

# December 2022

## Yakima Regional Clean Air Agency Board Meeting



186 Iron Horse Court, Suite 101  
Yakima, WA 98901  
509-834-2050  
[www.yakimacleanair.org](http://www.yakimacleanair.org)

## **Regular Board of Directors' Meeting**

**December 9, 2022 – 2:00 P.M.**

### **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 10, 2022**
- 6. Vouchers and Payroll Authorization Transfers for November 2022**
- 7. Resolution 2022-08 – Authorizing Board Member Mileage Reimbursement**
- 8. Member-at-Large Appointment**
- 9. 2023 Registration Fees**
- 10. Staff Compensation**
- 11. Executive Director's Report**
  - Houseless Emergency Winter Warming
  - Conservation District Funding
  - Agency Branding and Logo
- 12. Other Business**
- 13. Adjournment**

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](mailto:admin@yrcaa.org).



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## **Reunión Ordinaria de la Junta Directiva**

**9 de diciembre de 2022 – 14:00 h.**

### **AGENDA**

1. Llamar al orden
2. Registro de asistencia
3. Cambios en la Agenda
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. Acta de la reunión de la Junta del 10 de noviembre de 2022
6. Comprobantes y transferencias de autorización de nómina para noviembre de 2022
7. Resolución 2022-08 – Autorizando el reembolso de millas de los miembros de la Junta
8. Nombramiento de miembro general
9. Tarifas de inscripción 2023
10. Remuneración del personal
11. Informe del Director Ejecutivo
  - Calentamiento invernal de emergencia sin hogar
  - Financiamiento del Distrito de Conservación
  - Marca y logotipo de la agencia
12. Otros asuntos
13. Aplazamiento

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](mailto:admin@yrcaa.org).



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## STAFF REPORT

**Date:** December 1, 2022  
**To:** YRCAA Board of Directors  
**From:** Christa Owen, Fiscal Program Manager  
**Subject:** Fiscal Program Report

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**Issue:** Fiscal Reports

**Analysis:** November 2022 Accounts Payable (AP) and Payroll Authorization 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 2022 AP Fiscal Vouchers, totaling \$71,930.83, and the November 2022 Payroll Authorization, totaling \$59,975.56.

1. **Call to Order**

Chairperson DeVaney called the meeting to order at 2:05 p.m. in the council chambers, Yakima City Hall; 129 N Second St.; Yakima, Washington.

2. **Roll Call**

Herman conducted roll call and declared a quorum present.

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

Staff present: Marc Thornsbury, Executive Director  
Pamela Herman, Clerk of the Board  
Christa Owen, Fiscal Programs Manager

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.

Sandy Braden, Friends of Toppenish Creek, expressed qualified support for the possible use of anaerobic manure digesters by dairy operations to reduce methane emissions in the Lower Yakima Valley, but noted concern regarding the potential for substantial methane releases resulting from equipment failures and a lack of monitoring. She described an experience in which she was subjected to a methane release when methane-producing equipment malfunctioned and urged systems be closely monitored.

Jean Mendoza, Friends of Toppenish Creek, stated her opinion the Agency only enforces the laws that suit its special interests while ignoring others and this sets a bad example. She added Yakima County produces so much methane investors are coming to the area to build renewable gas digesters, noting the Agency does not regulate emissions from dairy operations and the latter do not pay their fair share. Mendoza suggested the selection of the at-large board member be open to the public, allowing it to be a democratic process. She stated the Agency's contracted compensation consulting firm, Compensation Connections, ignored Part B of the Agency's Administrative Code and suggested it violated the Civil Rights Act by not compensating employees for translation services.

McKinney noted Yakima County provides additional compensation for translation services when employees have received formal training and achieved certification as a translator. Mendoza stated translation is a service the same as driving a car is a service and people performing it deserve to be compensated.

5. **Board Meeting Minutes for October 13, 2022**

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

**6. Vouchers and Payroll Authorization Transfers for October 2022**

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

Thornsbury explained a check was issued to him as a replacement for one that had been issued for travel expenses incurred during the interview process and was subsequently lost in the mail.

**7. Board Compensation**

Thornsbury noted state statute authorizes the payment of a stipend and reimbursement for certain out-of-pocket costs for board members who incur them as a part of performing their board duties. At present, and historically, the agency has not paid either. He suggested the Board consider reimbursing the direct, out-of-pocket, personal transportation expenses paid by members as a result of board meeting attendance.

DeVaney stated he would not be in need of reimbursement, personally, due to his close proximity, but noted the membership of the board does change and it would be wise to know if compensation could be offered to board members. Thornsbury explained statutory authority for such compensation currently exists. McKinney cautioned some board members are elected officials and may be compensated for expenses as part of their position. Thornsbury stated the proposed policy would prohibit reimbursements for any expense already covered by another entity. DeVaney suggested Thornsbury draft a proposed reimbursement policy to be reviewed by the board at the December or January meeting.

**8. Member-at-Large Appointment**

Thornsbury informed the board the four-year term for the at-large board member position will expire at the end of the year. He added the board will need to appoint a person to the position no later than the December meeting to ensure a full board for the January meeting.

Jones inquired as to the process for appointing the at-large position. Thornsbury explained the position is simply appointed by a vote of the other four board members. DeVaney noted he currently occupies the position in question and would abstain from making any recommendation concerning the appointment process. However, he suggested if the board desired to alter the selection process, it would need to do so quickly or have a vacant position and tied board in January.

McKinney requested additional information on the process. Thornsbury reiterated there is no process defined in statute beyond a statement the four other members of the board must select a fifth member. McKinney suggested future discussion of the matter with the possible development of a process for appointing the at-large position. Thornsbury noted the item would be added to an agenda in 2023.

**9. 2023 Registration Fees**

Thornsbury explained the Agency's registration fees are substantially below those of other clean air agencies in the state and the supplemental income rate has remained unchanged for many years. He added this has had a significant impact on the financial health of the Agency and limits its ability to address the compensation issues it now faces.

Jones stated his belief the supplemental income rate had been raised during the last budget process and requested confirmation supplemental income is based on a calendar year, not a fiscal year. Thornsbury concurred, stating the bills for supplemental income go out in January and the amounts

are paid either as a lump sum or every quarter. He added a small increase to registration fees had been adopted in the last budget cycle, but not an increase to the supplemental income. Jones asked if agricultural burning fees are set by statute. Thornsbury stated the fees are set by the agricultural burning practices and research task force pursuant to Washington Administrative Code (WAC) 173-430-041.

#### 10. Staff Compensation

DeVancy noted the staff report addressed participation in Social Security and asked if Thornsbury would be requesting action by the board. Thornsbury stated his objective was to ascertain the parameters within which staff should work in developing a concrete proposal for consideration by the Board at the December meeting. He added the Board will need to take action in December so the supplemental income and registration bills can go out.

Thornsbury presented a spreadsheet showing data regarding current wages and benefits, registration fees and revenues, supplemental income rates and revenues, and the effect of projected changes. He described the financial state of the Agency and noted bringing wages to market levels would leave a shortfall of \$224,391.

Thornsbury explained over the last four years, the agency has received a substantially higher amount of funding under the woodstove change-out program, adding up to 20% of the funds may be used for administrative costs such as wages and benefits. He cautioned this revenue is included in the budgeted amount available so any reduction in future grant awards would have a significant negative impact on the Agency's financial state. Thornsbury presented the amount of grant funding used for wages and benefits in the past, noting the data had been equalized to account for an increase in the percentage allowed for wages and benefits from 10% to the current 20% so the average in fiscal years 2012 through 2019 could be compared with years 2020 through 2023. He pointed out the amount shown as utilized for wages and benefits in fiscal year 2023 is \$84,639 above the 2012 through 2019 average and this prompted the funds projected in future years to be reduced by this amount.

Thornsbury cautioned the grant program may not receive the most recent level of funding in perpetuity and explained whatever amount is used should be reasonably expected to be available for wages and benefits looking forward without exposing the Agency to financial risk resulting from changes in the state budget. Thornsbury stated the board may add back any amount it chooses provided it understands the risk in doing so if future funding for the program declines.

Jones asked for clarification that the amount being deducted was to ensure the Agency had sufficient funds to pay the people who are currently employed. Thornsbury confirmed the statement, explaining the budget ultimately adopted should be sustainable. He added his desire that the board understand there is some risk associated with assuming all current grants funds will be available in the future.

Jones noted the grant funds used for wages and benefits support staff that administer the grant program and questioned whether these positions would be necessary were the grant program substantially reduced or eliminated altogether. Thornsbury explained Jones' observation was technically correct, but impractical because no staff persons are utilized 100% in support of the grant program, thus to reduce staff by an equivalent amount would require carving off portions of several positions. He added it is difficult to hire someone three-quarters time and this makes a commensurate staff reduction difficult from a practical standpoint.

McKinney stated that she appreciated Thornsbury's explanation, but suggested the reduction might be excessive and overly cautious. She explained the county has many grants and utilizes a contingency fund to absorb decreases in award amounts on a temporary basis until restructuring can take place. McKinney suggested the matter be set aside until a later point in the discussion.

Thornsbury noted the proposed budget amounts include the use of all projected excess revenues so that the Agency would be operating on a strictly-defined balanced budget. He cautioned this would mean there would be no funds specifically allocated for Agency reserves.

Jones stated the unallocated reserves budget often does not reflect the penalties received by the Agency for infractions, adding they can be substantial. Thornsbury explained unallocated funds are simply budgeted revenues in excess of budgeted expenses and should not be confused with reserves. He noted reserves are a separate item not included in the data presented and explained nothing being considered would affect existing reserves. Jones asked if the unallocated funds included penalties actually received by the agency. Thornsbury stated it is a budgetary figure and cautioned against counting on future penalties.

Thornsbury presented the Agency's current registration fees with a minimal proposed increase that, when combined with the prior year increase, would equal the rate of inflation over the years when no increases were instituted.

Thornsbury presented the Agency's current supplemental income with a breakdown showing the population and charge for Yakima County and the various cities within it. DeVaney asked how long it had been since the 40 cents per capita rate had been changed. Thornsbury explained he had not yet found a specific date, adding it was at least as far back as 2009. He stated it appears the rate was 27 cents per capita in 2008 and was increased to the current 40 cents per capita in 2009 where it has remained since.

Discussion followed. DeVaney noted fifteen years was a long time to go without any increase, adding the move from 27 cents to 40 cents would have been substantial at that time. Thornsbury noted he did not know how long the 27-cent rate had been in place, suggesting it may have been that way for some time. DeVaney suggested most agencies prefer regular, small increases over that can be planned for rather than no change for a decade and then a surprisingly large change. McKinney concurred.

DeVaney suggested after so much time, an adjustment is probably appropriate. He added the key question is whether to try and take it all in one gulp or phase it in over a period of time. McKinney expressed support for gradual implementation and suggested the Board institute an annual or biennial process to adopt incremental increases tied to an index such as the consumer price index (CPI).

Jones noted the increase in revenue necessary would be substantial, requiring significant increases in registration fees and supplemental income. Thornsbury reviewed the options available to the board including increasing registration fees, increasing supplemental income, scaling back salaries from the 50th percentile by a selected percentage, reducing staff, and eliminating the highest-paid position, Executive Director, for a period of time—estimated at three to five years—until the Agency's financial house can be brought into order.

McKinney noted the difficulty faced by many agencies regarding inflation and the need to increase wages to remain competitive. She added Yakima County was able to fund its proposed compensation increase as a result of increased sales tax revenues, expressing concern these might not be available in future years which could require layoffs.

DeVaney noted the Agency has been fiscally conservative with respect to increasing fees, perhaps to an excessive degree, and asked staff to shoulder additional responsibilities. He expressed reluctance to make up the shortfall with a reduction in force and cautioned against further delay in adjusting wages, reminding the board of its history where wage adjustments were repeatedly considered, planned, and discussed without action being taken. DeVaney added the Agency contracted with Compensation Connections to assess the Agency's wages and quantify the disparity between the market and what it pays so the matter could be brought to a resolution.

Jones suggested looking at an increase to fees for Title V sources. Thornsby explained he had not expended much effort considering other potential revenue sources due to a lack of time and noted the number of Title V sources is small and would not have a substantive effect.

DeVaney stated appreciation for the cautious manner in which Thornsby addressed the continuation of state funding, but noted state funding for the woodstove change-out program had remained stable or increased and expressed his belief funding would remain stable. He suggested the Board strike the reduction in grant funds available. The other members concurred and Thornsby removed the adjustment.

Discussion followed concerning various potential increases to registration fees and supplemental income and reductions in the market compensation rate. This included one proposal with a 10% reduction in the market compensation rate, a 20% increase in registration fees, and a 10 cent per capita increase in the supplemental income based on the assumption the agency would receive grant funding at the same or at a higher amount in the future.

DeVaney stated he is never happy to see increases, but expressed his belief an increase of the size contemplated would not be shocking after a long interval with no fee changes. McKinney noted other increases she has seen have been substantially greater—in some cases as high as 30%.

Thornsby explained that, compared to other agencies, the current rates are substantially out of line with the upper end, though less so on the lower end. Thornsby noted most registrations fall within a single category, adding this means registrants with very basic facilities are likely paying more than their share while those with more complex facilities are likely paying less than their share. He explained staff would be conducting a thorough assessment to see how a more accurate structure could be created to ensure fees are allocated equitably. Thornsby noted other agencies use an actual measured quantity of emissions to determine registration fees, but this requires additional staff, adding to the Agency's operating costs. He stated the results of the assessment and a more fine-grained set of categories could be implemented before the second increase.

DeVaney urged the board use the pay rates reported at the 50th percentile of the market survey and avoid any percentage reduction. He also expressed support for a phased approach, adding the wage and fee adjustments should take place over two years.

McKinney inquired regarding the number of unfilled positions the agency has currently. Thornsbery stated the Agency had filled the last open position in October by hiring an engineer. Discussion followed concerning the formal process required to establish participation in Social Security.

**11. Executive Director's Report**

Thornsbery provided preliminary information regarding the options, challenges, and impacts of holding board meetings at different locations with a full report to be presented at a later date. Thornsbery noted he is working on the Agency's organizational structure and hopes it is complete in time to be discussed along with compensation. Thornsbery added he is working to address issues with the Agency's database and anticipates starting 2023 with improved data collection.

McKinney noted the weather has turned colder and asked if the Agency had addressed the issues surrounding heat sources for those experiencing homelessness. She added the Agency should be proactive concerning the matter and have a plan in place. Thornsbery stated he is aware of the problems that occurred at the end of last year and expects to engage local entities in the near future to better understand the issues involved. McKinney expressed discontent with the status quo.

DeVaney explained the Pesticide Management Division of the Washington Department of Agriculture, which includes the Dairy Nutrient Management program, has submitted a supplemental budget request seeking funds for two and one-half full-time equivalent (FTE) workers to monitor dairy best management practices (BMPs) and \$750,000 per year for conservation districts supporting dairy BMPs. DeVaney expressed his belief the Agency should seek additional information as it previously transferred internally-developed BMPs to a local conservation district. He added it is just a proposal for possible inclusion in the Governor's next budget at this time, but despite being focused on groundwater impacts, ensuring implementation of BMPs could also affect air quality. DeVaney requested staff provide a report at the December board meeting.

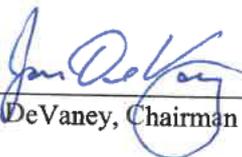
Jones stated Oregon recently denied a petition to regulate air emissions for dairies.

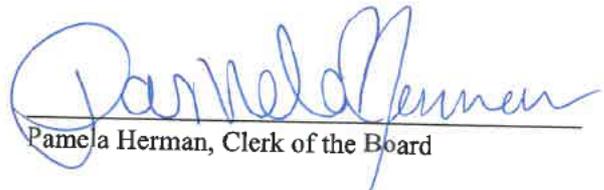
Thornsbery informed the board he would be in Seattle on Monday and the Engineering and Compliance Supervisor would be in Seattle on Monday and Tuesday to attend meetings with the Environmental Protection Agency (EPA) and other clean air agencies in the region. Thornsbery added he has started attending various public meetings including the City of Granger, the South Yakima Conservation District, and the Port of Sunnyside.

**12. Adjournment**

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

DeVaney adjourned the meeting at 3:45 p.m.

  
Jon DeVaney, Chairman

  
Pamela Herman, Clerk of the Board

**Date of Release:** December 1, 2022  
**Date of Consideration:** December 8, 2022  
**To:** Honorable YRCAA Board of Directors and Alternates  
**From:** Office of the Executive Director  
**Subject:** Monthly Activity Report

Activity	<i>Current Quarter</i>				FY23 Ttl. to Date
	FY22 Total	Sept FY23	Oct FY23	Nov FY23	
Minor Source Inspections	35	1	3	0	4
Complaints Received	104	19	8	15	61
NOVs Issued	24	1	5	0	8
AODs Issued	0	0	0	1	1
Warning Notices Issued	0	0	0	1	1
NOPs Issued	32	0	0	1	1
SEPA Reviews	443	27	25	32	148
AOP Applications Received	1	0	0	0	0
AOPs Issued or Renewed	0	0	0	0	1
Deviations/Upsets Reported	21	2	2	1	8
AOP Inspections	2	0	0	0	0
Public Workshops	1	0	0	0	1
Media Events	1	2	0	0	3
Media Contacts	7	0	0	2	3
Education Outreach Events	1	0	0	0	0
Sources Registered	271	4	4	0	33
NSR Applications Received	14	1	0	1	4
NSR Approvals Issued-Temporary	0	0	0	0	0
NSR Approvals Issued-Permanent	23	1	2	0	8
NODRs Received	143	21	23	13	87
Agricultural Burn Permits Issued	73	0	0	2	4
Conditional Use Permits Issued	11	0	0	0	0
Residential Burn Permits Issued	717	2	212	9	263
Burn Ban Days	84	21	0	6	27
Public Records Requests Fulfilled	39	1	1	2	17

**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 6.2*



Yakima Regional Clean Air Agency  
 186 Iron Horse Court, Suite  
 Yakima, WA 98  
 (509) 834-2050, Fax (509) 834-2  
 yakimacleanair.

November 15, 2022

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

<u>Name</u>	<u>Warrant/MICR #</u>	<u>GL #</u>	<u>Amount</u>	<u>Date</u>
Cascade Natural Gas Corporation	35344	4701	\$ 79.98	11/17/2022
Coastal*	35345	4105	\$ 4,244.48	11/17/2022
Coleman Oil Company	35346	3201	\$ 122.44	11/17/2022
Compensation Connections	35347	4101	\$ 300.00	11/17/2022
Cuillier Law Office	35348	4101	\$ 688.00	11/17/2022
Mark Edler	35349	4801	\$ 80.06	11/17/2022
Engravings Unlimited	35350	3101	\$ 13.54	11/17/2022
Imagicomm Yakima*	35351	4105	\$ 1,545.00	11/17/2022
Iron Horse Real Estate & Property Mgt	35352	4501	\$ 4,776.83	11/17/2022
KAPP-KVEW*	35353	4105	\$ 1,805.00	11/17/2022
KeyBank	35354	Various	\$ 1,445.69	11/17/2022
Ty Kirkham*	35355	4105	\$ 2,000.00	11/17/2022
Northwest Community Action Center*	35356	4105	\$ 400.00	11/17/2022
Pacific Power	35357	4701	\$ 226.51	11/17/2022
Rowdy Construction*	35358	4105	\$ 4,315.76	11/17/2022
Stephens Media Group*	35359	4105	\$ 2,025.00	11/17/2022
Telemundo*	35360	4105	\$ 1,604.00	11/17/2022
Doug Weller*	35361	4105	\$ 2,500.00	11/17/2022
Anthony Wellner*	35362	4105	\$ 2,000.00	11/17/2022
YRCAA	35363	4901	\$ 494.62	11/17/2022
Yakima County Human Resources	35364	4101	\$ 9,000.00	11/17/2022
Yakima County Public Services	35365	4701	\$ 21.38	11/17/2022
Central Washington HBA	35366	4901	\$ 1,575.00	11/17/2022

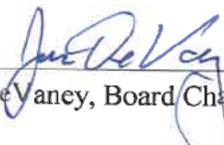
**\$ 41,263.29**

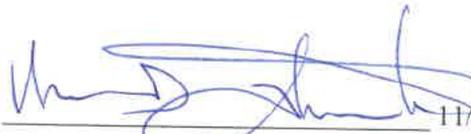
\*Reimbursement from Grant \*\*NOC/Enterprise

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: **\$ 41,263.29**

  
 Christa Owen, Primary Auditing Officer 11/17/2022

  
 Jon DeVaney, Board Chairman 12/8/2022

  
 Marc D. Thomsbury, Secondary Auditing Officer 11/17/2022



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November 29, 2022

**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*	35367	4105	\$ 6,999.00	11/30/2022
Alliant Communications	35368	4101	\$ 345.33	11/30/2022
Wade Brummett*	35369	4105	\$ 2,000.00	11/30/2022
Charter Communications	35370	4201	\$ 439.51	11/30/2022
Bob Clark*	35371	4105	\$ 2,000.00	11/30/2022
Richard Dean*	35372	4105	\$ 1,500.00	11/30/2022
Robert Desgrosellier*	35373	4105	\$ 2,000.00	11/30/2022
Mark Edler	35374	4801	\$ 54.30	11/30/2022
Fosseen's Home & Hearth*	35375	4105	\$ 5,106.82	11/30/2022
Intermountain Cleaning Service, Inc.	35376	4802	\$ 370.00	11/30/2022
Jason Jump*	35377	4105	\$ 2,000.00	11/30/2022
Daniel Ledding*	35378	4105	\$ 2,000.00	11/30/2022
Raeleen Ann Orta*	35379	4105	\$ 250.00	11/30/2022
Charles & Kathleen Peterson*	35380	4105	\$ 2,000.00	11/30/2022
Pitney Bowes Global Financial Services	35381	4501	\$ 242.58	11/30/2022
Rowdy Construction*	35382	4105	\$ 1,360.00	11/30/2022
Brian Volland*	35383	4105	\$ 2,000.00	11/30/2022

**\$ 30,667.54**

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

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Total Amount: **\$ 30,667.54**

  
 Christa Owen, Primary Auditing Officer 11/30/2022

  
 Jon DeVaney, Board Chairman 12/8/2022

  
 Marc D. Thornsbery, Secondary Auditing Officer 11/30/2022



November 29, 2022

**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*	35367	4105	\$ 6,999.00	11/30/2022
Alliant Communications	35368	4101	\$ 345.33	11/30/2022
Wade Brummett*	35369	4105	\$ 2,000.00	11/30/2022
Charter Communications	35370	4201	\$ 439.51	11/30/2022
Bob Clark*	35371	4105	\$ 2,000.00	11/30/2022
Richard Dean*	35372	4105	\$ 1,500.00	11/30/2022
Robert Desgrosellier*	35373	4105	\$ 2,000.00	11/30/2022
Mark Edler	35374	4801	\$ 54.30	11/30/2022
Fosseen's Home & Hearth*	35375	4105	\$ 5,106.82	11/30/2022
Intermountain Cleaning Service, Inc.	35376	4802	\$ 370.00	11/30/2022
Jason Jump*	35377	4105	\$ 2,000.00	11/30/2022
Daniel Ledding*	35378	4105	\$ 2,000.00	11/30/2022
Raeleen Ann Orta*	35379	4105	\$ 250.00	11/30/2022
Charles & Kathleen Peterson*	35380	4105	\$ 2,000.00	11/30/2022
Pitney Bowes Global Financial Services	35381	4501	\$ 242.58	11/30/2022
Rowdy Construction*	35382	4105	\$ 1,360.00	11/30/2022
Brian Volland*	35383	4105	\$ 2,000.00	11/30/2022

**\$ 30,667.54**

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

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Total Amount: **\$ 30,667.54**

  
 Christa Owen, Primary Auditing Officer 11/30/2022

**AUTHORIZATION FOR ELECTRONIC FUNDS TRANSFER**

**Direct Deposit Payroll & Payroll Taxes**

**Date:** 11/29/2022

**District:** Yakima Regional Clean Air Agency

**Contact Person:** Christa Owen

**Address:** 186 Iron Horse Ct. #101, 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:** [REDACTED]

**Bank Account Number:** [REDACTED]

**Payroll Date:** December 1, 2022

**Transfer Amount(s):** \$ 59,975.56

**Total Amount of Electronic Transfer:** \$ 59,975.56

**Authorizing Signatures (No facsimile signatures accepted.):**

Christa Owen  
Primary Auditing Officer

Jim DeVay  
Chairman Board of Directors

\_\_\_\_\_  
Secondary Auditing Officer      Date      December 1, 2022

**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

FY 2023 Monthly BVA

November 2022						
Report Date: December 8, 2022		Budget	Actual Current	Actual Year to Date	Year to Date % of Budget	
<b>REVENUE</b>						
<b>REVENUE 614 YRCAA Base Operations</b>						
<b>Stationary Source Permit Fees</b>						
614-32190001	Minor Sources	\$ 163,880	\$ -	\$ 16,788		10.2%
614-32190008	Synthetic Minor Sources	\$ 22,576	\$ -	\$ 2,822		12.5%
614-32190006	Complex Sources	\$ 32,808	\$ -	\$ 885		2.7%
614-32290001	Title V Sources	\$ 92,000	\$ -	\$ 64,038		69.6%
614-32190002	New Source Review	\$ 38,000	\$ -	\$ 5,639		14.8%
<i>Subtotal, Stationary Source Permit Fees</i>		\$ 349,264	\$ -	\$ 90,172		25.8%
<b>Burn Permit Fees</b>						
614-32290005	Residential Burn Permits	\$ 55,000	\$ 459	\$ 12,854		23.4%
614-32290007	Agricultural Burn Permits	\$ 25,000	\$ 352	\$ 2,431		9.7%
614-32290011	Conditional Use Burn Permits	\$ 1,936	\$ -	\$ -		0.0%
<i>Subtotal, Burn Permit Fees</i>		\$ 93,000	\$ 811	\$ 15,285		16.4%
<b>Compliance Fees</b>						
614-32190005	Asbestos Removal Fees	\$ 25,000	\$ 3,549	\$ 13,701		54.8%
614-32190009	Construction Dust Control Fees	\$ 5,800	\$ 165	\$ 2,145		37.0%
<i>Subtotal, Compliance Fees</i>		\$ 30,800	\$ 3,714	\$ 15,846		51.4%
<i>Subtotal, All Permit Fee Revenue</i>		\$ 462,000	\$ 4,525	\$ 121,303		26.3%
<b>Base Grants</b>						
614-33366001	EPA, Core Grant	\$ 106,545	\$ 26,636	\$ 53,272		50.0%
614-33403101	DOE, Core Grant	\$ 76,800	\$ 19,288	\$ 38,576		50.2%
<i>Subtotal, Base Grants</i>		\$ 183,345	\$ 45,924	\$ 91,849		50.1%
<b>Fines &amp; Penalties</b>						
614-35990001	Civil Penalty	\$ 2,500	\$ -	\$ 13,908		
614-35990001	Other Fines	\$ -	\$ -	\$ -		
<i>Subtotal, Fines &amp; Penalties</i>		\$ 2,500	\$ -	\$ 13,908		
<b>Supplemental Income</b>						
614-33831001	Supplemental Income	\$ 102,830	\$ -	\$ 23,379		22.7%
<i>Subtotal, Supplemental Income</i>		\$ 102,830	\$ -	\$ 23,379		22.7%
<b>Other Income</b>						
614-36111001	Interest	\$ 3,500	\$ 644	\$ 2,650		75.7%
614-36990014	Miscellaneous Income	\$ 100	\$ 37	\$ 96		96.2%
<i>Subtotal, Other Income</i>		\$ 3,600	\$ 681	\$ 2,746		76.3%
<i>Total YRCAA Base Operations Revenue</i>		\$ 754,275	\$ 51,130	\$ 253,184		33.6%
<b>REVENUE 614 YRCAA Grant Operations</b>						
614-33403105	Wood Stove Ed	\$ 4,906	\$ 2,151	\$ 2,631		53.6%
614-33403108	PM 2.5	\$ 21,050	\$ 5,263	\$ 10,525		50.0%
614-33403107	Woodstove Change-out	\$ 579,000	\$ 63,536	\$ 538,378		93.0%
<i>Total YRCAA Grant Operations Revenue</i>		\$ 604,956	\$ 70,949	\$ 551,534		91.2%
<b>REVENUE Enterprise Operations</b>						
614-34317001	VE Certification Fees	\$ 60,000	\$ 15,155	\$ 27,680		46.1%
614-34317002	Other Enterprise Revenue	\$ -	\$ -	\$ -	#DIV/0!	
<i>Subtotal, Enterprise Revenue</i>		\$ 60,000	\$ 15,155	\$ 27,680		46.1%
<i>Total Base, Grant and Enterprise Revenue</i>		\$ 1,419,231	\$ 137,234	\$ 832,399		58.7%

FY 2023 Monthly BVA

November 2022 Report Date: December 8, 2022	Budget	Actual Current	Actual Year to Date	Year to Date % of Budget
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**EXPENSES**  
**EXPENSES 614 YRCAA Base Operations**

<b>Salaries</b>						
614-1001	Salaries	\$	412,802	\$	32,767	\$ 149,920 36.3%
614-2002	Benefits	\$	143,349	\$	11,513	\$ 52,675 36.7%
614-1003	Overtime	\$	-	\$	-	\$ - #DIV/0!
<i>Subtotal, Salaries</i>		\$	<b>556,151</b>	\$	<b>44,279</b>	\$ <b>202,595</b> <b>36.4%</b>

**Supplies**

614-3101	Office Supplies	\$	6,000	\$	445	\$ 2,686 44.8%
614-3101	Safety Equipment	\$	200	\$	-	\$ - 0.0%
614-3201	Vehicles, Gas	\$	6,000	\$	192	\$ 613 10.2%
614-3501	Small Tools/Equipment	\$	1,000	\$	-	\$ - 0.0%
614-3502	Computer Network	\$	3,000	\$	500	\$ 2,930 97.7%
<i>Subtotal, Supplies</i>		\$	<b>16,200</b>	\$	<b>1,138</b>	\$ <b>6,229</b> <b>38.5%</b>

**Services**

614-4101	Professional Services	\$	80,000	\$	10,333	\$ 30,656 38.3%
614-4101	Laboratory Analyses	\$	200	\$	-	\$ - 0.0%
614-4125	Treasurer, Yakima County	\$	1,000	\$	-	\$ - 0.0%
614-4201	Communications, Phones/Internet	\$	7,000	\$	478	\$ 2,402 34.3%
614-4202	Postage	\$	1,800	\$	-	\$ 479 26.6%
614-4301	Travel & Transportation	\$	5,000	\$	243	\$ 462 9.2%
614-4401	Public Education	\$	6,000	\$	-	\$ 640 10.7%
614-4401	Publications, Legal Notices	\$	2,000	\$	-	\$ 544 27.2%
614-4501	Rents & Leases, Equipment	\$	5,750	\$	243	\$ 485 8.4%
614-4501	Rents & Leases, Space	\$	58,000	\$	4,777	\$ 23,884 41.2%
614-4601	Insurance	\$	16,000	\$	-	\$ 16,768 104.8%
614-4701	Utilities	\$	4,500	\$	328	\$ 1,758 39.1%
614-4801	Maintenance, Motor Vehicles	\$	1,400	\$	134	\$ 516 36.9%
614-4801	Maintenance, Equipment	\$	5,000	\$	101	\$ 544 10.9%
614-4801	Maintenance, Computers	\$	4,000	\$	-	\$ 146 3.6%
614-4801	Maintenance, Building	\$	4,500	\$	370	\$ 1,850 41.1%
614-4901	Memberships	\$	700	\$	-	\$ 556 79.4%
614-4901	Training	\$	6,000	\$	1,575	\$ 1,775 29.6%
614-4901	Service Chgs & Interest	\$	7,500	\$	557	\$ 1,715 22.9%
614-4901	Miscellaneous Services	\$	1,000	\$	-	\$ - 0.0%
614-4901	DOE Oversight Fees	\$	3,600	\$	-	\$ - 0.0%
<i>Subtotal, Services</i>		\$	<b>220,950</b>	\$	<b>19,138</b>	\$ <b>85,179</b> <b>38.6%</b>

**Capital Out-Lay & Fixed Assets**

614-6401	Capital Out-Lay/Fixed Assets	\$	-	\$	-	\$ - #DIV/0!
<i>Total YRCAA Base Operations Expenses</i>		\$	<b>793,301</b>	\$	<b>64,555</b>	\$ <b>294,004</b> <b>37.1%</b>

**EXPENSES 614 YRCAA Grant Operations**  
**614-33403105 Wood Stove Ed**

<b>Salaries</b>						
614-1001	Salaries	\$	3,500	\$	70	\$ 839 24.0%
614-2002	Benefits	\$	910	\$	25	\$ 295 32.4%
614-1003	Overtime	\$	-	\$	-	\$ - #DIV/0!
<i>Subtotal, Salaries</i>		\$	<b>4,410</b>	\$	<b>95</b>	\$ <b>1,134</b> <b>25.7%</b>

**Supplies**

614-3101	Office Supplies	\$	346	\$	-	\$ - 0.0%
<i>Subtotal, Supplies</i>		\$	<b>346</b>	\$	<b>-</b>	\$ <b>-</b> <b>0.0%</b>

FY 2023 Monthly BVA

November 2022		Budget	Actual Current	Actual Year to Date	Year to Date % of Budget
Report Date: December 8, 2022					
<b>Services</b>					
614-4139	Professional Services	\$ 150	\$ -	\$ 560	373.3%
614-4202	Postage	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Services</i>		<u>\$ 150</u>	<u>\$ -</u>	<u>\$ 560</u>	<u>373.3%</u>
<i>Subtotal, Woodstove Grant Expenses</i>		<u>\$ 4,906</u>	<u>\$ 95</u>	<u>\$ 1,694</u>	<u>34.5%</u>
<b>614-33403108 PM2.5</b>					
<b>Salaries</b>					
614-1001	Salaries	\$ 15,577	\$ 1,042	\$ 5,050	32.4%
614-2002	Benefits	\$ 5,473	\$ 366	\$ 1,774	32.4%
614-1003	Overtime	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Salaries</i>		<u>\$ 21,050</u>	<u>\$ 1,407</u>	<u>\$ 6,825</u>	<u>32.4%</u>
<b>Supplies</b>					
614-3101	Office Supplies	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Supplies</i>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>#DIV/0!</u>
<b>Services</b>					
614-4101	Professional Services	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Services</i>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>#DIV/0!</u>
<b>Capital Out-Lay &amp; Fixed Assets</b>					
614-6401	Capital Out-Lay/Fixed Assets	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, PM 2.5 Grant Expenses</i>		<u>\$ 21,050</u>	<u>\$ 1,407</u>	<u>\$ 6,825</u>	<u>32.4%</u>
<b>614-33403107 Woodstove Change-out</b>					
<b>Salaries</b>					
614-1001	Salaries	\$ 103,600	\$ 10,298	\$ 44,415	42.9%
614-2002	Benefits	\$ 36,400	\$ 3,618	\$ 15,605	42.9%
614-1003	Overtime	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Salaries</i>		<u>\$ 140,000</u>	<u>\$ 13,917</u>	<u>\$ 60,020</u>	<u>42.9%</u>
<b>Supplies</b>					
614-3101	Office Supplies	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Supplies</i>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>#DIV/0!</u>
<b>Services</b>					
614-4101	Professional Services	\$ 379,000	\$ 51,655	\$ 165,831	43.8%
<i>Subtotal, Services</i>		<u>\$ 379,000</u>	<u>\$ 51,655</u>	<u>\$ 165,831</u>	<u>43.8%</u>
<b>Capital Out-Lay &amp; Fixed Assets</b>					
614-6401	Capital Out-Lay/Fixed Assets	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Woodstove Change-out Grant Expenses</i>		<u>\$ 519,000</u>	<u>\$ 65,572</u>	<u>\$ 225,851</u>	<u>43.5%</u>
<i>Total, Grant Operations Expenses</i>		<u>\$ 544,956</u>	<u>\$ 67,074</u>	<u>\$ 234,370</u>	<u>43.0%</u>
<b>EXPENSES 141 Enterprise Operations</b>					
<b>Salaries</b>					
141-1001	Salaries	\$ 13,320	\$ 205	\$ 6,416	48.2%
141-2002	Benefits	\$ 4,680	\$ 72	\$ 2,254	48.2%
141-1003	Overtime	\$ -	\$ -	\$ -	#DIV/0!
<i>Subtotal, Salaries</i>		<u>\$ 18,000</u>	<u>\$ 277</u>	<u>\$ 8,670</u>	<u>48.2%</u>

**FY 2023 Monthly BVA**

<b>November 2022</b>		<b>Budget</b>	<b>Actual Current</b>	<b>Actual Year to Date</b>	<b>Year to Date % of Budget</b>
<b>Report Date:</b> December 8, 2022					
<b>Supplies</b>					
141-3101	Office Supplies	\$ 100	\$ -	\$ -	0.0%
141-3201	Vehicles, Gas	\$ 1,000	\$ -	\$ 501	50.1%
141-3501	Small Tools/Equipment	\$ 50	\$ -	\$ -	0.0%
	<i>Subtotal, Supplies</i>	<i>\$ 1,150</i>	<i>\$ -</i>	<i>\$ 501</i>	<i>43.5%</i>
<b>Services</b>					
141-4101	Professional Services	\$ 2,500	\$ -	\$ 265	10.6%
141-4202	Postage	\$ 250	\$ -	\$ 21	8.4%
141-4301	Travel & Transportation	\$ 7,500	\$ -	\$ 3,725	49.7%
141-4501	Rents & Leases, Space	\$ 2,500	\$ -	\$ 875	35.0%
141-4801	Maintenance, Motor Vehicles	\$ 200	\$ -	\$ 20	10.0%
141-4801	Maintenance, Equipment	\$ 1,000	\$ -	\$ -	0.0%
141-4901	Miscellaneous Services	\$ 100	\$ -	\$ -	0.0%
	<i>Subtotal, Services</i>	<i>\$ 14,050</i>	<i>\$ -</i>	<i>\$ 4,906</i>	<i>34.9%</i>
<b>Capital Out-Lay &amp; Fixed Assets</b>					
141-4500	Capital Out-Lay/Fixed Assets	\$ -	\$ -	\$ -	#DIV/0!
	<i>Total Enterprise Operations Expenses</i>	<i>\$ 33,200</i>	<i>\$ 277</i>	<i>\$ 14,077</i>	<i>42.4%</i>
<b>Summary of Revenue vs Expenses:</b>					
	<i>Prior-Year Carry Over Funds</i>	<i>\$ 337,170</i>	<i>\$ -</i>	<i>\$ 337,170</i>	
	<i>Total Revenue, Base, Grants &amp; Enterprise</i>	<i>\$ 1,756,401</i>	<i>\$ 137,234</i>	<i>\$ 1,169,569</i>	<i>66.6%</i>
	<i>Total Expenses, Base, Grants &amp; Enterprise</i>	<i>\$ 1,371,457</i>	<i>\$ 131,906</i>	<i>\$ 542,450</i>	<i>39.6%</i>
	<i>Fund Balance</i>	<i>\$ 384,944</i>	<i>\$ 5,327</i>	<i>\$ 627,119</i>	
	<i>Operating Reserves</i>	<i>\$ 47,774</i>			
	<i>Estimated Available Fund Balance</i>	<i>\$ 337,170</i>			

**YAKIMA REGIONAL CLEAN AIR AGENCY**  
**SUPPLEMENTAL INCOME STATUS for CY 2022 on November 30, 2022**  
**CY 2022 \$.40 PER CAPITA (Rounded Amounts)**

City/Town	Past Due	Assessment Amount	Total Amt Due	Date Received	Amount Received	Balance Due	Responses
Grandview	\$ -	\$ 4,492	\$ 4,492	2/15/2022	\$ 4,492	\$ -	Pd in full
Granger	\$ -	\$ 1,662	\$ 1,662	2/15/2022; 3/31/2022; 7/5/2022; 10/20/2022	\$ 1,662	\$ -	Pd in full
Harrah	\$ -	\$ 272	\$ 272	2/15/2022	\$ 272	\$ -	Pd in full
Mabton	\$ -	\$ 932	\$ 932	2/25/2022	\$ 932	\$ -	Pd in full
Moxee	\$ -	\$ 1,728	\$ 1,728	2/23/2022	\$ 1,728	\$ -	Pd in full
Naches	\$ -	\$ 398	\$ 398	2/24/2022	\$ 398	\$ -	Pd in full
Selah	\$ -	\$ 3,214	\$ 3,214	2/15/2022	\$ 3,214	\$ -	Pd in full
Sunnyside	\$ -	\$ 6,900	\$ 6,900	2/24/2022; 4/21/2022; 7/18/2022; 10/11/2022	\$ 6,900	\$ -	Pd in full
Tieton	\$ -	\$ 522	\$ 522	2/15/2022	\$ 522	\$ -	Pd in full
Toppenish	\$ -	\$ 3,652	\$ 3,652	3/23/2022	\$ 3,652	\$ -	Pd in full
Union Gap	\$ -	\$ 2,542	\$ 2,542	2/24/2022	\$ 2,542	\$ -	Pd in full
Wapato	\$ -	\$ 2,022	\$ 2,022	2/11/2022; 4/13/2022	\$ 1,011	\$ 1,011	Pd 1/2
City of Yakima	\$ -	\$ 38,196	\$ 38,196	1/20/2022; 3/7/2022; 7/5/2022; 10/3/2022	\$ 38,196	\$ -	Pd in full
Zillah	\$ -	\$ 1,280	\$ 1,280	2/15/2022	\$ 1,280	\$ -	Pd in full
Yakima Co.	\$ -	\$ 35,468	\$ 35,468	2/24/2022	\$ 35,468	\$ -	Pd in full
<b>Totals:</b>	\$ -	\$ 103,280	\$ 103,280		\$ 102,269	\$ 1,011	

Yakima Regional Clean Air Agency  
**RESOLUTION NO. 2022-08**

A Resolution of the Board of Directors  
**Authorizing Board Member Mileage Reimbursement**

**WHEREAS**, the Yakima Regional Clean Air Agency (YRCAA) is an air pollution control authority established pursuant to Revised Code of Washington (RCW) 70A.15.1500; and

**WHEREAS**, the YRCAA is governed by a board of directors pursuant to RCW 70A.15.2000; and

**WHEREAS**, the legislature has set forth, in RCW 70A.15.2030, that “each member of the board, or his or her representative, shall receive from the authority compensation consistent with such authority’s rates (but not to exceed one thousand dollars per year) for time spent in the performance of duties under this chapter, plus the actual and necessary expenses incurred by the member in such performance”; and

**WHEREAS**, the Board of Directors seeks to encourage regular meeting attendance by all members of the board; and

**WHEREAS**, the Board recognizes the attendance-related expenses, including personal transportation costs, incurred by individual members may discourage meeting attendance; and

**WHEREAS**, it is common for public agencies to reimburse board members for attendance-related expenses in accordance with RCW 70A.15.2030; and

**WHEREAS**, a state mileage rate is established by the Washington State Office of Financial Management;

**NOW THEREFORE, BE IT RESOLVED**, that the Board does hereby authorize the payment of mileage reimbursements to board members subject to the following provisions:

1. Board members shall receive a mileage reimbursement for costs incurred as a result of driving a personal vehicle to attend, in person, any Agency board meeting.
2. Board members shall provide the Agency with the address of the normal and predominant location where they work and the address of the normal and predominant location where they reside.
3. The mileage rate upon which said reimbursements shall be calculated shall be the current rate established by the Washington State Office of Financial Management (OFM) and in effect on the date of the board meeting.
4. For meetings scheduled at or before 6:00PM, reimbursements shall be calculated on the actual mileage between the location where a member works and the location of the Agency meeting.
5. For meetings scheduled after 6:00PM, reimbursements shall be calculated on the actual mileage between the location where a member resides and the location of the Agency meeting.
6. Reimbursements to board members shall accrue until paid.
7. Payments to board members shall be made quarterly except in any quarter when such payment shall total less than \$25.
8. Reimbursement for costs covered by another organization or public agency or incurred while driving a vehicle owned by another organization or public agency is prohibited.

**ADOPTED IN OPEN SESSION** this 8th day of December, 2022.

\_\_\_\_\_  
Jon DeVaney, Chairperson

\_\_\_\_\_  
Janice Deccio, Director

\_\_\_\_\_  
Amanda McKinney, Director

\_\_\_\_\_  
Jose A. Trevino, Director

\_\_\_\_\_  
Steven Jones, Ph.D., Director

ATTEST:

\_\_\_\_\_  
Pamela Herman, Clerk of the Board



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

## STAFF REPORT

**Date:** November 30, 2022  
**To:** YRCAA Board of Directors  
**From:** Marc Thornsby, Executive Director  
**Subject:** Compensation Plan

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### **Background**

At its November 2022 meeting, the Board of Directors reviewed the overall wage and salary structure for the Agency and the difference between the total Agency compensation at current rates and at median market rates as determined by a compensation survey conducted by a third party under contract to it.

At the same meeting, the Board considered whether to establish a target using the median market rates presented or an alternate to said rates, the financial impact of raising compensation to meet the presented or alternate rates, options to address the resulting deficit (including increasing registration fees, increasing the supplemental income rate, and reducing staff), and phased implementation.

The Board ultimately directed staff to develop a compensation plan based on median market rates and corresponding registration fee and supplemental income rate increases phased in over a two-year period.

### Supplemental Income

As part of its review process, the Board considered the supplemental income received by the Agency (based on a per capita rate). The board requested information regarding past rates. Staff continue research the matter, but have been unable to find all relevant historical records. At present, there is reasonable evidence to conclude the Agency adopted the following rates in the years shown:

1998	\$0.37
1999	\$0.75
2000	\$0.37
2002	\$0.1588
2004	*
2008	\$0.27
2009	\$0.40

\* There is some evidence a rate change occurred in 2004, but the amount has not been discovered at this time.

For comparative purposes, following are the Agency's current rate and the current rates of five of the six other clean air authorities in Washington State (the sixth did not respond to an inquiry regarding its supplemental income):

YRCAA: \$0.40/capita  
Benton: \$1.00/capita  
Olympic: \$0.87/capita  
Puget Sound: \$0.87/capita (\$0.06 and \$0.08 increases planned for FY2024 and FY2025)  
Southwest: \$0.58/capita  
Spokane: \$1.40/capita\* (set in 2017)

\* Half of the Spokane Regional Clean Air Agency supplemental income is based on population and the remaining half on assessed property value. To allow for comparison, the per capita rate was increased by the amount received based on assessed property value divided by the population.

### **Analysis**

To fulfill the Board's request, staff developed a plan to increase wages (including support for potential voluntary participation in Social Security—subject to future employee approval) and increase registration fees and supplemental income rates over the remainder of FY2022-23 and FY2023-24.

At its last meeting, the Board directed staff to remove a proposed reduction to accommodate the potential decline in future grant awards for the woodstove change-out program. The grant award received by the Agency has declined in two of the last eight biennia (or 25% of the time). Were it to occur again, it could leave the Agency in an unstable financial position. As a result, a reduction is proposed in the amount of \$23,502. This is *one-half* the difference between the amount awarded to the Agency for the most recent (FY2022-23) biennium and the amount awarded for the prior (FY2020-21) biennium. It would give the Agency one year to address the resulting financial shortfall (assuming the decline did not exceed this amount in a one year period). If the Board (again) chooses to eliminate the proposed \$23,502 reduction, the proposed registration fee and supplemental income rate increases could be reduced approximately 2.5 cents each year and the registration fees approximately 3% each year.

Under the proposed plan, total compensation would increase from approximately \$548,504 to \$628,602 (14.6%) effective July 1, 2023, with a second planned increase from approximately \$628,602 to \$699,572 (11.3%) to be effective July 1, 2024, with these amounts reflected in the FY2023-24 and FY2024-25 budgets, respectively.

Total compensation-related costs (i.e. wages, Social Security, Medicare, unemployment insurance, and Public Employees Retirement System contributions) would increase from approximately \$614,547 to \$743,232 (20.9%) effective July 1, 2023, with a subsequent increase from \$743,232 to \$827,078 (11.3%) effective July 1, 2024.

Total registration fee revenue would increase from approximately \$202,710 to \$248,452 (22.52% to 22.86% comprised of a 2014-2021 inflation adjustment of 6.52% to 6.86% plus 16%) effective January 1, 2023, with a subsequent estimated increase from \$248,452 to \$288,205 (16%) to be effective January 1, 2024.

Total supplemental income would increase from approximately \$103,240 to \$147,117 (42.5%) effective January 1, 2023, with a subsequent estimated increase from \$147,117 to \$190,994 (29.8%) to be effective January 1, 2024.

**Recommendation**

Adopt the proposed (or alternate as the Board sees fit) increase to the Agency's registration fees and supplemental income to be effective January 1, 2023.

Approve the proposed (or alternate as the Board sees fit) increase to the Agency's wages effective July 1, 2023, direct staff to incorporate said increase into the FY2023-24 budget.

Approve the proposed (or alternate as the Board sees fit) plan for an increase to the Agency's registration fees and supplemental income to be effective January 1, 2024, an increase to the Agency's wages to be effective July 1, 2024, and direct staff to incorporate said increases into the FY2024-25 budget.



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## STAFF REPORT

**Date:** November 28, 2022  
**To:** YRCAA Board of Directors  
**From:** Marc Thornsbery, Executive Director  
**Subject:** Organizational Structure

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### Background

On average, the clean air agencies in Washington State allocate two-thirds (67%) of staff to operations positions and one-third (33%) to administrative positions (excluding Puget Sound which allocates 57% to the former and 43% to the latter and Benton which allocates 100% to the former with administrative duties shared by all operations staff).

The Agency currently allocates 40% of staff to operations positions and 60% to administrative positions in a structure comprised of the following two managed “divisions” that report to the Executive Director: Administrative and Engineering/Compliance. Until 2017, the Agency was comprised of three managed “divisions” that reported to the Executive Director: Executive (essentially administrative), Compliance, and Engineering.

In tandem with the Covid-19 pandemic, the current allocation of resources has made it challenging for the Agency to address permits and complaints in a timely fashion, conduct facility inspections on schedule, and execute its compliance and enforcement duties to the extent warranted by the conditions within which it operates.

For several years (from 2006 through 2016), the Agency employed as many as thirteen (13) staff. At present, the Agency employs ten (10) staff.

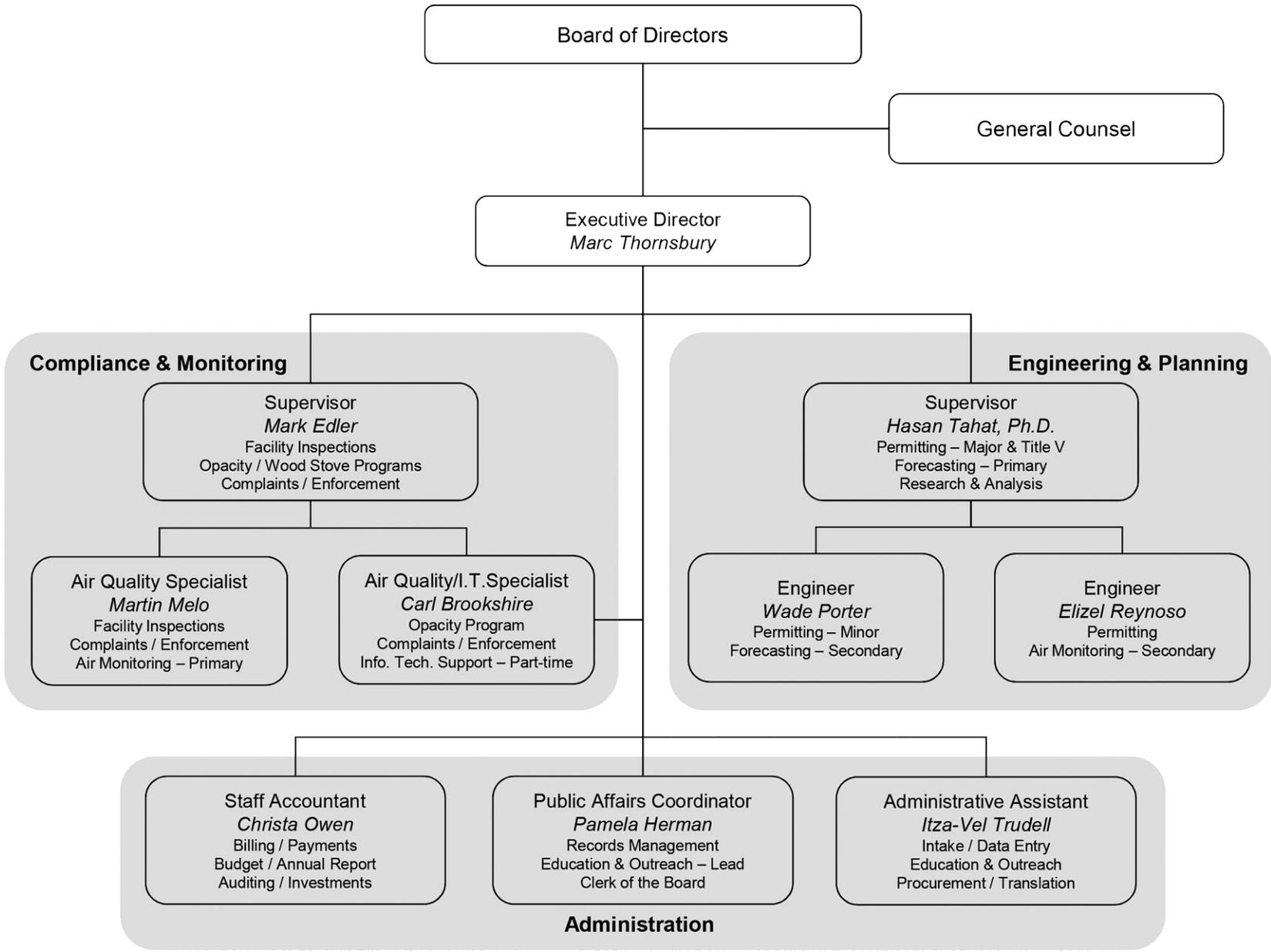
### Analysis

While the structure in place prior to 2017 was effective, the use of an executive division manager answerable to an agency director was inefficient given the size of the organization. Returning to a structure with compliance, engineering, and administrative sections—as shown below—while eliminating the redundant administrative position and reassigning other administrative staff to operations positions will improve the Agency’s ability to execute its mission given current staffing levels and will result in a structure consistent with other agencies. It also sets the stage for the future replacement of staff that will be eligible for retirement in the coming years.

The new structure and positions, as shown below, are consistent with the compensation data provided to the Board and are anticipated to be put into effect in early 2023. Some positions included in the initial compensation study will not exist in the new structure and have not been included in the proposed compensation plan presented for consideration by the Board.

### Recommendation

No action by the board is necessary.



Planned Organizational Structure



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## STAFF REPORT

**Date:** November 29, 2022  
**To:** YRCAA Board of Directors  
**From:** Marc Thornsbery, Executive Director  
**Subject:** Houseless Emergency Winter Warming

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### Background

December 2021 in the Yakima Valley started out unseasonably warm with a high of 64 degrees and a low of 48 degrees. However, by the end of the month temperatures had fallen 65% with highs in the low 20s and lows in the teens.

The conditions described above were a significant hardship for those experiencing homelessness and prompted people exposed to the cold to burn various materials to stay warm. This included the burning of trash and other prohibited items.

The situation also prompted individuals to donate firewood and organizations serving the houseless to facilitate the use of warming fires and burn barrels (as shown and described in the attached December 30 Yakima Herald-Republic story).

At the time of the event, the area was experiencing severe air stagnation and an air quality burn ban had been established by the Agency as a result of concerns over the potential concentration of particulate matter 2.5 micrometers in diameter or smaller (aka PM2.5).

While open burning took place in various locations, those areas immediately adjacent to the Union Gospel Mission (downtown near First and N streets) and Camp Hope (east side near Nob Hill Blvd. and I-82) are within the Yakima Urban Growth Area ([http://ofm.wa.gov/sites/default/files/public/dataresearch/pop/smallarea/maps/uga/saep\\_uga\\_yakima.pdf](http://ofm.wa.gov/sites/default/files/public/dataresearch/pop/smallarea/maps/uga/saep_uga_yakima.pdf)).

RCW 70A.15.5010 states, “no person shall cause or allow any outdoor fire containing...any substance other than natural vegetation....”

RCW 70A.15.5020 states, “outdoor burning shall not be allowed in...any urban growth area as defined by RCW 36.70A.030....” However, such burning may be allowed “for the exclusive purpose of managing storm or flood-related debris”, when it “is normal, necessary, and customary to ongoing agricultural activities...”, or “that reduces the risk of a wildfire, or is normal, necessary, and customary to ongoing silvicultural activities...” in state forestlands....”

RCW 70A.15.5000 defines “outdoor burning” as “the combustion of material of any type in an open fire or in an outdoor container without providing for the control of combustion or the control of emissions from the combustion.”

Washington Administrative Code (WAC) 173-425-050(3) states, “No outdoor fire may be ignited in a geographical area where...a local air authority has declared impaired air quality...” (impaired air quality means conditions requiring a burn ban declaration).

The Wash. Dept. of Ecology (<http://ecology.wa.gov/Air-Climate/Air-quality/Smoke-fire/Burn-bans>) states: “Using a burn barrel is illegal. Burning in an urban growth area is also illegal. If you see illegal burning, report it.”

The Agency received a complaint concerning open burning and the use of burn barrels and conducted an investigation in like manner to other such complaints received by the Agency. The complainant pointed to the burn ban and the prohibition on using burn barrels.

Agency compliance staff visited the area near Camp Hope and initially found a burn pit in which trash and other inappropriate material was being burned. Pursuant to RCW 70A.15.5020, the individuals present were told burning was not allowed and burning trash was strictly prohibited. A short time later, burning and the use of a burn barrel were witnessed near the Union Gospel Mission and individuals at that location were also told not to burn.

Ultimately, Camp Hope and the Union Gospel Mission placed (relatively inexpensive) propane-fueled, steel, patio heaters in service. However, these units were not designed for the rigorous use and occasional abuse they received and, in at least one case, this resulted in failure of the unit within a short period of time. Furthermore, the small fuel capacity of the units made them difficult and costly to operate.

Contrary to the claims of some, none of the individuals or organizations involved was threatened by the Agency with a fine or penalty for burning. However, Camp Hope and the Union Gospel Mission were warned continued burning could lead to the issuance of a notice of violation.

Concerns regarding the potential effect on PM<sub>2.5</sub> of the weather conditions then in effect proved warranted and the air stagnation (noted above), combined with increased PM<sub>2.5</sub> emissions in the area, had a notable impact on air quality. The Wash. Dept. of Ecology (<http://enwiwa.ecology.wa.gov/home/map>) showed the PM<sub>2.5</sub> levels in the City of Yakima increased four-fold in four days, reaching a daily peak of 13, 15, 28, 44, 52, and 51 micrograms per cubic meter from December 30, 2021, through January 5, 2022 (respectively), before tapering off.

### **Analysis**

The problem is a thorny one due to the legitimate ethical and legal issues involved. From a strictly legal standpoint, the open burning that took place within the Urban Growth Area was prohibited under RCW 70A.15.5020 and this formed the basis for the action taken by Agency staff. This would also have been a reasonable and logical response if the statutory language established an unqualified prohibition based on the negative health effects of burning—particularly as those who are houseless experience substantially higher rates of exposure.

However, the legislature opted to include exemptions for storm or flood-related debris management, agricultural activities, and silvicultural activities in state forestlands. In so doing, it effectively conceded burning in an Urban Growth Area does not present such an extreme danger

that it can never be allowed. This leads to an obvious question: If burning fruit tree limbs in a nearby orchard or ladder fuels in an adjacent state forest is considered acceptable to assist an orchardist or a state agency, why is burning firewood in a pit or barrel to help keep a person from freezing considered unacceptable under any circumstances.

Furthermore, RCW 70A.15.3600 states, “A prohibition [concerning use of solid fuel burning devices] issued by a local air pollution control authority...under this section shall not apply to: (a) A person in a residence or commercial establishment that does not have an adequate source of heat without burning wood...” As in the case above, this might lead a reasonable person to wonder: Why are people who have a house without an adequate source of heat allowed to burn wood when people who do not have a house, yet lack an adequate source of heat as well, are prohibited from burning wood?

The disparity between the letter of the law and what might be interpreted as the spirit of the law (given the statutory language noted above) lies at the heart of the issue. However, the difficulties described herein are the creation of the legislature—not the Agency—and while the latter is sympathetic to the frustrations of those negatively impacted, their resolution must come from the legislature as the Agency lacks the authority to change state law.

To complicate matters, WAC 173-425-030(21) defines “recreational fire” to include “cooking fires, campfires, and bonfires using charcoal or firewood that occur in designated areas or on private property for cooking, pleasure, or ceremonial purposes” and exempts those with a total fuel area no more than three feet in diameter and two feet in height from permitting requirements under WAC 173-425-060(2)(i).

Furthermore, and seemingly contrary to its own statement (described above), the Wash. Dept. of Ecology (<http://ecology.wa.gov/Air-Climate/Air-quality/Smoke-fire/Outdoor-residential-burning>) states: “If you live inside an urban growth area, you can only have a recreational or tumbleweed fire” and adds barbecues using briquettes, propane, or dry, seasoned firewood and campfires no larger than 3 feet by 3 feet by 2 feet using dry, seasoned firewood are allowed.

This only serves to confound Agency staff, confuse non-profit and other service organization personnel, and frustrate members of the public.

Beyond the factors noted above, a reasonable person could argue (and several have) that allowing a centralized, monitored, and managed burn location helps ensure only acceptable materials are burned in an appropriate manner and this is preferable—from a clean air perspective—to multiple, individual burn sites that are uncontrolled, unmonitored, and likely to involve the consumption of banned materials. This perspective led some involved in the situation to anticipate plaudits from the Agency and only added to their dismay when its response was less than appreciative.

Finally, there is the practical matter of enforcement. Violating Washington’s Clean Air Act subjects the violator to monetary penalties, but such penalties are pointless if the violator has little of value to be forfeited and nothing with which to pay. While the Agency may write

notices of violation and penalty to the houseless engaged in outdoor burning, doing so does not appear to be an effective use of Agency resources.

#### Current Status

The above information is the result of initial efforts to identify and understand the various issues, perspectives, and parties involved in the incident that occurred during the winter of 2021-22 and to respond to inquiries from members of the Board.

At present, Agency staff members continue to research the legal issues involved and have reached out to the Yakima City Manager, representatives of various social service organizations, the Wash. Dept. of Ecology, and others seeking to identify potential resources and acceptable solutions. Though no specific solution has been developed at this time, productive conversations have taken place and work continues.

Discussions currently involve the possible design and development of a permanent or semi-permanent warming device (perhaps somewhat similar in function to a fire pit) operating on natural gas, propane, or other flammable gas that would provide one or more communal warming areas without generating particulate matter. Internal Agency discussions are taking place concerning ways in which it may help—directly or indirectly—that are consistent with its mission and within its authority. In addition, Agency staff reached out to the Wash. Dept. of Commerce to investigate the possible existence of state programs that might provide some funding for such a project.

It is anticipated additional information will be forthcoming in the months ahead, but development of a long-term solution in time for the 2022-23 winter season is unlikely. As a result, stop-gap measures are being considered.

Further staff reports will be provided to the Board from time to time as progress is made.

#### **Recommendation**

No action by the Board is necessary.

[https://www.yakimaherald.com/news/local/yakima-county-service-providers-try-to-usher-homeless-off-the-streets-out-of-the-cold/article\\_cfd431df-e055-527d-8412-f2abc55a4612.html](https://www.yakimaherald.com/news/local/yakima-county-service-providers-try-to-usher-homeless-off-the-streets-out-of-the-cold/article_cfd431df-e055-527d-8412-f2abc55a4612.html)

# A

## Yakima County service providers try to usher homeless off the streets, out of the cold

PHIL FEROLITO Yakima Herald-Republic  
Dec 30, 2021



Christina Robinson warms up by the fire outside the Union Gospel Mission shelter in Yakima, Wash. Wednesday, Dec. 29, 2021. The fire pits are available for those who may not necessarily want to seek shelter services.

Emree Weaver / Yakima Herald-Republic

Reginald Hadley escaped freezing temperatures Tuesday afternoon at a temporary winter shelter in Toppenish on the Yakama Reservation.

There, Hadley sat in front of a TV with a cup of coffee and an empty paper plate from a meal he had just eaten.

“I tried to come here a month ago, but it wasn’t open yet,” the 69-year-old said. “So, I just stayed here last night for the first time. I like it.”

[🔗 Weather forecast, radar and traffic cameras](#)

More than 20 miles north in Yakima, a handful of people gathered around fires in two burn barrels at the Union Gospel Mission on North First Street. The fire serves as a warming station for those who otherwise wouldn’t come to the mission.

“It is super cool. It is one of my favorite things were doing on campus right now,” said Chelsey Bell, the mission’s adult shelter director.

Several blocks to the east at a Motel 6, youths and young adults are being housed in an extreme winter shelter organized by Rod’s House, a drop-in center that provides services to young people experiencing homelessness.

Each winter, area service providers organize warm spaces for people living on the streets.

Freezing temperatures are expected through the weekend with a chance of snow today, according to the National Weather Service.

There are at least 138 people living on the streets or in makeshift camps in Yakima County, according to the most recent homeless survey.

On Wednesday, the Toppenish winter shelter had 24 men and women staying there. The number of people being helped at the young adult shelter wasn’t immediately available.

## Toppenish

The Lower Valley city of Toppenish lacks a permanent shelter.

There is a makeshift encampment on West First Avenue on a patch of tribal land known as the compound. There’s no staff, security and burn barrels are the only source of heat.

For the past three years, Camp Hope and the Farm Workers Clinic have organized a temporary winter shelter.



Kenny Whitson unloads firewood for the fire pits in front of the Union Gospel Mission shelter in Yakima, Wash. on Wednesday, Dec. 29, 2021.

Emree Weaver / Yakima Herald-Republic

The shelter is housed in a heated building owned by the clinic at 508 W. First Ave. Those staying at shelter are assigned a tent, blanket and pillow. Meals are provided by area churches, said Camp Hope Director Mike Kay.

Churches are assigned days to bring meals.

“We have the calendar all the way full through mid-February,” Kay said. “Community support has been awesome.”

A woman who asked not to be identified sat at a table near the entrance of the winter shelter Wednesday.

She said the shelter provides her a warm, dry place to stay during the winter. Otherwise, she’d be at the compound, she said.

“Over there, you’re lucky if you get a meal,” she said. “When this place closes, I’ll be back over there.”

## Chronic homelessness

There were 633 homeless people counted in the most recent survey, with 138 of them living on the streets or in makeshift camps.



Reginald Hadley watches TV inside the winter shelter in Toppenish, Wash. on Wednesday, Dec. 29, 2021 after his first night in the shelter.  
Emree Weaver / Yakima Herald-Republic

Many of those on the streets are considered chronically homeless, meaning they've lived for years without shelter.

They are the hardest to help, service providers say.

Mission director Mike Johnson said many people who have spent years living unsheltered become accustomed to life on the streets.

"They're tough survivors and it surprises me how many people want to hunker down and survive the winter," Johnson said. "It saddens me to see how many people want to do that."

Shelters and agencies reach out with services, food and other supplies to those living on the streets in hopes of convincing them to seek shelter.

The warming fires at the mission are helping, said mission outreach manager Heather Simmons.

Of eight people who sought shelter at the mission Tuesday night, two were from those gathered around the fires, she said.



Donated blankets for residents of the winter shelter in Toppenish are stacked in a storage room inside the shelter on Wednesday, Dec. 29, 2021.

Emree Weaver / Yakima Herald-Republic

“It’s kind of the in-between place from being street homeless to sheltered,” she said of the warming station.

The fire pits are situated on concrete pads near a parking lot and a building with a service window. Those warming around the fire can seek help from a worker at the service window.

Johnson has dubbed the warming area the mission’s “front porch.”

Kay said Camp Hope staff has been routinely reaching out to the homeless in the streets as well and has ramped up efforts since temperatures dropped.


LIVE


 27°
  37°
  36°

## Local homeless shelters using propane tanks to stay warm after citation warning

by Alexandria Rayford  
Tuesday, January 18th 2022



thumb\_80371.png





Local homeless shelters have been warned by a local agency that if they keep having campfires, they could be fined thousands of dollars.

The warning came from the Yakima Regional Clean Air agency last week after someone sent in a complaint about the open fires.



attempt to stay warm.

Kay says, "we've received multiple calls about-even as far as in town as by Target area, people trying to keep warm with fires."

Kay added the camp fires help build community among the people staying at Camp Hope and it is very therapeutic for them.

He says, "there's a lot of healing that goes around those campfires- they can sit around, they walk with each other. Community's built and so on."

So what happened to the camp fires?

According to Hasan Tahat, interim director of Yakima Clean Air, open fires are not allowed in the local area.

Tahat says, "outdoor burning it is prohibited in an urban growth area. That is the rules and the regulations. That's the state rule and that is a local rule."

In the meantime, Camp Hope and the Union Gospel Mission are using propane tanks.

Kay says this is not something Camp Hope can afford long term and that it is already costing them a fortune.

He added each tank only lasts for about three hours and they go through 13 a day.

And that each of those tanks cost around 15 dollars.

Kay says, "my concern and my heart goes out to any of the people that are out there on the street right now. Because, you know, they don't have a warm building to go into, they don't have a tent with heat to go into or even heated restrooms to go into."

As of now, the Clean Air agency has agreed to provide the shelter with a couple of propane tanks.

But as for a long term solution, there is not a clear answer from the agency, as they stated the fires are a violation regardless of the burn ban that is in place.

Tahat added both Camp Hope and the Union Gospel Mission will have to apply for a variance, which would have to be approved by Yakima Clean Air and the Department of Ecology.

In other words, the shelters will have to request permission to burn these fires again.

[https://www.yakimaherald.com/opinion/letter-let-the-clean-air-authority-try-being-homeless/article\\_67f85b59-b3e4-5b50-8570-873e6ecd1b8b.html](https://www.yakimaherald.com/opinion/letter-let-the-clean-air-authority-try-being-homeless/article_67f85b59-b3e4-5b50-8570-873e6ecd1b8b.html)

## Letter: Let the Clean Air Authority try being homeless

Donald Padelford  
Jan 21, 2022



The remains of a trailer smolder after a fire at a homeless camp near Casey and Larue Roads south of Toppenish, Wash., on Wednesday, Aug. 4, 2021.

Amanda Ray / Yakima Herald-Republic

To the editor -- My feelings for the commissioners of Yakima County were just diminished a whole lot. And the Clean Air Authority and their HATE of humanity gravitated it!

Took me darn near 15 years to get a problem solved through the Clean Air Authority. Finally had to get the EPA and the attorney general's office involved to get it resolved.

What a worthless institution the Clean Air Authority has become! And here we have three commissioners letting it happen?

This Clean Air Authority is saying the HOMELESS cannot burn outside to stay warm. How low can the head of the Clean Air Authority get? I URGE the commissioners to move all of the Clean Air Authority's offices out in the parking lot at the courthouse.

And what makes me irked is I know some of these commissioners go to church constantly and are still letting this happen.

This is sheer HYPOCRICY at its finest! Give the office space that the Clean Air Authority inhabits to the homeless from 8 to 5 daily. Give the camp they use to the Clean Air Authority.

Insanity is perhaps now required to be employed by the Clean Air Authority?

**DONALD PADELDFORD**



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## STAFF REPORT

**Date:** November 29, 2022  
**To:** YRCAA Board of Directors  
**From:** Marc Thornsby, Executive Director  
**Subject:** Branding and Logo

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### Background

Renewed efforts in the areas of education, outreach, and enforcement planned for 2023 will involve the use of printed materials (e.g. informational flyers, notices, and other documents), signage (e.g. banners, presentations, and other identification), and the Agency's web presence.

The Agency's current logo was created in-house around 2006. It is comprised of a yellow circle intended to represent the sun (representing either the predominance of sunny days in the Yakima Valley or the visibility of the sun as a result of clear air) overlaid with four broad lines fading from blue to pale blue in an undulating shape (representing clean air) and the name of the Agency in blue with "Clean Air" in a size approximately four times that of the other portions of the name.

### Analysis

Now sixteen years old, the current logo is becoming dated in appearance, the shapes used to represent aspects of the area and/or agency are not readily recognizable, and the difference in lettering size makes it difficult to read the name of the agency when small (e.g. business card) or in motion (e.g. vehicle signage). Combined with a restored focus and redesigned structure, it may be appropriate to reconsider the Agency's identity. To that end, the attached logos and fonts have been provided as options for the Board and to stimulate thought, ideas, and discussion. In developing—and selecting—a logo, the following should be kept in mind:

Unique: Is it relatively unique to the agency (unlikely to be confused with another entity)?

Balanced: Are the elements balanced so one does not overpower another?

Simple: Is it easy to recognize and understand?

Clear: Does it plainly identify the agency and reflect its nature?

Compatible: Will it work in black-and-white (e.g. a newspaper)?

Printable: Is it suitable for printing on documents, reports, invoices, etc.?

Applicable: Is it suitable for application on surfaces (e.g. windows, doors, vehicles, etc.)?

Scalable: Will it work on a business card, the door to the office, or a banner at the state fair?

### Recommendation

No action by the Board is necessary. However, board members are encouraged to review the pages that follow so that ideas and preferences can be discussed at the January meeting. If the Board is agreeable, refinements to a few select alternatives and examples of any new ideas would be brought to the February meeting with possible adoption at that meeting or in March.

## Logos

The following examples offer various images developed as potential logos for consideration by the Board. The same typeface is used in each case so the only difference is the graphic itself. Notes regarding each alternative are provided below it.

1A.  **Yakima Regional  
Clean Air Agency**

A variation on the current logo, this alternative uses a more recognizable sun image over three waves of air. It has a more modern feel and is unique to the Agency, but could be mistaken for the sun rising over the ocean.

1B.  **Yakima Regional  
Clean Air Agency**

A full departure from the current logo, this alternative evokes the movement of air and constitutes one of the options that more closely reflects the Agency's nature. However, it is not particularly unique (it was inspired by an icon on the Agency's current web site).

1C.  **Yakima Regional  
Clean Air Agency**

This alternative borrows one of the main elements of the current logo, modernizes it, and makes it the focal point. Like 1A, it also suffers from the potential for being mistaken as representing water.

2.  **Yakima Regional  
Clean Air Agency**

Like 1B, this alternative is a full departure from the current logo and a throwback to the kind of descriptive logos that were popular decades ago. Representing clear air, particulate matter, and emission regulation, it most accurately reflects the Agency's work relative to the other alternatives provided. However, it does not scale well and, at smaller sizes, the details become hard to see. It is also more visually complex, less recognizable at a glance, and more difficult to use for banners, signage, and other elements where an applique is employed.

**3A.**  **Yakima Regional  
Clean Air Agency**

Unlike the prior alternatives, this one establishes a direct connection with Yakima County via its shape—but only for those sufficiently familiar with the County to recognize it. As it does not take into account the Yakama reservation, it could lead to confusion with respect to the extent of the Agency’s authority. In addition, because it is a “negative” (that is, the graphic element in the interior is formed by the absence of toner or material), the color of the element will be dependent upon the color of the surface upon which it is placed or, in the case of its use on glass, whatever appears behind it. See comments for 1A regarding the interior graphic.

**3B.**  **Yakima Regional  
Clean Air Agency**

See comments for 3A. See comments for 1B regarding the interior graphic.

**3C.**  **Yakima Regional  
Clean Air Agency**

See comments for 3A. See comments for 1C regarding the interior graphic.

**4A.**  **Yakima Regional  
Clean Air Agency**

Like option 3A, this alternative retains the Yakima County connection, but avoids the issues resulting from its being a “negative”. The thin outline will likely be a challenge in situations where an applique is employed (e.g. banners, vehicle signage, etc.). See comments for 1A regarding the interior graphic.

**4B.**  **Yakima Regional  
Clean Air Agency**

See comments for 4A. See comments for 1B regarding the interior graphic.

**4C.**  **Yakima Regional  
Clean Air Agency**

See comments for 4A. See comments for 1C regarding the interior graphic.

**5A.**  **Yakima Regional  
Clean Air Agency**

This alternative retains the concept of 3A, but without the Yakima County connection and the potential problems that come with it. The other issues noted in 3A are applicable here. See comments for 1A regarding the interior graphic.

**5B.**  **Yakima Regional  
Clean Air Agency**

See comments for 5A. See comments for 1B regarding the interior graphic.

**5C.**  **Yakima Regional  
Clean Air Agency**

See comments for 5A. See comments for 1C regarding the interior graphic.

**5D.**  **Yakima Regional  
Clean Air Agency**

In this alternative, YRCAA is incorporated into the graphic itself, obviating the need for letter placement under the graphic in compact situations (see Logos below). However, to make room, the graphic element was reduced to the sun alone which undermines its ability to reflect the nature of the Agency.

**5E.**  **Yakima Regional  
Clean Air Agency**

Similar to 5D (see comments above), this alternative drops the sun image instead, making it a more effective option versus 5D.

6A.  **Yakima Regional  
Clean Air Agency**

A variation on 5A, this alternative abandons the simple box for a slightly more stylish background. The issues with 3A not related to Yakima County are applicable here.

6B.  **Yakima Regional  
Clean Air Agency**

See comments for 6A. See comments for 1B regarding the interior graphic.

6C.  **Yakima Regional  
Clean Air Agency**

See comments for 6A. See comments for 1C regarding the interior graphic.

7A.  **YAKIMA REGIONAL  
CLEAN AIR AGENCY**

A variation of 1B, this alternative is a strictly horizontal design with no stacked configuration. It is not suitable for situations where a compact version is necessary.

7B.  **YAKIMA REGIONAL  
CLEAN AIR AGENCY**

A variation of 7A, this alternative mimics the colored lettering of the current logo consistent with the colors used in the graphic elements. It retains the limitations of option 7A and the issues with the black-and-white compatibility and lower contrast problems of the current logo text.

## Fonts

The following examples offer various fonts for consideration by the Board that may be used in conjunction with a selected logo. The same image is used in each case so the only difference is the typeface itself. As appropriate for the font in question, versions may be shown using standard letters in a wide layout, capital letters under the logo for compact situations, small capitals in a wide layout, and a stacked configuration for situations where horizontal space is limited but not to the point the compact version would be required.

Serif fonts are those generally containing short lines stemming from the ends of each stroke of a letter. Sans-serif fonts do not have these lines and are considered “plain”. Serif fonts with very thin or long lines with little surface area upon which adhesive can be placed are not suitable for banners, vehicle signage, or other circumstances where an applique is utilized as the serifs may “lift” from the surface and curl. Such fonts were excluded from consideration. Notes regarding each alternative are provided below it.

Arial



**Yakima Regional  
Clean Air Agency**



**YRCAA**

This sans-serif alternative is known for being legible, relatively compact, and readable. However, it is very common and quite plain.

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Cambria 1



**Yakima Regional  
Clean Air Agency**



**YRCAA**

A suitable serif alternative, Cambria is relatively clean for a serif font, but not particularly compact. As a result, it is more suitable in a stacked configuration (see Cambria 3).

Cambria 2



**YAKIMA REGIONAL  
CLEAN AIR AGENCY**

Cambria 3



**YAKIMA  
REGIONAL  
CLEAN AIR  
AGENCY**



Conthrax

Conthrax is an unusual font that provides a modern feel while retaining the legibility of a sans-serif font. Because it is an exceptionally wide font, it is best suited to a stacked configuration. It is one of the most unique fonts shown, but employs very tight letter spacing that can negatively affect readability at small sizes.

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Corbel

This alternative is a plain, but very readable, font that is not particularly noteworthy.

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DejaVu 1

A plain font similar in many respects to Corbel, DejaVu has a heavier stroke weight that makes it stand out. However, this can render the lettering overpowering and draw focus away from the logo.

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DejaVu 2



DejaVu 3

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Gloucester 1



Like Cambria (above), Gloucester is a suitable serif alternative. It is sufficiently compact as to make it unsuitable for use in a stacked configuration. With a heavier stroke weight and reduced whitespace, the letters can end up overpowering the logo.

Gloucester 2



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Highway Gothic 1



This font will seem familiar to many as it was the standard for signs on U.S. highways for many years (a newer font is now the standard). Clean and compact, it was designed to be easily readable at a distance and while moving. However, its widespread use means it is not unique. Note the unusual descender on the lowercase “G”.

Highway Gothic 2



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Lucida Sans 1



A relatively unique font, Lucida Sans borrows the legibility of sans-serif fonts and the different stroke widths typical of serif fonts. The result is a font that is quite readable yet possesses a subtle flair not typical of other sans-serif fonts. Its greater whitespace makes it easy on the eye, but renders it one of the wider fonts in this list.

Lucida Sans 2



Myriad Pro 1



This alternative was designed to be a general-purpose typeface that could be used in a wide variety of weights and widths. Note the unusual descender on the lowercase "Y".

Myriad Pro 2



Rubik 1



One of the clearest and widest fonts listed here, Rubik is readable—even at very small sizes—due to its letter width and spacing. In addition, the font has a slightly softer appearance due to the rounded ends of each stroke.

Rubik 2



Rubik 3



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Tahoma 1



Yakima Regional  
Clean Air Agency



A plain and very common font, Tahoma shares many characteristics with Arial (though it has a slightly wider letter width). It was designed to render more cleanly on computer displays and is otherwise unremarkable.

Tahoma 2



YAKIMA REGIONAL  
CLEAN AIR AGENCY

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Verdana 1



Yakima Regional  
Clean Air Agency



The twin to Tahoma, Verdana was designed at the same time, but with greater letter width and spacing than its sibling. As a result it is one of the widest fonts listed here. It is otherwise unremarkable.

Verdana 2



YAKIMA REGIONAL  
CLEAN AIR AGENCY

Verdana 3



YAKIMA  
REGIONAL  
CLEAN AIR  
AGENCY



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## **Executive Memorandum**

**Date of Release:** December 1, 2022  
**Date of Consideration:** December 8, 2022  
**To:** Honorable YRCAA Board of Directors and Alternates  
**From:** Office of Compliance, Engineering and Planning Division  
**Subject:** November's Compliance, Engineering and Planning Division Report

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**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 for CY 2023 database.
- Working on New Source Reviews (NSR) Permits;
- Working on Title V renewals;
- Reviewed/responded to 32 SEPA's projects;
- Reviewed/approved 13 Notifications of Demolition / Renovation (NODR);
- Issued two Dust Control Plans (DCP);
- Worked on the daily weather forecasts for the burn status and agricultural burn allocation;
- One burn ban called for the month of November lasted 6 days;
- Issued two agricultural burn permits;
- We may have one exceedances during the month of November as shown in the graphs; and
- Collected and shipped for analysis approximately 15 Air Monitoring Samples and completed 6 Quality Control (QC) checks on 5 Air Monitors. Investigated 15 complaints, issued 7 Notices of Penalty (NOP);

The following Table itemizes, by type, the number of complaints received and the number of NOV's issued, for the month November 2022:

Type of Complaint	Number of Complains	Number of NOV's*	Number of AOD's**
Residential Burning	7	0	1
Agricultural Burning	0	0	0
Other Burning and SFBD***	1	0	0
Fugitive / Construction Dust	1	0	0
Agricultural Dust	0	0	0
Agricultural Odor	1	0	0
Other Dust	0	0	0
Surface Coating	0	0	0
Odor	0	0	0
Asbestos	0	0	0
Others and NSR****	0	0	0
Registration	0	0	0
Industrial Sources	5	0	0
<b>TOTALS</b>	<b>15</b>	<b>0</b>	<b>1</b>

\*NOV- Notice of Violation

\*\*AOD- Assurance of Discontinues

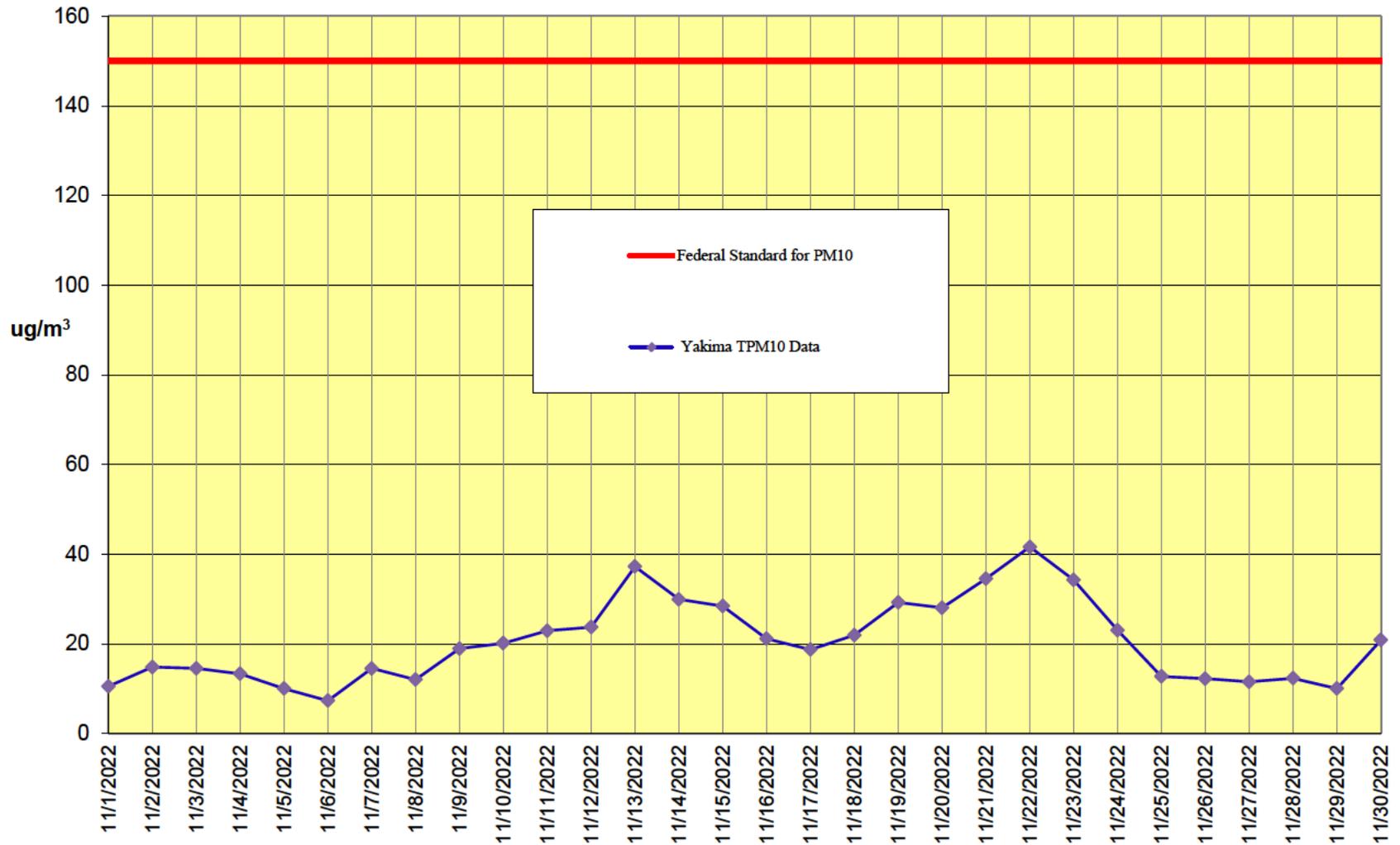
\*\*\* Solid Fuel Burning Device \*\*\*\* New Source Review

***Attachments:***

- ✓ *PM<sub>2.5</sub> Monitor Data for the month of November 2022 and the annual graphs.*
- ✓ *PM<sub>10</sub> Monitor Data for the month of November2022.*

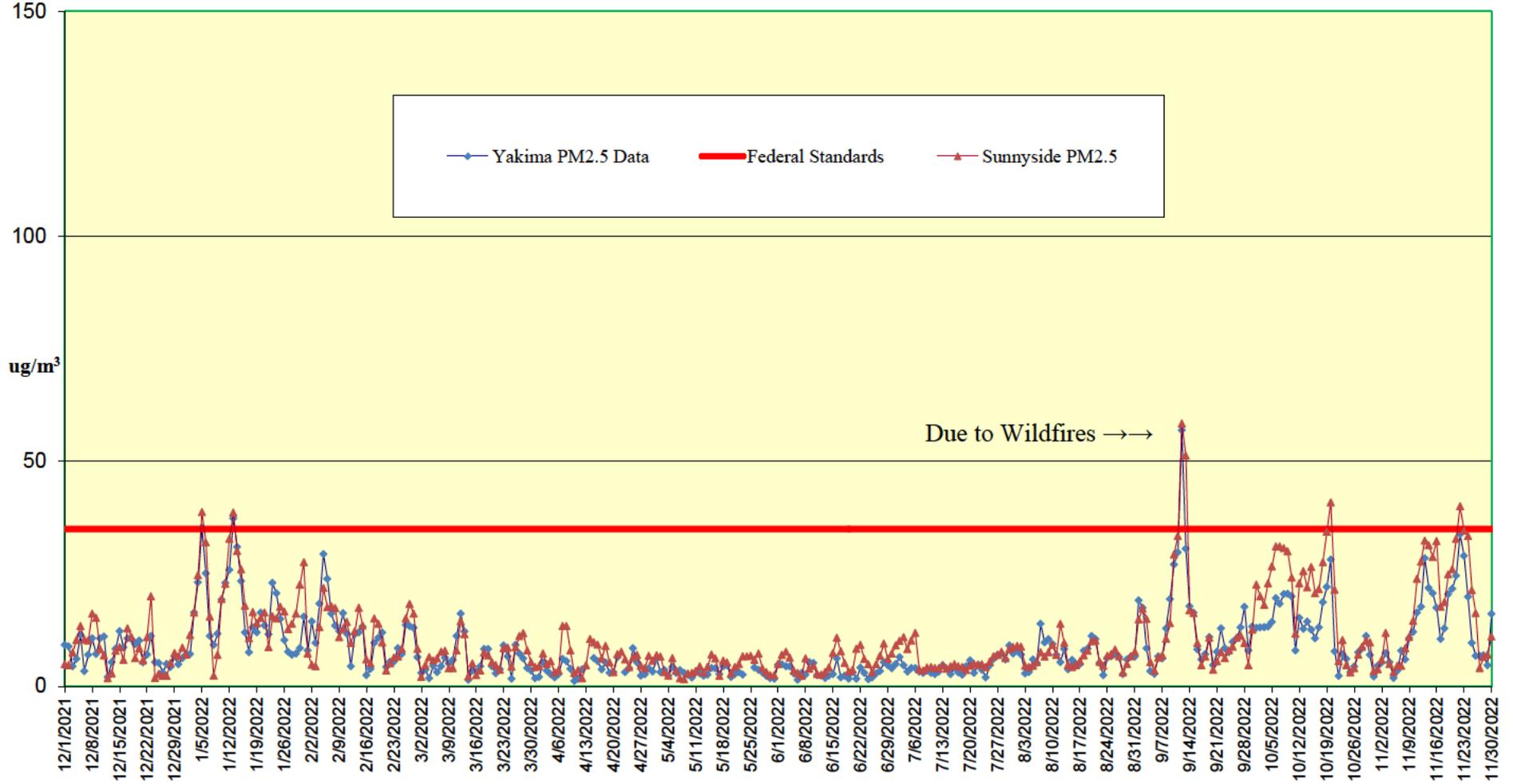
# BAM PM<sub>10</sub> Data for Yakima Site

Daily Average Values from November 1, 2022 through November 30, 2022



# PM<sub>2.5</sub> FEM/BAM2.5 (starting September 15, 2015) Annual Air Monitoring Data, Cities of Yakima and Sunnyside

Daily Average Values from December 1, 2021 through November 30, 2022



# PM<sub>2.5</sub> BAM<sub>2.5</sub> Data for Yakima; Neph PM<sub>2.5</sub> Data for Sunnyside

Daily Average Values from November 1, 2022 through November 30, 2022

