



Yakima Regional Clean Air Agency

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

Meeting of the Board of Directors December 2023

Reunión de la Junta Directiva
diciembre 2023

December 14, 2023

14 de diciembre 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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The Yakima Regional Clean Air Agency (YRCAA) does not discriminate on the basis of race, color, national origin, disability, age, or sex in the administration of its programs or activities. The YRCAA does not intimidate or retaliate against any individual or group because they have exercised their rights to participate in, or oppose, actions protected by 40 C.F.R. Parts 5 and 7 or for the purpose of interfering with such rights in violation of Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; and the Age Discrimination Act of 1975, all as amended.

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.

Remote Access

Meetings are broadcast live and rebroadcast on the Yakima Public Access Channel (Y-PAC). For a current schedule, visit www.yakimawa.gov/services/yctv. Public comment may be offered remotely via Zoom video or voice conference call. See the agenda for the meeting ID, link, and phone numbers (long-distance charges may apply).

Aviso de Servicios Lingüísticos

La agencia Regional de Aire Limpio de Yakima (YRCAA) ofrece interpretación gratuita de reuniones públicas y traducción de documentos de la junta. Para solicitar la interpretación de esta reunión de la Junta Directiva, obtener una traducción de este documento o proporcionar comentarios públicos en esta reunión en un idioma que no sea inglés, llame al 509-834-2050 extensión 100 o envíe un correo electrónico a admin@yrcaa.org al menos 72 horas antes de la reunión.

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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).

Regular Meeting of the Board of Directors

December 14, 2023 – 2:00 P.M.

Yakima City Hall; 129 N Second Street; Yakima, Wash.

Duration – 30 minutes (estimated)

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 November 2023**
- 6. Vouchers and Payroll Transfers for November 2023**
- 7. 2024 Source Classifications and Fees**
- 8. Executive Director's Report**
 - Credit Card Transactions
- 9. 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 Ordinaria de la Junta Directiva

14 de Diciembre de 2023 – 2:00 P.M.

Ayuntamiento de Yakima; 129 N Second Street; Yakima, Wash.

Duración – 30 minutos (estimativo)

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 Noviembre de 2023**
- 6. Comprobantes y Transferencias de Nómina para Noviembre de 2023**
- 7. Clasificacions de Furentes y Tarifas de 2024**
- 8. Informe de los Directores Ejecutivos**
 - Transacciones con Tarjeta de Crédito
- 9. 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 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, Present via teleconference
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
Jocelyn Roberson, Staff Accountant

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. DeVaney reminded the public comments concerning the 2024 Source Classifications and Fees should be held until the public hearing taking place immediately thereafter.

Jean Mendoza, Friends of Toppenish Creek, stated three minutes was inadequate to communicate all of her concerns and provided written comments to the Board. She stated she had communicated concerns during community forums held by the Agency, but information concerning the community forums is not shared with the Board. Mendoza added there had been considerable discussion of the proposed renewable natural gas digester in Sunnyside and the DTG landfill in west Yakima during the last forum, but this had not been discussed before the Board and the Board had not addressed the proposals in a public forum.

Mendoza stated her belief Board Chairperson, Jon DeVaney, had been improperly appointed to the board. She added it is her belief only board members Dr. Steven Jones and Jon DeVaney possess sufficient knowledge regarding air quality to make decisions for Yakima County.

Mendoza stated there have been no meetings of the Board of Directors with a quorum since July 2023, adding although members are allowed to designate an alternate, such designations do not occur. She explained she had offered to serve as an alternate for Mayor Trevino, but had not received a response to her letter.

Mendoza stated the Friends of Toppenish Creek had filed a civil rights complaint against the Agency in Spring 2023, but the matter has not been discussed by the Board.

Mendoza noted the Agency collects fees for the regulation of air pollution sources in Yakima County except for dairies, the largest source of air pollution in south Yakima County.

DeVaney asked if there were any other public comments. There were none.

5. Public Hearing

DeVaney asked if there were any public comments concerning the proposed 2024 source classifications and fees. There were none.

Jones commended Thornsby regarding staff work on the proposal and expressed belief the new process is appropriate and will work well. Jones inquired if any statutes exist that would prevent regulating minor sources as proposed. Thornsby stated he was unable to find anything identifying a specific mechanism through which fees must be charged and what he had found simply obligated the Agency to place the burden of funding the Agency on the emissions sources in a fair and equitable manner while leaving it to the discretion of the Board as to the particulars.

Jones requested an explanation of the line items “Annual Notice”, “Emergency Notice”, and “Revision” with respect to demolition and asbestos. Thornsby stated he was unable to answer the question, but would obtain the information and follow up.

6. Board Meeting Minutes for July 2023

Deccio moved to approve the minutes. Jones seconded. Motion passed 2-0.

7. Board Meeting Minutes for September 2023

8. Board Meeting Minutes for October 2023

(Commissioner McKinney joined the meeting via Zoom)

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

9. Vouchers and Payroll Transfers for July 2023

10. Vouchers and Payroll Transfers for August 2023

11. Vouchers and Payroll Transfers for September 2023

12. Vouchers and Payroll Transfers for October 2023

Deccio moved to approve the vouchers and transfers. Jones seconded. Motion passed 3-0.

13. Resolution 2023-08 – Delegating Authority to Agency Officials

Thornsby explained due to staff changes there is a need to adjust financial authorities for the Agency. He added the resolution identifies the new staff member and grants them authority to act on behalf of the Agency. Thornsby noted the resolution is required by the county Treasurer’s Office to ensure persons are authorized to transfer funds and make payments and is largely a housekeeping duty.

Deccio moved to approve Resolution 2023-08. Jones seconded. Motion passed 3-0.

14. **Board—Director Engagement**

DeVaney explained the item had been discussed at the board meeting in October and this was an opportunity for McKinney and Deccio to address any issue pertaining to the topic—specifically the arrangement and presentation of information to the board either via oral briefing or in written form. DeVaney added he and Jones had concluded they prefer written reports and ask questions during the monthly board meeting, recognizing some board members absorb information better through oral briefings.

Deccio stated her preference was to receive written reports. McKinney stated her belief it was important to receive written reports for the reasons outlined and in particular for the benefit of public transparency and the ability of the public to understand the issues being discussed.

DeVaney noted another item discussed at the October meeting and address in a memo from DeVaney to the Board concerned planning and scheduling. He added some meetings are longer and involve detailed discussions while others are shorter and limited to general business matters. DeVaney explained he previously suggested Thornsby provide an estimated end time for meetings and noted board members anticipating a shorter meeting might schedule other meetings to follow. He asked if board members preferred to continue with the current meeting time combined with an estimate of the duration or start at a later time for extended meetings.

Deccio stated her preference to retain the meeting start time, but receive notice if the meeting is expected to run long. Jones concurred. McKinney concurred and noted the County Commission requests presenters provide a time estimate.

DeVaney explained Thornsby had requested guidance concerning how to prioritize board member requests, whether such requests constitute a higher priority than general business matters or requests from the entire board, and whether board member requests should receive approval of the board. DeVaney expressed his preference that requests for information or research by staff be discussed by the board to determine the need, rationale, and compatibility with existing priorities. He noted staff faced a number of demands and cautioned the board should exercise restraint to avoid adding to the backlog too aggressively with curiosity.

Deccio concurred. Jones stated the board should be precise with its requests. McKinney concurred.

Thornsby suggested an outgrowth of the discussion, particularly concerning board attendance, may again bring up the topic of meeting time with respect to whether or not that

fits in well, both with the current board members and with potential future board members, in terms of an ability to serve.

15. **Controlled Burn Policies**

DeVaney noted the agenda item was a board member request, explained the matter had been briefly discussed at the prior meeting, and added information was provided in the packet concerning controlled burn permitting in Washington and the extent to which the Agency does or does not have authority. He asked if Thornsburry wished to summarize the information presented.

Thornsburry stated he was unclear as to the specific question to be answered, but offered to respond broadly concerning prescribed burning. He noted the responsibility for what is termed Silvicultural burning is granted to the Department of Natural Resources (DNR) in Washington State. Thornsburry explained most of the decision making concerning whether burns can take place, when they can take place, and whether or not they can continue to take place or must be curtailed is not within the authority of the Agency, but within the purview of the DNR. He added the one area where the Agency does have involvement is in the declaration of stages of impaired air quality—commonly known as burn bans—which does fall under the purview of the Agency with statutory language that defines under what circumstances it may make such a declaration.

Thornsburry noted during a burn ban, there are a variety of burns that are not permitted, by statute, including agricultural burning, residential burning, and general outdoor burning which would include prescribed burns by both the DNR and the U.S. Forest Service (USFS). He added there is a general recognition by the Agency of the potential benefits of prescribed burning in the sense that it helps reduce forest fuel loads and through that helps minimize wildfires which can create significant smoke and have a substantial impact on the area. Thornsburry speculated in a typical year there are twenty to thirty days subject to a burn ban called by the Agency—most commonly in December and January.

McKinney stated prescribed burning can help prevent catastrophic wildfires that impact the ability of residents to work, live, and play outdoors, typically in the summer months. She added there is a collaborative effort including the USFS and DNR and suggested concessions be made to accommodate prescribed burning as the long-term benefits outweigh the potential problems with air quality. McKinney explained she has had extensive conversations at the state and federal level concerning when and how burning is conducted and the conditions under which smoke from burning at higher elevations may or may not reach the valley floor. She added the state and federal governments have expertise in the matter of prescribed burning and it should be accepted that prescribed burning is beneficial and may need to take place during local burn bans.

Thornsburry noted there are no local Agency regulations pertaining to prescribed burning and any regulations that apply are state regulations over which the Agency has no control.

Executive Director's Report

National Ambient Air Quality Standards: Thornsby explained he hoped to have additional information, but no announcement had been made. He remarked the announcement was to have originally taken place in Spring 2023, the date was then pushed to Fall 2023, and speculation is that it will not take place before the end of the year. Thornsby noted a government shutdown could further affect the timing of an announcement.

Staff Changes: Thornsby noted the Agency staff accountant has taken a position with another local agency and introduced Jocelyn Roberson as the person hired to fill the position. He added the Agency is in the process of losing a member of the compliance staff to the Department of Ecology.

DeVaney requested clarification on the hiring process for compliance staff. Thornsby replied he expected to post the job opening either just before or after the Thanksgiving holiday. He noted some work on the job description remains to be completed.

Jones inquired as to the status of the Pacific Ag digester (in Sunnyside). Thornsby explained the Agency is awaiting a completed SEPA from the permittee and once it is received, work on the permit can resume. Jones asked if a separate SEPA is filed with the Agency. Thornsby explained the Agency is not running the SEPA process and speculated the City of Sunnyside was likely the lead agency. He added the Agency only looks for a complete SEPA determination coming out of that process.

McKinney reported the significant impact the “poaching” of employees, particularly by state agencies, was having on the county and local cities. She added the cause was largely due to limits on county and city tax revenues—in particular the one percent cap—and noted the state is not subject to these limitations. McKinney explained the state has a \$15 billion surplus which allows them to offer much better salaries and benefits.

16. Other Business

DeVaney reminded board members to set aside time on their calendars to attend the December meeting when action will be needed to approve several important items.

17. Adjournment

DeVaney adjourned the meeting at 2:30 p.m.

Jon DeVaney, Chairman

Pamela Herman, Clerk of the Board

Date of Release: December 7, 2023
Date of Consideration: December 14, 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	Sept FY24	Oct FY24	Nov FY24	
Minor Source Inspections	156	0	0	0	20
Complaints Received	161	25	7	18	69
NOVs Issued	77	0	0	0	3
AODs Issued	4	0	0	0	0
Warning Notices Issued	2	0	0	0	0
NOPs Issued	19	0	0	0	1
SEPA Reviews	297	18	21	21	95
AOP Applications Received	0	0	0	0	0
AOPs Issued or Renewed	1	0	0	0	0
Deviations/Upsets Reported	16	2	2	2	9
AOP Inspections	2	0	0	0	0
Public Workshops	2	1	1	0	2
Media Events	3	0	0	1	2
Media Contacts	8	0	0	1	3
Education Outreach Events	0	2	0	0	2
Sources Registered	375	0	0	0	6
NSR Applications Received	12	2	2	0	6
NSR Approvals Issued-Temporary	0	0	0	0	0
NSR Approvals Issued-Permanent	16	2	1	0	5
NODRs Received	180	6	10	10	61
Agricultural Burn Permits Issued	40	0	2	1	4
Conditional Use Permits Issued	5	0	0	1	1
Residential Burn Permits Issued	852	0	0	0	0
Burn Ban Days	34	0	0	6	6
Public Records Requests Fulfilled	29	2	3	2	13

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: December 07, 2023
To: YRCAA Board of Directors
From: Jocelyn Roberson, Staff Accountant
Subject: Fiscal Program Report

Issue: Fiscal Reports

Analysis: November 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 October 2023 AP Fiscal Vouchers, totaling \$99,631.74, and the November 2023 Payroll Authorization, totaling \$63,589.00

November 21, 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>
509 Ductless*	35703	4105	\$926.00	11/21/2023
Abadan Reprographics	35704	4201	\$205.55	11/21/2023
Armstrong's Stove & Spa Yakima*	35705	4105	\$12,510.79	11/21/2023
Reggie Brulotte *	35706	4105	\$3,600.00	11/21/2023
James Burns*	35707	4105	\$1,550.00	11/21/2023
Cascade Natural Gas Corporation	35708	4701	\$88.94	11/21/2023
Coastal*	35709	4105	\$19,813.90	11/21/2023
Coleman Oil Company	35710	3201	\$292.08	11/21/2023
William Dixon*	35711	4105	\$1,550.00	11/21/2023
Craig Epperson*	35712	4105	\$1,600.00	11/21/2023
George & Susan Ferrar*i	35713	4105	\$1,550.00	11/21/2023
Fosseen's Home & Hearth*	35714	4105	\$11,019.47	11/21/2023
Mark & Cindy Frey*	35715	4105	\$1,550.00	11/21/2023
Kriston Lucille Gantt*	35716	4101	\$350.00	11/21/2023
Melanie Howard*	35717	4105	\$2,300.00	11/21/2023
Brad and Brandi Hyatt*	35718	4105	\$1,600.00	11/21/2023
Imagicomm Yakima	35719	4105	\$2,872.00	11/21/2023
Intermountain Cleaning Service, Inc.	35720	4101	\$740.00	11/21/2023
Iron Horse Real Estate & Property Mgt	35721	4501	\$4,920.80	11/21/2023
KAPP-KVEW	35722	4105	\$1,480.00	11/21/2023
KIMA-TV	35723	4105	\$1,700.00	11/21/2023
KUNW-TV	35724	4139	\$1,700.00	11/21/2023
La Voz Hispanic Newspaper	35725	4401	\$220.00	11/21/2023
Thomas Manny	35726	4105	\$1,550.00	11/21/2023
Menke Jackson Law Firm	35727	4101	\$1,258.75	11/21/2023
Northwest Community Action Center	35728	4105	\$450.00	11/21/2023
OIC	35729	4105	\$1,500.00	11/21/2023
Pacific Power	35730	4701	\$190.82	11/21/2023
Curtis Alan Pitts*	35731	4105	\$700.00	11/21/2023
Rowdy Construction*	35732	4105	\$15,508.56	11/21/2023
Kyle & Morgan Schlichting*	35733	4105	\$1,550.00	11/21/2023
Stephens Media Group	35734	4101	\$2,640.00	11/21/2023
Valley Publishing Co.	35735	4101	\$46.25	11/21/2023
Yakima County Public Services-Utility Division	35736	4101	\$22.23	11/21/2023
Yakima Herald Republic	35737	4101	\$75.60	11/21/2023

\$ 99,631.74

***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: **\$ 99,631.74**

Jocelyn Roberson, Primary Auditing Officer 11/21/2023

Jon DeVaney, Board Chairman Date

Marc D. Thornsbury, Secondary Auditing Officer Date

**Yakima Regional Clean Air Reimb
November 2023**

Gross Wages	\$49,277.30	
Reserve Adjustment		\$49,277.30
ER Taxes Paid	697.68	
ER Medical Paid	8,201.34	
Pers 1 ER Paid	0.00	
Pers 2 ER Paid	3,186.42	
Pers 3 ER Paid	1,144.75	
	0.00	
SUTA	84.82	
L & I	996.69	
	0.00	
Total Benefits	14,311.70	\$14,311.70
Other	0.00	
Bank Charges	0.00	
Total	\$0.00	\$0.00
Total Payroll		\$63,589.00

Primary Auditing Officer Date

Chairman Board of Directors Date

Secondary Auditing Officer Date

FY 2024 Monthly BVA

November 2023						
Report Date: December 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	\$ -	\$ -		0.0%
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	\$ -	\$ -		0.0%
	<i>Subtotal, Stationary Source Permit Fees</i>	<i>\$ 445,064</i>	<i>\$ -</i>	<i>\$ -</i>		<i>0.0%</i>
Burn Permit Fees						
614-32290005	Residential Burn Permits	\$ 53,500	\$ 1,071	\$ 1,071		2.0%
614-32290007	Agricultural Burn Permits	\$ 21,128	\$ 660	\$ 660		3.1%
614-32290011	Conditional Use Burn Permits	\$ 2,150	\$ 242	\$ 242		11.3%
	<i>Subtotal, Burn Permit Fees</i>	<i>\$ 76,778</i>	<i>\$ 1,973</i>	<i>\$ 1,973</i>		<i>2.6%</i>
Compliance Fees						
614-32190005	Asbestos Removal Fees	\$ 26,229	\$ 1,053	\$ 1,053		4.0%
614-32190009	Construction Dust Control Fees	\$ 7,632	\$ -	\$ -		0.0%
	<i>Subtotal, Compliance Fees</i>	<i>\$ 33,861</i>	<i>\$ 1,053</i>	<i>\$ 1,053</i>		<i>3.1%</i>
	<i>Subtotal, All Permit Fee Revenue</i>	<i>\$ 555,703</i>	<i>\$ 3,026</i>	<i>\$ 3,026</i>		<i>0.5%</i>
Base Grants						
614-33366001	EPA, Core Grant	\$ 106,545	\$ 28,319	\$ 28,319		26.6%
614-33403101	DOE, Core Grant	\$ 77,153	\$ 18,879	\$ 18,879		24.5%
	<i>Subtotal, Base Grants</i>	<i>\$ 183,698</i>	<i>\$ 47,198</i>	<i>\$ 47,198</i>		<i>25.7%</i>
Fines & Penalties						
614-35990001	Civil Penalty	\$ -	\$ -	\$ -		-
614-35990001	Other Fines	\$ -	\$ -	\$ -		-
	<i>Subtotal, Fines & Penalties</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>		<i>-</i>
Supplemental Income						
614-33831001	Supplemental Income	\$ 94,597	\$ 15,907	\$ 15,907		16.8%
	<i>Subtotal, Supplemental Income</i>	<i>\$ 94,597</i>	<i>\$ 15,907</i>	<i>\$ 15,907</i>		<i>16.8%</i>
Other Income						
614-36111001	Interest	\$ 7,000	\$ 1,014	\$ 1,014		14.5%
614-36990014	Miscellaneous Income	\$ 400	\$ 10	\$ 10		2.5%
	<i>Subtotal, Other Income</i>	<i>\$ 7,400</i>	<i>\$ 1,024</i>	<i>\$ 1,024</i>		<i>13.8%</i>
	<i>Total YRCAA Base Operations Revenue</i>	<i>\$ 841,398</i>	<i>\$ 67,154</i>	<i>\$ 67,154</i>		<i>8.0%</i>
REVENUE 614 YRCAA Grant Operations						
614-33403105	Wood Stove Ed	\$ 4,906	\$ 1,093	\$ 1,093		22.3%
614-33403108	PM 2.5	\$ 21,050	\$ 5,263	\$ 5,263		25.0%
614-33403107	Woodstove Change-out	\$ 687,500	\$ 199	\$ 199		0.0%
	<i>Total YRCAA Grant Operations Revenue</i>	<i>\$ 713,456</i>	<i>\$ 6,554</i>	<i>\$ 6,554</i>		<i>0.9%</i>
REVENUE Enterprise Operations						
614-34317001	VE Certification Fees	\$ 75,000	\$ 13,280	\$ 13,280		17.7%
614-34317002	Other Enterprise Revenue	\$ -	\$ -	\$ -		#DIV/0!
	<i>Subtotal, Enterprise Revenue</i>	<i>\$ 75,000</i>	<i>\$ 13,280</i>	<i>\$ 13,280</i>		<i>17.7%</i>
	<i>Total Base, Grant and Enterprise Revenue</i>	<i>\$ 1,629,854</i>	<i>\$ 86,989</i>	<i>\$ 86,989</i>		<i>5.3%</i>

FY 2024 Monthly BVA

November 2023 Report Date: December 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	\$ 41,069	\$ 41,069	8.9%
614-2002	Benefits	\$ 182,880	\$ 14,430	\$ 14,430	7.9%
614-1003	Overtime	\$ 2,000	\$ -	\$ -	0.0%
<i>Subtotal, Salaries</i>		<i>\$ 646,911</i>	<i>\$ 55,498</i>	<i>\$ 55,498</i>	<i>8.6%</i>

Supplies

614-3101	Office Supplies	\$ 7,000	\$ -	\$ -	0.0%
614-3101	Safety Equipment	\$ 1,000	\$ -	\$ -	0.0%
614-3201	Vehicles, Gas	\$ 5,500	\$ 292	\$ 292	5.3%
614-3501	Small Tools/Equipment	\$ 4,500	\$ -	\$ -	0.0%
614-3502	Technology Systems	\$ 5,000	\$ -	\$ -	0.0%
614-3502	Office Furnishings	\$ 750	\$ -	\$ -	0.0%
<i>Subtotal, Supplies</i>		<i>\$ 23,750</i>	<i>\$ 292</i>	<i>\$ 292</i>	<i>1.2%</i>

Services

614-4101	Professional Services	\$ 46,000	\$ 4,783	\$ 4,783	10.4%
614-4101	Laboratory Analyses	\$ 500	\$ -	\$ -	0.0%
614-4125	Treasurer, Yakima County	\$ -	\$ -	\$ -	#DIV/0!
614-4201	Communications and Technology	\$ 9,800	\$ 206	\$ 206	2.1%
614-4202	Postage and Freight	\$ 1,800	\$ -	\$ -	0.0%
614-4301	Travel & Transportation	\$ 5,000	\$ -	\$ -	0.0%
614-4401	Public Notices and Education	\$ 7,000	\$ 220	\$ 220	3.1%
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	\$ 280	\$ 280	4.7%
614-4801	Maintenance - Vehicles/Equipment	\$ 2,000	\$ -	\$ -	0.0%
614-4801	Maintenance, Building	\$ 4,700	\$ -	\$ -	0.0%
614-4901	Miscellaneous	\$ 17,200	\$ -	\$ -	0.0%
614-4901	DOE Oversight Fees	\$ 2,700	\$ -	\$ -	0.0%
<i>Subtotal, Services</i>		<i>\$ 182,700</i>	<i>\$ 10,409</i>	<i>\$ 10,409</i>	<i>5.7%</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>\$ 66,200</i>	<i>\$ 66,200</i>	<i>7.8%</i>

EXPENSES 614 YRCAA Grant Operations
614-33403105 Wood Stove Ed

Salaries

614-1001	Salaries	\$ 3,186	\$ 194	\$ 194	6.1%
614-2002	Benefits	\$ 1,120	\$ 68	\$ 68	6.1%
614-1003	Overtime	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Salaries</i>		<i>\$ 4,306</i>	<i>\$ 263</i>	<i>\$ 263</i>	<i>6.1%</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>\$ 263</i>	<i>\$ 263</i>	<i>5.4%</i>

FY 2024 Monthly BVA

November 2023 Report Date: December 14, 2023		Budget	Actual Current	Actual Year to Date	Year to Date % of Budget
614-33403108 PM2.5					
Salaries					
614-1001	Salaries	\$ 15,577	\$ 71	\$ 71	0.5%
614-2002	Benefits	\$ 5,473	\$ 25	\$ 25	0.5%
614-1003	Overtime	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Salaries</i>		<i>\$ 21,050</i>	<i>\$ 97</i>	<i>\$ 97</i>	<i>0.5%</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>\$ 97</i>	<i>\$ 97</i>	<i>0.5%</i>
614-33403107 Woodstove Change-out					
Salaries					
614-1001	Salaries	\$ 127,188	\$ 5,721	\$ 5,721	4.5%
614-2002	Benefits	\$ 44,688	\$ 2,010	\$ 2,010	4.5%
614-1003	Overtime	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Salaries</i>		<i>\$ 171,876</i>	<i>\$ 7,731</i>	<i>\$ 7,731</i>	<i>4.5%</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	\$ 88,930	\$ 88,930	17.2%
<i>Subtotal, Services</i>		<i>\$ 515,625</i>	<i>\$ 88,930</i>	<i>\$ 88,930</i>	<i>17.2%</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>\$ 96,662</i>	<i>\$ 96,662</i>	<i>14.1%</i>
<i>Total, Grant Operations Expenses</i>		<i>\$ 713,457</i>	<i>\$ 97,021</i>	<i>\$ 97,021</i>	<i>13.6%</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

November 2023		Budget	Actual Current	Actual Year to Date	Year to Date % of Budget
Report Date: December 14, 2023					
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	\$ -	\$ -	0.0%
141-4801	Maintenance - Vehicles/Equipment	\$ 800	\$ -	\$ -	0.0%
141-4901	Miscellaneous	\$ -	\$ -	\$ -	#DIV/0!
	<i>Subtotal, Services</i>	<i>\$ 14,400</i>	<i>\$ -</i>	<i>\$ -</i>	<i>0.0%</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>\$ -</i>	<i>\$ -</i>	<i>0.0%</i>
	<i>Total Expenses</i>	<i>\$ 1,600,568</i>	<i>\$ 163,220</i>	<i>\$ 163,220</i>	<i>10.2%</i>
Summary of Revenue vs Expenses:					
	<i>Total Revenue, Base, Grants & Enterprise</i>	<i>\$ 1,629,854</i>	<i>\$ 86,989</i>	<i>\$ 86,989</i>	<i>5.3%</i>
	<i>Total Expenses, Base, Grants & Enterprise</i>	<i>\$ 1,600,568</i>	<i>\$ 163,220</i>	<i>\$ 163,220</i>	<i>10.2%</i>
	<i>Contribution to Reserves</i>	<i>\$ 29,286</i>	<i>\$ (76,232)</i>	<i>\$ (76,232)</i>	
	Beginning Reserve Balance	\$ 1,020,617	\$ 1,022,027	\$ 1,020,617	
	Contribution to Reserves	\$ 29,286	\$ (76,232)	\$ (76,232)	
	Ending Reserve Balance	\$ 1,049,903	\$ 945,795	\$ 944,385	
Reserve Fund Allocation					
	Operations (min. 25% of base operating exp.)	\$ 225,000			
	Legal Services (min \$200,000)	\$ 250,000			

YAKIMA REGIONAL CLEAN AIR AGENCY
SUPPLEMENTAL INCOME STATUS for CY 2023 on November 30, 2023
CY 2023 \$.40 PER CAPITA (Rounded Amounts)

City/Town	Past Due	Assessment Amount	Total Amt Due	Date Received	Amount Received	Balance Due	Responses
Grandview	\$ -	\$ 4,384	\$ 4,384	3/17/2023; 5/2/2023; 8/29/2023; 11/21/2023	\$ 4,384	\$ -	Pd in full
Granger	\$ -	\$ 1,476	\$ 1,476	3/22/2023; 5/22/2023; 8/18/2023; 11/27/2023	\$ 1,476	\$ -	Pd in full
Harrah	\$ -	\$ 232	\$ 232	3/6/2023	\$ 232	\$ -	Pd in full
Mabton	\$ -	\$ 790	\$ 790	3/22/2023; 5/2/2023; 8/1/2023; 10/31/2023	\$ 790	\$ -	Pd in full
Moxee	\$ -	\$ 1,762	\$ 1,762	3/17/2023; 7/18/2023; 8/24/2023; 11/17/2023	\$ 1,762	\$ -	Pd in full
Naches	\$ -	\$ 444	\$ 444	3/17/2023; 5/15/2023; 8/18/2023; 11/21/2023	\$ 444	\$ -	Pd in full
Selah	\$ -	\$ 3,294	\$ 3,294	3/17/2023	\$ 3,294	\$ -	Pd in full
Sunnyside	\$ -	\$ 6,560	\$ 6,560	4/3/2023; 5/22/2023; 8/23/2023; 11/28/2023	\$ 6,560	\$ -	Pd in full
Tieton	\$ -	\$ 572	\$ 572	3/22/2023; 5/15/2023; 8/14/2023; 11/21/2023	\$ 572	\$ -	Pd in full
Toppenish	\$ -	\$ 3,548	\$ 3,548	3/31/2023; 5/15/2023; 8/23/2023; 11/21/2023	\$ 3,548	\$ -	Pd in full
Union Gap	\$ -	\$ 2,638	\$ 2,638	3/17/2023; 5/15/2023; 8/18/2023; 11/21/2023	\$ 2,638	\$ -	Pd in full
Wapato	\$ 1,011	\$ 1,844	\$ 2,855	2/27/2023; 5/8/2023; 8/14/2023; 11/08/2023	\$ 2,855	\$ -	Pd in full
City of Yakima	\$ -	\$ 39,124	\$ 39,124	1/26/2023; 5/8/2023; 8/9/2023; 11/08/2023	\$ 39,124	\$ -	Pd in full
Zillah	\$ -	\$ 1,276	\$ 1,276	3/13/2023; 5/8/2023; 8/14/2023; 11/13/2023	\$ 1,276	\$ -	Pd in full
Yakima Co.	\$ -	\$ 35,296	\$ 35,296	3/17/2023	\$ 35,296	\$ -	Pd in full
Totals:	\$ 1,011	\$ 103,240	\$ 104,251		\$ 104,251	\$ -	

STAFF REPORT

Date: December 6, 2023
To: YRCAA Board of Directors
From: Marc Thornsbury, Executive Director
Subject: 2024 Source Classifications and Fees - Update

Summary

Minor sources will be scored on estimates for the following three elements: 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, each source has been 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. In the opinion of Staff, this proposal is objective, equitable, and meets the requirements of the Board as stated in 2022. It is expected adjustments will need to be made when rates are adopted for 2025 based on information garnered during, and issues arising from, the implementation in 2024.

Recommendation

Approve the classification methodology and adopt the rates described herein.

Background

During a series of meetings held in late 2022, and taking note most registered sources were in the same “Minor” source category 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.

Pursuant to Revised Code of Washington (RCW) 70A.15.1005, “It is the policy of the state that the costs of protecting the air resource and operating state and local air pollution control programs shall be shared as equitably as possible among all sources whose emissions cause air pollution.”

Pursuant to RCW 70A.15.2200(1), “The board or any activated authority...may classify air contaminant sources, by ordinance, resolution, rule or regulation, which in its judgment may cause or contribute to air pollution, according to levels and types of emissions and other characteristics which cause or contribute to air pollution, and may require registration or reporting or both for any such class or classes. Classifications made pursuant to this section may be for application to the area of jurisdiction of such authority, or the state as a whole or to any designated area within the jurisdiction, and shall be made with special reference to effects on health, economic, and social factors and physical effects on property.”

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 related to, and the air quality impact of, various sources. In addition, staff worked to develop a system where the result would be similar, to the extent possible, to a normal (aka “Bell Curve”) distribution.

Minor Sources

Minor sources are those not otherwise classified as synthetic or major sources. To date, these have been divided into two groups, “Minor” and “Complex Minor”. The majority of registrants were considered Minor with only a few of the largest considered Complex Minor. Under the planned fee schedule, the two groups have been combined and all minor sources classified as set forth herein. During development of the schedule, staff tested various combinations of classes, ultimately selecting the set shown in Table 1 as best meeting the objectives described above. The annual fee for each class is comprised of a uniform fixed (or base) fee of \$154 plus a variable fee that starts at \$82 and increases exponentially. This variable fee is calculated using the latter amount to the power of one plus the class number multiplied by 0.1185 [e.g. for a Class 3 source the fee is calculated as $\$154 + (\$82 \wedge (1 + (3 \times 0.1185)))$].

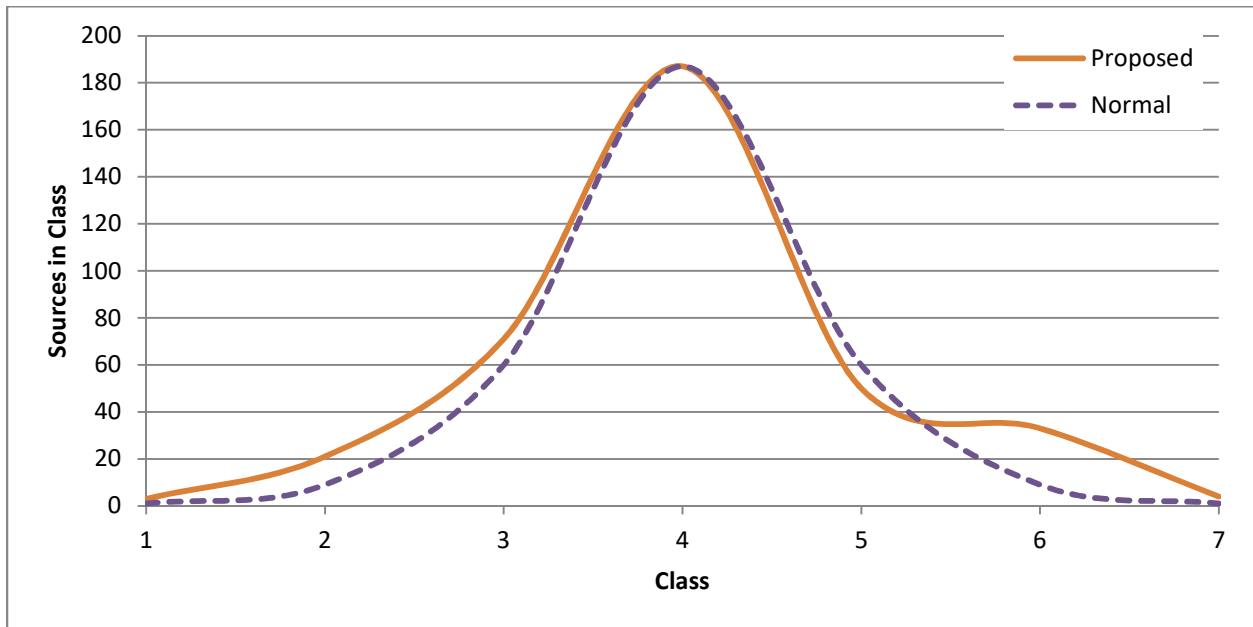
Table 1 – Fees by Class (past and planned)

Type	2022			2023				Proposed 2024			
	Count	Rate	Revenue	Count	Chg.	Rate	Revenue	Count	Chg.	Rate	Revenue
Minor	317	\$ 482	\$ 152,794	349	32.6%	\$ 639	\$ 223,011				
Class 0								1	-63.1%	\$ 236	\$ 236
Class 1								3	-54.3%	292	877
Class 2								21	-39.4%	387	8,127
Class 3								71	-14.4%	547	38,823
Class 4								187	27.7%	816	152,622
Class 5								50	98.8%	1,270	63,511
Complex Minor	24	1,367	32,808	24	32.6%	1,812	43,488				
Class 6								33	12.3%	2,036	67,176
Class 7								4	83.5%	3,326	13,304
Class 8								1	203.6%	5,501	5,501
Class 9								0	405.9%	9,168	-
Class 10								0	747.0%	15,348	-
Synthetic	8	2,822	22,576	7	32.8%	3,749	26,243	8	32.0%	4,949	37,190
Total	349		\$ 208,178	380			\$ 292,742	379			\$ 387,366
Net Increase							\$ 84,564				\$ 94,624

The Agency currently has a total 379 registered sources divided into the classes (zero through ten plus synthetic) as shown in Table 1. Formerly “Complex Minor” sources are now generally found in Class 6 through Class 10.

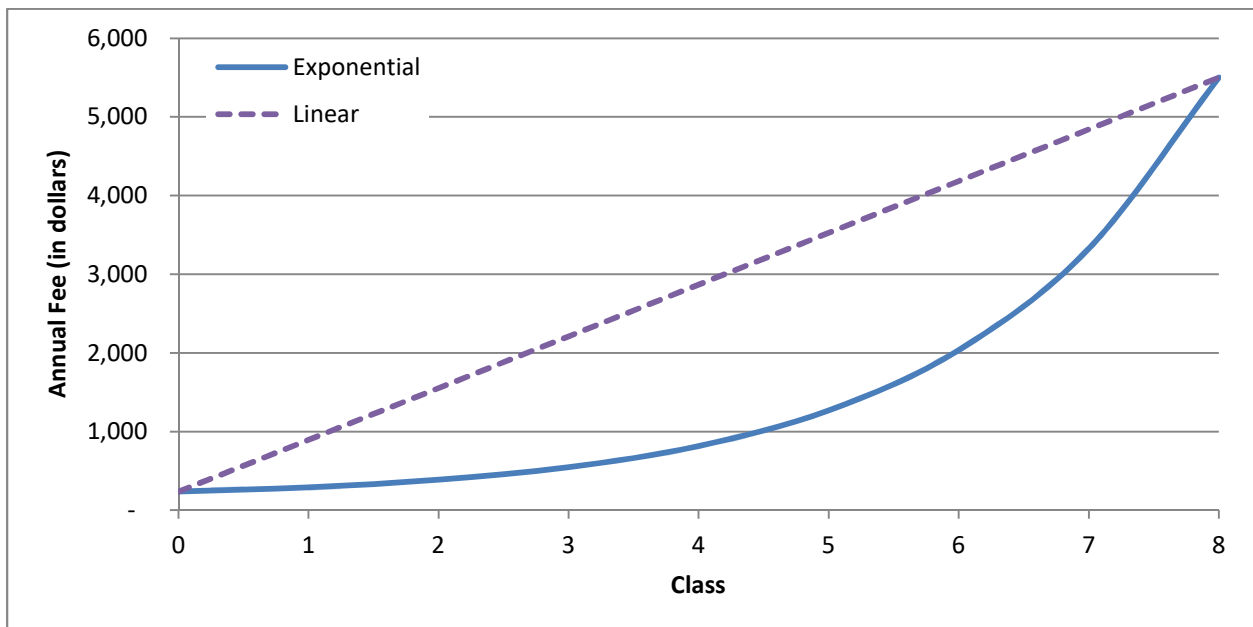
The distribution of sources across the fee structure shown in Table 1 is illustrated in Figure 1. This substantially mirrors a “Normal” distribution.

Figure 1 – Planned Distribution versus Normal Distribution



To ensure smaller sources and those with a lesser impact on air quality and Agency resources are not forced to subsidize larger sources with a greater impact, a graduated rate scheme was put in place where the increase in fees from one class to the next is calculated using an exponential formula in place of a linear formula. The effect of this is illustrated in Figure 2.

Figure 2 – Exponential versus Linear Fee Increase



Methodology

The score for each minor source is computed based on three elements and these are then totaled. The total score is the class to which the source is then assigned. The three elements scored are as follows:

Compliance

Compliance refers to the collective 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>0 to 2</u>	<u>2 to 4</u>	<u>4 to 6</u>	<u>6 or more</u>
Score	0	1	2	3

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

* Note: One million gallons liquid throughput equates to approximately 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 oversight for emitters of more highly toxic pollutants (lower ASIL equals higher toxic impact).

<u>ASIL</u>	<u>0 to 0.12</u>	<u>0.12 to 1</u>	<u>1 to 10</u>	<u>10 to 30</u>	<u>30 or more</u>
Score	4	3	2	1	0

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 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. Because of their unique circumstances, they are handled separate from the other minor sources.

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.

Other Fees

The discussion in late 2022 regarding fees only addressed registration fees. Other fees charged by the Agency were left for a future date. These fees have now been reviewed and the proposed changes are shown in Table 2.

Table 2 – Other Non-Registration Fees

	2023	Proposed 2024			
	Rate	Count	Increase	Rate	Revenue
Burn Permits					
Residential	\$ 51	1,100	7.8%	\$ 55	\$ 60,500
Agricultural (per ton/\$80 min)	1	12,400	0.0%	1	13,480
Land Clearing (per ton)	2.42			2.42	0
Land Clearing (minimum)	242		0.0%	242	0
Conditional (per ton)	2.42			2.42	0
Conditional (minimum)	242	6	0.0%	242	1,452
Dust Plans					
Master/Project	357	6	3.6%	370	2,220
Site Notification	165	23	3.0%	170	3,910
Demolition/Asbestos					
0-10 LF/ 0-48 SF	46	50	-2.2%	45	2,250
11-260 LF/ 49-160 SF	89	70	12.4%	100	7,000
11-260 LF/ 49-160 SF	171	95	19.9%	205	19,475
1K-10K LF / 5K-50K SF	437	7	13.3%	495	3,465
>10K LF / >50K SF	922	2	29.1%	1,190	2,380
Owner Occupied	80	2	0%	80	160
Commercial Roof	175	10	22.3%	214	2,140
Annual Notice	354	2	22.9%	435	870
Emergency Notice	98	10	58.2%	155	1,550
Revision	40	10	0%	40	400

Each clean air agency in the state is unique and has developed to address the particular needs of its local community. As a result, an apples-to-apples comparison is not always possible. Nevertheless, considering what others are doing can be a useful frame of reference. With this in mind, Table 3 offers an incomplete comparison with other agencies.

Table 3 – Comparison of Other Fees at Peer Agencies

	Proposed	Benton	Northwest	Olympic	Southwest	Spokane
Burn Permits						
Residential	\$55	\$75	n/a	n/a	n/a	n/a
Agricultural (per acre)*	1	1	1	1	1	1
Land Clearing (per acre)	2.42	3.75	n/a	127	-	Prohibited
Land Clearing (minimum)	242	37.50	n/a	127	137	Prohibited
Conditional (per acre)	2.42	-	-	-	-	-
Conditional (minimum)	242	-	-	-	-	-
Dust Plans						
Master/Project	370	-	-	-	-	-
Site Notification	170	-	-	-	-	-
Demolition/Asbestos						
0-10 LF/ 0-48 SF	45	0	0	44	0	75
11-260 LF/ 49-160 SF	100	50	263	190	137	250
261-1K LF/ 161-5K SF	205	50	526	411	343	500

	Proposed	Benton	Northwest	Olympic	Southwest	Spokane
1K-10K LF / 5K-50K SF	495	50	1,314	822	684	1,250
>10K LF / >50K SF	1,190	50	1,892	1,645	684	1,250
Owner Occupied	80	25	47	-	34	-
Commercial Roof	214	-	-	-	-	Double
Annual Notice	435	-	920	633	684	750
Emergency Notice	155	Double	Double	63	Double	Double
Revision	40	0	42	-	34	0

* Set by the Agricultural Burning and Research Task Force

Financial Impact

The planned fee changes are necessary to implement Agency wage and benefit adjustments considered over several meetings at the end of 2022 and scheduled to take effect in fiscal year 2025. Wages have been substantially below those of the market for several years and have directly resulted in the loss of five staff members (four in compliance and one in administration) to other public agencies in as many years. In addition, it has been difficult to attract desired candidates. Together, these have effectively rendered the Agency a training facility for others, made it difficult to replace staff, and hampered the Agency's ability to achieve its objectives.

To address this, in 2022 the Board adopted an overall plan to increase wages and approved implementation of one half of that increase in 2023, supported by a commensurate fee increase. The second half of the wage increase previously adopted is scheduled to take place in 2024 and the fee increase proposed herein will provide adequate revenue to maintain a balanced Agency budget once wages are adjusted (including an annual cost-of-living adjustment) in 2024. A summary of this information is shown in Table 4 including past and planned wage and benefit adjustments and how they are supported by the anticipated fee increases described above and the planned 2025 supplemental income adjustment.

Table 4 – Budget Impact Summary

	2022-23	2023-24	2024-25
Wages	\$ 550,484	\$ 623,844	\$ 767,052
Social Security	-	38,678	47,557
Medicare	7,350	9,046	11,122
Unemployment	1,258	1,451	1,603
PERS	53,936	64,817	79,697
Health Insurance	98,306	109,630	125,940
Workers' Comp.	11,982	14,374	16,000
Total Wage/Ben.	723,316	861,840	1,048,970
Difference		138,524	187,130
Grant Reduction		(23,502)	(23,502)
Reg Fee Increase		73,884	138,112
Supp. Increase		20,648	25,810
Other Fee Increase		-	47,049
Balance			\$ 339

It is the considered opinion of Staff that the above planned fee schedule is objective, equitable, and meets the requirements of the Board as stated in 2022. Substantial work has been put into developing this mechanism through which sources that consume a larger share of the Agency's resources due to their complexity, emissions, and/or toxicity will bear a greater part of the Agency's operating costs versus those requiring a smaller 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. Finally, the plan meets the future financial demands of the Agency.

No system is perfect and while considerable effort has been made to develop an effective and functional fee schedule, it is expected adjustments will need to be made when rates are adopted for 2025 based on information garnered during, and issues arising from, the implementation in 2024. Staff will continue to hone the methodology to ensure its results are reasonable and equitable while ensuring the overall fee structure—and the methods employed to adjust it—are transparent and provide assurance to the regulated community and members of the public the Agency is acting fairly and responsibly.

Executive Memorandum

Date of Release: November 7, 2023
Date of Consideration: November 14, 2023
To: Honorable YRCAA Board of Directors and Alternates
From: Office of Engineering and Planning Division
Subject: November'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 November including some additional related information:

- Working on the registration program for 2024;
- Two burn bans were called for the month of November;
- Working on the responsive summary for comments;
- Working on New Source Reviews (NSR) permits;
- Reviewed/responded to 21 SEPA's projects;
- Working on Title V renewals;
- Issued one agricultural permit;
- Reviewed/approved 10 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 November as shown in the graphs below;
- Working on several permitting and compliance issues with industrial sources; and
- Collected and shipped for analysis approximately 15 Air Monitoring Samples and completed 6 Quality Control (QC) checks on 5 Air Monitors. Investigated 18 complaints for the month of November;

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

Type of Complaint	Number of Complains	Number of NOV's*	Number of AOD's**
Residential Burning	15		
Agricultural Burning	2		
Other Burning and SFBD***			
Fugitive / Construction Dust			
Agricultural Dust			
Agricultural Odor			
Other Dust			
Surface Coating			
Odor	1		
Asbestos			
Others and NSR****			
Registration			
Industrial Sources			
TOTALS	18	0	0

*NOV- Notice of Violation

**AOD- Assurance of Discontinues

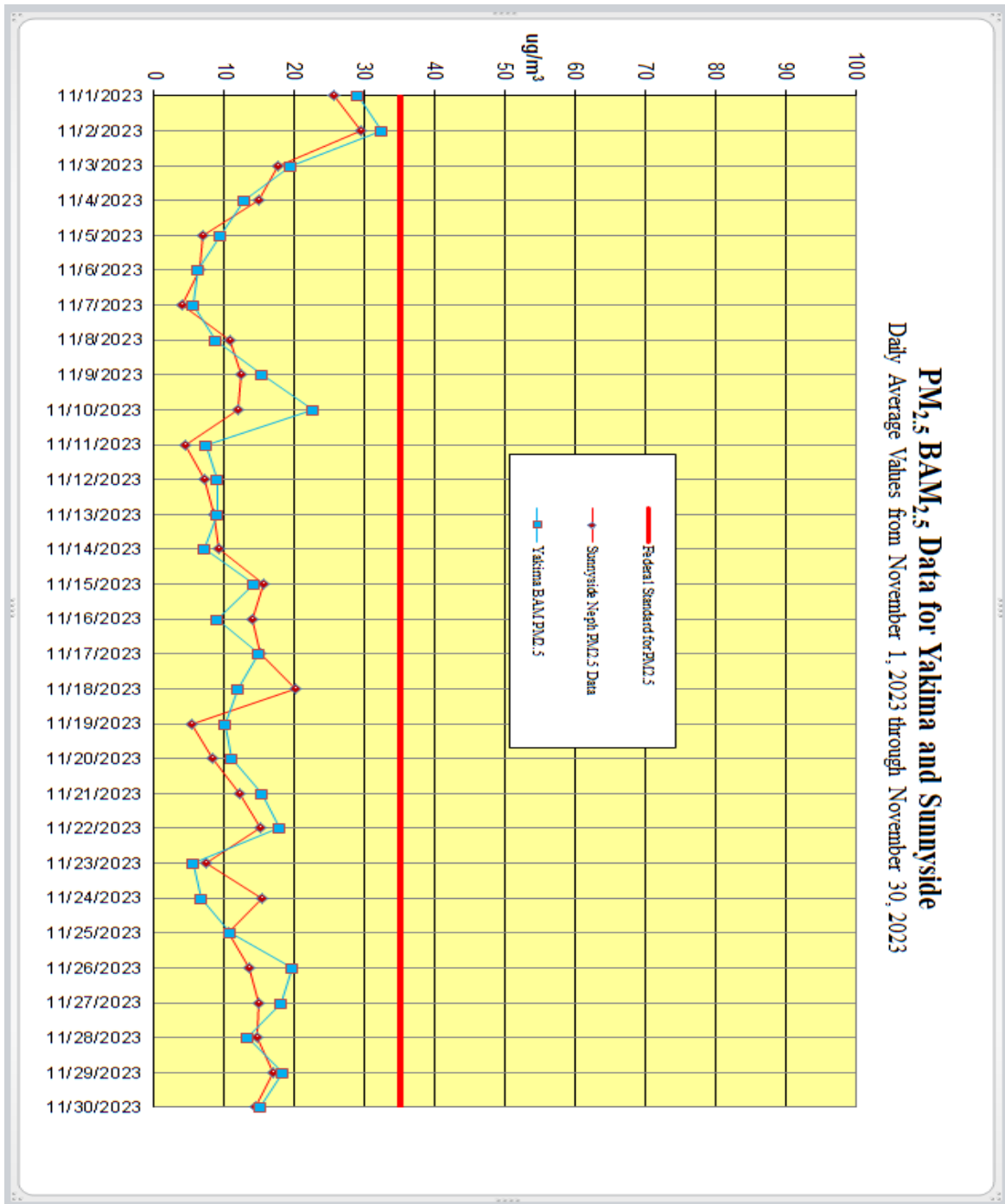
*** Solid Fuel Burning Device **** New Source Review

Attachments:

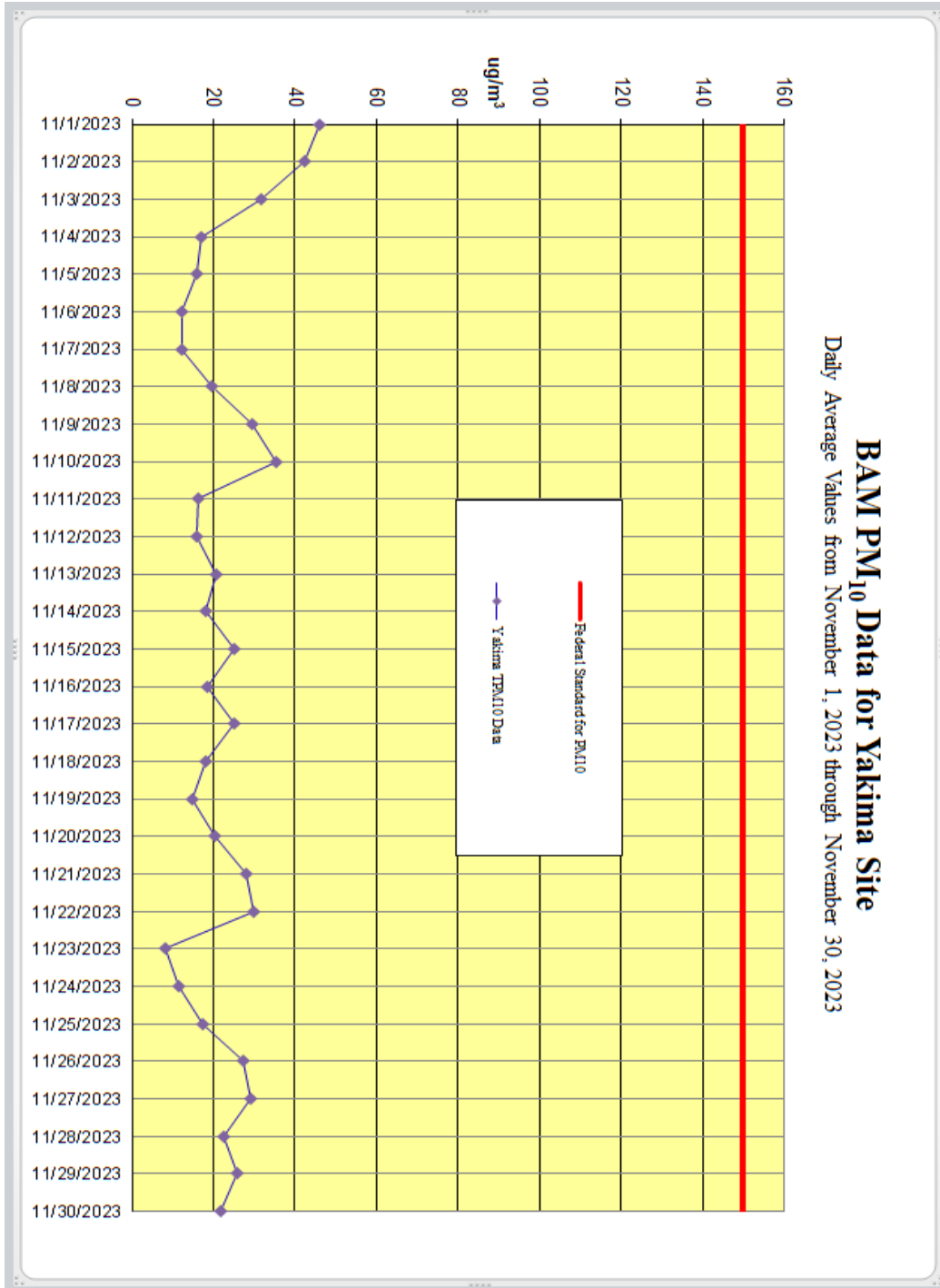
- ✓ *PM_{2.5} Monitor Data for the month of November 2023 and the annual graphs.*
- ✓ *PM₁₀ Monitor Data for the month of November 2023.*

- **PM_{2.5} Data**

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

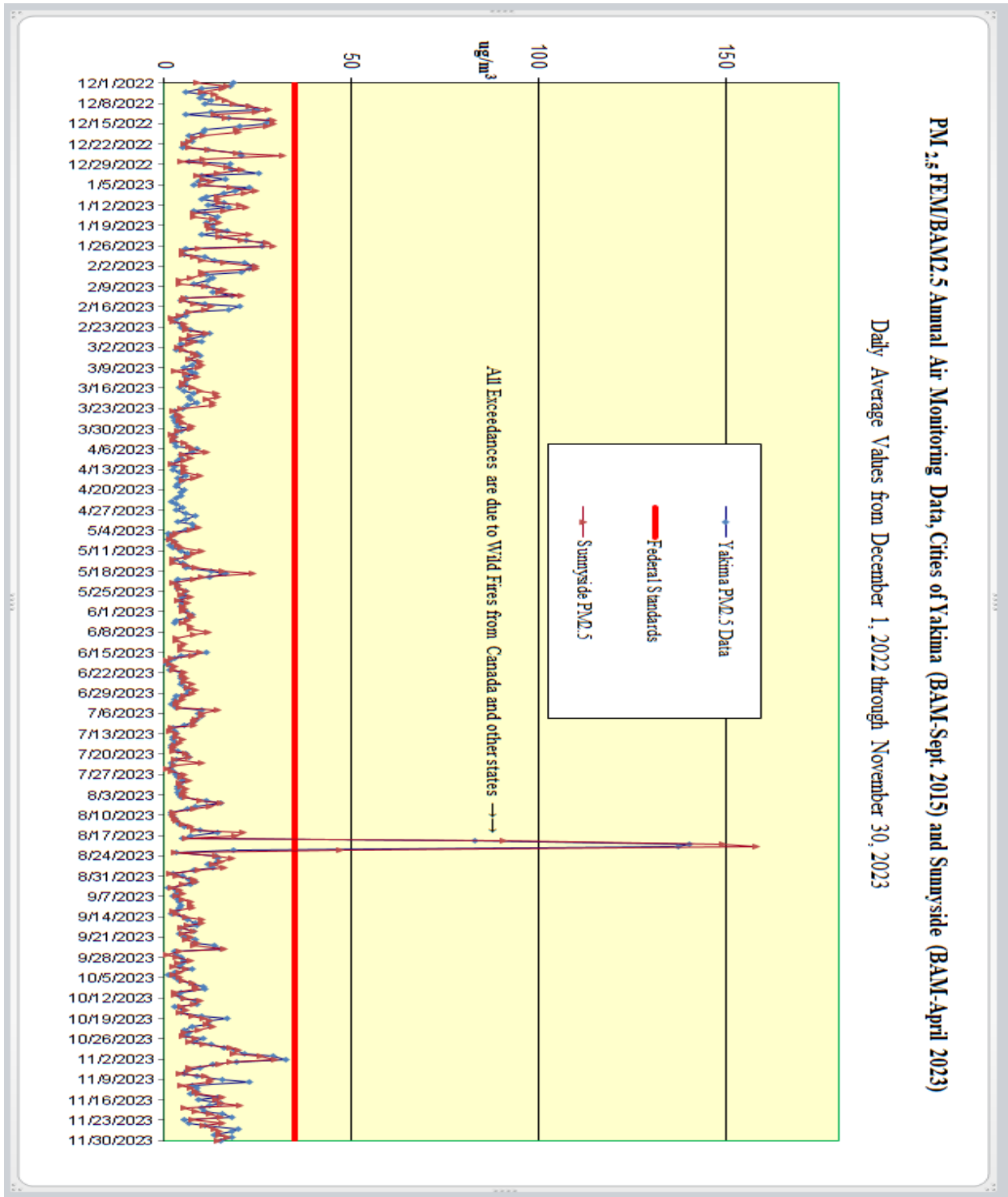


- **PM₁₀**
- We expect no PM₁₀ exceedance for the month of November.



- **Annual PM_{2.5} Data**

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



Biden-Harris Administration Agencies Sign Interagency Agreement to Address Wildfire Risk and Protect Communities from Smoke

Press Release

Release No. 0230.23

Contact: USDA Press

Email: press@usda.gov

WASHINGTON, Nov. 9, 2023 – Today, Agriculture Secretary Tom Vilsack, Environmental Protection Agency Administrator Michael S. Regan, Secretary of the Interior Deb Haaland, and Director of the Centers for Disease Control and Prevention Mandy Cohen announced a Memorandum of Understanding (MOU) to further their joint work to protect communities from the impacts of wildfire smoke, while promoting land management practices that reduce the risk of large, severe fires. The four agencies – the U.S. Department of Agriculture (USDA), the Environmental Protection Agency (EPA), the U.S. Department of the Interior (DOI), and the Centers for Disease Control and Prevention (CDC) – also released a joint plan outlining wildland fire-related priorities the agencies will focus on over the next two years.

“Since fires and smoke don’t recognize borders or jurisdictions, neither should we, and this agreement will help agencies under the Biden-Harris Administration better protect the people and communities we serve,” **said Agriculture Secretary Tom Vilsack.**

“From coast to coast, the nation is facing a growing threat of wildfire induced by climate change, including from the smoke that can harm people hundreds of miles away,” **said EPA Administrator Michael S. Regan.** “We can have a bigger impact on protecting people by partnering across the Biden-Harris Administration. “With today’s interagency agreement we commit to urgent action to reduce the risk of severe wildfires and dangerous smoke.”

“This year has shown the entire country and the world that wildfires don’t stop at a state or country line – they impact all of us and require a coordinated and collaborative approach,” **said Secretary of the Interior Deb Haaland.** “The Biden-Harris administration is committed to using every tool available to protect communities from the hazards of wildfire smoke, while also ensuring we have the tools we need to reduce the future risk of large, high severity wildfire events.”

“The increasing frequency and magnitude of wildfires pose an ever-growing threat to the health of the American public,” **said Mandy Cohen, M.D., M.P.H, Director of the Centers for Disease Control and Prevention.** “This MOU demonstrates the U.S. government’s commitment to mitigating the negative health consequences from wildfire smoke and is a pledge to protect health by reducing the risk of future, large-scale wildfires.”

The MOU outlines how the agencies are working together to advance public health preparedness, minimize smoke impacts to the public and ensure regulatory pathways under the Clean Air Act accommodate greater use of prescribed fire. Under the MOU, the four agencies commit to coordinating the implementation of policies, communications, and programs that relate to the use of prescribed fire to benefit restoration of forests and other wildlands, and protect communities. The agencies will work together to reduce the negative health impacts of smoke on human health and community well-being.

The joint workplan outlines areas of focus for the agencies' partnership for fiscal years 2024 and 2025:

- community preparedness;
- ensuring that land management and public health goals are addressed together;
- data collection and sharing; and
- interagency communication and messaging.

The MOU and workplan follow the recent Wildland Fire Mitigation and Management Commission Report to Congress, which urged an “all of the above” approach – at all levels of society – to address the impacts of wildfires on communities across the country. While many of the Commission’s recommendations focus on actions Congress must take, this MOU represents a major step forward to the report’s vision of greater coordination and collaboration among agencies working on wildfire.

This work complements the historic investments from President Biden’s Investing in America agenda to increase the resilience of lands facing the threat of wildland fires and to better support federal wildland firefighters. The Bipartisan Infrastructure Law includes \$3 billion for the USDA and \$1.5 billion for the Department of the Interior to invest in preparedness, fuels management, post-fire restoration, and fire science – all of which will help strengthen long-term fire preparedness, reduce fire risk across states, and invest in our wildland firefighter workforce.

To read the MOU and the joint workplan, visit: [Memorandum of Understanding Between USDA/DOI/EPA/CDC](#) (PDF, 1.8 MB)

To read the Wildland Fire Mitigation and Management Commission report, visit www.usda.gov/topics/disaster-resource-center/wildland-fire/commission

USDA touches the lives of all Americans each day in many positive ways. In the Biden-Harris Administration, USDA is transforming America’s food system with a greater focus on more resilient local and regional food production and fairer markets for all producers. USDA is dedicated to ensuring access to safe, healthy, and nutritious food in all communities, building new markets and streams of income for farmers and producers. In order to reach these goals, USDA encourages the use of climate smart food and forestry practices. USDA is making historic investments in infrastructure and clean energy capabilities in rural America and is committed to equity across the Department by removing systemic barriers and building a workforce more representative of America. To learn more, visit www.usda.gov.

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