded. Motion passed 3-0.

DeVaney adjourned the meeting at 3:38 p.m.

Jon DeVaney, Chairman

Pamela Herman, Clerk of the Board

1. **Call to Order**

Chairperson DeVaney called the meeting to order at 2:00 p.m. in the council chambers, Yakima City Hall; 129 N Second St.; Yakima, Washington.

2. **Roll Call**

Herman conducted roll call and declared no quorum present. DeVaney stated the meeting would proceed, but no action would be taken on any agenda item.

Board members: Amanda McKinney, County Representative, Absent
Steven Jones, Ph.D., County Representative, Absent
Janice Deccio, Large City Representative, Absent
Jose Trevino, Small City Representative, Absent
Jon DeVaney, Member-at-Large, Present

Staff present: Marc Thornsbury, Executive Director
Pamela Herman, Clerk of the Board

3. **Changes to the Agenda**

DeVaney asked if there were any changes to the agenda. None were requested.

4. **Public Comment**

DeVaney asked if there were any public comments. None were offered.

5. **Board Meeting Minutes for July and August 2023**

No action was taken.

6. **Vouchers and Payroll Authorization Transfers for July and August 2023**

DeVaney asked if staff had any comments. None were offered. No action was taken.

7. **Board—Director Engagement**

DeVaney deferred discussion until the presence of other board members allowing them to participate.

8. **Executive Director's Report**

Education and Outreach.

The U.S. Environmental Protection Agency (EPA) sponsored an outreach event which the agency participated in over the past two days. Thornsbury will provide details during the October meeting.

Source Classification. There was a discussion where staff had expressed the need for a finely tuned minor source classification system be available. Thornsbury hopes to propose a new system during October meeting.

DeVaney inquired on the amount of people from the public participated in the EPA outreach event. Thornsbury characterized the turn-out as modest. He noted the event in Wapato saw more attendees, adding a previously scheduled health fair for the next day in Granger might have affected attendance.

9. Other Business

DeVaney noted the October meeting will be held in the Lower Yakima Valley. Thornsbury confirmed, adding complications prevented use of the Port of Sunnyside facilities as originally anticipated. He explained the facilities at KDNA in Granger were also considered, but unavailable on the planned date, and current efforts were under way to secure the council chambers at the City of Granger. Thornsbury stated he would inform the Chairperson of the venue ultimately secured.

DeVaney asked if there would be additional public outreach. Thornsbury explained because it will be considered a special meeting due to the different venue, additional notice requirements would be in effect. He added once the venue is confirmed, notices to local newspapers and other media would go out.

10. Adjournment

DeVaney noted items not addressed at the meeting would be tabled and addressed at the next meeting. DeVaney adjourned the meeting at 2:07 p.m.

Jon DeVaney, Chairman

Pamela Herman, Clerk of the Board

Date of Release: August 3, 2023
Date of Consideration: August 10, 2023 Cancelled
To: Board of Directors
From: Office of the Interim Executive Director
Subject: Monthly Activity Report

Activity	<i>Current Quarter</i>				FY24 Ttl. to Date
	FY23 Total	May FY23	June FY23	July FY24	
Minor Source Inspections	156	42	26	20	20
Complaints Received	161	5	11	6	6
NOVs Issued	77	15	5	2	2
AODs Issued	4	1	0	0	0
Warning Notices Issued	2	0	0	0	0
NOPs Issued	19	2	8	1	1
SEPA Reviews	297	15	28	22	22
AOP Applications Received	0	0	0	0	0
AOPs Issued or Renewed	1	0	0	0	0
Deviations/Upsets Reported	16	1	1	1	1
AOP Inspections	2	0	0	0	0
Public Workshops	2	0	0	0	0
Media Events	3	0	0	0	0
Media Contacts	8	0	0	1	1
Education Outreach Events	0	0	0	0	0
Sources Registered	375	12	6	6	6
NSR Applications Received	12	2	1	1	1
NSR Approvals Issued-Temporary	0	0	0	0	0
NSR Approvals Issued-Permanent	16	2	1	2	2
NODRs Received	180	9	4	7	7
Agricultural Burn Permits Issued	40	2	1	1	1
Conditional Use Permits Issued	5	2	0	0	0
Residential Burn Permits Issued	852	190	71	0	40
Burn Ban Days	34	0	0	0	0
Public Records Requests Fulfilled	29	1	2	3	3

Acronyms:

AOP - Air Operating Permit; **NODR** - Notification of Demolition and Renovation; **NOP** - Notice of Penalty; **NOV** - Notice of Violation; **NSR** - New Source Review; **SEPA** - State Environmental Policy Act

Date of Release: September 7, 2023
Date of Consideration: September 14, 2023
To: Honorable YRCAA Board of Directors and Alternates
From: Office of the Interim Executive Director
Subject: Monthly Activity Report

Activity	<i>Current Quarter</i>				FY24 Ttl. to Date
	FY23 Total	June FY23	July FY24	August FY24	
Minor Source Inspections	156	26	20	0	20
Complaints Received	161	11	6	13	19
NOVs Issued	77	5	2	1	3
AODs Issued	4	0	0	0	0
Warning Notices Issued	2	0	0	0	0
NOPs Issued	19	8	1	0	1
SEPA Reviews	297	28	22	13	35
AOP Applications Received	0	0	0	0	0
AOPs Issued or Renewed	1	0	0	0	0
Deviations/Upsets Reported	16	1	1	2	3
AOP Inspections	2	0	0	0	0
Public Workshops	2	0	0	0	0
Media Events	3	0	0	1	1
Media Contacts	8	0	1	1	2
Education Outreach Events	0	0	0	0	0
Sources Registered	375	6	6	0	6
NSR Applications Received	12	1	1	1	2
NSR Approvals Issued-Temporary	0	0	0	0	0
NSR Approvals Issued-Permanent	16	1	2	0	2
NODRs Received	180	4	7	28	35
Agricultural Burn Permits Issued	40	1	1	0	1
Conditional Use Permits Issued	5	0	0	0	0
Residential Burn Permits Issued	852	71	0	0	0
Burn Ban Days	34	0	0	0	0
Public Records Requests Fulfilled	29	2	2	3	5

Acronyms:

AOP - Air Operating Permit; **NODR** - Notification of Demolition and Renovation; **NOP** - Notice of Penalty; **NOV** - Notice of Violation; **NSR** - New Source Review; **SEPA** - State Environmental Policy Act

Date of Release: October 5, 2023
Date of Consideration: October 12, 2023
To: Honorable YRCAA Board of Directors and Alternates
From: Office of the Executive Director
Subject: Monthly Activity Report

Activity	<i>Current Quarter</i>				FY24 Ttl. to Date
	FY23 Total	July FY24	August FY24	Sept FY24	
Minor Source Inspections	156	20	0	0	20
Complaints Received	161	6	13	25	44
NOVs Issued	77	2	1	0	3
AODs Issued	4	0	0	0	0
Warning Notices Issued	2	0	0	0	0
NOPs Issued	19	1	0	0	1
SEPA Reviews	297	22	13	18	53
AOP Applications Received	0	0	0	0	0
AOPs Issued or Renewed	1	0	0	0	0
Deviations/Upsets Reported	16	1	2	2	5
AOP Inspections	2	0	0	0	0
Public Workshops	2	0	0	1	1
Media Events	3	0	1	0	1
Media Contacts	8	1	1	0	2
Education Outreach Events	0	0	0	2	2
Sources Registered	375	6	0	0	6
NSR Applications Received	12	1	1	2	4
NSR Approvals Issued-Temporary	0	0	0	0	0
NSR Approvals Issued-Permanent	16	2	0	2	4
NODRs Received	180	7	28	6	41
Agricultural Burn Permits Issued	40	1	0	0	1
Conditional Use Permits Issued	5	0	0	0	0
Residential Burn Permits Issued	852	0	0	0	0
Burn Ban Days	34	0	0	0	0
Public Records Requests Fulfilled	29	1	3	2	6

Acronyms:

AOP - Air Operating Permit; **NODR** - Notification of Demolition and Renovation; **NOP** - Notice of Penalty; **NOV** - Notice of Violation; **NSR** - New Source Review; **SEPA** - State Environmental Policy Act

STAFF REPORT

Date: September 7, 2023
To: YRCAA Board of Directors
From: Christa Owen, Staff Accountant
Subject: Fiscal Program Report

Issue: Fiscal Reports

Analysis: July and August 2023 Accounts Payable (AP) and Payroll Authorizations are enclosed for your approval. The Budget Verification Analysis (BVA) and Supplemental Income documents are included as informational items.

Recommendation: Accept and approve by minute action the July and August 2023 AP Fiscal Vouchers, totaling \$58,331.28, and the July and August 2023 Payroll Authorizations, totaling \$144,867.02.

**Yakima Regional Clean Air Reimb
July 2023**

Gross Wages	\$52,862.68	
Reserve Adjustment		\$52,862.68
ER Taxes Paid	749.93	
ER Medical Paid	9,135.89	
Pers 1 ER Paid	0.00	
Pers 2 ER Paid	3,733.76	
Pers 3 ER Paid	1,127.92	
	0.00	
SUTA	135.80	
L & I	1,123.81	
	0.00	
Total Benefits	16,007.11	\$16,007.11
Other	0.00	
Bank Charges	33.30	
Total	\$33.30	\$33.30
Total Payroll		\$68,903.09

Christa Owen

Primary Auditing Officer _____ Date

Chairman Board of Directors _____ Date

Secondary Auditing Officer _____ Date



Yakima Regional Clean Air Agency

186 Iron Horse Court, Suite 101
Yakima, WA 98901-1468
509-834-2050
www.yakimacleanair.org

July 14, 2023

Fund 614-6140 YRCAA
Fund 614-1410 Enterprise


<u>Name</u>	<u>Warrant/MICR #</u>	<u>GL #</u>	<u>Amount</u>	<u>Date</u>
Abadan Reprographics	35610	4801	\$ 122.38	7/17/2023
Cheyenne Breshears*	35611	4105	\$ 500.00	7/17/2023
Cascade Natural Gas	35612	4701	\$ 15.52	7/17/2023
Coastal*	35613	4105	\$ 11,365.56	7/17/2023
Coleman Oil Company	35614	3201	\$ 239.09	7/17/2023
Invisible Ink	35615	4201	\$ 90.00	7/17/2023
Iron Horse Real Estate & Property Mgt	35616	4501	\$ 4,920.80	7/17/2023
KeyBank	35617	Various	\$ 741.77	7/17/2023
Nth Degree Environmental Engineering Sol	35618	4101	\$ 2,550.00	7/17/2023
Michael Romias*	35619	4105	\$ 500.00	7/17/2023
Rowdy Construction*	35620	4105	\$ 4,413.85	7/17/2023
StorageMax**	35621	4506	\$ 75.00	7/17/2023
Valley Publishing	35622	4401	\$ 46.25	7/17/2023
YRCAA	35623	4901	\$ 699.18	7/17/2023
Yakima County Public Services	35624	4701	\$ 21.90	7/17/2023
Yakima Herald Republic	35625	4401	\$ 56.00	7/17/2023

\$ 26,357.30

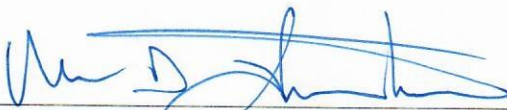
*Reimbursement from Grant **NOC/Enterprise

This is to certify that the invoices and warrants above for the Yakima Regional Clean Air Agency have been examined, audited and approved by the Alternate Auditing Officer for payment.

Total Amount: **\$ 26,357.30**


Christa Owen, Primary Auditing Officer 7/17/2023

Jon DeVaney, Board Chairman Date


Marc D. Thornsbury, Secondary Auditing Officer Date 7-25-2023

July 27, 2023

**Fund 614-6140 YRCAA
Fund 614-1410 Enterprise**

<u>Name</u>	<u>Warrant/MICR #</u>	<u>GL #</u>	<u>Amount</u>	<u>Date</u>
Alliant Communications	35626	4201	\$ 345.33	7/31/2023
Charter Communications	35627	4201	\$ 309.51	7/31/2023
Intermountain Cleaning Service, Inc.	35628	4101	\$ 370.00	7/31/2023
NTH Degree Environmental Engineering Sol	35629	4101	\$ 900.00	7/31/2023
Pacific Power	35630	4701	\$ 245.14	7/31/2023
Rowdy Construction*	35631	4105	\$ 2,220.59	7/31/2023

\$ 4,390.57

***Reimbursement from Grant **NOC/Enterprise**


This is to certify that the invoices and warrants above for the Yakima Regional Clean Air Agency have been examined, audited and approved by the Alternate Auditing Officer for payment.

Total Amount: **\$ 4,390.57**



Christa Owen, Primary Auditing Officer 7/31/2023

Jon DeVaney, Board Chairman Date



Marc D. Thornsbury, Secondary Auditing Officer Date 7-31-2023

FY 2024 Monthly BVA

July 2023						
Report Date: August 10, 2023		Budget	Actual Current	Actual Year to Date	Year to Date % of Budget	
REVENUE						
REVENUE 614 YRCAA Base Operations						
Stationary Source Permit Fees						
614-32190001	Minor Sources	\$ 251,097	\$ 3,334	\$ 3,334		1.3%
614-32190008	Synthetic Minor Sources	\$ 37,193	\$ -	\$ -		0.0%
614-32190006	Complex Sources	\$ 44,926	\$ 1,812	\$ 1,812		4.0%
614-32290001	Title V Sources	\$ 72,000	\$ -	\$ -		0.0%
614-32190002	New Source Review	\$ 39,848	\$ 3,129	\$ 3,129		7.9%
<i>Subtotal, Stationary Source Permit Fees</i>		\$ 445,064	\$ 8,275	\$ 8,275		1.9%
Burn Permit Fees						
614-32290005	Residential Burn Permits	\$ 53,500	\$ 1,071	\$ 1,071		2.0%
614-32290007	Agricultural Burn Permits	\$ 21,128	\$ 80	\$ 80		0.4%
614-32290011	Conditional Use Burn Permits	\$ 2,150	\$ -	\$ -		0.0%
<i>Subtotal, Burn Permit Fees</i>		\$ 76,778	\$ 1,151	\$ 1,151		1.5%
Compliance Fees						
614-32190005	Asbestos Removal Fees	\$ 26,229	\$ 1,536	\$ 1,536		5.9%
614-32190009	Construction Dust Control Fees	\$ 7,632	\$ 1,244	\$ 1,244		16.3%
<i>Subtotal, Compliance Fees</i>		\$ 33,861	\$ 2,780	\$ 2,780		8.2%
<i>Subtotal, All Permit Fee Revenue</i>		\$ 555,703	\$ 12,206	\$ 12,206		2.2%
Base Grants						
614-33366001	EPA, Core Grant	\$ 106,545	\$ -	\$ -		0.0%
614-33403101	DOE, Core Grant	\$ 77,153	\$ -	\$ -		0.0%
<i>Subtotal, Base Grants</i>		\$ 183,698	\$ -	\$ -		0.0%
Fines & Penalties						
614-35990001	Civil Penalty	\$ -	\$ 21,795	\$ 21,795		
614-35990001	Other Fines	\$ -	\$ -	\$ -		
<i>Subtotal, Fines & Penalties</i>		\$ -	\$ 21,795	\$ 21,795		
Supplemental Income						
614-33831001	Supplemental Income	\$ 94,597	\$ 441	\$ 441		0.5%
<i>Subtotal, Supplemental Income</i>		\$ 94,597	\$ 441	\$ 441		0.5%
Other Income						
614-36111001	Interest	\$ 7,000	\$ 881	\$ 881		12.6%
614-36990014	Miscellaneous Income	\$ 400	\$ 17	\$ 17		4.2%
<i>Subtotal, Other Income</i>		\$ 7,400	\$ 898	\$ 898		12.1%
<i>Total YRCAA Base Operations Revenue</i>		\$ 841,398	\$ 35,339	\$ 35,339		4.2%
REVENUE 614 YRCAA Grant Operations						
614-33403105	Wood Stove Ed	\$ 4,906	\$ 1,151	\$ 1,151		23.5%
614-33403108	PM 2.5	\$ 21,050	\$ -	\$ -		0.0%
614-33403107	Woodstove Change-out	\$ 687,500	\$ 64,195	\$ 64,195		9.3%
<i>Total YRCAA Grant Operations Revenue</i>		\$ 713,456	\$ 65,346	\$ 65,346		9.2%
REVENUE Enterprise Operations						
614-34317001	VE Certification Fees	\$ 75,000	\$ 375	\$ 375		0.5%
614-34317002	Other Enterprise Revenue	\$ -	\$ -	\$ -	#DIV/0!	
<i>Subtotal, Enterprise Revenue</i>		\$ 75,000	\$ 375	\$ 375		0.5%
<i>Total Base, Grant and Enterprise Revenue</i>		\$ 1,629,854	\$ 101,061	\$ 101,061		6.2%

FY 2024 Monthly BVA

July 2023 Report Date: August 10, 2023	Budget	Actual Current	Actual Year to Date	Year to Date % of Budget
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EXPENSES
EXPENSES 614 YRCAA Base Operations

Salaries

614-1001	Salaries	\$ 462,031	\$ 43,854	\$ 43,854	9.5%
614-2002	Benefits	\$ 182,880	\$ 15,408	\$ 15,408	8.4%
614-1003	Overtime	\$ 2,000	\$ -	\$ -	0.0%
<i>Subtotal, Salaries</i>		<i>\$ 646,911</i>	<i>\$ 59,262</i>	<i>\$ 59,262</i>	<i>9.2%</i>

Supplies

614-3101	Office Supplies	\$ 7,000	\$ 477	\$ 477	6.8%
614-3101	Safety Equipment	\$ 1,000	\$ -	\$ -	0.0%
614-3201	Vehicles, Gas	\$ 5,500	\$ 239	\$ 239	4.3%
614-3501	Small Tools/Equipment	\$ 4,500	\$ -	\$ -	0.0%
614-3502	Technology Systems	\$ 5,000	\$ 162	\$ 162	3.2%
614-3502	Office Furnishings	\$ 750	\$ -	\$ -	0.0%
<i>Subtotal, Supplies</i>		<i>\$ 23,750</i>	<i>\$ 878</i>	<i>\$ 878</i>	<i>3.7%</i>

Services

614-4101	Professional Services	\$ 46,000	\$ 3,820	\$ 3,820	8.3%
614-4101	Laboratory Analyses	\$ 500	\$ -	\$ -	0.0%
614-4125	Treasurer, Yakima County	\$ -	\$ -	\$ -	#DIV/0!
614-4201	Communications and Technology	\$ 9,800	\$ 783	\$ 783	8.0%
614-4202	Postage and Freight	\$ 1,800	\$ 29	\$ 29	1.6%
614-4301	Travel & Transportation	\$ 5,000	\$ -	\$ -	0.0%
614-4401	Public Notices and Education	\$ 7,000	\$ 102	\$ 102	1.5%
614-4501	Rents & Leases, Equipment	\$ 62,000	\$ 4,921	\$ 4,921	7.9%
614-4601	Insurance	\$ 18,000	\$ -	\$ -	0.0%
614-4701	Utilities	\$ 6,000	\$ 283	\$ 283	4.7%
614-4801	Maintenance - Vehicles/Equipment	\$ 2,000	\$ 142	\$ 142	7.1%
614-4801	Maintenance, Building	\$ 4,700	\$ -	\$ -	0.0%
614-4901	Miscellaneous	\$ 17,200	\$ 715	\$ 715	4.2%
614-4901	DOE Oversight Fees	\$ 2,700	\$ -	\$ -	0.0%
<i>Subtotal, Services</i>		<i>\$ 182,700</i>	<i>\$ 10,795</i>	<i>\$ 10,795</i>	<i>5.9%</i>

Capital Out-Lay & Fixed Assets

614-6401	Capital Out-Lay/Fixed Assets	\$ -	\$ -	\$ -	#DIV/0!
<i>Total YRCAA Base Operations Expenses</i>		<i>\$ 853,361</i>	<i>\$ 70,935</i>	<i>\$ 70,935</i>	<i>8.3%</i>

EXPENSES 614 YRCAA Grant Operations
614-33403105 Wood Stove Ed

Salaries

614-1001	Salaries	\$ 3,186	\$ 302	\$ 302	9.5%
614-2002	Benefits	\$ 1,120	\$ 106	\$ 106	9.5%
614-1003	Overtime	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Salaries</i>		<i>\$ 4,306</i>	<i>\$ 408</i>	<i>\$ 408</i>	<i>9.5%</i>

Supplies

614-3101	Office Supplies	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Supplies</i>		<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>#DIV/0!</i>

FY 2024 Monthly BVA

July 2023 Report Date: August 10, 2023		Budget	Actual Current	Actual Year to Date	Year to Date % of Budget
Services					
614-4139	Professional Services	\$ 600	\$ -	\$ -	0.0%
614-4202	Postage	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Services</i>		<u>\$ 600</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0.0%</u>
<i>Subtotal, Woodstove Grant Expenses</i>		<u>\$ 4,906</u>	<u>\$ 408</u>	<u>\$ 408</u>	<u>8.3%</u>
614-33403108 PM2.5					
Salaries					
614-1001	Salaries	\$ 15,577	\$ 1,348	\$ 1,348	8.7%
614-2002	Benefits	\$ 5,473	\$ 473	\$ 473	8.7%
614-1003	Overtime	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Salaries</i>		<u>\$ 21,050</u>	<u>\$ 1,821</u>	<u>\$ 1,821</u>	<u>8.7%</u>
Supplies					
614-3101	Office Supplies	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Supplies</i>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>#DIV/0!</u>
Services					
614-4101	Professional Services	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Services</i>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>#DIV/0!</u>
Capital Out-Lay & Fixed Assets					
614-6401	Capital Out-Lay/Fixed Assets	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, PM 2.5 Grant Expenses</i>		<u>\$ 21,050</u>	<u>\$ 1,821</u>	<u>\$ 1,821</u>	<u>8.7%</u>
614-33403107 Woodstove Change-out					
Salaries					
614-1001	Salaries	\$ 127,188	\$ 5,465	\$ 5,465	4.3%
614-2002	Benefits	\$ 44,688	\$ 1,920	\$ 1,920	4.3%
614-1003	Overtime	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Salaries</i>		<u>\$ 171,876</u>	<u>\$ 7,385</u>	<u>\$ 7,385</u>	<u>4.3%</u>
Supplies					
614-3101	Office Supplies	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Supplies</i>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>#DIV/0!</u>
Services					
614-4101	Professional Services	\$ 515,625	\$ 19,000	\$ 19,000	3.7%
<i>Subtotal, Services</i>		<u>\$ 515,625</u>	<u>\$ 19,000</u>	<u>\$ 19,000</u>	<u>3.7%</u>
Capital Out-Lay & Fixed Assets					
614-6401	Capital Out-Lay/Fixed Assets	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Woodstove Change-out Grant Expenses</i>		<u>\$ 687,501</u>	<u>\$ 26,385</u>	<u>\$ 26,385</u>	<u>3.8%</u>
<i>Total, Grant Operations Expenses</i>		<u>\$ 713,457</u>	<u>\$ 28,614</u>	<u>\$ 28,614</u>	<u>4.0%</u>
EXPENSES 141 Enterprise Operations					
Salaries					
141-1001	Salaries	\$ 13,320	\$ 20	\$ 20	0.1%
141-2002	Benefits	\$ 4,680	\$ 7	\$ 7	0.1%
141-1003	Overtime	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Salaries</i>		<u>\$ 18,000</u>	<u>\$ 27</u>	<u>\$ 27</u>	<u>0.1%</u>

FY 2024 Monthly BVA

July 2023		Budget	Actual Current	Actual Year to Date	Year to Date % of Budget
Report Date: August 10, 2023					
Supplies					
141-3101	Office Supplies	\$ 100	\$ -	\$ -	0.0%
141-3201	Vehicles, Gas	\$ 1,200	\$ -	\$ -	0.0%
141-3501	Small Tools/Equipment	\$ 50	\$ -	\$ -	0.0%
	<i>Subtotal, Supplies</i>	<i>\$ 1,350</i>	<i>\$ -</i>	<i>\$ -</i>	<i>0.0%</i>
Services					
141-4101	Professional Services	\$ 1,000	\$ -	\$ -	0.0%
141-4202	Postage	\$ 100	\$ -	\$ -	0.0%
141-4301	Travel & Transportation	\$ 8,500	\$ -	\$ -	0.0%
141-4501	Rents & Leases	\$ 4,000	\$ 75	\$ 75	1.9%
141-4801	Maintenance - Vehicles/Equipment	\$ 800	\$ -	\$ -	0.0%
141-4901	Miscellaneous	\$ -	\$ -	\$ -	#DIV/0!
	<i>Subtotal, Services</i>	<i>\$ 14,400</i>	<i>\$ 75</i>	<i>\$ 75</i>	<i>0.5%</i>
Capital Out-Lay & Fixed Assets					
141-4500	Capital Out-Lay/Fixed Assets	\$ -	\$ -	\$ -	#DIV/0!
	<i>Total Enterprise Operations Expenses</i>	<i>\$ 33,750</i>	<i>\$ 102</i>	<i>\$ 102</i>	<i>0.3%</i>
	<i>Total Expenses</i>	<i>\$ 1,600,568</i>	<i>\$ 99,651</i>	<i>\$ 99,651</i>	<i>6.2%</i>
Summary of Revenue vs Expenses:					
	<i>Total Revenue, Base, Grants & Enterprise</i>	<i>\$ 1,629,854</i>	<i>\$ 101,061</i>	<i>\$ 101,061</i>	<i>6.2%</i>
	<i>Total Expenses, Base, Grants & Enterprise</i>	<i>\$ 1,600,568</i>	<i>\$ 99,651</i>	<i>\$ 99,651</i>	<i>6.2%</i>
	<i>Contribution to Reserves</i>	<i>\$ 29,286</i>	<i>\$ 1,410</i>	<i>\$ 1,410</i>	

**Yakima Regional Clean Air Reimb
August 2023**

Gross Wages	\$60,684.04	
Reserve Adjustment		\$60,684.04
ER Taxes Paid	863.34	
ER Medical Paid	8,204.20	
Pers 1 ER Paid	0.00	
Pers 2 ER Paid	3,733.76	
Pers 3 ER Paid	1,127.92	
	0.00	
SUTA	132.26	
L & I	1,218.47	
	0.00	
Total Benefits	15,279.95	\$15,279.95
Other	0.00	
Bank Charges	0.00	
Total	\$0.00	\$0.00
Total Payroll		\$75,963.99

Christa Owen 8/23/2023

Primary Auditing Officer Date

Chairman Board of Directors Date

Secondary Auditing Officer Date



Yakima Regional Clean Air Agency

186 Iron Horse Court, Suite 101
Yakima, WA 98901-1468
509-834-2050
www.yakimacleanair.org

August 29, 2023

Fund 614-6140 YRCAA

Fund 614-1410 Enterprise

<u>Name</u>	<u>Warrant/MICR #</u>	<u>GL #</u>	<u>Amount</u>	<u>Date</u>
Alliant Communications	35645	4201	\$ 308.88	8/31/2023
Charter Communications	35646	4201	\$ 309.51	8/31/2023
Christa Owen	35647	3101	\$ 52.44	8/31/2023
Ridgeline Office Systems	35648	4801	\$ 146.88	8/31/2023
StorageMax**	35649	4506	\$ 75.00	8/31/2023
Itza-Vel Trudell	35650	3101	\$ 34.10	8/31/2023
Yakima Herald Republic	35651	4401	\$ 46.00	8/31/2023

\$ 972.81

***Reimbursement from Grant **NOC/Enterprise**

This is to certify that the invoices and warrants above for the Yakima Regional Clean Air Agency have been examined, audited and approved by the Alternate Auditing Officer for payment.

Total Amount: **\$ 972.81**

Christa Owen

Christa Owen, Primary Auditing Officer 8/31/2023

Jon DeVaney, Board Chairman

Date

Marc D. Thornsbury, Secondary Auditing Officer

Date

FY 2024 Monthly BVA

August 2023 Report Date: September 14, 2023		Budget	Actual Current	Actual Year to Date	Year to Date % of Budget
REVENUE					
REVENUE 614 YRCAA Base Operations					
Stationary Source Permit Fees					
614-32190001	Minor Sources	\$ 251,097	\$ 639	\$ 639	0.3%
614-32190008	Synthetic Minor Sources	\$ 37,193	\$ -	\$ -	0.0%
614-32190006	Complex Sources	\$ 44,926	\$ -	\$ -	0.0%
614-32290001	Title V Sources	\$ 72,000	\$ -	\$ -	0.0%
614-32190002	New Source Review	\$ 39,848	\$ 12,442	\$ 12,442	31.2%
<i>Subtotal, Stationary Source Permit Fees</i>		\$ 445,064	\$ 13,081	\$ 13,081	2.9%
Burn Permit Fees					
614-32290005	Residential Burn Permits	\$ 53,500	\$ 102	\$ 102	0.2%
614-32290007	Agricultural Burn Permits	\$ 21,128	\$ 80	\$ 80	0.4%
614-32290011	Conditional Use Burn Permits	\$ 2,150	\$ -	\$ -	0.0%
<i>Subtotal, Burn Permit Fees</i>		\$ 76,778	\$ 182	\$ 182	0.2%
Compliance Fees					
614-32190005	Asbestos Removal Fees	\$ 26,229	\$ 2,204	\$ 2,204	8.4%
614-32190009	Construction Dust Control Fees	\$ 7,632	\$ 495	\$ 495	6.5%
<i>Subtotal, Compliance Fees</i>		\$ 33,861	\$ 2,699	\$ 2,699	8.0%
<i>Subtotal, All Permit Fee Revenue</i>		\$ 555,703	\$ 15,962	\$ 15,962	2.9%
Base Grants					
614-33366001	EPA, Core Grant	\$ 106,545	\$ 26,636	\$ 26,636	25.0%
614-33403101	DOE, Core Grant	\$ 77,153	\$ 19,288	\$ 19,288	25.0%
<i>Subtotal, Base Grants</i>		\$ 183,698	\$ 45,924	\$ 45,924	25.0%
Fines & Penalties					
614-35990001	Civil Penalty	\$ -	\$ 500	\$ 500	
614-35990001	Other Fines	\$ -	\$ -	\$ -	
<i>Subtotal, Fines & Penalties</i>		\$ -	\$ 500	\$ 500	
Supplemental Income					
614-33831001	Supplemental Income	\$ 94,597	\$ 16,105	\$ 16,105	17.0%
<i>Subtotal, Supplemental Income</i>		\$ 94,597	\$ 16,105	\$ 16,105	17.0%
Other Income					
614-36111001	Interest	\$ 7,000	\$ 903	\$ 903	12.9%
614-36990014	Miscellaneous Income	\$ 400	\$ 301	\$ 301	75.3%
<i>Subtotal, Other Income</i>		\$ 7,400	\$ 1,204	\$ 1,204	16.3%
<i>Total YRCAA Base Operations Revenue</i>		\$ 841,398	\$ 79,695	\$ 79,695	9.5%
REVENUE 614 YRCAA Grant Operations					
614-33403105	Wood Stove Ed	\$ 4,906	\$ -	\$ -	0.0%
614-33403108	PM 2.5	\$ 21,050	\$ 5,263	\$ 5,263	25.0%
614-33403107	Woodstove Change-out	\$ 687,500	\$ 52,171	\$ 52,171	7.6%
<i>Total YRCAA Grant Operations Revenue</i>		\$ 713,456	\$ 57,433	\$ 57,433	8.0%
REVENUE Enterprise Operations					
614-34317001	VE Certification Fees	\$ 75,000	\$ 2,000	\$ 2,000	2.7%
614-34317002	Other Enterprise Revenue	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Enterprise Revenue</i>		\$ 75,000	\$ 2,000	\$ 2,000	2.7%
<i>Total Base, Grant and Enterprise Revenue</i>		\$ 1,629,854	\$ 139,128	\$ 139,128	8.5%

FY 2024 Monthly BVA

August 2023 Report Date: September 14, 2023	Budget	Actual Current	Actual Year to Date	Year to Date % of Budget
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EXPENSES
EXPENSES 614 YRCAA Base Operations

Salaries

614-1001	Salaries	\$ 462,031	\$ 48,728	\$ 48,728	10.5%
614-2002	Benefits	\$ 182,880	\$ 17,121	\$ 17,121	9.4%
614-1003	Overtime	\$ 2,000	\$ -	\$ -	0.0%
<i>Subtotal, Salaries</i>		<i>\$ 646,911</i>	<i>\$ 65,848</i>	<i>\$ 65,848</i>	<i>10.2%</i>

Supplies

614-3101	Office Supplies	\$ 7,000	\$ 1,164	\$ 1,164	16.6%
614-3101	Safety Equipment	\$ 1,000	\$ -	\$ -	0.0%
614-3201	Vehicles, Gas	\$ 5,500	\$ 323	\$ 323	5.9%
614-3501	Small Tools/Equipment	\$ 4,500	\$ -	\$ -	0.0%
614-3502	Technology Systems	\$ 5,000	\$ 638	\$ 638	12.8%
614-3502	Office Furnishings	\$ 750	\$ -	\$ -	0.0%
<i>Subtotal, Supplies</i>		<i>\$ 23,750</i>	<i>\$ 2,126</i>	<i>\$ 2,126</i>	<i>9.0%</i>

Services

614-4101	Professional Services	\$ 46,000	\$ 213	\$ 213	0.5%
614-4101	Laboratory Analyses	\$ 500	\$ -	\$ -	0.0%
614-4125	Treasurer, Yakima County	\$ -	\$ -	\$ -	#DIV/0!
614-4201	Communications and Technology	\$ 9,800	\$ 1,114	\$ 1,114	11.4%
614-4202	Postage and Freight	\$ 1,800	\$ 308	\$ 308	17.1%
614-4301	Travel & Transportation	\$ 5,000	\$ -	\$ -	0.0%
614-4401	Public Notices and Education	\$ 7,000	\$ 91	\$ 91	1.3%
614-4501	Rents & Leases, Equipment	\$ 62,000	\$ 4,921	\$ 4,921	7.9%
614-4601	Insurance	\$ 18,000	\$ 16,184	\$ 16,184	89.9%
614-4701	Utilities	\$ 6,000	\$ 443	\$ 443	7.4%
614-4801	Maintenance - Vehicles/Equipment	\$ 2,000	\$ 1,067	\$ 1,067	53.4%
614-4801	Maintenance, Building	\$ 4,700	\$ -	\$ -	0.0%
614-4901	Miscellaneous	\$ 17,200	\$ 610	\$ 610	3.5%
614-4901	DOE Oversight Fees	\$ 2,700	\$ -	\$ -	0.0%
<i>Subtotal, Services</i>		<i>\$ 182,700</i>	<i>\$ 24,951</i>	<i>\$ 24,951</i>	<i>13.7%</i>

Capital Out-Lay & Fixed Assets

614-6401	Capital Out-Lay/Fixed Assets	\$ -	\$ -	\$ -	#DIV/0!
<i>Total YRCAA Base Operations Expenses</i>		<i>\$ 853,361</i>	<i>\$ 92,924</i>	<i>\$ 92,924</i>	<i>10.9%</i>

EXPENSES 614 YRCAA Grant Operations
614-33403105 Wood Stove Ed

Salaries

614-1001	Salaries	\$ 3,186	\$ 216	\$ 216	6.8%
614-2002	Benefits	\$ 1,120	\$ 76	\$ 76	6.8%
614-1003	Overtime	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Salaries</i>		<i>\$ 4,306</i>	<i>\$ 291</i>	<i>\$ 291</i>	<i>6.8%</i>

Supplies

614-3101	Office Supplies	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Supplies</i>		<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>#DIV/0!</i>

Services

614-4139	Professional Services	\$ 600	\$ -	\$ -	0.0%
614-4202	Postage	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Services</i>		<i>\$ 600</i>	<i>\$ -</i>	<i>\$ -</i>	<i>0.0%</i>
<i>Subtotal, Woodstove Grant Expenses</i>		<i>\$ 4,906</i>	<i>\$ 291</i>	<i>\$ 291</i>	<i>5.9%</i>

FY 2024 Monthly BVA

August 2023 Report Date: September 14, 2023		Budget	Actual Current	Actual Year to Date	Year to Date % of Budget
614-33403108 PM2.5					
Salaries					
614-1001	Salaries	\$ 15,577	\$ 1,341	\$ 1,341	8.6%
614-2002	Benefits	\$ 5,473	\$ 471	\$ 471	8.6%
614-1003	Overtime	\$ -	\$ -	\$ -	#DIV/0!
	<i>Subtotal, Salaries</i>	<i>\$ 21,050</i>	<i>\$ 1,813</i>	<i>\$ 1,813</i>	<i>8.6%</i>
Supplies					
614-3101	Office Supplies	\$ -	\$ -	\$ -	#DIV/0!
	<i>Subtotal, Supplies</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>#DIV/0!</i>
Services					
614-4101	Professional Services	\$ -	\$ -	\$ -	#DIV/0!
	<i>Subtotal, Services</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>#DIV/0!</i>
Capital Out-Lay & Fixed Assets					
614-6401	Capital Out-Lay/Fixed Assets	\$ -	\$ -	\$ -	#DIV/0!
	<i>Subtotal, PM 2.5 Grant Expenses</i>	<i>\$ 21,050</i>	<i>\$ 1,813</i>	<i>\$ 1,813</i>	<i>8.6%</i>
614-33403107 Woodstove Change-out					
Salaries					
614-1001	Salaries	\$ 127,188	\$ 5,929	\$ 5,929	4.7%
614-2002	Benefits	\$ 44,688	\$ 2,083	\$ 2,083	4.7%
614-1003	Overtime	\$ -	\$ -	\$ -	#DIV/0!
	<i>Subtotal, Salaries</i>	<i>\$ 171,876</i>	<i>\$ 8,012</i>	<i>\$ 8,012</i>	<i>4.7%</i>
Supplies					
614-3101	Office Supplies	\$ -	\$ -	\$ -	#DIV/0!
	<i>Subtotal, Supplies</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>#DIV/0!</i>
Services					
614-4101	Professional Services	\$ 515,625	\$ -	\$ -	0.0%
	<i>Subtotal, Services</i>	<i>\$ 515,625</i>	<i>\$ -</i>	<i>\$ -</i>	<i>0.0%</i>
Capital Out-Lay & Fixed Assets					
614-6401	Capital Out-Lay/Fixed Assets	\$ -	\$ -	\$ -	#DIV/0!
	<i>Subtotal, Woodstove Change-out Grant Expenses</i>	<i>\$ 687,501</i>	<i>\$ 8,012</i>	<i>\$ 8,012</i>	<i>1.2%</i>
	<i>Total, Grant Operations Expenses</i>	<i>\$ 713,457</i>	<i>\$ 10,116</i>	<i>\$ 10,116</i>	<i>1.4%</i>
EXPENSES 141 Enterprise Operations					
Salaries					
141-1001	Salaries	\$ 13,320	\$ -	\$ -	0.0%
141-2002	Benefits	\$ 4,680	\$ -	\$ -	0.0%
141-1003	Overtime	\$ -	\$ -	\$ -	#DIV/0!
	<i>Subtotal, Salaries</i>	<i>\$ 18,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>0.0%</i>
Supplies					
141-3101	Office Supplies	\$ 100	\$ -	\$ -	0.0%
141-3201	Vehicles, Gas	\$ 1,200	\$ -	\$ -	0.0%
141-3501	Small Tools/Equipment	\$ 50	\$ -	\$ -	0.0%
	<i>Subtotal, Supplies</i>	<i>\$ 1,350</i>	<i>\$ -</i>	<i>\$ -</i>	<i>0.0%</i>

FY 2024 Monthly BVA

August 2023		Budget	Actual Current	Actual Year to Date	Year to Date % of Budget
Report Date: September 14, 2023					
Services					
141-4101	Professional Services	\$ 1,000	\$ -	\$ -	0.0%
141-4202	Postage	\$ 100	\$ -	\$ -	0.0%
141-4301	Travel & Transportation	\$ 8,500	\$ 357	\$ 357	4.2%
141-4501	Rents & Leases	\$ 4,000	\$ 150	\$ 150	3.8%
141-4801	Maintenance - Vehicles/Equipment	\$ 800	\$ -	\$ -	0.0%
141-4901	Miscellaneous	\$ -	\$ -	\$ -	#DIV/0!
	<i>Subtotal, Services</i>	<i>\$ 14,400</i>	<i>\$ 507</i>	<i>\$ 507</i>	<i>3.5%</i>
Capital Out-Lay & Fixed Assets					
141-4500	Capital Out-Lay/Fixed Assets	\$ -	\$ -	\$ -	#DIV/0!
	<i>Total Enterprise Operations Expenses</i>	<i>\$ 33,750</i>	<i>\$ 507</i>	<i>\$ 507</i>	<i>1.5%</i>
	<i>Total Expenses</i>	<i>\$ 1,600,568</i>	<i>\$ 103,547</i>	<i>\$ 103,547</i>	<i>6.5%</i>
Summary of Revenue vs Expenses:					
	<i>Total Revenue, Base, Grants & Enterprise</i>	<i>\$ 1,629,854</i>	<i>\$ 139,128</i>	<i>\$ 139,128</i>	<i>8.5%</i>
	<i>Total Expenses, Base, Grants & Enterprise</i>	<i>\$ 1,600,568</i>	<i>\$ 103,547</i>	<i>\$ 103,547</i>	<i>6.5%</i>
	<i>Contribution to Reserves</i>	<i>\$ 29,286</i>	<i>\$ 35,581</i>	<i>\$ 35,581</i>	
	Beginning Reserve Balance	\$ 1,020,617	\$ 1,022,027	\$ 1,020,617	
	Contribution to Reserves	\$ 29,286	\$ 35,581	\$ 35,581	
	Ending Reserve Balance	\$ 1,049,903	\$ 1,057,607	\$ 1,056,198	
Reserve Fund Allocation					
	Operations (min. 25% of base operating exp.)	\$ 225,000			
	Legal Services (min \$200,000)	\$ 250,000			

September 19, 2023

**Fund 614-6140 YRCAA
Fund 614-1410 Enterprise**

<u>Name</u>	<u>Warrant/MICR #</u>	<u>GL #</u>	<u>Amount</u>	<u>Date</u>
Abadan Reprographics	35652	4201	\$ 111.16	09/19/2023
Alliant Communications	35653	4201	\$345.33	09/19/2023
Cascade Natural Gas Corporation	35654	4701	\$13.00	09/19/2023
Coleman Oil Company	35655	3201	\$301.88	09/19/2023
Intermountain Cleaning Services, Inc.	35656	4101	\$370.00	09/19/2023
Iron Horse Real Estate & Property Mgt	35657	4501	\$4920.80	09/19/2023
KeyBank	35658	Various	\$967.37	09/19/2023
Pacific Power	35659	4701	\$267.08	09/19/2023
Pitney Bowes Global Financial Services L	35660	4501	\$242.58	09/19/2023
YRCAA	35661	4901	\$557.41	09/19/2023
Yakima County Public Services- Utility Di	35662	4701	\$23.01	09/19/2023

\$
8,119.62

***Reimbursement from Grant **NOC/Enterprise**

This is to certify that the invoices and warrants above for the Yakima Regional Clean Air Agency have been examined, audited and approved by the Alternate Auditing Officer for payment.

Total Amount: \$ 8,119.62


Christa Owen, Primary Auditing Officer 9/19/2023

**Yakima Regional Clean Air Reimb
September 2023**

Gross Wages	\$53,282.51	
Reserve Adjustment		\$53,282.51
ER Taxes Paid	756.02	
ER Medical Paid	8,204.20	
Pers 1 ER Paid	0.00	
Pers 2 ER Paid	3,666.74	
Pers 3 ER Paid	1,144.75	
	0.00	
SUTA	95.64	
L & I	1,135.27	
	0.00	
Total Benefits	15,002.62	\$15,002.62
Other	0.00	
Bank Charges	8.18	
Total	\$8.18	\$8.18
Total Payroll		\$68,293.31

Christa Owen 9/26/2023
 Primary Auditing Officer Date

 Chairman Board of Directors Date
[Signature] 10-5-2023
 Secondary Auditing Officer Date

MEMORANDUM

Date: September 7, 2023
To: YRCAA Board of Directors
From: Jon DeVaney, Chair
Subject: Follow-Up from Executive Director Performance Review

You will be gratified to know that our Executive Director takes the feedback he received from the Board at his performance review very seriously, and has asked for some further discussion of a few points at our September 14th meeting to ensure that he fully understands our expectations and preferences. To refresh your memories and tee-up this discussion, I will attempt to summarize these issues below.

The first of these issues pertains to the level of detail we receive in oral briefings during monthly meetings, and how best to facilitate discussion at meetings. Some members pointed out that oral briefings that repeat the content of written memos may be repetitive, while others observed that information may be more easily absorbed when presented orally. The previous practice of scheduling study sessions on specific topics was raised as one possible means of addressing this issue. I agree with Mr. Thornsbury that the Board should more clearly express its preferences for how information is conveyed by staff.

The second concern relates to the length of Board meetings. This was not necessarily a complaint that they are too long, but instead an issue of scheduling so that members can plan the appropriate amount of time for each meeting around other commitments. I have discussed potential means of addressing this concern with Mr. Thornsbury, including more assertive time management by the Chair or moving the meeting time to later in the afternoon where members may be less likely to have scheduled commitments right after the anticipated end time of our meetings.

Finally, our discussions in meetings frequently result in requests for further information or investigation by staff either from individual members or the Board as a whole. Mr. Thornsbury has asked that we provide some clearer guidance on how to organize and prioritize individual and collective requests for research and information so that these can be appropriately managed within the context of all agency activities.

Please consider the above and be prepared to discuss these issues on September 14th.

STAFF REPORT

Date: October 2, 2023
To: YRCAA Board of Directors
From: Marc Thornsbury, Executive Director
Subject: Board Packet and Communication

Summary

Board packet and communication changes in FY 2022-23 were made with the intent to provide several improvements including increased transparency, thorough documentation of issues, discussion, debate, board member remarks, and the basis for decisions, enhanced public perception, reduced staff time, support for public communication and input, and improved delivery of comprehensive information to the board to aid deliberation and discussion.

Recommendation

None. The Board may direct staff to implement new, and/or rescind recent, changes.

Background

The YRCAA Board of Directors conducted a performance evaluation of the Agency's Executive Director at its meeting held June 8, 2023. During that process, various members of the Board were unclear as to the purpose of staff reports and other changes to the Board packet and/or communication instituted by the Director in FY 2022-23.

Minutes documenting the meetings of a board, council, or commission generally fall into one of four categories shown below with each providing a different degree of detail. However, every situation is unique and, in practice, there is a much broader range than the discrete types listed would otherwise suggest.

- *Action (aka Decision) Minutes.* These report only the actions taken at a meeting and, as a result, are typically very brief—unless there are a large number of agenda items requiring action of the body.
- *Summary Minutes.* These report actions taken and the main points or “highlights” of the discussion preceding them. Some make no distinction between summary and discussion minutes—considering the former to be an abbreviated version of the latter at the discretion of the clerk or scrivener.
- *Discussion Minutes.* These report actions taken including all unique and germane points and statements contained in the discussion preceding them. What might be described as a distillation of verbatim minutes, the intent is to more concisely convey to the reader a sense of being present.
- *Verbatim Minutes.* These are a word-for-word recitation of exactly what was said. They are typically very long and often contain unnecessary, irrelevant, or redundant comments, questions, and remarks. As a result, they are typically used only when required by law or other regulation.

Analysis

Upon coming to the Agency, and with the monthly board meeting and related materials the primary mechanism through which the Executive Director communicates with the Board (and, to an extent, the public), a review of past practices was undertaken. The conclusions reached resulted in the following changes.

Minutes

Previous minutes appear to have been a hybrid of action and summary minutes. Though they accurately reflected the decisions of the Board, they did not always fully reflect the points of view offered or help the reader understand *why* or *how* the Board arrived at a particular decision. To address this, a shift was made to discussion minutes to:

- Improve transparency;
- Allow use of text search (not possible with recordings);
- Describe and identify board member issues and positions;
- Ensure discussion and debate are documented;
- Provide a written record for use by the public and future board members; and
- Clarify and document the basis for decisions.

Consent Agenda

A consent agenda that groups non-controversial items such as the adoption of minutes, approval of financial transactions, acceptance of a director's report, and other routine items can shorten meeting times. However, it can also leave the impression these items have received inadequate oversight or an attempt has been made to avoid discussion. To prevent this, and in light of the limited time savings achieved, it was recommended the consent agenda be abandoned.

Staff Reports

In years past, staff reports were largely provided orally with the occasional use of supporting documents. Written staff reports were introduced to:

- Provide board members time to consider the information presented, request clarification or additional details, or solicit other points of view in advance of discussion;
- Support effective public comment by providing detailed information in advance of the comment period;
- Reduce staff time through use of a single report versus drafting notes for oral presentation and producing expanded minutes to document the information presented;
- Provide information in written form for reference in deliberations;
- Facilitate board member review and consideration of information presented for unresolved/tabled items without waiting for the production of meeting minutes; and
- Condense the time needed to present details and allow additional time for discussion amongst, and questions from, board members without extending meeting length.

Statistics

As in the past, statistics continue to be provided in the board packet, but are no longer recited in whole or in part. While the Agency's technology systems do not current support doing so, plans call for the elimination of these at a future date with more capable online equivalents to replace them that will be available to board members and the public at any time.

STAFF REPORT

Date: October 4, 2023
To: YRCAA Board of Directors
From: Marc Thornsbury, Executive Director
Subject: 2024 Source Classifications and Fees

Summary

Minor sources would be scored on three items: Compliance (the time required for compliance work), Emissions (the quantity of emissions released), and Toxicity (the degree of hazard posed by the emissions released). Based on this score, the source would be given a Minor Source Class upon which the total fee (comprised of a base and variable fee) would be assessed. Under this system, simple sources with few emissions and low toxicity would pay less while complicated sources with a greater quantity of emissions and higher toxicity would pay more. Staff believe this proposal is objective, equitable, and meets the requirements of the Board as stated in 2022.

Recommendation

Approve the general methodology described herein.

Background

During a series of meetings held in late 2022, and taking note most registered sources were in the same category (minor sources) and paid the same registration fee, the Board of Directors requested staff review the framework for assessing registration fees and present a proposal that would more equitably allocate fees across different sources. The proposal was to be presented and adopted so as to allow implementation in conjunction with the planned 2024 fee increase.

Analysis

The Agency's registered sources fall into one of three categories (minor, synthetic, and major) as described below. To address the desire of the board for a more equitable distribution of minor source registration fees, and keeping in mind the intent of the legislature that sources of pollution fund pollution control agencies, staff worked to identify factors that would mirror the proportion of compliance costs represented by various sources.

Minor Sources

Minor sources are those not otherwise classified as synthetic or major sources. Under this proposal, minor sources would be divided into six classes. The annual fee for each class would combine a uniform fixed (or base) fee that covers costs common to all sources plus a variable fee that covers costs unique to each source given its compliance, emissions, and toxicity (see below). Individual sources are assigned a score for each of the three elements and these are totaled. The total score is then used to assign the source to one of the following classes.

Class	Point Range	Base Fee*	Variable Fee*	Total Fee*
1	0 to 3	\$335	\$150	\$485
2	3 to 6	335	278	613
3	6 to 9	335	486	821
4	9 to 12	335	690	1,025
5	12 to 15	335	817	1,152
6	15 or more	335	962	1,297

* Example ONLY

Compliance

Compliance refers to the collective devices, equipment, and processes that contribute to the complexity of the source and the amount of time necessary to perform the required compliance work.

<u>Hours</u>	<u>Score*</u>
0 to 2	0
2 to 4	1
4 to 6	2
6 or more	3

* Example ONLY

Emissions

Emissions accounts for the quantity of emissions released either as reported by the source, or as calculated by staff, based on the annual registration information submitted to the Agency for the most recent year (e.g. 2022 reporting year used in 2023 to set 2024 rates).

<u>Tons</u>	<u>Score*</u>
0 to 10	0
10 to 30	1
30 to 40	2
40 or more	3

* Example ONLY. Note: One million gallons liquid throughput equals one ton of emissions.

Toxicity

Toxicity accounts for the degree of hazard posed by the collective emissions from the source based on their acceptable source impact level (ASIL). This accounts for the need for greater regulatory effort for emitters of more highly toxic pollutants.

<u>ASIL</u>	<u>Score*</u>
0 to 0.12	4
0.12 to 1	3
1 to 10	2
10 to 30	1
30 and above	0

* Example ONLY. Note: A lower ASIL equals a higher toxic impact.

Example: Based on the above, a source that typically requires two to four hours of compliance work and emits ten to thirty tons of pollutants with an estimated average ASIL of 7 would receive a score of 4 (1 + 1 + 2) would be considered a Class 4 Minor Source.

Synthetic Sources

Synthetic sources (fka “synthetic minor sources”) are those that would otherwise exceed the threshold to be classified as major sources based on their potential emissions, but have voluntarily limited operations so as to fall below the threshold.

Major Sources

Major sources (aka “Title V” sources) are those that meet the definition for a State Air Operating Permit (AOP) as set forth in 40 CFR Part 70. Major sources are exempt from registration.

Staff believe the above proposal is objective, equitable, and meets the requirements of the Board as stated in 2022. No such system is perfect, but substantial work was put into developing a mechanism through which sources that consume a larger portion of the Agency’s resources due to their complexity, emissions, and/or toxicity would bear a greater share of the Agency’s operating costs versus those requiring a lesser share. In addition, efforts were made to create an effective system that would not be overly difficult or complicated to implement or require additional Agency resources.

The next steps will be to make any changes requested by the Board and develop proposed fees for each minor source class to be presented at a public hearing in November, 2023, with final adoption in December and implementation before the start of 2024.

Notes on Forest Management Prescribed Burns

Local (Agency) Regulations

None.

Federal Clean Air Act, Title 42, Chapter 85, Subchapter I, Part A, Section 7418(a):

“Each department, agency, and instrumentality of the executive, legislative, and judicial branches of the Federal Government (1) having jurisdiction over any property or facility, or (2) engaged in any activity resulting, or which may result, in the discharge of air pollutants, and each officer, agent, or employee thereof, shall be subject to, and comply with, all Federal, State, interstate, and local requirements, administrative authority, and process and sanctions respecting the control and abatement of air pollution in the same manner, and to the same extent as any nongovernmental entity. The preceding sentence shall apply (A) to any requirement whether substantive or procedural (including any recordkeeping or reporting requirement, any requirement respecting permits and any other requirement whatsoever), (B) to any requirement to pay a fee or charge imposed by any State or local agency to defray the costs of its air pollution regulatory program, (C) to the exercise of any Federal, State, or local administrative authority, and (D) to any process and sanction, whether enforced in Federal, State, or local courts, or in any other manner. This subsection shall apply notwithstanding any immunity of such agencies, officers, agents, or employees under any law or rule of law. No officer, agent, or employee of the United States shall be personally liable for any civil penalty for which he is not otherwise liable.”

RCW 70A.15.5020

(1) Consistent with the policy of the state to reduce outdoor burning to the greatest extent practical, outdoor burning shall not be allowed in:

(a) Any area of the state where federal or state ambient air quality standards are exceeded for pollutants emitted by outdoor burning; or

(b) Any urban growth area as defined by RCW [36.70A.030](#), or any city of the state having a population greater than ten thousand people if such cities are threatened to exceed state or federal air quality standards, and alternative disposal practices consistent with good solid waste management are reasonably available or practices eliminating production of organic refuse are reasonably available.

(2) Notwithstanding any other provision of this section, outdoor burning may be allowed for the exclusive purpose of managing storm or flood-related debris. The decision to allow burning shall be made by the entity with permitting jurisdiction as determined under RCW [70A.15.5120](#) or [70A.15.5040](#). If outdoor burning is allowed in areas subject to subsection (1)(a) or (b) of this section, a permit shall be required, and a fee may be collected to cover the expenses of administering and enforcing the permit. All conditions and restrictions pursuant to RCW [70A.15.5080](#)(1) and [70A.15.5010](#) apply to outdoor burning allowed under this section.

(3)(a) Outdoor burning that is normal, necessary, and customary to ongoing agricultural activities, that is consistent with agricultural burning authorized under RCW [70A.15.5090](#) and [70A.15.5110](#), is allowed within the urban growth area in accordance with RCW [70A.15.5090](#)(8)(a).

(b) Outdoor burning of cultivated orchard trees shall be allowed as an ongoing agricultural activity under this section in accordance with RCW [70A.15.5090](#)(8)(b).

(4) This section shall not apply to silvicultural burning used to improve or maintain fire dependent ecosystems for rare plants or animals within state, federal, and private natural area preserves, natural resource conservation areas, parks, and other wildlife areas. (emphasis supplied)

(5) Notwithstanding any other provisions of this section, outdoor burning that reduces the risk of a wildfire, or is normal, necessary, and customary to ongoing silvicultural activities consistent with silvicultural burning authorized under RCW [70A.15.5120\(1\)](#), is allowed **within the urban growth area** in accordance with RCW [70A.15.5120](#). Before issuing a burn permit within the urban growth area for any burn that exceeds one hundred tons of material, the department of natural resources shall consult with department of ecology and condition the issuance and use of such permits to comply with air quality standards established by the department of ecology. (emphasis supplied)

RCW 70A.15.5120

(1) The department of natural resources is responsible for issuing and regulating burning permits required by it relating to the following activities for the protection of life or property and for the public health, safety, and welfare:

- (a) Abating or prevention of a forest fire hazard;
- (b) Reducing the risk of a wildfire under RCW [70A.15.5020\(5\)](#);
- (c) Instruction of public officials in methods of forest firefighting;
- (d) Any silvicultural operation to improve the forestlands of the state, including but not limited to forest health and resiliency, decreasing forest insect or disease susceptibility, maintaining or restoring native vegetation, or otherwise enhancing resiliency to fire; and
- (e) Silvicultural burning used to improve or maintain fire dependent ecosystems for rare plants or animals within state, federal, and private natural area preserves, natural resource conservation areas, parks, and other wildlife areas.

(2) The department of natural resources shall not retain such authority, but it shall be the responsibility of the appropriate fire protection agency for permitting and regulating outdoor burning on lands where the department of natural resources does not have fire protection responsibility, except for the issuance of permits for reducing the risk of wildfire under RCW [70A.15.5020\(5\)](#). The department of natural resources may enter into cooperative agreements with local fire protection agencies to issue permits for reducing wildfire risk under RCW [70A.15.5020\(5\)](#).

(3) Permit fees shall be assessed for wildfire risk reduction and for silvicultural burning under the jurisdiction of the department of natural resources and collected by the department of natural resources as provided for in this section. All fees shall be deposited in the air pollution control account, created in RCW [70A.15.1010](#). The legislature shall appropriate to the department of natural resources funds from the air pollution control account to enforce and administer the program under this section and RCW [70A.15.5130](#), [70A.15.5140](#), and [70A.15.5150](#). Fees shall be set by rule by the department of natural resources at the level necessary to cover the costs of the program after receiving recommendations on such fees from the public.

RCW 70A.15.5130

(1)(a) The department of natural resources shall administer a program to reduce statewide emissions from silvicultural forest burning so as to achieve the following minimum objectives:

- (i) Twenty percent reduction by December 31, 1994, providing a ceiling for emissions until December 31, 2000; and
- (ii) Fifty percent reduction by December 31, 2000, providing a ceiling for emissions thereafter.

(b) Reductions shall be calculated from the average annual emissions level from calendar years 1985 to 1989, using the same methodology for both reduction and base year calculations.

(2)(a) The department of natural resources, within twelve months after May 15, 1991, shall develop a plan, based upon the existing smoke management agreement to carry out the programs as described in this section in the most efficient, cost-effective manner possible. The plan shall be developed in consultation with the department of ecology, public and private landowners engaged in silvicultural forest burning, and representatives of the public.

(b) The plan shall recognize the variations in silvicultural forest burning including, but not limited to, a landowner's responsibility to abate an extreme fire hazard under chapter [76.04](#) RCW and other objectives of burning, including abating and preventing a fire hazard, geographic region, climate, elevation and slope, proximity to populated areas, diversity of land ownership, improving forest health and resiliency, decreasing forest insect or disease susceptibility, maintaining or restoring native vegetation, or otherwise enhancing resiliency to fire. The plan shall establish priorities that the department of natural resources shall use to allocate allowable emissions, including but not limited to, forest health and resiliency, silvicultural burning used to improve or maintain fire dependent ecosystems for rare plants or animals within state, federal, and private natural area preserves, natural resource conservation areas, parks, and other wildlife areas. The plan shall also recognize the real costs of the emissions program and recommend equitable fees to cover the costs of the program.

(c) The emission reductions in this section are to apply to all forestlands including those owned and managed by the United States. If the United States does not participate in implementing the plan, the departments of natural resources and ecology shall use all appropriate and available methods or enforcement powers to ensure participation.

(d) The plan shall include a tracking system designed to measure the degree of progress toward the emission reductions goals set in this section. The department of natural resources shall report annually to the department of ecology and the legislature on the status of the plan, emission reductions and progress toward meeting the objectives specified in this section, and the goals of this chapter and chapter [76.04](#) RCW.

(3) If the December 31, 1994, emission reductions targets in this section are not met, the department of natural resources, in consultation with the department of ecology, shall use its authority granted in this chapter and chapter [76.04](#) RCW to immediately limit emissions from such burning to the 1994 target levels and limit silvicultural forest burning in subsequent years to achieve equal annual incremental reductions so as to achieve the December 31, 2000, target level. If, as a result of the program established in this section, the emission reductions are met in 1994, but are not met by December 31, 2000, the department of natural resources in consultation with the department of ecology shall immediately limit silvicultural forest burning to reduce emissions from such burning to the December 31, 2000, target level in all subsequent years.

(4) Emissions from silvicultural burning in eastern Washington that is conducted for the purpose of restoring forest health or preventing the additional deterioration of forest health are exempt from the reduction targets and calculations in this section if the following conditions are met:

(a) The landowner submits a written request to the department identifying the location of the proposed burning and the nature of the forest health problem to be corrected. The request shall include a brief description of alternatives to silvicultural burning and reasons why the landowner believes the alternatives not to be appropriate.

(b) The department determines that the proposed silvicultural burning operation is being conducted to restore forest health or prevent additional deterioration to forest health; meets the requirements of the state smoke management plan to protect public health, visibility, and the environment; and will not be conducted during an air pollution episode or during periods of impaired air quality in the vicinity of the proposed burn.

(c) Upon approval of the request by the department and before burning, the landowner is encouraged to notify the public in the vicinity of the burn of the general location and approximate time of ignition.

(5) The department of ecology may conduct a limited, seasonal ambient air quality monitoring program to measure the effects of forest health burning conducted under subsection (4) of this section. The monitoring program may be developed in consultation with the department of natural resources, private and public forestland owners, academic experts in forest health issues, and the general public.

RCW 70A.15.5140

The department of natural resources, in granting burning permits for fires for the purposes set forth in RCW [70A.15.5120](#), shall condition the issuance and use of such permits to comply to the extent feasible with air quality standards established by the department of ecology. Such burning shall not cause the state air quality standards to be exceeded in the ambient air up to two thousand feet above ground level over critical areas designated by the department of ecology, otherwise subject to air pollution from other sources. Air quality standards shall be established and published by the department of ecology which shall also establish a procedure for advising the department of natural resources when and where air contaminant levels exceed or threaten to exceed the ambient air standards over such critical areas. The air quality shall be quantitatively measured by the department of ecology or the appropriate local air pollution control authority at established monitoring stations over such designated areas. Further, such permitted burning shall not cause damage to public health or the environment. All permits issued under this section shall be subject to all applicable fees, permitting, penalty, and enforcement provisions of this chapter. The department of natural resources shall set forth smoke dispersal objectives designed consistent with this section to minimize any air pollution from such burning and the procedures necessary to meet those objectives.

The department of natural resources shall encourage more intense utilization in logging and alternative silviculture practices to reduce the need for burning. The department of natural resources shall, whenever practical, encourage landowners to develop and use alternative acceptable disposal methods subject to the following priorities: (1) Slash production minimization, (2) slash utilization, (3) nonburning disposal, (4) silvicultural burning. Such alternative methods shall be evaluated as to the relative impact on air, water, and land pollution, public health, and their financial feasibility.

The department of natural resources shall not issue burning permits and shall revoke previously issued permits at any time in any area where the department of ecology or local board has declared a stage of impaired air quality as defined in RCW [70A.15.3580](#). (emphasis supplied – RCW 70A.15.3580 pertains to first stage and second stage burn bans including when and how they are to be called)

Washington Smoke Management Plan (SMP)

(full 84-page text at www.dnr.wa.gov/publications/rp_burn_smoke_mgmt_plan2022.pdf?1695487768911)

Responsibilities

DNR is responsible for the overall enforcement and administration of the SMP. The Wildland Fire Management Division Manager delegates operating responsibilities to DNR Regions. Other agencies in both the state and federal governments also have responsibilities under the plan, as discussed further in this section.

The Wildland Fire Management Division Manager is responsible for:

- Providing smoke management operating procedures for DNR Regions and federal land managers.
- Providing technical expertise, meteorological information and forecasts, and training to both divisions and regions related to this plan.
- Developing performance standards for DNR Regions.
- Coordinating among Smoke Management Plan participants.
- Approving or disapproving large burns (and small burns within UGAs) depending upon meteorological conditions, potential smoke intrusions or National Ambient Air Quality Standards (NAAQS).
- Developing and maintaining systems for gathering, transmitting, and reporting data required by the SMP. This includes collection and reporting of emissions data from silvicultural burning, as required by RCW 70A.15.5130.
- Developing and maintaining systems for notifying Agencies/affected public of any proposed or active silvicultural burning.
- Coordinating responses to complaints when they are determined to result from silvicultural burning.
- Collecting required fees from federal landowners.
- Specifying to burners the documentation needed to fulfill the requirements of the Exceptional Events Rule.
- Providing all DNR documentation used to inform an Exceptional Events Demonstration.
- Maintain records for 3 years.

DNR Regional Managers are responsible for:

- Implementing the SMP on state and private lands that receive fire protection from DNR.
- Approving or disapproving silvicultural burns, taking into consideration fire danger, air quality impacts and local knowledge.
- Ensuring that DNR standards and operating procedures are followed.
- Assigning priorities for burning on state and private lands.
- Providing necessary information and required data to Wildland Fire Management Division.
- Collecting permit fees from state and private burners.
- Reporting and documenting where and when smoke intrusions occur, responding to citizen complaints about smoke nuisances on state and private lands and providing feedback to the Wildland Fire Management Division when necessary.
- Notify relevant Ecology Regions and Local Clean Air Agencies of the response to and resolution of any complaints.
- Coordinating plan implementation with local fire districts, Ecology regions and LCAA.
- Ensuring that field enforcement is conducted and is consistently applied.
- Provide Ecology with data used to make burn decisions to inform Exceptional Events Rule demonstrations upon request.

The Washington State Department of Ecology Director is responsible for:

- Establishing "Designated Areas."
- Adopting federal NAAQS into Washington rules and/or establishing other air quality standards (see Appendix 7).
- Notifying DNR when air quality has diminished to the point when "impaired air" or a "forecasted stage of air pollution episode" has been, or is likely to be, declared.

- Maintaining the State Implementation Plan, which includes visibility protection of Class I federal areas.

The Washington State Department of Health Director is responsible for:

- Collaborating with DNR, ECY, and LCAAs when smoke intrusions occur.
- Issuing health advisories as needed, or delegating such issuance to county authorities.

The following federal officials are responsible for meeting the requirements and operating procedures of this SMP on lands under their control:

- The Forest Supervisor for the US Forest Service (USFS).
- The Park Superintendent for the National Park Service (NPS).
- The Refuge Manager for the Fish and Wildlife Service (F&WS).
- The District Manager for the Bureau of Land Management (BLM).
- The Base Commander for the Department of Defense facilities (DOD).
- The tribal designee or government body specified in the agreement between DNR and any Indian Nation will be responsible for meeting all requirements and operating procedures.

Enforcement

The primary enforcement mechanisms employed by DNR are education regarding requirements and mitigating impacts as they occur, followed by revoking current burn permits and withholding permits, if there is a refusal to comply. Permit holders who are repeatedly in violation the SMP may have their current burn permits and ability to apply for new permits suspended until they demonstrate the ability to comply with the SMP.

DNR has specific authority to issue orders revoking or suspending burn privileges or permits when necessary to prevent air pollution or for the safety of adjacent property. RCW 76.04.205(4); WAC 332-24-205(1). DNR may also suspend burning under RCW 76.04.315 in order to address unusual fire danger. Any burning that occurs without a required permit, or in violation of any permit requirements, violates WAC 332-24-201(4) or other provisions of WAC 332-24. Any burning in violation of DNR rules voids any prior permission granted to burn WAC 332-24-217.

If necessary, DNR has specific authority to issue civil penalties for violations of RCW 76.04.205 per RCW 70A.15.3160 . As directed in RCW 76.04.205, DNR is in the administrative procedure process, including public input, of conducting rulemaking. The rule will establish: (a) A framework for resolving conflicts that may arise related to this section, including the issuance of civil penalties pursuant to RCW 70A.15.3160 for violations of this section; and (b) the method by which penalties issued pursuant to RCW 70A.15.3160 for violations of this section will be calculated.

As a last resort DNR Law Enforcement Officers are stationed throughout Washington to protect the public, employees, and state lands, resources and other assets, and DNR can take action under chapter 76.04 RCW issuing criminal citations for willful violations of permit provisions.

Reporting

DNR will provide reports to the Legislature and Ecology detailing the total emissions from silvicultural burning and other burning statistics and trends, as needed to meet the emission reporting requirements of the Washington Clean Air Act, RCW 70A.15.5130.

Complaint Tracking

When a smoke complaint is received by DNR, DNR will obtain as much information as possible and ensure follow up with the complainant. The following actions guide how DNR responds to complaints:

1. The entity receiving the complaint will refer the complainant to the appropriate DNR Region or Federal entity. Information obtained from the complainant needs to include as much of the following as possible:
 - Date, time and location of the smoke (must include this information or DNR/federal entity cannot follow up on complaint).
 - Location of the suspected burn resulting in the smoke.
 - Duration of smoke impact, if known.
 - Nature of the complaint.
 - Complainants address and contact information, if available.
 - Any documentary evidence available, including photos, home air quality monitor readouts, etc.
 - Name of person recording the complaint.
 - If the complainant left a voicemail or sent an email, the receiving party will archive or transcribe a copy of the voicemail or email in the current tracking system and convey it to the following people.
 - On-site responsible party, if it can be determined.
 - DNR Region Fire Management Staff.
2. All complaints, including all relevant information will be relayed to appropriate staff the day of the complaint, if on a holiday or weekend duty officers will be available to respond to complainants and burner. Complaints will be logged in current tracking system and the following people will be notified:
 - On-site responsible party.
 - Fire Management Officer of the District in which the burn occurred (Federal land).
 - Applicable DNR Region Fire Forester.
 - DNR Wildland Fire Management Division Staff.
3. Responsible region or federal entity must attempt contact with complainant and investigate the complaint immediately. If there is no known burn in the area a DNR or Federal employee will be dispatched as a possible fire response. If there is a burn in the area, DNR or the federal entity will evaluate the complaint with the possible result of a field visit and if out of compliance enforcement action may be taken (see Enforcement Section). Should further contact from other participants be necessary, the order of contact will be:
 - DNR Region Leadership.
 - DNR Wildland Fire Management Division Leadership.
4. DNR will forward all complaint responses to the people listed in item 2.
5. DNR Wildland Fire Management Division will follow up on all silvicultural related complaints within 2 business days of receipt to ensure that complainant was contacted and that appropriate actions were taken to:
 - Mitigate the complaint, if warranted.
 - Document any safety hazards on public roads.
 - Document an intrusion of smoke, or
 - Document an exceedance of the NAAQS.
 - Take appropriate enforcement action if warranted.

Exceptional Events Demonstration

If a burn contributes to an exceedance of NAAQS, an Exceptional Event demonstration may be prepared to request EPA exclude the monitored exceeding value.

The EPA promulgated the Exceptional Events Rule in 2007 and revised the rule in 2016 to facilitate the exclusion of data that was influenced by an Exceptional Event that might have caused or contributed to an exceedance of NAAQS. EPA defined an Exceptional Event as one that:

- Affected air quality in such a way that there exists a clear causal relationship between the specific event and the monitored exceedance or violation,
- Was not reasonably controllable or preventable, and
- Was a human activity that is unlikely to recur at a particular location or was a natural event.

The burner and DNR will need to gather the documentation that shows that the burner met permit conditions and followed the smoke management plan.

In order to demonstrate that a silvicultural burning operation that contributed to or caused a NAAQS exceedance qualifies as an Exceptional Event, DNR and the burner must gather detailed demonstration materials and deliver those materials to Ecology as requested. The documentation must include the following detailed information for before, during and after the burn. DNR will use our Smoke Management Burn Portal to ensure that the public is aware of burns that may be ignited in their areas before date of ignition, to inform the public of smoke conditions and outlook during the course of burning, and to alert communities after burn operations are completed. DNR will use social media to direct the public to our burn portal before the burn season is underway, and to alert the public of days when several burns might be ignited close to their communities as the burn season progresses.

STAFF REPORT

Date: September 28, 2023
To: YRCAA Board of Directors
From: Marc Thornsbury, Executive Director
Subject: 2023 Education and Outreach

Summary

Efforts are proceeding to engage with schools. The Agency has begun developing updated (appearance and content) printed materials including three that have been completed and approximately a dozen that are currently in process. It has also participated in EPA events held September 12 (Wapato) and 13 (Granger) and partnered with others to provide information to members of the public at the Central Washington State Fair. As a result, the Agency has received a number of contacts for information—primarily regarding its wood stove replacement program.

Recommendation

No board action required.

Background

Prior outreach activities including engagement with over thirty (30) other entities have been previously reported and are not included below.

School Districts

In July, attempts were made to connect with approximately a dozen school district administrators to identify how best to engage educators (during the summer break before classroom instruction resumed) to help Agency staff ensure the materials and content developed would be age appropriate and support school curricula in the areas of science, technology, engineering, and math (STEM), health, and career development. However, to date no response has been received.

Environmental Protection Agency

On September 12 and 13, the U.S. Environmental Protection Agency (EPA) Region 10 held events in Wapato and Granger and requested the Agency participate. The latter did so by placing 48 English/Spanish language posters for the event in various locations across the county (from Naches to Grandview) frequented by members of the public, making available printed materials for attendees to take at each event, and providing staff for the “tabling” (approximately last third) portion of each event.

Unfortunately, staff discovered the Agency did not have event displays and related items typically employed in such circumstances. In addition, the printed materials available had not been updated in years, lacked visual consistency, suffered from various content-related problems, and possessed insufficient visual appeal. To address this (and on relatively short notice), staff created an appropriate flier and guide design, developed content appropriate to the event (in this case, specifically regarding solid fuel burning devices—including information on the wood stove

replacement program, home heating with wood, and home air purifiers), and produced printed materials in sufficient quantity to meet the anticipated need.

Event attendance was modest with more attendees at the Wapato event than at the Granger event (though it is worth noting the Granger event preceded a planned—but unknown—health fair by one day which may have negatively affected attendance). Given the substantial efforts at advance communication, publicity, and notice combined with the significantly higher attendance at the subsequent health fair, the relatively low numbers suggest standalone clean air events are inadequate to drive attendance and future efforts should focus on participation within other prearranged events and/or partnering in the development of joint events not limited to clean air.

Attendees at the EPA event were asked to voluntarily answer five questions—the results of which are shown below.

1. What air quality issues do you want to learn more about?

- a. Smoke from prescribed fire, agricultural burning, or wildfire – 23
- b. Agricultural emissions (pesticides, spraying, dust, odor) – 22
- c. Indoor air quality and how to improve it – 17
- d. Woodstoves, home heating, and weatherization – 9
- e. Industry emissions – 7
- f. How air pollution affects your health – 7
- g. Climate change – 7
- h. Other – 2

2. Where do you go to get information about air quality?

- a. Radio – 19
- b. Social media – 12
- c. From my phone weather app – 8
- d. Government websites (local health, air quality, clinic, tribal, EPA) – 7
- e. Other (e.g. tribal e-mail list, events, etc.) – 5
- f. Newspaper – 4
- g. Television – 3

3. How do you protect yourself from wildfire smoke?

- a. Wear mask – 19
- b. Stay indoors – 12
- c. Go to community clean/smoke-free space – 5
- d. Run indoor air filter or box fan filter – 3

4. How do you protect yourself from wildfire smoke when working outside?

- a. Wear N95 mask – 24
- b. Wear surgical/cloth mask – 13
- c. Nothing – 9
- d. Frequent breaks inside – 7
- e. Wear respirator – 4
- f. Wear bandana – 3
- g. Other – 1

5. What type of community engagement on air quality would you like to see from government agencies in the future?

- a. Outreach to specific communities (e.g. schools/youth, farm workers, etc.) – 21
- b. Providing tools (e.g. masks, air purifiers, filters, etc.) – 16

- c. Providing information on wood stove replacement programs – 11
- d. Getting input from the community on actions to improve air quality – 8
- e. Collaborating with libraries and using more social media – 6

Central Washington State Fair

The Central Washington State Fair took place September 25 through October 1. Though in the future the Agency may be capable of hosting its own booth, it currently lacks the available staff and event infrastructure needed to do so. Nevertheless, information was placed with one of the Agency's commercial partners in the Wood Stove Replacement Program that staffed its own booth at the Fair. An attempt was made to partner with the Yakima Health District (YHD) to provide information at their booth, but staffing issues at the YHD prevented this from occurring. An opportunity to partner with the Yakima County Solid Waste Division and Terrace Heights Landfill regarding demolition, renovation, and asbestos requirements could not be realized as an Agency update of supporting printed materials is in progress, but not yet completed.

Analysis

Staff will, again, reach out to various schools in the coming months with the intent of promoting a collaborative effort to have a framework and materials in place that would allow the program to start up in the 2024-25 school year.

With respect to printed materials (both broadly and specifically for the EPA event), the design was created to present a consistent look-and-feel with a light use of color to balance ease of differentiation against toner consumption and related costs. To give printed materials a more substantive feel and improve readability by reducing shadow text visible from the opposite side, a 28lb text weight bond (versus a standard 20lb bond) will be used for fliers and guides. This weight meets opacity objectives while remaining just thin enough to resist cracking at the fold.

All printed materials are produced and made available in English and Spanish. Approximately a dozen fliers concerning various topics are being crafted and currently in the content development phase. Plans are in place to have materials ready in support of future collaborative efforts with Yakima County Solid Waste regarding demolition, renovation, and asbestos. All materials can be produced in-house at \$0.20 per flier/guide. For larger quantities, a third-party may be used at a cost of \$0.14 per flier/guide. Because they can be produced ad-hoc, large production runs are unnecessary, allowing updates and changes to be slip-streamed with greater ease while minimizing loss.

In support of future education and outreach event opportunities, efforts are under way to identify suitable display systems and related event items along with potential vendors. The intent is to include sufficient funding in the FY 2023-24 budget to acquire these items for use at future events in late 2024 and beyond.

Recent efforts at the EPA event and Fair have generated a notable response with the Agency receiving several inquiries—particularly regarding its wood stove replacement program.

Staff members are looking for opportunities to partner with others at various events that may take place during the upcoming 2023-24 holiday season.

STAFF REPORT

Date: September 26, 2023
To: YRCAA Board of Directors
From: Marc Thornsbury, Executive Director
Subject: Wood Smoke Reduction Program – 2023-25

Summary

The Agency will receive \$1.25 million through the wood smoke reduction grant program for the 2023-25 fiscal biennium and expects to replace at least 222 wood burning devices with new certified wood or non-wood burning devices. This represents approximately three percent (3%) of the total \$4.46 million in such funds allocated to the state.

Recommendation

No board action required.

Background

The Washington Dept. of Ecology has awarded the Agency \$1.25 million in grant monies to fund its wood smoke reduction program during the 2023-25 fiscal biennium. This program is comprised primarily of wood stove rebates, low-income replacements, and recycling bounties.

In the 2019-21 fiscal biennium, the Agency was awarded \$865,000 to replace an estimated 250 devices, received an additional allocation of \$116,000, and ultimately replaced or removed 300 old devices. In the 2021-23 fiscal biennium, the Agency was awarded \$1,216,018 to replace an estimated 213 devices, received an additional allocation of \$120,000 and ultimately replaced or removed 313 old devices.

During the 2023-25 fiscal biennium, the Agency estimates it will replace or remove at least 222 old devices, resulting in an estimated reduction of 42 tons of PM_{2.5} per year. However, based on past performance, it will likely request additional funds, allowing for a greater number of devices to be replaced or removed despite the increased costs of labor and materials.

Analysis

The Agency will receive 28% of the total \$4.46 million wood smoke reduction grant funds allocated to the state. For comparison, the Agency serves a geographic area estimated at 2,195 sq. mi. (the 4,295 sq. mi. of Yakima County less approximately 2,100 sq. mi. located within the Yakama Nation Reservation) which is equal to just over three percent (3%) of Washington State's 66,446 sq. mi.—all of the above being land miles.

On a population basis, the Agency serves an estimated 225,200 residents (the 256,700 of Yakima County less approximately 31,500 tribal members located within the Yakama Nation Reservation) which is equal to just under three percent (3%) of Washington State's population of just over 7.78 million residents.

Executive Memorandum

Date of Release: October 5, 2023
Date of Consideration: October 12, 2023
To: Honorable YRCAA Board of Directors and Alternates
From: Office of Engineering and Planning Division
Subject: September's Compliance, Engineering and Planning Division Report

Issue:

Monthly activities report to the Board of Directors of YRCAA.

Discussion:

The following summarizes some of the activities for the month of September including some additional related information:

- No burn ban called for the month of September. The county-wide fire safety expired September 30, 2023;
- Had a public hearing regarding NSR application for DTG Enterprise, Inc.;
- Working on New Source Reviews (NSR) permits;
- Issued two Order of Approvals;
- Reviewed/responded to 18 SEPA's projects;
- Working on Title V renewals;
- Issued 6 Dust Control Plans (DCP);
- Reviewed/approved 6 Notifications of Demolition / Renovation (NODR);
- Worked on the daily weather forecasts for the burn status and agricultural burn allocation;
- We expect no exceedance during the month of September as shown in the graphs below;
- Working on several permitting and compliance issues with industrial sources;
- Collected and shipped for analysis approximately 15 Air Monitoring Samples and completed 6 Quality Control (QC) checks on 5 Air Monitors. Investigated 25 complaints for the month of September;

The following Table itemizes, by type, the number of complaints received and the number of NOV's issued, for the month September 2023:

Type of Complaint	Number of Complains	Number of NOV's*	Number of AOD's**
Residential Burning	14		
Agricultural Burning			
Other Burning and SFBD***	2	0	
Fugitive / Construction Dust	1		
Agricultural Dust	2		
Agricultural Odor			
Other Dust			
Surface Coating			
Odor	5		
Asbestos	1		
Others and NSR****			
Registration			
Industrial Sources			
TOTALS	25	0	0

*NOV- Notice of Violation

**AOD- Assurance of Discontinues

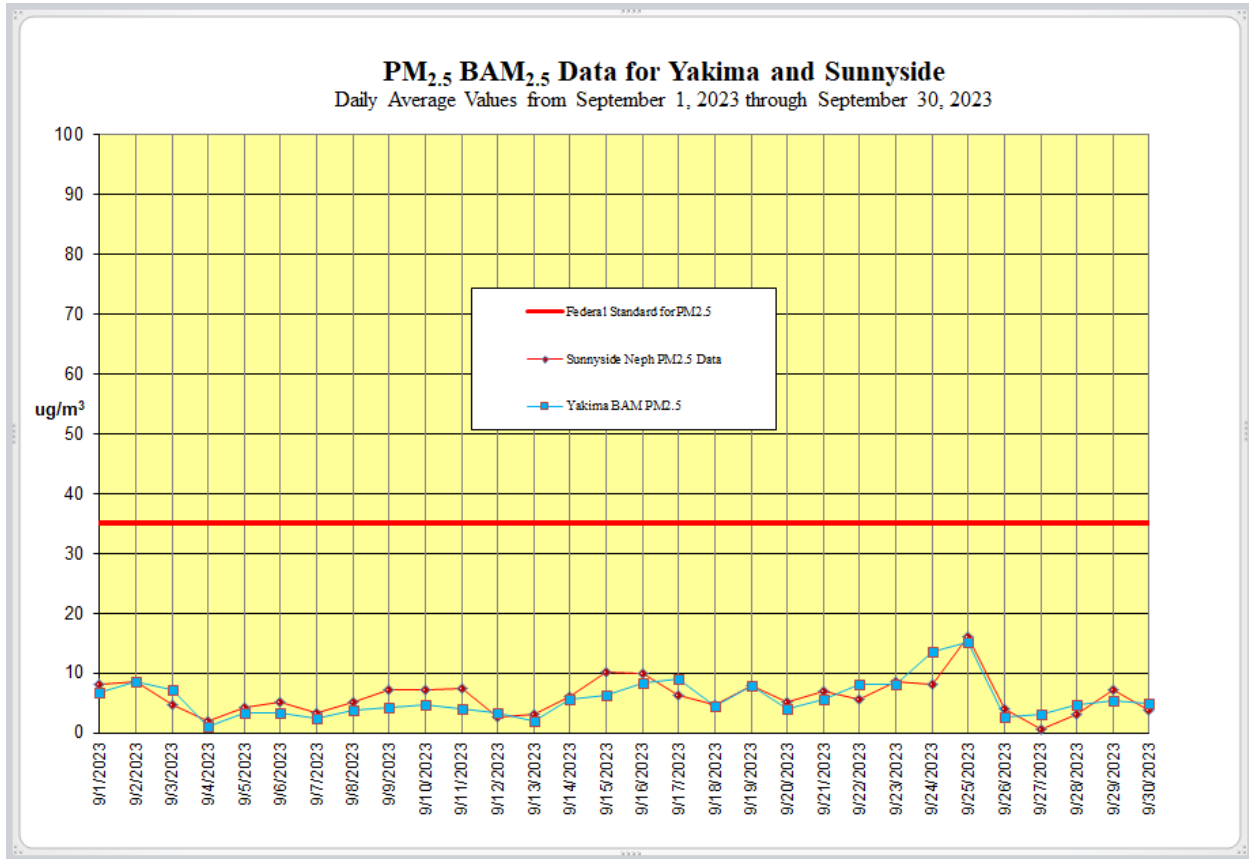
*** Solid Fuel Burning Device **** New Source Review

Attachments:

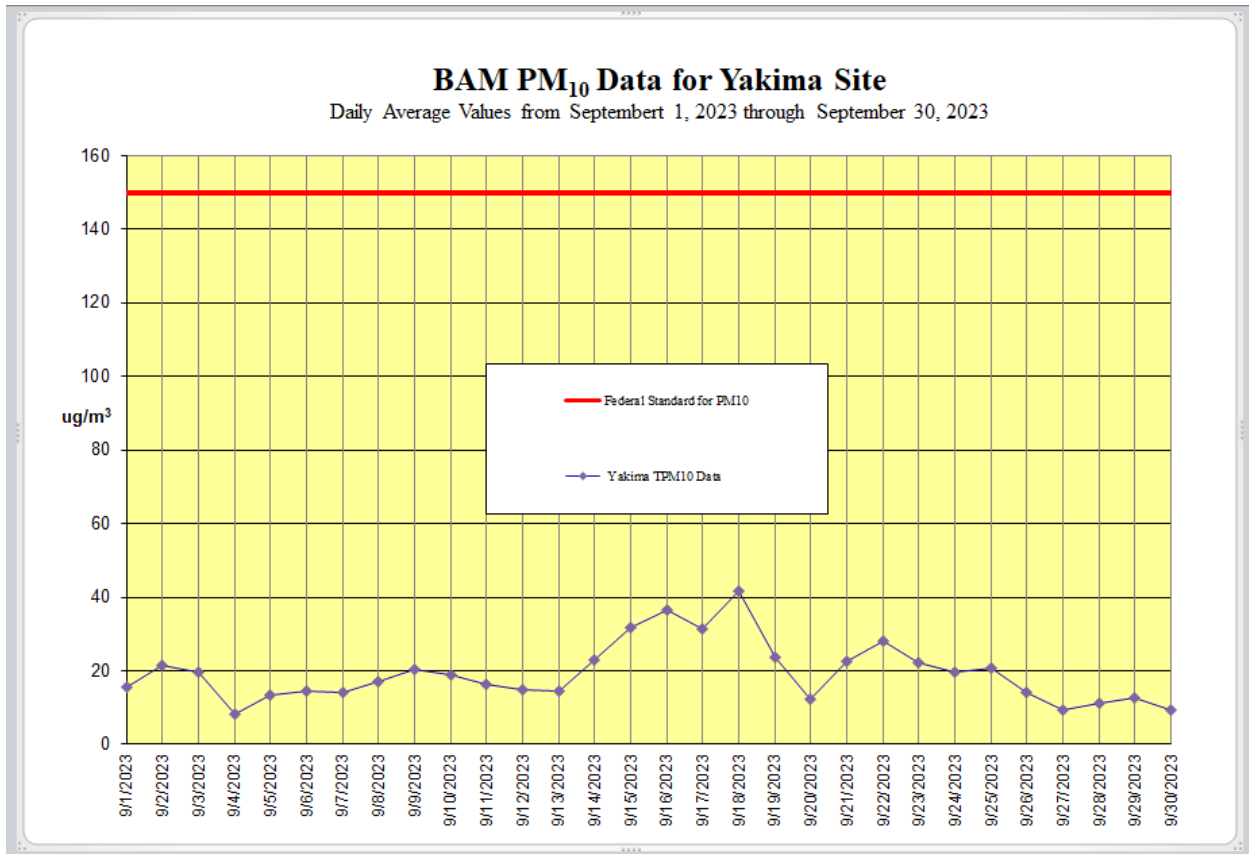
- ✓ *PM_{2.5} Monitor Data for the month of September 2023 and the annual graphs.*
- ✓ *PM₁₀ Monitor Data for the month of September 2023.*

- **PM_{2.5} Data**

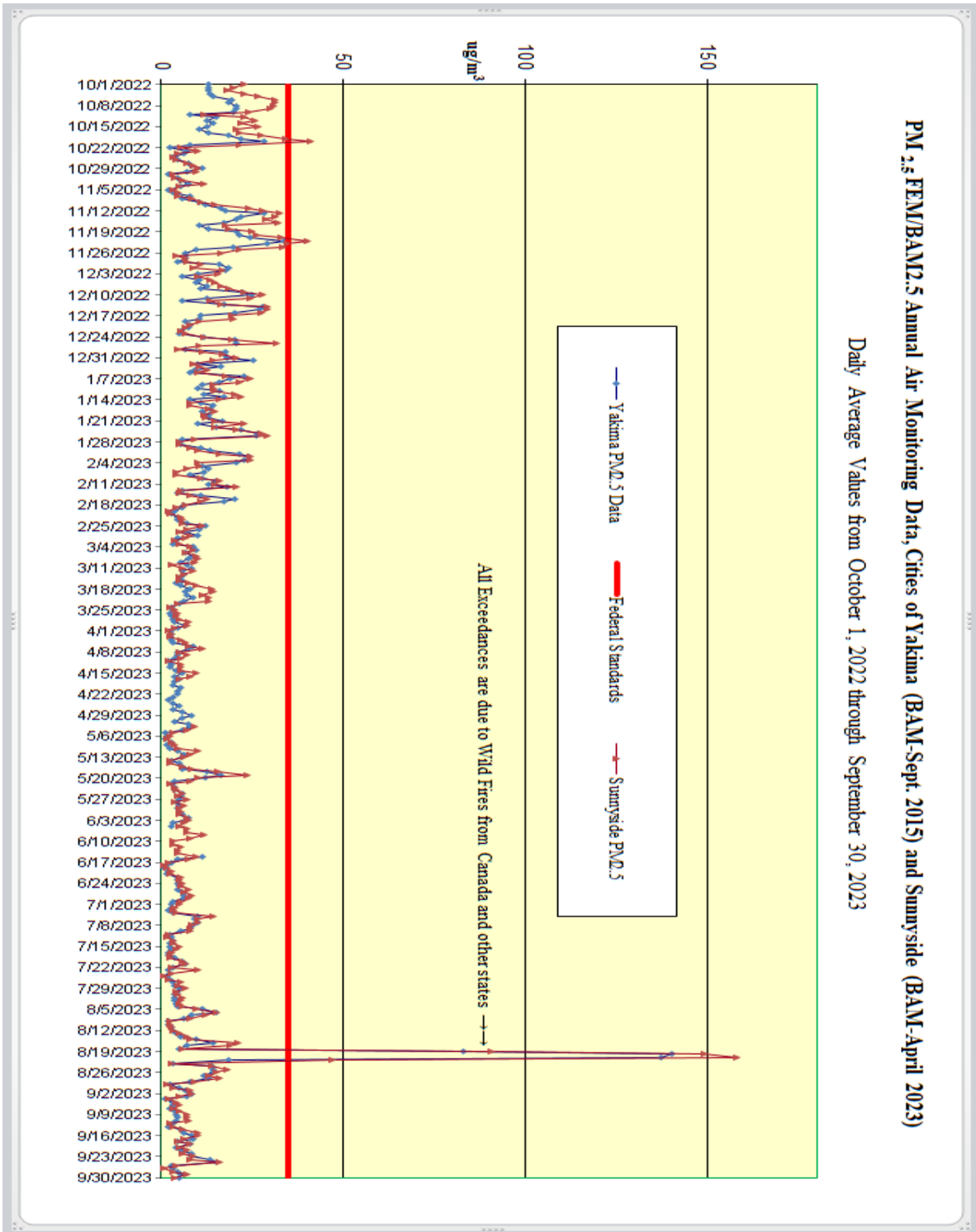
- We expect no PM_{2.5} exceedances for the month of September.



- **PM₁₀**
- We expect no PM₁₀ exceedance for the month of September.



- **Annual PM_{2.5} Data**
 - Annual PM_{2.5} for Yakima and Sunnyside monitors for the specified periods.



Wildfire smoke is eroding decades of air quality improvements, study finds

The onslaught of wildfire smoke amid a warming climate has rolled back years of air quality gains in the U.S.



By [Joshua Partlow](#)

Updated September 20, 2023 at 11:32 a.m. EDT | Published September 20, 2023 at 11:00 a.m. EDT

In more than a half century since the Clean Air Act was enacted, there have been dramatic [improvements in air quality](#) in the United States, as regulations demanding less-polluting cars and factories helped lift cities from clouds of dirty smog.

But a big chunk of recent air quality progress has been rolled back for one reason — [wildfire smoke](#) — and it's happening far beyond the smoldering forests of Western states.

Over the past two decades, air quality improvements have slowed or been reversed in most of the country, eroding about a quarter of the recent gains, according to [a new study](#) in the journal Nature. Some states — Colorado, Montana, New Mexico, Washington and Wyoming — have rolled back 50 percent or more of their progress since 2000. In Oregon and Nevada, [wildfire smoke](#) has completely erased their gains.

“We had had so much success, and wildfires, just in five to six years, are really unraveling a lot of this progress,” said Marshall Burke, the paper’s lead author and a professor of Earth system science at Stanford University. “And that’s unfortunate.”

The study builds on [previous work](#) by Burke and his colleagues, who had created a detailed map of how much wildfire smoke there has been in the country over the past two decades. That effort relied on melding data from air quality sensors, satellite images of smoke plumes, and computer models that could estimate smoke levels in remote areas without sensors.

The new paper seeks to answer the question: What has all this wildfire smoke done to overall air pollution levels?

What they found was sobering.

Data from air quality sensors around the country had been showing steady improvement since 2000 in most states. But around 2016 — and earlier in some Western states — the trend broke. Since then, air quality progress has significantly slowed in 30 states. In 11 others, it began to reverse.

One of the main reasons is wildfire smoke.

The statistical analysis by Burke and his colleagues through 2022 found that wildfire smoke significantly influenced air quality trends in 35 of the contiguous states. States that are still improving would have done so faster without smoke, they found. In some Western states, air quality that otherwise would have kept improving is now getting worse because of that smoke.

“To me it was really a surprising number of states that were being affected,” said Marissa Childs, a co-author and a postdoctoral fellow at the Harvard University Center for the Environment. “We’re really starting to see that impact over the entire country.”

Wildfire smoke is not directly regulated by the Clean Air Act and is often harder to manage than other types of air pollution. Fires are irregular in duration and intensity. Smoke can travel huge distances, affecting places far from the source. The Biden administration is [pushing to expand](#) prescribed burns and tree-thinning projects — to keep fires smaller and less destructive — while encouraging protections against exposure to smoke.

“This isn’t a traditional source of air pollution where you can put a scrubber on a smokestack or something like that,” said Jason Sacks, a research epidemiologist with the Environmental Protection Agency. “It’s going to be more of community and personal preparedness and trying to figure out what can I do to protect myself and reduce my exposures.”

This year has been particularly bad for smoke. In the summer, hundreds of [wildfires burning across Canada](#) poured smoke across the border into the Northeast and other parts of the country less accustomed to orange skies and choking air. There were [days in June](#) when New York City had

some of the worst air quality of any major city in the world.

Childs said if their study had been redone with 2023 data, “the results we’d find would only be stronger.”

The consequences of more smoky days and deteriorating air quality could have profound impacts on Americans’ health. Across the country, researchers are trying to unravel what those effects may be.

Many studies have documented how smoky days can send patients into emergency rooms in greater numbers with respiratory, cardiovascular and other problems. Burke, Childs and other researchers published a second study this week in Proceedings of the National Academy of Sciences that found that visits to California emergency rooms between 2006 and 2017 for asthma, chronic obstructive pulmonary disease (COPD) and other respiratory symptoms rose more than 30 percent in the week after an extreme smoke day, relative to a day without smoke.

They also found a slight rise in all emergency visits after low or moderate smoke days but a decline in total visits on extreme smoke days, suggesting people may change their behavior under those conditions, possibly staying home and avoiding other potential injuries and accidents that might normally send them to a hospital.

In small towns and rural areas, wildfire smoke can quickly strain hospitals. The influx of respiratory patients can force others to miss out on care they might otherwise get, said Kyle Chapman, an associate professor at the Oregon Institute of Technology.

Chapman’s research found that a single day of unhealthy smoke — in the “red” level on the federal government’s color-coded scale — gave the hospitals he was studying in central Oregon a 41 percent chance of exceeding their capacity.

“What we’re finding is that there is a significant burden that is placed on hospital systems,” Chapman said.

The longer-term health consequences of wildfire smoke remain a murkier question.

Few studies have followed people over a multiyear period to document how wildfire smoke has affected their health. One study that did looked at residents from the small town of Seeley Lake, Mont., who lived through an extraordinary run of heavy smoke in 2017, as the Rice Ridge Fire led to weeks of smoky days at “very unhealthy” and “hazardous” levels.

University of Montana toxicologist Christopher Migliaccio tracked residents who lived through that smoke and found they showed significant decreased lung function one and two years afterward, although some of these changes were subtle, he said.

“The lung function was decreased, clinically significant, more than what would be expected in the normal population,” he said. “But it’s not like suddenly they can’t walk out to the car because they’re going to lose their breath.”

He said more research is needed following people over a longer period, as well as looking into the potential cumulative effects from repeated exposure to heavy smoke.

“Especially like Montana, where almost every other year we’re getting smoke events — there’s got to be something there,” he said.

The work of Burke, Childs and others to quantify how much wildfire smoke there is separate from other sources of air pollution is a first step in trying to understand how harmful all this smoke may be.

Some research has already suggested that wildfire smoke can be worse than other sources of air pollution. In studying hospital admissions in Southern California, Tarik Benmarhnia, an environmental epidemiologist at the University of California at San Diego, and others found that smoke from wildfires can be up to 10 times more harmful to human health than other pollution particles.

“That’s also something that is not considered at all by regulations right now,” Benmarhnia said.

But with climate models predicting that warmer and drier conditions in the West will worsen, researchers say the onslaught of wildfire smoke isn’t going away anytime soon. Smoke was compromising air quality in northern California on Wednesday.

“This problem, if we don’t do something about it,” Childs said, “is only going to get worse.”

As air regulators phase out ag burning, what's the alternative?

Kerry Klein, Monica Vaughan

This is part of the series [When the Smoke Clears](#), produced with the support of the USC Annenberg Center for Health Journalism Impact Fund.

On a sunny June morning near Firebaugh, a small town west of Fresno, a 600-acre almond orchard was being cleared to make room for pistachio trees. Piles of dead almond trees dried in the blistering sun. Bright orange excavators with snapping claws picked them up like twigs and shoveled them into a wood chipper the size of a school bus. A few hundred feet away, flatbed vehicles dispersed the chips throughout the newly barren field.

Standing on a nearby access road in an orange hard hat and vest, Brian Milne marveled at their toy-like agility. “These are big Tonka trucks and tractors out here and it's impressive the amount of trees that they can move,” said Milne, communications director of HM Holloway, the agricultural services company working this field.

This process is called whole orchard recycling or removal, and it is the primary alternative to open agricultural burning being pushed by both air regulators and regenerative agriculture specialists.

Ag burning is an efficient way to clear old trees and make way for new seedlings. Growers also burn limbs lost to storms and high winds, as well as seasonal prunings, diseased branches or beehives, and raisin trays. “It's all about sanitation in a field,” said Fresno County nut and grape grower Christopher Frith. “You have so many different things that can affect your field.”

In 2017, San Joaquin Valley farmers burned more than 900,000 tons of material, [mostly trees and vines belonging to California's vast tree nut, citrus and grape industries](#). That same year, smoke from those operations accounted for more than 13 percent of the [hazardous particulate matter polluting Valley air](#), according to data from the California Air Resources Board (CARB).

The growing adoption of whole orchard recycling, as well as increased outreach from air regulators and a hefty infusion of cash, are fueling what many are optimistic will finally be a ban on most ag burning by 2025 throughout the San Joaquin Valley.

“I think we're looking at about an 80 to 90% reduction in the Valley in the next three years,” said Michael Benjamin, CARB's Chief of Air Quality Planning and Science Division.

A road map to the end of ag burning

The current plan to phase out most ag burning was adopted by a [CARB resolution in June 2021](#) with input from local regulators. It [aims to gradually phase out the practice over the next three years with new restrictions taking effect each January](#).

Smaller operations are given the most flexibility and longest time to transition. Starting in 2022, for example, open burning is forbidden for removal of tree nut orchards for operations with more than 500 total acres. By 2023, it's forbidden for operations with more than 200 acres. By 2025, all ag burning will be banned except in circumstances involving diseased crops or pests.

As burning ramps down, local air regulators with the San Joaquin Valley Air Pollution Control District are turning much of their attention to the people who will be carrying out the transition. “We are definitely spending more resources right now to educate farmers,” said chief communications officer Jaime Holt.

The agency [sends out a flier about the phase-out to every grower who applies for a burn permit](#). Officials there have also recorded public service announcements in Hmong and Punjabi, commonly spoken among the Valley's small and specialty farmers.

“We're spending quite a bit of staff time telling them, ‘hey, we can give you a burn permit, but we're not certain if and when

you'll ever get to burn, and really we want you to go through our grant program," Holt said.

That grant program is one of the most significant differences between the 2021 agreement and [a state law that attempted and failed to ban ag burning back in 2003](#). Air regulators are now offering incentives to growers who adopt whole orchard recycling as an alternative to burning. After pumping \$40 million into alternatives in 2018, the new agreement is backed by another \$180 million added last year.

Alternatives to Open Ag Burning



FUNDING AVAILABLE for the ongoing phaseout of agricultural open burning in the San Joaquin Valley

www.valleyair.org/AgBurnAlternatives

San Joaquin Valley Air Pollution Control District

The Valley air district promotes incentive funding to help farmers pay for alternatives to agricultural burning to dispose of debris.

Other alternatives to open agricultural burning include sending the waste material to biomass facilities (most of which have shuttered in the last two decades), composting, or, in the case of weed removal, hand picking, which the air district has

determined is unfeasible because of expense.

An additional alternative is air curtain burners, a technology that also involves combustion but [reduces emissions from ag burning by about 80%, according to Benjamin](#). Incentive funds were originally limited to non-combustion alternatives like chipping and soil integration until late 2021, [when CARB agreed to allow funds to be used for combustion methods](#) like curtain burners in limited cases.

To Jordan Burt, Vice President of agricultural contractor HM Holloway, making the switch to orchard removal is a no-brainer. “It’s an investment in the soil,” he said. His company, which also took advantage of air district grants to expand its fleet of orchard removal equipment, includes the practice in its slate of “grave to cradle” services to clear fields and prepare them for re-planting. “You’re adding a ton of organic matter back to the ground, you’re getting better carbon sequestration,” he said.

Research has also shown that orchard removal [can help reduce water use](#),

Farmers have been hesitant to make the switch. It’s expensive. There’s been a shortage of companies and equipment to do the work, and the practice is made more complicated for crops like grapes that involve metal stakes and wires that also need to be removed.

Many growers, but not all, embrace alternatives

Still, demand for the practice has increased in recent years. “We’ve grown 50 to 80% year over year as far as acreage goes on what we’re doing,” Burt said. According to the district, the number of grants awarded to farmers in order to adopt orchard recycling [nearly tripled last fall in comparison to previous years](#). Simultaneously, [since 2017, the amount of material burned in the Valley has dropped by nearly 50 percent](#).

One force behind those changes has been buy-in from the almond industry, whose growers control [1.6 million acres of farmland](#) and more than 10 percent of the [\\$50 billion in profits brought in by California agriculture each year](#). They’ve also been responsible for more than 250,000 tons of the material that’s been burned in the Valley since 2011.

The Almond Board of California has pumped nearly \$900,000 into supporting [academic research into whole orchard recycling](#), according to a spokesperson, and a promotional video produced by the board [hawks the practice as an investment into the future of ag](#).

“We’re trying to lean in and be leaders here and we’ve been really happy that our producers have been too,” said Aubrey Bettencourt, president and CEO of the Almond Alliance of California, a trade group that represents thousands of almond growers.

Many growers who responded to an informal KVPR survey on ag burning expressed concerns about the cost of orchard recycling. Agricultural research out of UC Davis estimates it can cost up to [\\$800 more per acre than burning](#).

That’s why, using the combined \$220 million in grants for burning alternatives, the air district offers [up to \\$600 per acre to recycle orchards and up to \\$1,300 per acre for vineyards](#), and more for small growers on less than 100 acres of land.

The U.S. Department of Agriculture, through its Natural Resources Conservation Service, also provides farmers with up to \$1,300 per acre for the service, according to a spokesperson, and more for those growers considered socially disadvantaged.

Even with this cash incentive, the primary alternative to ag burning may not be accessible to many Valley farmers, [particularly those on small parcels of land with slim profit margins](#).

Disclosure: The Almond Board of California is one of KVPR’s business underwriters.

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‘What am I going to do?’ Small growers especially apprehensive of a future without burning

Kerry Klein, Monica Vaughan

This is part of the series [When the Smoke Clears](#), produced with the support of the USC Annenberg Center for Health Journalism Impact Fund.

When Dennis Hutson learned that a tool he relies on to maintain his row crops would be banned, he could hardly believe it. Soon, he will not be allowed to burn weeds and prunings to manage his 60 acres of okra, alfalfa and mustard greens in the unincorporated, historically Black community of Allensworth in Tulare County.

“Oh my, what am I going to do? That was my first thought because we have began to rely upon the burning,” he said.

In 2021, [nearly 20 years after a state law initially sought to ban ag burning](#), air regulators at the local and state level agreed on a plan to phase the practice out almost entirely by 2025. [They promote whole orchard recycling as an alternative and make grants available to offset the costs](#). But farmers who run smaller operations remain skeptical they can afford it. The San Joaquin Valley Air Pollution Control District doesn’t distribute incentive funds based on need.

Hutson isn’t opposed to finding an alternative to burning. “I see the value in the elimination of the burn program because it’s best for our air quality,” he said. “I’m not throwing my hands up. It’s just that I don’t have a solution just yet.”

Many growers, like Christopher Frith, have already begun adopting alternatives. Frith, who farms 1,000 acres of tree nuts and grapes near the Fresno County City of Caruthers, said he started phasing out the practice years ago by grinding up seasonal prunings. He incorporates them back into the soil.

But Frith is reluctant to adopt whole orchard recycling on large swaths of land because it’s expensive and time-consuming. He acknowledges the Valley’s dirty air, but he argues that burning produces only minimal smoke when done with thoroughly dried trees and on clear, windy days.



Kerry Klein

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KVPR

Christopher Frith, who grows nuts and grapes in Caruthers, uses burning to dispose of seasonal prunings and limbs lost from winds and disease.

“We watch for everything. We watch for air conditions, we watch for winds, we watch for conditions in general to make sure that everybody around is going to be safe and clean,” he said.

State data show burning accounts for about 4% of the particulate matter released into the Valley annually. In some years it’s more. In 2017, open ag burning produced about 2 tons per day of PM 2.5 in the Valley, [according to a resolution by the California Air Resources Board \(CARB\) that sets the 2025 deadline.](#)

“These emissions are significant, not just in terms of potential implications for attaining air quality standards, [but also for their impacts on local communities,](#)” the document says.

The primary burning alternative comes with a hefty price tag

An analysis by UC Davis estimates that whole orchard recycling costs as much as [\\$800 more per acre than burning](#). That’s why, with \$220 million in incentives, the air district is now offering [up to \\$600 per acre to recycle orchards and up to \\$1,300 per acre for vineyards](#). More funding is offered through the U.S. Department of Agriculture.



San Joaquin Valley Air Pollution Control District

Nut growers with smaller operations have more time to transition away from agricultural burning by 2015.

Frith, however, argued the price tag for recycling is vastly higher: “Thousands per acre compared to what it costs to burn,” he said.

Others are concerned about how growers will afford the practice once incentive funds have dried up. “Funding has definitely helped make this transition possible, but the funding set aside is only for the short-term,” said Fresno County Farm Bureau CEO Ryan Jacobsen in an email. “I am concerned about farmers facing these additional costs over the long-run with no mechanism of paying for the removals past a few years.”

Another obstacle to adopting whole orchard recycling is time. Frith says it can take months to secure one of the air district’s grants to offset the costs of the service, and even longer to book a contractor. He’s already begun planning for five years from now, when he intends to recycle 120 acres of aging almond trees and plant a newer variety.

In response to a KVPR survey, another farmer growing 120 acres of organic stone fruit in Fresno County said that he'd had difficulty securing a contractor to recycle his fields, claiming that they give preferential treatment to larger operations that'll bring in higher profits.

Air regulators acknowledged in a 2021 report that [chipping and grinding bottlenecks are a problem](#), which is only likely to worsen as prolonged drought and water restrictions phased in under the Sustainable Groundwater Management Act increasingly drive growers to fallow portions of their fields.

The air district recognizes contractor availability as a barrier, which is why the agency also directed public funds toward providing the Valley with new equipment for whole orchard recycling. Earlier this year, as part of the same pot of money available for incentives to growers, the air district [allocated up to \\$30 million to expand chipping and grinding fleets](#), even working with a manufacturer of agricultural equipment to develop a new line of chippers and ramp up production.

Many growers are also dubious that whole orchard recycling saves on emissions at all. Heavy machinery kicks up dust and emits diesel exhaust which, depending on the size of the project, can persist for weeks or even months.

“The thousands of horsepower that it takes to chip is just astronomical,” said Frith. According to him, even his father-in-law, a grower who suffers from asthma and was told as a child that the Valley’s polluted air would be toxic to him, still prefers burning to the alternatives. “You're a lot cleaner to just burn it and be done with it and incorporate it back into your soil,” Frith said.

An analysis by UC Davis agrees that the diesel emissions from the vehicles involved in the practice [can be harmful](#), a point also acknowledged by Todd DeYoung, Director of Strategies and Incentives at the air district. Still, he said, “I'll tell you it's a fraction of what an open agricultural burn might emit.”

Small farmers face big challenges

In Allensworth, Hutson is trying to become certified as an organic farmer, which means he's come to rely on burning as an alternative to conventional pesticides. “It does work, at least as far as the farmer is concerned,” he said. “But in the meantime, what you have done is harmed the atmosphere. And so what am I going to do? I'm not really sure.”

The Valley air district in 2020 adopted a policy to allocate 30% of its grant funding for burning alternatives to growers with less than 500 acres. The agency [has met that goal and distributed 35% to small operations](#).

Mark Rose is a clean air advocate at the National Parks Conservation Association who has lobbied to ban agricultural burning. He said the air district should direct a majority of funds to small farmers, citing them as the reason regulators gave for why burning should continue for so many years.

“They're not equitable in how they divvy out those incentives. It's usually first come first served...And it's the small farmers that are being left behind,” Rose said. “That's the hypocrisy of it. That bothers me the most, because we don't want to put small farmers out of business. We didn't push for this ag burn ban because we hate farmers. [We pushed for it because we care about the population of the Valley.](#)”

DeYoung, with the air district, said he and his colleagues recognize small operations have more of a challenge. “We worked very very closely with CARB and with the agricultural industry to develop our schedule for incentives to hit that sweet spot,” he said.

The air district also offers an additional \$100 per acre in incentives to growers like Hutson who farm less than 100 acres. However, as of earlier this year, [only 11 percent of disbursed grant funding had gone to growers on such small parcels](#), despite the fact that they make up [nearly three-quarters of all of California's farms](#).

“I find myself having to expend more resources to try to manage things in a healthy way, in a sustainable, regenerative way,” said Hutson.

The USDA, too, offers additional incentives to adopt whole orchard recycling to some growers, but it's based on [how socially disadvantaged they are](#) rather than the size of their land.

Small growers say their options are so limited, and profit margins are so tight, that illegal burning may not be off the table. Data obtained via a public records request reveal that the penalties from air district for illegal burning vary depending on the scale and circumstances of the burn but can range from a few hundred to a few thousand dollars.

Christopher Frith has heard of some doing it already, even before the ban is fully in place. “They've said, ‘I've had an orchard piled up for six months and can't get a [permit]. I'm just going to light it,’” he said. “About 90 percent of them have lit it, walked away and nobody even knew anything.”

He, however, said he has committed to following the regulations. “We're going to have to,” he said, “either that or we're going to become outlaws.”

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