



NOTICE AND AGENDA OF THE YAKIMA REGIONAL CLEAN AIR AGENCY BOARD OF DIRECTORS' REGULAR MEETING

NOTICE

NOTICE is hereby given that the Yakima Regional Clean Air Agency Board of Directors' Board Meeting will be held at the Yakima City Hall, City Council Chambers on Thursday, November 10, 2016 at 2:00pm to discuss the following Agenda.

PUBLIC COMMENTS

This is a public meeting. If you wish to address the Board concerning any air quality matter, you may do so now. Please come forward to the podium, stating your name for the record. The Chair has the right to place a time limit on each person asking to be heard.

AGENDA

REGULAR MEETING @ 2:00 p.m.

1. 2:00 P.M. Call to Order
2. Roll Call
3. Additions or Deletions to Agenda

*Board Chair
Quatandra Jarvis
Board Chair*

CONSENT AGENDA

4. Consider Approving the Consent Agenda, Items for action 4.1 through 4.2. The Board may approve the Consent Agenda by single motion in whole or in part, with or without further discussion.
 - 4.1 By consent, approve October 13, 2016 Board Meeting Summary; and
 - 4.2 By consent accept and file, YRCAA October, 2016 Monthly Activity Report;

Action Requested: Approve Consent Agenda Items 4.1 through 4.2.

REGULAR AGENDA

5. Receive YRCAA Director's Report.
Action Requested: No report this month.

Gary Pruitt

ACTION ITEMS

5. CY 2017 Fee Schedule *Hasan Tahat*
Action Requested: Approve by Resolution No. 2016-10: CY2016 Fee Schedule
6. Accept Fiscal Reports. *Christa Owen*
 - Approve Fiscal Vouchers and Payroll Authorization Transfers;
 - BVA(s) – FYI;
 - Supplemental Income Status Report for CY 2015; and**Action Requested:** Approve Fiscal Vouchers, Payroll Authorization Transfers, Accept and File Fiscal Reports.

DIVISION REPORTS

7. Engineering and Planning Division *Hasan Tahat*
Accept Engineering and Planning Division Report
Action Requested: Accept and file Report – No action required
8. Compliance and Enforcement Division *Keith Hurley*
Accept Compliance and Air Monitoring Division Report
Action Requested: Accept and file Report - No Action Required
9. Executive Division Report *Mark Edler*
Accept Executive Division Report
Action Requested: Accept and file Report – No action required

OTHER BUSINESS

10. Other Business and Adjournment *Board Chair*
Brief update of the hiring of the next Executive Director

The Next Board of Directors Meeting is scheduled for Thursday, December 8, 2016 at the City of Yakima Council Chambers, 129 N Second Street, Yakima.



Summary of the Governing Board of Directors Meeting

Location, Date and Time:

Yakima City Hall Council Chambers,

October 13, 2016

Time: 1:30 p.m.

1. **Jon DeVaney, Board Chair**, called the Meeting to order at 1:30 p.m.
2. **Christa Owen, Acting Clerk** conducted roll call. *There was a quorum*

PRESENT WERE:

BOARD MEMBERS:

Jon DeVaney, Representative-At-Large
Norm Childress, Small Cities Representative
Steven Jones, Ph.D., County Representative
Bill Lover, Largest City Representative
Rand Elliott, Yakima County Commissioner

STAFF:

Hasan Tahat, Engineering/Planning Division
Keith Hurley, Compliance/ Enforcement Division
Christa Owen, Fiscal Manager

MEDIA:

Mike Brown, YPAC

Study Session: Update for Selecting Next Executive Director

Chairman, Jon DeVaney gave a brief update of where the Board stands on selecting the next Executive Director. The interagency agreement between Yakima County and the Agency has been approved by the YRCAA Board and the County's legal department. The PDQ is circulating between the Board Members. If Board agrees with PDQ, it can be forwarded to the County by Tuesday-the County could have the position posted as soon as Thursday of next week.

Mr. DeVaney suggested a couple of changes to the PDQ-include the Clerk of the Board position as reporting directly to the Executive Director and add public health as a qualifier under education.

There was a question from Mayor Norm Childress as to the remaining timeline of the hiring process. It was discussed that the Board's goal is to have a candidate selected by January.

Public Comment

Larry Fendell, Zillah, WA- Mr. Fendell commented on the manure being spread in the lower valley and read an article written by Sandy Braden in response to an article in the Yakima Herald Republic.

Sandy Braden, Friends of Toppenish Creek- Ms. Braden asked if the Agency had received a response from the Attorney General's Office regarding her belief of a conflict of interest with Dr. Jones position on the Board. The answer was no.

Ms. Braden made additional comments in reference to the article Mr. Fendell read.

Mr. DeVaney clarified that the opinions to the Yakima Herald Republic from Friends of Toppenish Creek and the Dairy Federation are the Friends of Toppenish Creek and the Dairy Federations opinions. Neither group contacts the Agency to ask for edits before submitting their opinions.

Jean Mendoza, Executive Director of Friends of Toppenish Creek- Ms. Mendoza commented that the Department of Ecology declined the Friends of Toppenish Creeks request to investigate the Yakima Regional Clean Air Agency at this time. Ms. Mendoza advised that Friends of Toppenish Creek does not agree with this and are appealing to the Pollution Control Hearing Board to investigate the Agency.

Kathleen Rogers, Sunnyside/Grandview- Ms. Rogers reiterated what Ms. Mendoza said about the aerosol nitrate analysis by the Department of Ecology in the Yakima Valley.

3. **Additions and Deletions to Agenda** –There were none.

AGENDA ITEM NO. 4.1

Regular Meeting:

4. The Consent Agenda was approved in its entirety by motion made by Bill Lover and seconded by Rand Elliot. Motion granted.

REGULAR AGENDA

5. **Director's Report**
No Director's report this month.

ACTION ITEMS

6. **Dismiss Uncollectable Debts**
Keith Hurley presented the quarterly uncollectable debts totaling \$3,001. Mr. DeVaney asked what verification the Agency uses to verify someone's inability to pay. Mr. Hurley advised that investigations are done by Evergreen Collection Agency.

Motion to approve Resolution 2016-09 made by Steven Jones, Ph.D. seconded by Rand Elliot. Motion granted.

7. **Accept Fiscal Reports**
Christa Owen reported that Payroll for September was \$62,802.30 and AP was \$26,332.48. Out of AP, Wood Stove Change-Out expenses were \$1,277.49 and Enterprise was \$1,277.49.

Motion made by Mayor Childress and seconded by Steve Jones, Ph.D. Motion Passed.

DIVISION/PROGRAM REPORTS (See written reports for complete details.)

8. **Engineering and Planning Division Report**
Hasan Tahat, Ph.D. reported that the Department of Ecology did an analysis of aerosol nitrate in Yakima Valley during the winter of 2015. Their findings were nitrate levels were the lowest in Yakima, highest in Toppenish with Sunnyside in between. Nitrate accounted for about a quarter of PM2.5 on average. Dr. Tahat cautioned that when looking at the data, it needs to be understood that the study represents a small period of time and taken from the Federal Reference Method.

Dr. Tahat further advised that designation of attainment and non-attainment is based on public health.

In reference to the article of the farmer and his cows who died in Wisconsin-What Dr. Tahat understood from the one of the webinars from the University of Wisconsin was they died from hydrogen sulfate fumes from the holding tank. Dr. Tahat could not find final results from the coroner.

Mr. DeVaney wanted to know if the Department of Ecology planned on doing an additional study. Dr. Tahat stated he understood that Ecology wanted to do some modeling instead of sampling, however, he is not sure. Concern as is contributes to PM2.5, is there a standard relating to this contaminate separate from contribution to PM2.5. Answer, don't think so.

Dr. Jones wanted to know why Ecology picked days where the PM2.5 12grams per cubic meter or higher? Would Dr. Tahat anticipate the nitrate concentration being different or lower than PM2.5 levels? Answer not sure. Steve question is if highest levels of NOx coming from transportation what level of ammonia would be small enough not to create aerosol nitrate. Answer, don't know.

9. Compliance and Enforcement Division Report

Keith Hurley explained that the winter heating season started October 1 with that, the inversion season starts, heating with wood heat and calling burn bans.

Mr. DeVaney wanted to know if the complaint vs violation ratio was due to inability to verify complaint was legitimate or people were complaining about issues that were not violations. Answer it could be any number of things. Many times complaints can be resolved with an Assurance of Discontinuance (AOD) instead of a Notice of Violation (NOV). Mr. DeVaney believes it would be helpful to track AODs to show the public that action had been taken by the Agency, not just that a complaint was received. Mr. DeVaney would like AOD's to be added to the Monthly Report.

10. Executive Division Report

Mark Edler reported that the Wood Stove Change-Out program had been slow during the months of August and September. There is approximately \$85,000.00 left in the grant that will probably last until the first of the year.

On August 23rd the Agency participated in an air quality presentation to elementary students at the Yakima Valley Museum and will participate November 9th for the Youth Environmental Summit.

Mr. Edler was at smoke school during the month of September. 10 events were completed throughout Washington and Oregon.

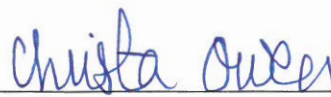
As funding for the Wood Stove Change-Out program from the State has been a concern, Mr. DeVaney asked if Mr. Edler received any feedback from the Department of Ecology as to what they are putting forward to the governor's initial budget. Mr. Edler has not heard anything at this time, but he will find out.

Other Business and Adjournment

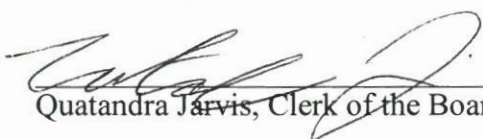
Meeting was adjourned.

11. Other Business

Jon DeVaney, Board Chair



Christa Owen



Quatandra Jarvis, Clerk of the Board

Audio CD of this meeting is available at the YRCAA.
Meeting Summary submitted to Board for approval.

Date of Release: November 5, 2015
Date of Consideration: November 12, 2015
To: Board of Directors
From: Office of the Executive Director
Subject: Monthly Activity Report

Activity	FY16	Aug.16	Sept. 16	Oct.16	FY16 thru	FY17 thru Oct.
					Oct.	
Minor Source Inspections	107	17	1	9	33	27
Complaints Received	201	21	8	14	55	43
NOVs Issued	85	6	3	10	14	19
AODs Issued	0	0	0	3	0	3
Warning Notices Issued	7	0	0	3	2	3
NOPs Issued	60	0	3	5	20	8
SEPA Reviews	245	25	25	16	129	66
AOP Applications Received	1	0	0	0	0	0
AOPs Issued or Renewed	3	1	0	0	1	1
Deviations/Upsets Reported	12	1	1	1	4	3
AOP Inspections	8	0	0	0	5	0
Public Workshops	0	0	0	0	0	0
Media Events	0	0	0	0	0	0
Media Contacts	19	0	1	0	7	1
Education Outreach Events	8	0	1	1	1	2
Sources Registered	381	3	0	1	17	4
NSR Applications Received	10	1	1	3	4	5
NSR Approvals Issued-Temporary	1	0	0	0	1	0
NSR Approvals Issued-Permanent	13	3	2	1	5	6
NODRs Received	189	14	24	17	71	55
Agricultural Burn Permits Issued	206	1	5	18	29	24
Conditional Use Permits Issued	11	0	1	0	1	1
Residential Burn Permits Issued	240	4	0	39	163	43
Burn Ban Days	90	0	26	0	38	26
Public Records Requests Fulfilled	26	4	1	6	9	37

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

AGENDA ITEM NO. 4.2



EXECUTIVE MEMORANDUM

DATE OF RELEASE: November 3, 2016
DATE OF CONSIDERATION: November 10, 2016
TO: Board of Directors
FROM: Office of Engineering and Planning Division
SUBJECT: 2017 Permit Fees

ISSUE

Set permit fees to cover the costs of permit programs, based on a cost and revenue analysis for CY2017.

RECOMMENDATION

Approve Resolution No. 2016-10 – Setting the CY2017 Permit Fees as per attached fee schedule.

DISCUSSION

In November, 2007 your Board authorized the office of the executive director to adjust fees annually, using a cost and revenue analysis to determine the appropriate fees for each upcoming year. We have conducted a cost and revenue analysis to determine the appropriate fees for calendar year 2017. The analysis is based on the costs of receiving permit applications, notifications and plans, drafting and issuing permits and approvals, and assuring compliance with such permits, approvals and plans. Typically, the costs of these vital resources increase. However, workforce restructuring and maximizing systems have resulted in holding costs fairly static over the past three years (2014-2016) without any increase.

However, the conducted a cost and revenue analysis indicates that the current permit fees will not recover the anticipated 2017 costs of the permit programs. Thus, the fee increases are needed to recover the cost increase by 3.14%. The proposed 2017 Permit Fee Schedule, based on the attached permit program cost and revenue analysis, is presented for your consideration and approval.

Encl Resolution No. 2016-10
Proposed 2017 Permit Fee Schedule
Permit Program Cost and Revenue Analysis

RESOLUTION NO.: 2016-10
BEFORE THE GOVERNING BOARD OF THE
YAKIMA REGIONAL CLEAN AIR AGENCY (YRCAA)

APPROVING 2017 PERMIT FEES)

WHEREAS, the Board of Directors of Yakima Regional Clean Air Agency adopted a full cost recovery policy for permits and services on October 15, 1997; and

WHEREAS, existing permit fees, approved on November 12, 2015, are not anticipated to substantially recover 2017 permit program operating costs, now therefore;

BE IT RESOLVED, that the YRCAA Board of Directors approve the new 2017 fee schedule; and

BE IT FURTHER RESOLVED, that the Board of Directors approves the fees set forth in the Proposed 2017 Permit Fee Schedule attached to this Resolution; and

BE IT FURTHER RESOLVED, that the Board of Directors authorizes the Agency to implement the adopted fees, effective January 1, 2017; and

On motion of _____, seconded by _____, the foregoing resolution is hereby PASSED AND ADOPTED by the Yakima Regional Clean Air Agency Board of Directors on this Twelfth day of November, 2015.

Jon DeVaney, Chair

Rand Elliott, Director

Steven Jones, Director

Bill Lover, Director

Norm Childress, Director

Quatandra Jarvis, Clerk of the Board

2017 PROPOSED FEES - Compared to 2016, 2015 and 2014

Permit Type	Proposed 2017	2016	2015	2014	Comment
Registration					
Minor Source	\$ 468	\$ 453	\$ 453	\$ 453	Annual
Complex Minor Source	\$ 1,321	\$ 1,285	\$ 1,285	\$ 1,285	Annual
Synthetic Minor Source	\$ 2,743	\$ 2,660	\$ 2,660	\$ 2,660	Annual
Air Operating Permit					
Air Operating Permit	Varies	Varies	Varies	Varies	Annual
New Source Review	\$ 400 +	\$ 400 +	\$ 400 +	\$ 400 +	Application fee plus cost
Temporary Source Relocation	\$ 125	\$ 125	\$ 125	\$ 125	
Regulatory Order					
Regulatory Order	\$ 400 +	\$ 400 +	\$ 400 +	\$ 400 +	Application fee plus cost
General Permit					
General Permit	\$ 400 +	\$ 400 +	\$ 400 +	\$ 400 +	Application fee plus cost
SEPA					
SEPA	\$ 400 +	\$ 400 +	\$ 400 +	\$ 400 +	Application fee plus cost
Dust Control					
Master Plans	\$ 334	\$ 327	\$ 327	\$ 327	Per plan review
Site Notification	\$ 158	\$ 155	\$ 155	\$ 155	Per plan review
Burn Permits					
Residential	\$ 50	\$ 49	\$ 49	\$ 49	Annual
Agricultural Piles	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	Annual, Per ton
Agricultural Acres	\$ 3.75	\$ 3.75	\$ 3.75	\$ 3.75	Annual, Per acre
Land Clearing					
Land Clearing Piles	\$ 226	\$ 2.18	\$ 2.18	\$ 2.18	Per event, Per ton
Land Clearing Acres	\$ 8.13	\$ 8.13	\$ 8.13	\$ 8.13	Per event, Per acre
Structure Fire Training					
Structure Fire Training	\$ 227	\$ 218	\$ 218	\$ 218	Per event
Conditional Use	\$ 2.27	\$ 2.18	\$ 2.18	\$ 2.18	Per event, Per ton
Demolition / Renovation /					
Asbestos					Quantity
Asbestos Removal Notification	\$ 940	\$ 867	\$ 867	\$ 867	Over 10,000 lf or 50K sf
	\$ 432	\$ 425	\$ 425	\$ 425	1,001-10,000 lf, 5,001-
	\$ 168	\$ 164	\$ 164	\$ 164	50K sf
	\$ 88	\$ 86	\$ 86	\$ 86	261-1,000 lf, 161-5,000 sf
	\$ 45	\$ 44	\$ 44	\$ 44	11-260 lf, 49-160 sf
					Demolition Only
	\$ 79	\$ 77	\$ 77	\$ 77	0-10 lf or 0-48 sf
	\$ 170	\$ 167	\$ 167	\$ 167	Homeowner any quantity
	\$ 348	\$ 338	\$ 338	\$ 338	Flat roof any quantity
	\$ 90	\$ 87	\$ 87	\$ 87	Annual Notice
	\$ 40	\$ 39	\$ 39	\$ 39	Emergency surcharge
					Revision

YRCAA Permit Program Cost and Revenue Analysis for 2017 Permit Fees

Purpose

The purpose of this analysis is to determine the appropriate Source Registration, Asbestos / Demolition, Dust Plans, and Burn Permits fee amounts for the 2017 calendar year. For this analysis, “appropriate fee amount” is defined as that amount, when multiplied by the number of expected permits for 2017, which will equal that permit type’s share of total Base Operations costs projected for FY2017. That share is the cost of receiving permit applications, notifications and plans, drafting and issuing permits and approvals, reviewing and approving plans and notifications, and assuring compliance with such permits and approvals.

Permit Program Costs

Costs were projected in the FY2017 Budget. Cost categories include salaries and benefits, supplies, services and capital outlay.

Permit Program Revenue

Revenues were tabulated for FY2016 as recorded by the Yakima County Treasurer’s Office and as verified by YRCAA Budget Verification Analyses. Permit Program revenue sources include source registration fees, asbestos / demolition fees, dust plan review fees, and burn (*excluding agricultural) permit fees. Revenue from penalties, Title V Permits, New Source Review, Regulatory Orders, General Permits, Agricultural Burning Permits and SEPA are not considered in this analysis.

Rationale

The rationale is that the permit program’s share of total Base Operations costs should be equivalent to its share of Base Operations revenue and that each permit type’s share of total permit program costs should be equivalent to its share of the total permit program revenue. This analysis examines the costs and revenues for the permit program and determines the appropriate fees for the calendar year 2017.

A spreadsheet was used to calculate the appropriate permit fee amounts. The following procedure was used to arrive at the appropriate permit fee amounts:

1. Calculate permit program’s share of the costs:
 - a. Divide the FY2016 permit program revenue by total FY2016 Base Operations revenue to find the permit program per cent of total revenue; and
 - b. Multiply the revenue percentage by FY2017 projected total Base Operations costs to find the permit program’s share of projected costs.
2. Calculate each permit type’s share of projected permit program costs:
 - a. Divide the revenue from each permit type by the total revenue from the permit program to find each permit type per cent of permit program; and
 - b. Multiply the revenue percentage by total projected program share of costs to find the permit type share of program costs.
3. Calculate the needed increase:
Subtract FY2016 permit type revenue from FY2017 permit type share of costs.
4. Calculate the appropriate permit fee:
 - a. Divide the needed increase by the 2017 expected number of permits; and
 - b. Add the current permit fee to the needed increase to find the appropriate fee.

Findings

Fees for Title V Permits, New Source Review, Regulatory Orders, and General Permits are structured to recover actual costs per permit and require no adjustments. Fees for source registration, asbestos / demolition, dust plans and all burning permits except agricultural permits* which require minor increases by 3.14% (overall) to cover projected costs. Projected FY2017 revenues fall \$9662 short of projected costs.

***Agricultural Burning Permit Fees**

Agricultural burning permit fees are set according to statute by the state Agricultural Burning Practices and Research Task Force (ABPRTF). Effective July 1, 2012 fees were increased by the ABPRTF to the rates shown in the proposed fee schedule. These fees remain unchanged.

Recommendations

This Office recommends that there be a change in fee amounts and your Board adopt the proposed fee schedule for Calendar Year 2017 as shown to the attached fee schedule.



Executive Memorandum

Date of Release: November 3, 2016

Date of Consideration: November 10, 2016

To: YRCAA Board of Directors

From: Office of the Director *Christa Owen*

Subject: Fiscal Program Report

Issue: Consider Fiscal Reports, forms, and vouchers.

Recommendation(s): Accept, and approve by minute action, October 2016 AP Fiscal Vouchers (22,546.53), and October Payroll Authorization (\$63,266.37). Out of A/P, \$1,930.00 was for Wood Stove Change-out, Expenses, and \$2,669.53 was for Enterprise expenses.

Discussion: October Accounts Payable and Payroll Authorizations are enclosed for your approval. BVA and Supplemental Income are included as informational items.

Enclosures

AGENDA ITEM NO. 7



October 12, 2016

Fund 614-614 YRCAA

Fund 614-141 Enterprise

<u>Name</u>	<u>Warrant/MICR #</u>	<u>GL #</u>	<u>Amount</u>	<u>Date</u>
Central Washington HBA	32903	4901	\$ 400.00	10/13/2016
Charter Communications	32904	4201	\$ 726.19	10/13/2016
Coleman Oil Company**	32905	3201	\$ 376.35	10/13/2016
Cuillier Law Office	32906	4101	\$ 3,752.00	10/13/2016
Five K Technologies	32907	3502	\$ 25.00	10/13/2016
Invisible Ink	32908	4101	\$ 2,000.00	10/13/2016
Leaf	32909	4501	\$ 186.07	10/13/2016
Northwest Community Action Center*	32910	4101	\$ 280.00	10/13/2016
Splash Express	32911	4801	\$ 50.04	10/13/2016
Verizon Wireless	32912	4201	\$ 328.92	10/13/2016
YRCAA	32913	4901	\$ 238.87	10/13/2016
Yakima County Printing Department	32914	3101	\$ 55.18	10/13/2016
Yakima County Sheriff's Department	32915	4101	\$ 91.80	10/13/2016

Total:

\$ 8,510.42

***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: **\$ 8,510.42**

Jon DeVaney, Board Chairman

11/10/2016

Gary W. Pruitt, Executive Director

10/13/2016



October 27, 2016

Fund 614-614 YRCAA

Fund 614-141 Enterprise

<u>Name</u>	<u>Warrant/MICR #</u>	<u>GL #</u>	<u>Amount</u>	<u>Date</u>
Abadan Reprographics	32916	4801	\$ 67.58	10/28/2016
Bradley A. Mellotte	32917	4501	\$ 3,480.00	10/28/2016
Crystal Springs	32918	3101	\$ 21.50	10/28/2016
FedEx	32919	4202	\$ 35.21	10/28/2016
John F. Gourley*	32920	4101	\$ 400.00	10/28/2016
Dave Kearby*	32921	4101	\$ 250.00	10/28/2016
KeyBank**	32922	Various	\$ 2,921.02	10/28/2016
Pitney Bowes Global Financial Services	32923	4501	\$ 256.40	10/28/2016
Michael Woodkey*	32924	4101	\$ 1,000.00	10/28/2016
Yakima County Human Resources	32925	4101	\$ 5,520.26	10/28/2016
Yakima County Sheriff's Department	32926	4101	\$ 84.14	10/28/2016

Total:

\$ 14,036.11

***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: **\$ 14,036.11**

Jon DeVaney, Board Chairman

11/10/2016

Gary W. Pruitt, Executive Director

10/28/2016

AUTHORIZATION FOR ELECTRONIC FUNDS TRANSFER

Direct Deposit Payroll & Payroll Taxes

Date: 10/28/2016

District: Yakima Regional Clean Air Agency

Contact Person: Christa Owen

Address: 329 North First Street, Yakima, WA 98901

Telephone No. 834-2050 ext 104 **Telefax No.** 834-2060

Authorization is given for the Yakima County Treasurer to electronically transfer the amounts listed below:

Name of Bank: Key Bank of Washington

ABA Routing Number: XXXXXXXXXX

Bank Account Number: XXXXXXXXXX

Payroll Date: November 1, 2016

Transfer Amount(s): \$ 63,266.37

Total Amount of Electronic Transfer: \$ 63,266.37

Authorizing Signatures (No facsimile signatures accepted.):



Auditing Officer

Chairman Board of Directors



Alternate Auditing Officer

Date October 28, 2016

Note: The Yakima County Treasurer's Office must receive the completed authorization by 12:00 noon, two (2) business days prior to payroll date. An original must be provided to the County Treasurer's Office if a telefax is sent. *Do not consider a telefax delivered until you have verified with the Treasurer's Office that it has been received.*

Contact Persons at County Treasurer's Office: **Cindy**

Telephone Number: 509-574-2780
(01-2008)

Telefax Number: 509-574-2801

YAKIMA REGIONAL CLEAN AIR AGENCY
SUPPLEMENTAL INCOME STATUS for 2016 on October 31, 2016
CY 2016 \$.40 PER CAPITA (Rounded Amounts)

City/Town	Past Due	Assessment Amount	Total Amt Due	Date Received	Amount Received	Balance Due	Responses
Grandview	\$ -	\$ 4,468	\$ 4,468	2/1/2016	\$ 4,468	\$ -	Paid in full
Granger	\$ -	\$ 1,398	\$ 1,398	2/1/2016; 4/19/2016; 10/14/16	\$ 1,049	\$ 350	3/4 paid
Harrah	\$ -	\$ 258	\$ 258	2/1/2016	\$ 258	\$ -	Paid in full
Mabton	\$ -	\$ 924	\$ 924	1/19/2016	\$ 924	\$ -	Paid in full
Moxee	\$ -	\$ 1,488	\$ 1,488	1/19/2016	\$ 1,488	\$ -	Paid in full
Naches	\$ -	\$ 326	\$ 326	1/14/2016	\$ 326	\$ -	Paid in full
Selah	\$ -	\$ 2,958	\$ 2,958	1/20/2016	\$ 2,958	\$ -	Paid in full
Sunnyside	\$ -	\$ 6,492	\$ 6,492	1/25/2016; 4/12/2016; 7/11/16; 10/11/16	\$ 6,492	\$ -	Paid in full
Tieton	\$ -	\$ 502	\$ 502	2/1/2016	\$ 502	\$ -	Paid in full
Toppenish	\$ -	\$ 3,582	\$ 3,582	2/1/2016	\$ 3,582	\$ -	Paid in full
Union Gap	\$ -	\$ 2,456	\$ 2,456	2/1/2016	\$ 2,456	\$ -	Paid in full
Wapato	\$ -	\$ 2,016	\$ 2,016	1/11/2016	\$ 2,016	\$ -	Paid in full
City of Yakima	\$ -	\$ 37,232	\$ 37,232	1/20/2016; 4/12/2016; 7/11/16; 10/17/16	\$ 37,232	\$ -	Paid in full
Zillah	\$ -	\$ 1,256	\$ 1,256	1/22/2016	\$ 1,256	\$ -	Paid in full
Yakima Co.	\$ -	\$ 34,164	\$ 34,164	1/1/2016; 4/1/2016; 7/1/16; 10/1/16	\$ 34,164	\$ -	Paid in full
Totals:	\$ -	\$ 99,520	\$ 99,520		\$ 99,171	\$ 350	



Executive Memorandum

Date of Release: November 3, 2016
Date of Consideration: November 10, 2016
To: Board of Directors
From: Office of the Engineering and Planning Division
Subject: October Engineering and Planning Division Report

Issue:
Monthly activities report to the Board of Directors of YRCAA.

Recommendation(s):
Accept and File.

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

- Attended one industrial source test.
- Issued One New Source Reviews (NSR) Order of Approval.
- Had conference calls with Ecology and all Local Clean Air Agencies (LCAA) regarding rules making and changes.
- Worked on Title V Air Operating Permit (AOP) renewal.
- Working on the 2nd 10 years Maintenance Plans.
- Registered 1 source for the month of October.
- Issued 40 residential burn permits.
- Reviewed/responded to 24 SEPA projects.
- Issued 2 agricultural burn permits.
- Had several technical assistance meetings with industry.
- Worked on the daily weather forecasts for the burn status and agricultural allocation.
- No burn ban was called during the month of October.
- No exceedance is expected for the month of October for Yakima (see attached graph)

Attachments:
✓ *PM_{2.5} Monitor Data for the month of October, 2016 and the annual graphs.*

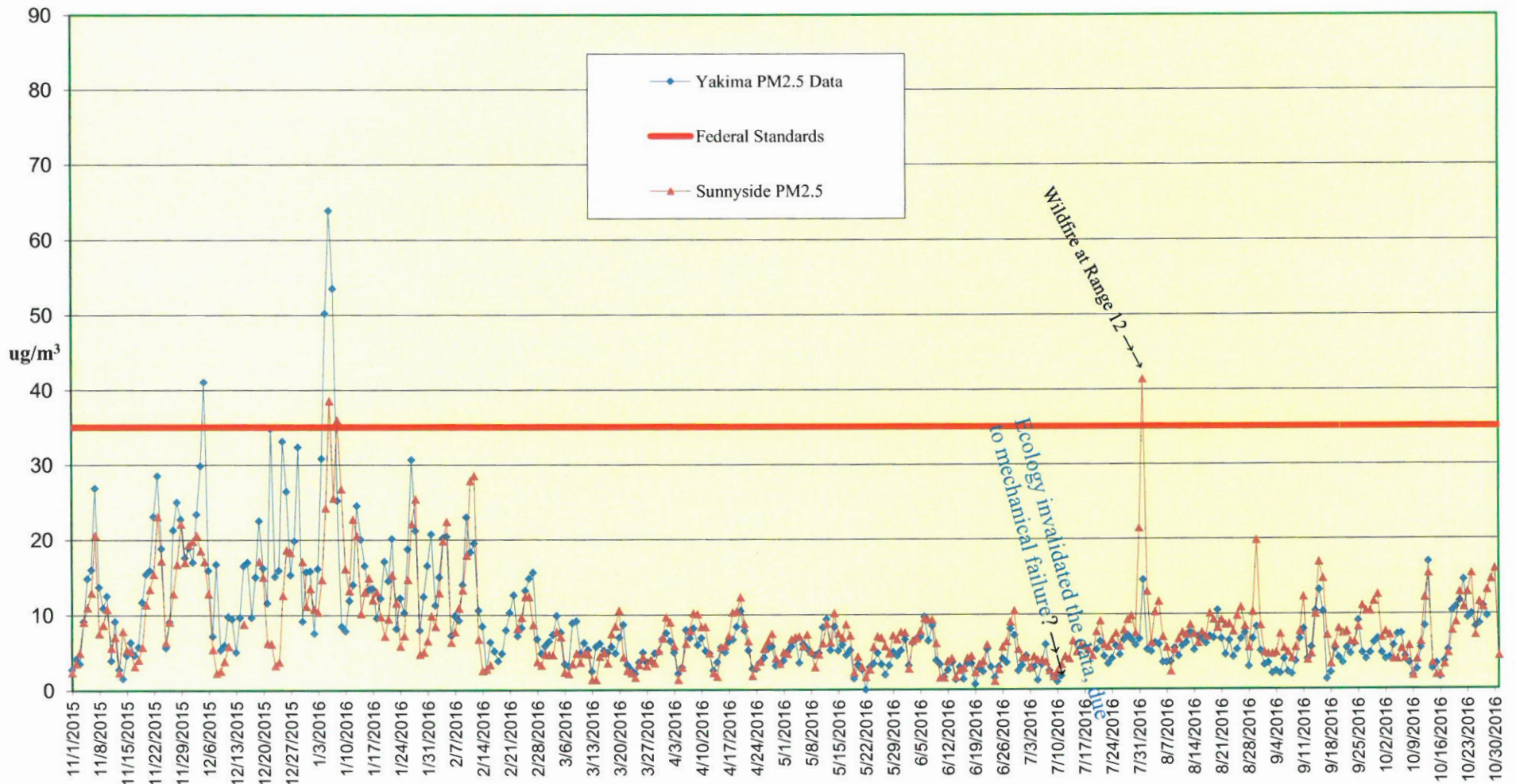
AGENDA ITEM NO. 8

PM_{2.5} BAM_{2.5} Data and TPM₁₀ for Yakima; Neph PM_{2.5} Data for Sunnyside

Daily Averages Value from October 1, 2016 through October 31, 2016



PM_{2.5} FEM/BAM_{2.5}(starting September 15, 2015) Annual Air Monitoring Data, City of Yakima Daily Averages from November 1, 2015 through October 31, 2016





Executive Memorandum

Date of Release: November 3, 2016
Date of Consideration: November 10, 2016
To: YRCAA Board of Directors
From: Office of the Compliance & Enforcement Division Supervisor
Subject: October 2016 Compliance & Enforcement Division Report *K. Hurley*

Issue: N/A

Recommendation(s): Accept and File

Discussion: During the month of October the Division setup, collected and shipped for analysis approximately 20 Air Monitoring Samples and completed 5 Quality Control checks on 4 of the 6 Air Monitors. The division also investigated 14 Complaints, issued 10 Notices of Violation (NOV) and 4 Notices of Penalty (NOP) for previously issued NOV's, and issued 3 Assurances of Discontinuance (AOD). In addition, the Division reviewed and processed 17 Notifications of Demolition / Renovation (NODR), 2 Dust Control Plans, and completed 9 Air Pollution Source Site Visits.

The following table itemizes, by type, the complaints received and the number of NOV's issued for the month of October 2016:

<u>Type of Complaint</u>	<u># of Complaints</u>	<u># of NOV's</u>	<u># of AOD's</u>
Residential Burning	7	2	3
Agricultural Burning	3	4	0
Other Burning	2	1	0
Fugitive Dust	0	1	0
Agricultural Dust	0	0	0
Agricultural Odor	0	0	0
Surface Coating	1	1	0
Odor	0	0	0
Asbestos	1	1	0
Other	0	0	0
<u>TOTALS</u>	<u>14</u>	<u>10</u>	<u>3</u>

AGENDA ITEM NO. 9



Executive Memorandum

Date of Release: November 3, 2016
Date of Consideration: November 10, 2016
To: Board of Directors
From: Office of the Executive Division
Subject: Executive Division Report for October, 2016

WOOD STOVE CHANGE-OUT PROGRAM

- The change out program completed 3 low income change outs along with 1 bounty and 3 rebate for the month of October 2016. There are 7 low income and 8 rebates in the works,

EDUCATION AND OUTREACH PROGRAMS

- October 21st, the agency participated in an air quality presentation to 3rd and 5th grade students at Whitney elementary.

OTHER INFORMATION

- The agency plans to reinstate Community Air Quality Forum in January of 2017 tentative date for the forum will be held on January 10th at 2:00pm at the YRCAA office. Topics and suggestions for the forum should be submitted to Mark Edler no later than January 5th 2017. The forum will take place on a quarterly basis as long as there is interest.

AGENDA ITEM NO. 10