

December
2018
BOARD MEETING
for
Yakima Regional Clean
Air Agency



December 13, 2018
Regular Board Meeting
2:00 p.m.

AGENDA

Regular Meeting

- 1. Call to Order**
- 2. Roll Call**
- 3. Additions or Deletions to the Agenda**
- 4. Public Comments**

If you wish to address the Board you may do so now. Please approach the podium, state your name and the agenda item you wish to address. Please limit your comments to three (3) minutes.

- 5. Approval of Consent Agenda**

- 5.1 Board Meeting Minutes – November 2018
- 5.2 Accept YRCAA November 2018 Monthly Activity Report
- 5.3 2019 Board of Directors Meeting Dates
- 5.4 2019 Agency Holiday Schedule

- 6. Regular Agenda**

- 6.1 Executive Director's Report

- 7. Action Items**

- 7.1 Fiscal Vouchers and Payroll Authorization Transfers for November 2018

- 8. Other business**

- 9. Adjournment**

CONSENT AGENDA ITEMS



Yakima Regional Clean Air Agency
186 Iron Horse Court, Suite 101
Yakima, WA 98901
(509) 834-2050, Fax (509) 834-2060
yakimacleanair.org

**SUMMARY OF THE GOVERNING
BOARD OF DIRECTORS
STUDY SESSION**

November 8, 2018

**Location and Time:
Yakima City Hall Council Chambers**

1:30 pm

STUDY SESSION
YRCAA proposed CY 2019 Fee Schedule

Chairman DeVaney *called the study session to order at 1:30 p.m.*

Mr. Hurley reviewed the memo concerning the proposed Calendar Year (CY) 2019 fee schedule. There are no changes to the current fee schedule. Mr. Hurley recommended the Board approve the fees for CY 2019.

Mr. Jones asked what the technical difference is for an agricultural burn pile and a land clearing pile. Mr. Hurley replied the land clearing permit is reserved for non-agricultural burning. If an individual were to transition the ag land to non-ag commercial they would need a conditional use permit. Agricultural burning is for orchard transition or orchard renewal.

Ms. Mendez questioned what the rate of cost recovery is for our permits. Mr. Hurley replied our cost recovery is 100%.

Chair DeVaney asked what the interval of review, by a statewide committee, is for the agricultural burn permits. Mr. Hurley replied he did not know as he has not been involved with the State Ag Task Force since being with YRCAA. He believes the burn permit fee was adjusted in 2012. If there is one permit program that we struggle with cost recovery it is the agricultural burn permits. We are limited in what we can charge for ag burn permits - \$1.00 a ton or \$3.75 per acre. We provide services for that amount by metering the smoke and monitoring weather forecasts 48-72 hours out.

Chair DeVaney inquired if we have a count of the number of each type of permits? Mr. Hurley replied we do but it is in the calculations and he did not have them with him. Chair DeVaney requested Mr. Hurley bring them with him for the next Board meeting.

Study Session adjourned at 1:43 pm



Yakima Regional Clean Air Agency
 186 Iron Horse Court, Suite 101
 Yakima, WA 98901
 (509) 834-2050, Fax (509) 834-2060
yakimacleanair.org

**SUMMARY OF THE GOVERNING
 BOARD OF DIRECTORS
 REGULAR BOARD MEETING**

November 8, 2018

Location and Time:
Yakima City Hall Council Chambers

2:00 pm

REGULAR MEETING

1. Chairman DeVaney *called the meeting to order at 2:00 p.m. 32:38*

2. Mary Wurtz, Clerk of the Board, *conducted roll call. There was a quorum.*

PRESENT WERE:	
BOARD MEMBERS: Steven Jones, Ph.D., County Representative Jon DeVaney, Member at Large Carmen Mendez, Large City Representative ABSENT: Ron Anderson, County Commissioners Norm Childress, Small City Representative	LEGAL COUNSEL: Gary Cuillier STAFF: Keith Hurley, Executive Director Mary Wurtz, Clerk of the Board

3. Additions or Deletions to the Agenda

None

4. Public Comment *33:06*

None

5. Consider Approving the Consent Agenda Items 5.1 and 5.2 *33:24*

5.1 Board Meeting Minutes – October 2018

5.2 Accept YRCAA October 2018 Monthly Activity Report

Ms. Mendez motioned to approve
 Motion approved with no dissension.

Mr. Jones seconded.

AGENDA ITEM NO. 5.1



*Yakima Regional Clean Air Agency
186 Iron Horse Court, Suite 101
Yakima, WA 98901
(509) 834-2050, Fax (509) 834-2060
yakimacleanair.org*

6. Regular Agenda 33:47

Mr. Hurley announced YRCAA has completed their move to 186 Iron Horse Court, Suite 101 in Terrace Heights. There will be a ribbon cutting ceremony and an open house on November 16, 2018 from 1:00 pm to 4:00 pm. The Board and public are cordially invited.

Mr. Hurley will be attending the annual Northwest Air Directors meeting in Seattle on Monday and Tuesday, November 26 and 27. The meeting is hosted by Region 10 of the EPA. Region 10 consists of Air Directors from Washington, Oregon, Alaska, Idaho and Montana.

Woodstove Change-out Program has spent or obligated a total of \$545,660.60. This represents a 99 percent commitment of the grant total of \$550,000.

The work of updating Regulation 1 is in the preliminary planning stages. An initial draft will be provided followed by the final draft. Regulation 1 has not been updated since 2002.

Chair DeVaney inquired as to the final cost for the move. Mr. Hurley replied he had budgeted about \$4,500 for the move and the cost came in at around \$2,500.

7. Action Items 8:46

7.1 Fiscal Vouchers and Payroll Authorization Transfers for October 2018

Mr. Jones motioned to approve
Motion approved with no dissension.

Ms. Mendez seconded.

7.2 CY 2019 Proposed Fee Schedule

Ms. Mendez motioned to approve Resolution 2018-12
Motion approved with no dissension

Dr. Jones seconded

7.3 Member at Large Position for the Board of Directors 42:02

Chair DeVaney's term as Member at Large is ending December 31, 2018. Mr. Hurley explained Chair DeVaney may elect to serve out the remaining part of his term and not volunteer for continued service or the Board may elect a different person for the Member at Large position. Mr. Hurley recommends the Board ask Chair DeVaney if he would like to continue to serve and elect him as Member at Large for a four-year term ending December 31, 2022. Chair DeVaney stated he was willing to serve if reelected and recommended the matter be discussed during this Board meeting. Dr. Jones was pleased that Chair DeVaney wanted to stay on the Board.

Ms. Mendez moved to reelect Jon DeVaney as Member as Large
Motion approved with no dissension

Dr. Jones seconded

AGENDA ITEM NO. 5.1



*Yakima Regional Clean Air Agency
186 Iron Horse Court, Suite 101
Yakima, WA 98901
(509) 834-2050, Fax (509) 834-2060
yakimacleanair.org*

Ms. Mendez inquired if we have term limits and Mr. Hurley stated we do not but the Board can establish term limits. Ms. Mendez mentioned the upcoming Board vacancy as Mr. Childress, Small City Representative, was elected to the Yakima County Board of Directors once the election is certified, and was wondering what the procedure was to replace him. Mr. Hurley and Ms. Wurtz explained the procedure and timeline.

Chair DeVaney stated we would be electing the Chair and Vice Chair for the Board in January. Mr. Childress is presently Vice Chair but has been elected as a County Commissioner and will most likely be leaving the Board.

Chair DeVaney asked for a motion to adjourn.

Ms. Mendez motioned to adjourn.
Motion approved with no dissension.

Mr. Jones seconded

Meeting was adjourned at 2:20 p.m.

Jon DeVaney, Board Chairman

Mary Wurtz, Clerk of the Board

Date of Release: December 6, 2018
Date of Consideration: December 13, 2018
To: Board of Directors
From: Office of the Executive Director
Subject: Monthly Activity Report

Activity	FY18	Sept. 18	Oct. 18	Nov. 18	FY18 thru Nov.	FY19 thru Nov.
Minor Source Inspections	97	14	0	15	38	49
Complaints Received	166	17	10	20	69	56
NOVs Issued	74	5	2	13	20	21
AODs Issued	4	0	0	1	1	1
Warning Notices Issued	2	0	0	2	2	2
NOPs Issued	33	2	1	0	10	5
SEPA Reviews	275	28	14	31	102	142
AOP Applications Received	0	0	0	0	0	0
AOPs Issued or Renewed	0	0	0	0	0	0
Deviations/Upsets Reported	11	1	1	1	5	5
AOP Inspections	4	0	0	0	1	2
Public Workshops	1	0	0	0	0	0
Media Events	0	0	0	0	0	0
Media Contacts	18	3	0	0	11	11
Education Outreach Events	9	1	1	0	6	3
Sources Registered	343	0	0	0	1	0
NSR Applications Received	19	2	4	0	12	0
NSR Approvals Issued-Temporary	0	0	0	0	0	0
NSR Approvals Issued-Permanent	12	1	0	2	7	7
NODRs Received	236	24	14	20	95	89
Agricultural Burn Permits Issued	174	4	3	6	13	39
Conditional Use Permits Issued	8	0	0	0	0	10
Residential Burn Permits Issued	917	8	0	0	60	12
Burn Ban Days	66	18	0	19	34	43
Public Records Requests Fulfilled	26	4	3	4	14	16

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 5.2



Yakima Regional Clean Air Agency
186 Iron Horse Court, Suite 101
Yakima, WA 98901
(509) 834-2050, Fax (509) 834-2060
yakimacleanair.org

Executive Memorandum

DATE OF RELEASE: December 6, 2018
DATE OF CONSIDERATION: December 13, 2018
TO: Board of Directors
FROM: Office of the Executive Director
SUBJECT: Board of Directors Meeting Dates

A handwritten signature in blue ink, appearing to read "Rick M. Dwyer", is written over a horizontal line that extends from the "SUBJECT:" field.

ISSUE: 2019 Agency Board of Directors meeting dates

RECOMMENDATION: By consent, approve the below listed dates and locations for regularly scheduled meetings of the agency's Board of Directors.

DISCUSSION: The time and location of meetings will remain the same for 2019. Any required study sessions will start at 1:30 pm while regular board meetings will begin at 2pm. Location for Board Meetings shall be at Yakima City Hall, City Council Chambers, 129 N Second St., Yakima, WA. The Board and public shall be notified of any potential change of venue. The proposed 2019 board schedule is as follows:

January 10, 2019
February 14, 2019
March 14, 2019
April 11, 2019
May 9, 2019
June 13, 2019
July 11, 2019
August 8, 2019
September 12, 2019
October 10, 2019
November 14, 2019
December 12, 2019

AGENDA ITEM 5.3



*Yakima Regional Clean Air Agency
186 Iron Horse Court, Suite 101
Yakima, WA 98901
(509) 834-2050, Fax (509) 834-2060
yakimacleanair.org*

Executive Memorandum

DATE OF RELEASE: December 6, 2018

DATE OF CONSIDERATION: December 13, 2018

TO: Board of Directors

FROM: Office of the Executive Director

SUBJECT: 2019 Holiday Schedule

ISSUE:
The YRCAA 2019 Holiday Schedule

RECOMMENDATION(S):

By consent, approve and adopt the agency 2019 Holiday Schedule.

DISCUSSION:

Every year staff presents the Board of Directors with a holiday schedule. The following rules govern the use of the holidays observed by the Clean Air Agency staff per Administrative Code Part B, Section 9, Subsection 9.7, Benefits, 9.7.1 Holidays:

- Whenever a legal holiday falls on a Saturday, the preceding Friday shall be the legal holiday.
- Whenever a legal holiday, falls on a Sunday, the following Monday shall be the legal holiday.

The YRCAA offices will be closed in 2019 on the following holidays:

New Years' Day	Tuesday	January 1, 2019
Martin Luther King Day	Monday	January 21, 2019
President's Day	Monday	February 18, 2019
Memorial Day	Monday	May 27, 2019
Independence Day	Thursday	July 4, 2019
Labor Day	Monday	September 2, 2019
Veteran's Day	Monday	November 11, 2019
Thanksgiving Holidays	Thursday & Friday	November 28 and 29, 2019
Christmas	Wednesday	December 25, 2019

REGULAR AGENDA ITEMS



Executive Memorandum

Date of Release: December 6, 2018
Date of Consideration: December 13, 2018
To: The YRCAA Board of Directors
From: Office of the Executive Director
Subject: Executive Director's Report for December 2018

1. Small City Representative Replacement Time Line

On November 21 Director Childress informed the agency that as of January 1, 2019 he would no longer be serving as the Small City Representative to the Board. In accordance with RCW 70.94.120, the time line for the City Selection Committee to select their new small city representative is listed below:

- November 21, 2018 Mayor Childress notified the agency
- November 27, 2018 IAW RCW 70.94.120 Notice sent to committee members and published in the Yakima herald
- December 11, 2018 Request for nominations sent to committee members
- December 25, 2018 Latest date for all nominations to be received
- December 28, 2018 Ballots mailed to committee members
- January 25, 2019 Last day to receive ballots
- January 31, 2019 Certificate of Appointment issued
- February 14, 2019 Anticipated first Board meeting for new director

2. CY 2017 & CY 2018 Permit Totals

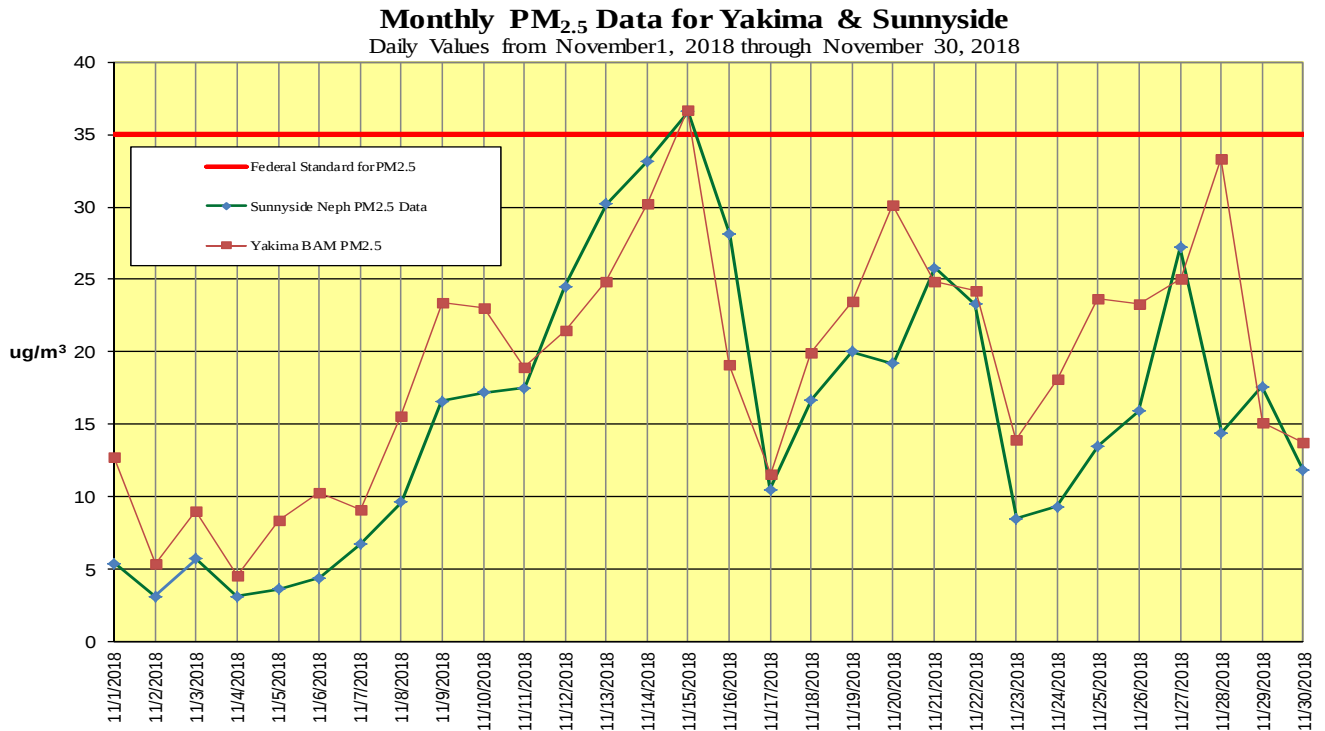
	<u>CY 2017</u>	<u>CY 2018 (Projected)</u>
Dust Control Plans	36	25
Residential Burn Permits	1,225	1261
Conditional Use Burn Permits	6	7
Agricultural Burn permits	182	175
Demolition/Asbestos Notices	252	220
New Source Reviews (NSR)	27	30
<u>TOTALS</u>	<u>1,728</u>	<u>1,718</u>

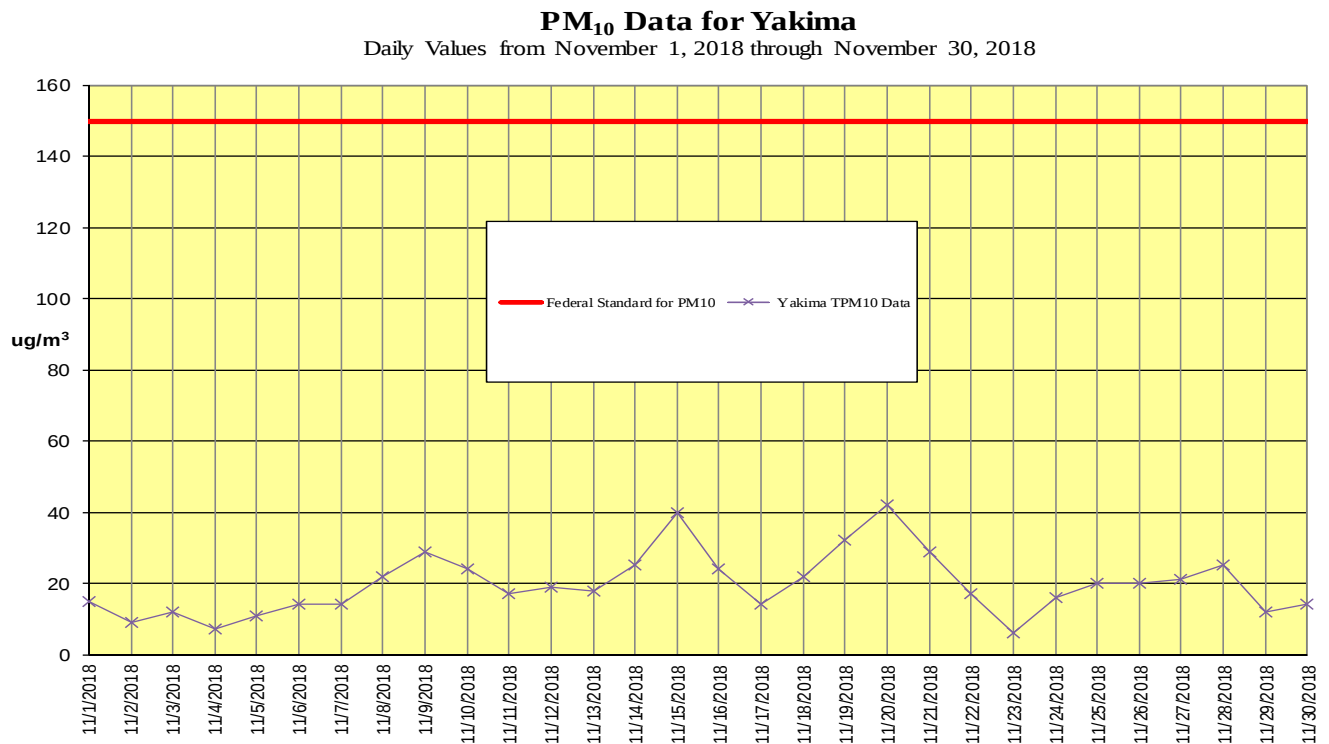
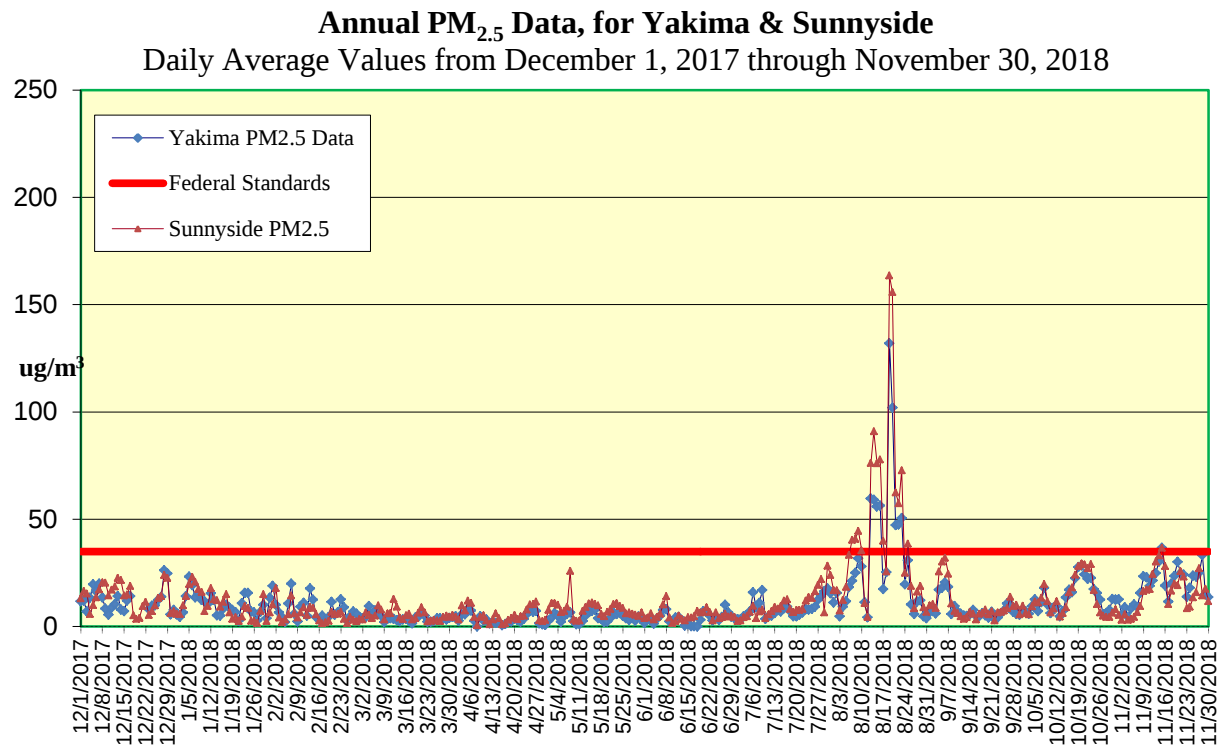
4. Compliance & Engineering

The following table itemizes, by type, the complaints received and the number of NOVs issued for the month of November 2018:

<u>Type of Complaint</u>	<u># of Complaints</u>	<u># of NOVs</u>	<u># of AODs</u>
Residential Burning	9	6	1
Agricultural Burning	1	1	0
Other Burning	8	2	0
Fugitive Dust	2	0	0
Agricultural Dust	0	0	0
Agricultural Odor	0	0	0
Surface Coating	0	0	0
Odor	0	0	0
Asbestos	0	1	0
Others	0	3(Permitting)	0
<u>TOTALS</u>	<u>20</u>	<u>13</u>	<u>1</u>

Air Monitoring Data:





4. Community Forum

The agency will be conducting a community forum at 1pm on Monday, December 17, 2018, at the agency office located at 186 Iron Horse Court, Suite 101, Yakima, WA. 98901.

ACTION

ITEMS



Yakima Regional Clean Air Agency
156 Iron Horse Court, Suite 102
Yakima, WA 98901
Phone: (509) 534-2050 Fax: (509) 534-2060
yakimacleanair.org

Executive Memorandum

Date of Release: December 6, 2018
Date of Consideration: December 13, 2018
To: YRCAA Board of Directors
From: Office of the Executive Director
Subject: Fiscal Program Report

Issue:
Fiscal Reports

Discussion:

November 2018 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:

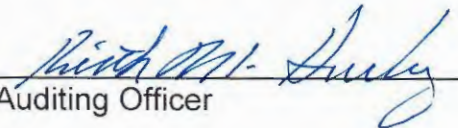
Accept and approve by minute action the November 2018 AP Fiscal Vouchers, totaling \$121,861.33, and the November Payroll Authorization, totaling \$57,107.45.

Encl. 2

AUTHORIZATION FOR ELECTRONIC FUNDS TRANSFER**Direct Deposit Payroll & Payroll Taxes****Date:** 11/29/2018**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:** December 3, 2018**Transfer Amount(s):** \$ 57,107.45**Total Amount of Electronic Transfer:** \$ 57,107.45**Authorizing Signatures (No facsimile signatures accepted.):**


Auditing Officer

Chairman Board of Directors

Alternate Auditing Officer

Date November 29, 2018

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



November 14, 2018

Fund 614-614 YRCAA

Fund 614-141 Enterprise

<u>Name</u>	<u>Warrant/MICR #</u>	<u>GL #</u>	<u>Amount</u>	<u>Date</u>
Alliant Communications	33623	4101	\$ 1,518.68	11/15/2018
Armstrong's Stove & Spa*	33624	4101	\$ 8,951.16	11/15/2018
BIAS Software	33625	4901	\$ 395.00	11/15/2018
Dallas O. Barron*	33626	4101	\$ 500.00	11/15/2018
Franklin D. Bass*	33627	4101	\$ 250.00	11/15/2018
Derek Baumgarten*	33628	4101	\$ 250.00	11/15/2018
Bekins Northwest	33629	4101	\$ 2,075.80	11/15/2018
Brian Dow Heat & Air LLC*	33630	4101	\$ 1,244.30	11/15/2018
Mary Brown*	33631	4101	\$ 750.00	11/15/2018
Cascade Natural Gas Corporation	33632	4701	\$ 79.32	11/15/2018
Cascade Sign & Fabrication	33633	4101	\$ 2,252.00	11/15/2018
Charter Communications	33634	4201	\$ 764.61	11/15/2018
Coastal Farm & Ranch*	33635	4101	\$ 3,836.90	11/15/2018
Coleman Oil Company	33636	3201	\$ 217.36	11/15/2018
Glen Crawford*	33637	4101	\$ 250.00	11/15/2018
Cuillier Law Office	33638	4101	\$ 518.00	11/15/2018
Mark Epperson*	33639	4101	\$ 400.00	11/15/2018
Robert Fairbrook*	33640	4101	\$ 1,500.00	11/15/2018
Farwest Climate Control*	33641	4101	\$ 21,760.83	11/15/2018
Fosseen's Home & Hearth*	33642	4101	\$ 4,121.12	11/15/2018
Alejandro Gonzales*	33643	4101	\$ 250.00	11/15/2018
Inland Awning of Yakima*	33644	4101	\$ 6,725.34	11/15/2018
Inland Contracting*	33645	4101	\$ 2,794.60	11/15/2018
Invisible Ink	33646	4101	\$ 27.50	11/15/2018
KAPP-KVEW*	33647	4101	\$ 500.00	11/15/2018
Leaf	33648	4501	\$ 576.82	11/15/2018
Mathew Lowrey*	33649	4101	\$ 250.00	11/15/2018
Jarvine Mabe*	33650	4101	\$ 750.00	11/15/2018
Menke Jackson Law Firm	33651	4101	\$ 7,849.54	11/15/2018
Monson Fruit	33652	4901	\$ 88.00	11/15/2018
Nth Degree Environmental Engineering	33653	4101	\$ 750.00	11/15/2018
Platte Heating & Air Conditioning*	33654	4101	\$ 6,000.00	11/15/2018
Wade Porter	33655	4301	\$ 578.56	11/15/2018



Ron's Office Equipment	33656	3101	\$	116.01	11/15/2018
Terra Sutton*	33657	4101	\$	250.00	11/15/2018
Terrace Heights Sewer District	33658	4701	\$	50.00	11/15/2018
Verizon Wireless	33659	4201	\$	337.80	11/15/2018
Volunteer Services*	33660	4101	\$	560.00	11/15/2018
Christopher L. Worley*	33661	4101	\$	750.00	11/15/2018
Mary Wurtz	33662	4301	\$	184.95	11/15/2018
YRCAA	33663	4901	\$	496.18	11/15/2018
Yakima Bindery**	33664	3101	\$	16.98	11/15/2018
Yakima County Printing Department	33665	3101	\$	678.58	11/15/2018
Yakima County Public Services	33666	4701	\$	52.49	11/15/2018
				\$ 82,268.43	

***Reimbursement from Grant**

****NOC/Enterprise**

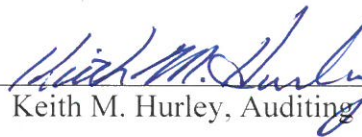
This is to certify that the invoices and warrants above for the Yakima Regional Clean Air Agency have been examined, audited and approved by the Alternate Auditing Officer for payment.

Total Amount: **\$ 82,268.43**

Christa Owen, Alternate Auditing Officer

Jon DeVaney, Board Chairman

11/15/2018


Keith M. Hurley, Auditing Officer

11/15/2018



November 29, 2018

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	33667	4801	\$ 2.50	11/30/2018
Absolute Comfort Technology*	33668	4101	\$ 12,000.00	11/30/2018
Alliant Communications	33669	4101	\$ 551.12	11/30/2018
Bradley A. Mellotte	33670	4501	\$ 3,801.40	11/30/2018
Charter Communications	33671	4201	\$ 197.46	11/30/2018
Coastal Farm and Ranch*	33672	4101	\$ 3,509.77	11/30/2018
Kathy Cutter*	33673	4101	\$ 400.00	11/30/2018
Fosseen's Home & Hearth*	33674	4101	\$ 3,419.77	11/30/2018
Hispanavision Television*	33675	4101	\$ 500.00	11/30/2018
Joan Hoeft*	33676	4101	\$ 750.00	11/30/2018
Inland Contracting*	33677	4101	\$ 1,917.08	11/30/2018
KCYU*	33678	4101	\$ 959.00	11/30/2018
KIMA-TV*	33679	4101	\$ 729.00	11/30/2018
KUNW-TV*	33680	4101	\$ 726.00	11/30/2018
KeyBank	33681	Various	\$ 4,372.37	11/30/2018
Nth Degree Environmental Engineering	33682	4101	\$ 1,425.00	11/30/2018
Northwest Communities Education Center*	33683	4101	\$ 500.00	11/30/2018
Northwest Community Action Center*	33684	4101	\$ 200.00	11/30/2018
Pacific Power	33685	4701	\$ 139.20	11/30/2018
Kevin Patrick*	33686	4101	\$ 1,000.00	11/30/2018
Ron's Office Equipment	33687	3101	\$ 43.23	11/30/2018
Stephens Media Group*	33688	4101	\$ 500.00	11/30/2018
Telemundo*	33689	4101	\$ 500.00	11/30/2018
Volunteer Services*	33690	4101	\$ 200.00	11/30/2018
Joshua Wesselius*	33691	4101	\$ 250.00	11/30/2018
Don Whitehouse*	33692	4101	\$ 250.00	11/30/2018
Cynthia Whitlock*	33693	4101	\$ 750.00	11/30/2018

\$ 39,592.90

***Reimbursement from Grant**

****NOC/Enterprise**



Yakima Regional Clean Air Agency
Phone: (509) 834-2050

186 Iron Horse Ct. #101, Yakima WA 98901
www.yakimacleanair.org

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.

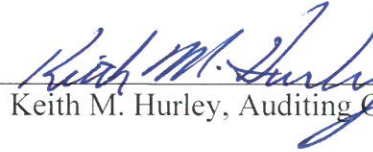
Total Amount: **\$ 39,592.90**

11/30/2018

Christa Owen, Alternate Auditing Officer

12/13/2018

Jon DeVaney, Board Chairman


Keith M. Hurley, Auditing Officer

11/30/2018

FY 2019 Monthly BVA

November 2018 Report Date: December 13, 2018		Budget	Actual Current	Actual Year to Date	Year to Date % of Budget
REVEUNE					
REVENUE 614 YRCAA Base Operations					
Stationary Source Permit Fees					
614-32190001	Minor Sources	\$ 162,000	\$ -	\$ 453	0.3%
614-32190008	Synthetic Minor Sources	\$ 19,950	\$ -	\$ -	0.0%
614-32190006	Complex Sources	\$ 20,300	\$ -	\$ -	0.0%
614-32290001	Title V Sources	\$ 122,500	\$ -	\$ 150,292	122.7%
614-32190002	New Source Review	\$ 31,500	\$ 3,357	\$ 19,765	62.7%
<i>Subtotal, Stationary Source Permit Fees</i>		<i>\$ 356,250</i>	<i>\$ 3,357</i>	<i>\$ 170,510</i>	<i>47.9%</i>
Burn Permit Fees					
614-32290005	Residential Burn Permits	\$ 60,500	\$ 864	\$ 11,232	18.6%
614-32290007	Agricultural Burn Permits	\$ 30,500	\$ 2,208	\$ 8,413	27.6%
614-32290011	Conditional Use Burn Permits	\$ 2,000	\$ -	\$ -	0.0%
<i>Subtotal, Burn Permit Fees</i>		<i>\$ 93,000</i>	<i>\$ 3,072</i>	<i>\$ 19,645</i>	<i>21.1%</i>
Compliance Fees					
614-32190005	Asbestos Removal Fees	\$ 31,000	\$ 2,874	\$ 11,986	38.7%
614-32190009	Construction Dust Control Fees	\$ 8,200	\$ -	\$ 1,429	17.4%
<i>Subtotal, Compliance Fees</i>		<i>\$ 39,200</i>	<i>\$ 2,874</i>	<i>\$ 13,415</i>	<i>34.2%</i>
<i>Subtotal, All Permit Fee Revenue</i>		<i>\$ 488,450</i>	<i>\$ 9,303</i>	<i>\$ 203,570</i>	<i>41.7%</i>
Base Grants					
614-33366001	EPA, Core Grant	\$ 107,395	\$ 26,849	\$ 53,699	50.0%
614-33403101	DOE, Core Grant	\$ 76,800	\$ 19,204	\$ 38,409	50.0%
<i>Subtotal, Base Grants</i>		<i>\$ 184,195</i>	<i>\$ 46,054</i>	<i>\$ 92,107</i>	<i>50.0%</i>
Fines & Penalties					
614-35990001	Civil Penalty	\$ 2,500	\$ -	\$ 6,545	
614-35990001	Other Fines	\$ -	\$ -	\$ -	
<i>Subtotal, Fines & Penalties</i>		<i>\$ 2,500</i>	<i>\$ -</i>	<i>\$ 6,545</i>	
Supplemental Income					
614-33831001	Supplemental Income	\$ 100,789	\$ -	\$ 39,963	39.7%
<i>Subtotal, Supplemental Income</i>		<i>\$ 100,789</i>	<i>\$ -</i>	<i>\$ 39,963</i>	<i>39.7%</i>
Other Income					
614-36111001	Interest	\$ 2,100	\$ 698	\$ 3,038	144.7%
614-36990014	Miscellaneous Income	\$ 200	\$ 17	\$ 12,767	6383.4%
<i>Subtotal, Other Income</i>		<i>\$ 2,300</i>	<i>\$ 715</i>	<i>\$ 15,804</i>	<i>687.2%</i>
<i>Total YRCAA Base Operations Revenue</i>		<i>\$ 778,234</i>	<i>\$ 56,072</i>	<i>\$ 357,989</i>	<i>46.0%</i>
REVENUE 614 YRCAA Grant Operations					
614-33403105	Wood Stove Ed	\$ 5,331	\$ -	\$ 5,331	100.0%
614-33403108	PM 2.5	\$ 21,050	\$ 5,263	\$ 10,525	50.0%
614-33403107	Woodstove Change-out	\$ 550,000	\$ 104,255	\$ 201,616	36.7%
<i>Total YRCAA Grant Operations Revenue</i>		<i>\$ 576,381</i>	<i>\$ 109,518</i>	<i>\$ 217,472</i>	<i>37.7%</i>
REVENUE Enterprise Operations					
614-34317001	VE Certification Fees	\$ 80,000	\$ 14,325	\$ 25,600	32.0%
614-34317002	Other Enterprise Revenue	\$ 100	\$ -	\$ -	0.0%
<i>Subtotal, Enterprise Revenue</i>		<i>\$ 80,100</i>	<i>\$ 14,325</i>	<i>\$ 25,600</i>	<i>32.0%</i>
<i>Total Base, Grant and Enterprise Revenue</i>		<i>\$ 1,434,715</i>	<i>\$ 179,915</i>	<i>\$ 601,062</i>	<i>41.9%</i>

FY 2019 Monthly BVA

November 2018	Budget	Actual Current	Actual Year to Date	Year to Date % of Budget
Report Date: December 13, 2018				

EXPENSES				
EXPENSES	614 YRCAA Base Operations			
Salaries				
614-1001	Salaries	\$ 484,932	\$ 36,314	\$ 176,587 36.4%
614-2002	Benefits	\$ 183,571	\$ 12,759	\$ 62,044 33.8%
614-1003	Overtime	\$ -	\$ -	\$ - #DIV/0!
Subtotal, Salaries		\$ 668,503	\$ 49,073	\$ 238,631 35.7%

Supplies				
614-3101	Office Supplies	\$ 6,500	\$ 2,543	\$ 5,096 78.4%
614-3101	Safety Equipment	\$ 500	\$ -	\$ - 0.0%
614-3201	Vehicles, Gas	\$ 2,500	\$ 217	\$ 804 32.2%
614-3501	Small Tools/Equipment	\$ 200	\$ -	\$ - 0.0%
614-3502	Computer Network	\$ 4,000	\$ 945	\$ 1,332 33.3%
Subtotal, Supplies		\$ 13,700	\$ 3,705	\$ 7,233 52.8%

Services				
614-4101	Professional Services	\$ 35,000	\$ 16,968	\$ 34,004 97.2%
614-4101	Laboratory Analyses	\$ 200	\$ -	\$ 70 35.0%
614-4125	Treasurer, Yakima County	\$ 1,014	\$ 85	\$ 254 25.0%
614-4201	Communications, Phones/Internet	\$ 12,800	\$ 1,300	\$ 5,334 41.7%
614-4202	Postage	\$ 3,500	\$ 288	\$ 904 25.8%
614-4301	Travel & Transportation	\$ 3,200	\$ 764	\$ 1,361 42.5%
614-4401	Public Education	\$ 4,000	\$ -	\$ - 0.0%
614-4401	Publications, Legal Notices	\$ 2,000	\$ -	\$ - 0.0%
614-4501	Rents & Leases, Equipment	\$ 3,282	\$ 577	\$ 1,205 36.7%
614-4501	Rents & Leases, Space	\$ 52,659	\$ 3,801	\$ 27,914 53.0%
614-4601	Insurance	\$ 12,600	\$ -	\$ 13,397 106.3%
614-4701	Utilities	\$ -	\$ 321	\$ 691 #DIV/0!
614-4801	Maintenance, Motor Vehicles	\$ 2,400	\$ -	\$ 370 15.4%
614-4801	Maintenance, Equipment	\$ 2,000	\$ 46	\$ 1,119 55.9%
614-4801	Maintenance, Computers	\$ 250	\$ -	\$ - 0.0%
614-4801	Maintenance, Building	\$ 1,500	\$ -	\$ - 0.0%
614-4901	Memberships	\$ 920	\$ 420	\$ 549 59.7%
614-4901	Training	\$ 2,500	\$ 845	\$ 1,245 49.8%
614-4901	Service Chgs & Interest	\$ 5,000	\$ 496	\$ 2,023 40.5%
614-4901	Miscellaneous Services	\$ 6,750	\$ 969	\$ 1,839 27.2%
614-4901	DOE Oversight Fees	\$ 4,787	\$ -	\$ - 0.0%
Subtotal, Services		\$ 156,362	\$ 26,879	\$ 92,063 58.9%

Capital Out-Lay & Fixed Assets				
614-6401	Capital Out-Lay/Fixed Assets	\$ -	\$ -	\$ - #DIV/0!
Total YRCAA Base Operations Expenses		\$ 838,565	\$ 79,657	\$ 337,927 40.3%

EXPENSES	614 YRCAA Grant Operations			
EXPENSES	614-33403105 Wood Stove Ed			
Salaries				
614-1001	Salaries	\$ 3,867	\$ 279	\$ 1,464 37.9%
614-2002	Benefits	\$ 1,464	\$ 98	\$ 514 35.1%
614-1003	Overtime	\$ -	\$ -	\$ - #DIV/0!
Subtotal, Salaries		\$ 5,331	\$ 377	\$ 1,978 37.1%

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

FY 2019 Monthly BVA

November 2018 Report Date: December 13, 2018		Budget	Actual Current	Actual Year to Date	Year to Date % of Budget
Services					
614-4139	Professional Services	\$ 120	\$ -	\$ -	0.0%
614-4202	Postage	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Services</i>		<i>\$ 120</i>	<i>\$ -</i>	<i>\$ -</i>	<i>0.0%</i>
<i>Subtotal, Woodstove Grant Expenses</i>		<i>\$ 5,451</i>	<i>\$ 377</i>	<i>\$ 1,978</i>	<i>36.3%</i>
614-33403108 PM2.5					
Salaries					
614-1001	Salaries	\$ 15,270	\$ 1,142	\$ 5,774	37.8%
614-2002	Benefits	\$ 5,780	\$ 401	\$ 2,029	35.1%
614-1003	Overtime	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Salaries</i>		<i>\$ 21,050</i>	<i>\$ 1,544</i>	<i>\$ 7,803</i>	<i>37.1%</i>
Supplies					
614-3101	Office Supplies	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Supplies</i>		<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>#DIV/0!</i>
Services					
614-4101	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>\$ 1,544</i>	<i>\$ 7,803</i>	<i>37.1%</i>
614-33403107 Woodstove Change-out					
Salaries					
614-1001	Salaries	\$ 59,845	\$ 4,386	\$ 19,137	32.0%
614-2002	Benefits	\$ 22,655	\$ 1,541	\$ 5,409	23.9%
614-1003	Overtime	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Salaries</i>		<i>\$ 82,500</i>	<i>\$ 5,927</i>	<i>\$ 25,861</i>	<i>31.3%</i>
Supplies					
614-3101	Office Supplies	\$ 50	\$ -	\$ 185	370.0%
<i>Subtotal, Supplies</i>		<i>\$ 50</i>	<i>\$ -</i>	<i>\$ 185</i>	<i>370.0%</i>
Services					
614-4101	Professional Services	\$ 467,500	\$ 91,345	\$ 308,496	66.0%
<i>Subtotal, Services</i>		<i>\$ 467,500</i>	<i>\$ 91,345</i>	<i>\$ 308,496</i>	<i>66.0%</i>
Capital Out-Lay & Fixed Assets					
614-6401	Capital Out-Lay/Fixed Assets	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Woodstove Change-out Grant Expenses</i>		<i>\$ 550,050</i>	<i>\$ 97,272</i>	<i>\$ 334,541</i>	<i>60.8%</i>
<i>Total, Grant Operations Expenses</i>		<i>\$ 576,551</i>	<i>\$ 99,193</i>	<i>\$ 344,323</i>	<i>59.7%</i>
EXPENSES 141 Enterprise Operations					
Salaries					
141-1001	Salaries	\$ 11,810	\$ 138	\$ 6,326	53.6%
141-2002	Benefits	\$ 4,470	\$ 49	\$ 2,223	49.7%
141-1003	Overtime	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Salaries</i>		<i>\$ 16,280</i>	<i>\$ 187</i>	<i>\$ 8,548</i>	<i>52.5%</i>

FY 2019 Monthly BVA

November 2018 Report Date: December 13, 2018		Budget	Actual Current	Actual Year to Date	Year to Date % of Budget
Supplies					
141-3101	Office Supplies	\$ 200	\$ 17	\$ 445	222.4%
141-3201	Vehicles, Gas	\$ 1,000	\$ -	\$ 568	56.8%
141-3501	Small Tools/Equipment	\$ 200	\$ -	\$ -	0.0%
<i>Subtotal, Supplies</i>		<i>\$ 1,400</i>	<i>\$ 17</i>	<i>\$ 1,013</i>	<i>72.4%</i>
Services					
141-4101	Professional Services	\$ -	\$ -	\$ -	#DIV/0!
141-4202	Postage	\$ -	\$ -	\$ -	#DIV/0!
141-4301	Travel & Transportation	\$ 3,000	\$ -	\$ 2,936	97.9%
141-4501	Rents & Leases, Space	\$ 2,000	\$ -	\$ 757	37.9%
141-4801	Maintenance, Motor Vehicles	\$ 200	\$ -	\$ 177	88.6%
141-4801	Maintenance, Equipment	\$ 500	\$ -	\$ -	0.0%
141-4901	Miscellaneous Services	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Services</i>		<i>\$ 5,700</i>	<i>\$ -</i>	<i>\$ 3,870</i>	<i>67.9%</i>
Capital Out-Lay & Fixed Assets					
141-4500	Capital Out-Lay/Fixed Assets	\$ -	\$ -	\$ -	#DIV/0!
<i>Total Enterprise Operations Expenses</i>		<i>\$ 23,380</i>	<i>\$ 204</i>	<i>\$ 13,432</i>	<i>57.4%</i>
Summary of Revenue vs Expenses:					
<i>Prior-Year Carry Over Funds</i>		<i>\$ 125,000</i>	<i>\$ -</i>	<i>\$ 125,000</i>	
<i>Total Revenue, Base, Grants & Enterprise</i>		<i>\$ 1,559,715</i>	<i>\$ 179,915</i>	<i>\$ 726,062</i>	<i>46.6%</i>
<i>Total Expenses, Base, Grants & Enterprise</i>		<i>\$ 1,438,496</i>	<i>\$ 179,053</i>	<i>\$ 695,682</i>	<i>48.4%</i>
<i>Fund Balance</i>		<i>\$ 121,219</i>	<i>\$ 862</i>	<i>\$ 30,380</i>	
<i>Operating Reserves</i>		<i>\$ (3,781)</i>			
<i>Estimated Available Fund Balance</i>		<i>\$ 125,000</i>			

YAKIMA REGIONAL CLEAN AIR AGENCY
SUPPLEMENTAL INCOME STATUS for CY 2018 on November 30, 2018
CY 2018 \$.40 PER CAPITA (Rounded Amounts)

City/Town	Past Due	Assessment Amount	Total Amt Due	Date Received	Amount Received	Balance Due	Responses
Grandview	\$ -	\$ 4,464	\$ 4,464	1/11/2018	\$ 4,464	\$ -	Paid in full
Granger	\$ -	\$ 1,552	\$ 1,552	1/26/2018; 4/16/2018; 7/2/2018; 10/1/2018	\$ 1,552	\$ -	Paid in full
Harrah	\$ -	\$ 260	\$ 260	1/30/2018	\$ 260	\$ -	Paid in full
Mabton	\$ -	\$ 926	\$ 926	1/12/2018	\$ 926	\$ -	Paid in full
Moxee	\$ -	\$ 1,582	\$ 1,582	1/16/2018	\$ 1,582	\$ -	Paid in full
Naches	\$ -	\$ 338	\$ 338	1/11/2018	\$ 338	\$ -	Paid in full
Selah	\$ -	\$ 3,012	\$ 3,012	1/12/2018	\$ 3,012	\$ -	Paid in full
Sunnyside	\$ -	\$ 6,616	\$ 6,616	1/19/2018; 4/13/2018; 7/12/2018; 10/12/2018	\$ 6,616	\$ -	Paid in full
Tieton	\$ -	\$ 514	\$ 514	1/25/2018	\$ 514	\$ -	Paid in full
Toppenish	\$ -	\$ 3,620	\$ 3,620	1/25/2018	\$ 3,620	\$ -	Paid in full
Union Gap	\$ -	\$ 2,480	\$ 2,480	1/25/2018	\$ 2,480	\$ -	Paid in full
Wapato	\$ -	\$ 2,016	\$ 2,016	1/22/2018	\$ 2,016	\$ -	Paid in full
City of Yakima	\$ -	\$ 37,364	\$ 37,364	1/19/2018; 4/16/2018; 7/16/2018; 10/15/2018	\$ 37,364	\$ -	Pd 3/4
Zillah	\$ -	\$ 1,258	\$ 1,258	1/22/2018	\$ 1,258	\$ -	Paid in full
Yakima Co.	\$ -	\$ 34,358	\$ 34,358	1/1/2018; 4/1/2018; 7/1/2018; 10/1/2018	\$ 34,394	\$ (36)	Paid in full
Totals:	\$ -	\$ 100,360	\$ 100,360		\$ 100,396	\$ (36)	