



# LRAPA

Lane Regional Air Protection Agency

## Annual Budget

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**EQUITY**



**INVOLVEMENT**



**PARTNERS**

**FY 2023-2024**

**PROPOSED**



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**LANE REGIONAL AIR PROTECTION AGENCY**  
**FY2023-24 PROPOSED BUDGET**  
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**Lane Regional Air Protection Agency (LRAPA)**  
**FY24 Proposed Budget**  
**For the fiscal year ending June 30, 2024**

**BUDGET COMMITTEE**

**Board of Directors:**

Joe Pishioneri, Springfield  
Jeannine Parisi, Eugene  
Bryan Cutchen, Oakridge  
David Loveall, Lane County  
Matt Keating, Eugene  
Vacant, Eugene  
Vacant, Springfield  
Howard Saxion, Eugene  
Mike Fleck, Cottage Grove

**Appointees:**

Steve Schmunk, Springfield, Chair  
Adam Rue, Eugene  
Dawn Kinyon, Oakridge  
Paul Metzler, Lane County  
Lisa Arkin, Eugene  
Vacant, Eugene  
Ruth Linoz, Springfield, Vice-Chair  
Vacant, Eugene  
Robert Ball, Cottage Grove

**LRAPA Executive Director**

Steve Dietrich

**Budget Officer**

Steve Dietrich

**Management Team**

Max Hueftle, Operations Manager  
Lance Giles, Technical Services Manager  
Susannah Sbragia, Finance & Human Resource Director  
Travis Knudsen, Public Affairs Manager  
Colleen Wagstaff, Sr. Admin Analyst

**Administrative Assistant / Board Clerk**

Debby Wineinger

# How You Can Get Involved

All budget meetings are open to the public. The Budget Committee will hold a public comment period beginning 5 to 30 days prior to the May 11, 2023, Board meeting. A public hearing will take place at the May 11, 2023, meeting, prior to final adoption of the budget. The public comment period and hearing will be advertised in the Register Guard. Members of the public are encouraged to express their views at this meeting.

The Proposed Budget document can be viewed on the Agency's website found at: <https://www.lrapa.org/air-quality-protection/about-lrapa/public-oversight/agendas-minutes/>

## How to Provide Comments or Testify

1. Send a written statement to:

LRAPA Budget Committee  
1010 Main Street  
Springfield, OR 97477

2. Send your testimony via email: [Budget@lrapa.org](mailto:Budget@lrapa.org)

3. Speak to the Budget Committee during the public comment period.

All Budget committee meetings to review and adopt LRAPA's budget for Fiscal Year 2023–2024 will take place on Zoom and in-person. All meetings will be accessible:

- In-Person Meeting Details:  
Jesse Maine meeting room  
Springfield City Hall  
225 5th St, Springfield, OR 97477
- Zoom Meeting Details:  
<https://us02web.zoom.us/j/82551664224>  
+1 253 215 8782  
Meeting ID: 825 5166 4224

## Meeting Schedule:

11:00 am. | March 9, 2023

Agency Director FY24 Proposed Budget Presentation (no public comment)

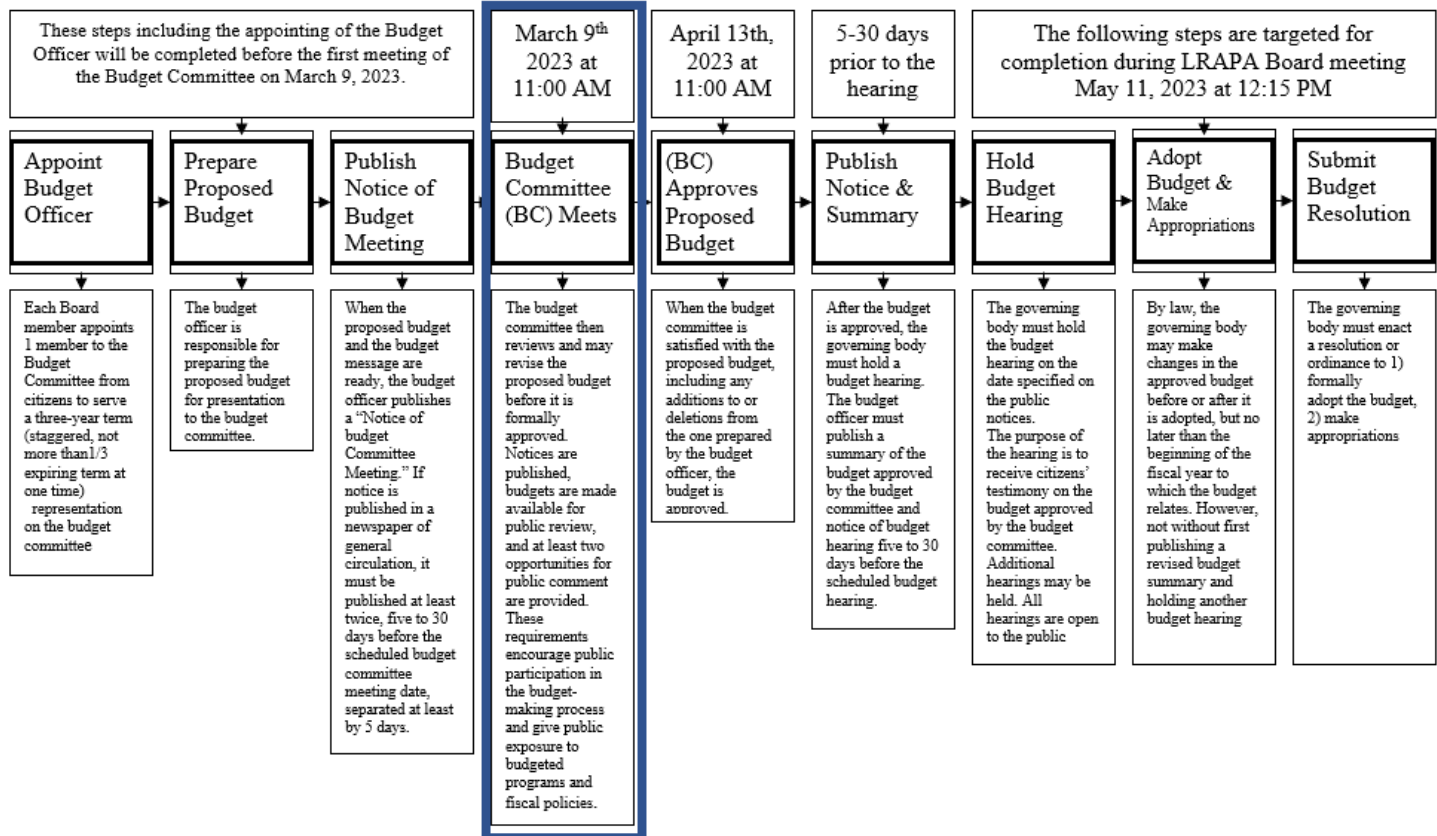
11:00 am. | April 13, 2023

Budget Deliberation (accepting public comment)

12:15 pm. | May 11, 2023

Public Hearing, Budget Deliberation and Board of Directors Recommendation (accepting public comment)

# THE 9 STEPS OF BUDGET PROCESS



## The following are the primary steps each local government must consider:

- The budget officer prepares a proposed budget.
- Notice of the budget committee meeting is published.
- The budget document is made available at or before the budget committee meeting at which the budget is presented.
- The budget committee conducts at least one public meeting for receiving the budget message and the budget document as well as providing opportunity for public questions or comments.
- The budget committee approves the budget.
- Notice of the public hearing and a summary of the approved budget are published.
- The governing body conducts a public hearing on the approved budget.
- The governing body, after public comment and deliberations, adopts the budget and enacts resolutions or ordinances accordingly by June 30.

# **LRAPA BUDGET COMMITTEE RESPONSIBILITIES**

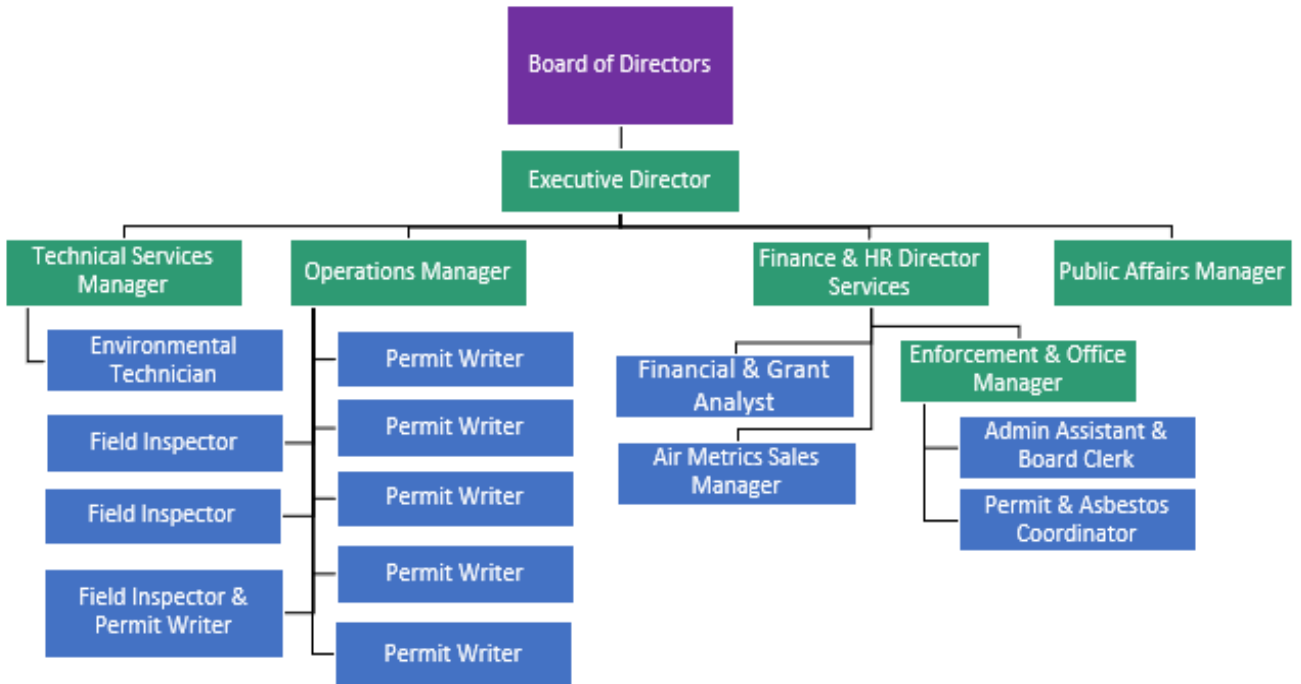
The State of Oregon mandates that all local governments establish Budget Committees made up of citizen members and elected officials. The purpose of the Budget Committee in Oregon is to promote efficiency and economy in the expenditure of public funds. Consistent with state policy, the Lane Regional Air Protection Agency defines the respective roles of the Budget Committee in its annual budget process. As the air quality regulating body for Lane County, LRAPA's role in this process is to establish general fiscal priorities and policies. More specifically, LRAPA develops long-term strategic plans and establishes specific goals and priorities for the organization. The Budget Committee's role is to help assure that LRAPA's budget document and fiscal practices address these priorities that LRAPA Board approves.

## **LRAPA Budget Committee Will:**

1. Accept and review the proposed fiscal year budget.
2. Review the proposed budget to determine if it meets the policy and strategic goals set by LRAPA Board.
3. Review the performance of the agency to determine if they are meeting the policy and strategic goals of the agency in any effective way.
4. Through objective measures of LRAPA performance, determine if the agency is efficiently managing and allocating its resources.
5. Recommend an approved budget to the LRAPA Board no later than May of each year.

Except the staff, the committee members are volunteers working on behalf of our community and should only be contacted on matters related to their particular assignment as committee members.

# LRAPA ORGANIZATION CHART





# INTRODUCTION

The Lane Regional Air Protection Agency (LRAPA) was created in 1968 to improve and maintain air quality in Lane County, reflecting local priorities and goals while meeting federal and state air pollution control requirements and health-based standards. With the support of its member jurisdictions, Lane County and the Cities of Eugene, Springfield, Cottage Grove, and Oakridge LRAPA carries out its mission to protect and enhance air quality through a combination of regulatory and non-regulatory programs and activities.

The nine-member Board of Directors is the policy-making component of the agency. Membership includes four representatives from the City of Eugene, two representatives from the City of Springfield, and one each from Lane County, the City of Cottage Grove, and the City of Oakridge.

The agency relies on public input from its Citizens Advisory Committee, which is comprised of representatives from industry, environmental concerns, public health, fire suppression, agriculture, community planning, and the general public.

## **LRAPA's MISSION:**

*To protect public health, quality of life, and the environment  
as a leader and advocate for the continuous improvement  
of air quality in Lane County.*

## **LRAPA VALUES:**

- *Honesty, integrity & trust*
  - *Open communication*
- *Accessible, accurate, and understandable information and data*
  - *Timeliness*
  - *Cost effectiveness*

# AGENCY FUNCTIONS

The Board of Directors appoint the agency director, who hires and directs LRAPA's professional and technical staff to work in the following areas:

## **Operations:**

Operations include permitting, compliance, and enforcement. Permitting, establishes conditions under which regulated industrial sources may operate to minimize air pollution. Compliance is assured through inspections and enforcement actions as needed. Special programs include Cleaner Air Oregon, asbestos abatement regulations, enforcement of burning rules and regulations, and enforcement of home wood heating rules and municipal ordinances.

## **Monitoring and Data Management:**

Monitoring provides air quality data via a network of equipment that operates 24 hours/day, seven days/week. Monitoring and meteorological equipment is located at key sites throughout Lane County. Air quality data are reported daily by the news media, are available continuously on LRAPA's website, and made available to additional online sources of Air Quality information. Data are used to evaluate progress in improving air quality and to determine whether National Ambient Air Quality Standards (NAAQS) federal air quality standards are being met.

## **Public Affairs, Planning and Administration:**

Public affairs explains the causes of air pollution, compliance with regulations, and methods of pollution prevention through various educational strategies. Air quality planning identifies present and potential future air quality problems and develops management and control strategies to improve and maintain air quality. Administration provides management oversight, enforcement activities, financial management, grant management, contract management, human resources functions, and agencies partnerships.

# **AGENCY GOALS**

## **Air Quality**

Our goal is to ensure healthy air quality for all Lane County.

## **Involvement**

Our goal is to inform and involve community members and businesses in improving air quality.

## **Service**

Our goal is to serve the community and other stakeholders fairly, courteously, and in a timely manner.

## **Partnerships**

Our goal is to work with our partners to leverage resources to protect and improve local air quality.

# Lane Regional Air Protection Agency (LRAPA)

FY24 Proposed Budget  
For the fiscal year ending June 30, 2024

## DIRECTOR'S BUDGET MESSAGE

This Executive Summary is submitted for review and consideration of the Lane Regional Air Protection Agency (LRAPA) Budget Committee for the Fiscal Year (FY) 2023-2024 budget cycle. LRAPA complies with the State of Oregon's budget law requirements for local governments. A copy of the 9-step budget process is included as part of this budget. Budget administration and management is the process of regulating expenditures during the fiscal year to ensure expenditures do not exceed authorized amounts and are used for intended, proper, and legal purposes.

### SOURCES OF REVENUE:

LRAPA's budget is comprised of the following Revenue sources:

#### General Fund Sources:

- Permit fees for Air Contaminant Discharge Permits (ACDP) include greenhouse gases and gas dispensing facilities.
  - Permit fees for Cleaner Air Oregon, a State of Oregon DEQ & LRAPA Program.
  - Federal Environmental Protection Agency (EPA) Clean Air Act (CAA)105 base grant. This funding requires a local maintenance of effort (MOE) contribution and that the agency maintains its level of service. Additionally, as part of the Oregon/Idaho/Washington consortium, pass-through funding to support the Northwest AirQuest program is included in the grant for FY24;
  - EPA special funding for PM-2.5 monitoring (CAA 103) through contract with DEQ;
  - Local intergovernmental partner funding through a long-standing Intergovernmental Agreement (IGA) between LRAPA and the Cities of Cottage Grove, Eugene, Oakridge, and Springfield; as well as Lane County.
  - State general fund support through contracts with DEQ.
  - Interest income; and
  - Other miscellaneous fees and revenues
- 
- **Areas of Concern:** For the FY2023-24 fiscal year, there were modest increases in the funding amounts including a 4% increase to ACDP permit fees, a 3.3% increase in local partner fees, and a project increase in federal funding. However, inflation and workload continue to be a concern for the general fund. Over the past years, the agency has decreased FTE to a level that is considered critical as mandated rules and regulations increase the daily responsibilities of staff. Further, price increases of supplies including monitoring supplies are outpacing increases in revenue sources.
  - **Areas of Opportunity:** In response to the above discussion, LRAPA management is working closely with Oregon's DEQ to review funding opportunities including increasing service fees. Additionally, LRAPA recently hired an analyst by re-allocating a vacant FTE that will focus on increasing grant opportunities for the agency.

## Special Revenue Fund:

LRAPA issues Title V operational air permits. Title V is regulated by the EPA. LRAPA sets local fees associated with this program to ensure fees remain consistent across the state. LRAPA aligns the fees associated with this program with the State of Oregon's Department of Environmental Quality (DEQ) fee schedule. Revenues from this program are required to be accounted for under a Special Purpose Fund. The Special Revenue Fund accounts for revenues and expenditures related to this program. The Fund contains a beginning balance that is maintained as a reserve.

- **Areas of Concern:** Due to the closure of Title V facilities revenues have decreased for this program. This trend is also reflected at the state level and anticipated economic issues may result if this trend continues. For FY24, it is projected that three facilities will join the program, resulting in an increase in revenue. However, the increase in revenue is not enough to sustain the program.
- **Areas of Opportunity:** In future fiscal years, it is anticipated that additional facilities will apply to become a Title V source. Additionally, LRAPA is partnering with DEQ to analyze opportunities to increase fee categories to ensure the program's revenues cover expected expenditures. On February 27, 2023, a public hearing took testimony by the Oregon House Committee on Climate, Energy, & Environment for HB 3229. This bill proposes a Title V fee increase for the base and air emission fees totaling 83% over a two-year period. The outcome of this bill is pending the end of the 2023 Oregon legislative session.

## Targeted Airshed Grant Fund:

In FY20, LRAPA was awarded an EPA sponsored 2018 Targeted Airshed Grant (TAG 1) totaling \$4,938,190. This grant is a five-year, reimbursable grant that focuses on reducing emissions from woodsmoke. All of the work for this grant is happening in the Oakridge-Westfir airshed. FY24 is the fourth year of the grant. Additionally, in FY22, LRAPA received a second TAG grant (TAG 2) in the amount of \$2,739,425 to further the initiatives of the TAG 1 grant as well as add community outreach and education. The budgeted amount is based on forecasted expenditures of both of these TAG grants.

- **Areas of Concern:** Expenditures continue to increase above the original projected amounts due to economic factors, including reduced availability of vendors, slowing supply chain, and increased costs of material and supplies. Staff are working with EPA to ensure previously agreed upon grant activities are funded and that there are options in place if the grant timeline needs to be extended to complete the projected work in order to utilize the balance of the grant funding.
- **Areas of Opportunity:** The Oakridge-Westfir airshed was redesignated from "nonattainment" to "maintenance" in 2022 due to an improvement in wintertime air quality. As a result of this redesignation, the airshed is no longer eligible for future Targeted Airshed Grants. However, the current grant funds will continue to support the program until they are exhausted. LRAPA is now seeking alternative grant opportunities in FY 2023-2024 to reduce Particulate Matter emissions in Lane County, as well as support community-led efforts to reduce forest fuel loads. Furthermore, LRAPA is committed to advancing equity and environmental justice by seeking additional grant opportunities to support air quality improvement initiatives within the county.

## Enterprise Funds:

LRAPA operates AirMetrics as an enterprise fund. AirMetrics assembles, markets, and sells Minivol portable air samplers and accessories. In addition, staff provides calibration and refurbishing services.

- **Areas of Concern:** Over the past several years, sales of the Minivol have been reduced for several reasons including changes in the market, increased competition, and technology. Continuous innovation, upgrades, and market penetration are needed to ensure the Minivol remains competitive in its niche market.
- **Areas of Opportunity:** In Fall of 2022, AirMetrics' Management presented an updated business plan outlining several options to ensure viability of the fund. Research and development investment is needed to sustain this business enterprise.

## Budget Basis Description

LRAPA's fund budgets are prepared using a modified accrual basis of accounting. Under a modified accrual basis of accounting, revenues are recognized when they are made available, and expenditures are recognized when incurred. LRAPA uses encumbrance accounting, which means purchase orders for goods and services are recorded in order to restrict applicable appropriations.

LRAPA considers all revenues available if they are collected within 180 days after year-end. Expenditures are recorded when the related fund liability is incurred. Exceptions include; unmatured interest on general long-term debt, which is recognized when due; and certain compensated absences which are recognized when these obligations are liquidated with available financial resources. At this time, LRAPA does not have any long-term debt.

## Expenditure Classifications:

- **Salaries.** Salaries constitute the major portion of expenditures in LRAPA's Budget. The salary line items in the budget reflect an increase of 2% for the upcoming fiscal year in recognition of local inflation. However, there continues to be concern of a growing gap between the salaries of LRAPA as compared to other similar agencies.
- **Fringe Benefits.** Benefits are comprised of payments made to the LRAPA's 401k retirement plan, PERS retirement system, social security, Medicare, unemployment insurance, and Oregon's paid leave. The fringe benefits line item also includes the agency's Benefit Plan that covers health, dental, long-term disability (LTD) and life insurance.
- **Materials & Services.** Materials & services are comprised of: 1) payments for those services that are provided by persons or entities not employed by LRAPA, 2) repair and maintenance of assets, 3) telephone, copying, and postage expenses, 4) travel and training cost, 5) the cost of day-to-day office and lab supplies. Major expense items that may be recorded in this category are grant contracts or special projects (pass-thru) for programs such as Northwest Air Quest, which is funded through EPA's base grant.
- **Capital & Building Improvements.** LRAPA records expenditures for building improvements, furniture, vehicles, and other major equipment purchases, such as building improvements and equipment replacements are in this category. During FY24, LRAPA will continue to upgrade its monitoring infrastructure, including hardware and software as well as continue capital improvement projects including remodel of the building, replacing the HVAC system, and repaving the parking lot. The agency began these projects in FY23.

## **Revenue Classifications:**

Due to grants, the overall amount of revenues LRAPA currently receives has increased noticeably over the past few years. LRAPA is committed to analyzing funding opportunities that enhance the core services, therefore any new or additional resources that may become available are reflected as a corresponding increase to revenues for FY24.

For FY24, LRAPA will receive operating funds from EPA (105 base grant). The amount of this funding is determined based on the agency meeting its MOE (Maintenance of Effort) requirement that ensures the level of effort covered by LRAPA's general fund is to equal or more than those of the previous year. LRAPA receives funding support from the local governments in Lane County as well as from the State's general program funding to ensure this MOE requirement is met. Additionally, LRAPA collects permit fees, revenues from the business activity, and earns interest on funds invested in the Local Government Investment Pool (LGIP) that is managed by the State of Oregon Treasury. Interest earnings are credited to each fund monthly.

## **Budget Development and Administration Policies**

Under Oregon Budget Law, LRAPA's General Fund budget is required to be presented as a balanced budget. For FY24, the Agency's budget provides for adequate maintenance of capital assets and equipment, as well as for orderly replacement of its equipment. LRAPA will continue to budget an indirect cost within each applicable program to ensure that full cost recovery is reflected in every program LRAPA administers.

LRAPA continues to develop and administer a multi-year plan, for its General Operating and the Enterprise Fund Program (Airmetrics) that is updated annually. LRAPA budgets for major capital projects in accordance with the priorities of the agency. LRAPA coordinates development of a capital improvement plan and appropriate budget within the operating budget. Future costs associated with new capital improvements are and will be projected and included in the operating budgets. LRAPA will identify the estimated costs and potential funding sources for each major capital project proposal before it is submitted to the Board for approval.

LRAPA budgets known revenues and applies an analytical process to estimate other projected revenues. LRAPA will not budget any revenues that cannot be verified with assurance of its availability, source, or amount. LRAPA will set fees in its Enterprise and Special Purpose Funds at a level that fully supports the total direct and indirect costs of the activity.

## **Fund Balance and Reserve Policy**

In 2013, the LRAPA Board adopted a policy to maintain a goal of 120 days in each fund balance. However, in order to maintain and protect the long-term financial sustainability of the agency, the fund balance and reserves in the General Fund and the Special Purpose Funds are maintained above the goal, which represents the limits recommended by the agency's auditors (i.e., balance equivalent to between 90 to 180 days of expenditures). Maintaining a higher fund balance ensures the agency has time to adjust to economic changes.

## Budget Highlights and Major Budget Objectives

**Compensation Issues.** In consideration of the current budget constraints, every effort was made by the LRAPA's financial management team to avoid deterioration in the current LRAPA's employee compensation package. For FY24, a 2% cost of living adjustment has been applied to all salary ranges.

**Insurance Premiums.** The insurance premiums for health and dental are projected to increase by an average of 4-5%. Consequently, LRAPA's benefit plan is increased commensurate to the actual premium increases to offset this additional cost. Insurance premiums are a shared cost between employer and employee. For FY24, LRAPA has not received final costing from the insurance agency so the health insurance cost is an estimate and assumes the rate employees pay for monthly premiums will remain at the FY23 level.

**Staff Positions.** The number of staff positions and full-time equivalents (FTEs) has steadily declined since FY08, which the agency had 23.36 FTE. The proposed budget for FY24 funds 19.0 FTE and 8 part-time employees that are reimbursed through a contract with DEQ.

**Other Assumptions.** Title V fees for FY24 are inclusive of the projected number of sources and fees equal to DEQ's fee schedule. These fees are implemented by reference in accordance with the State Department of Environmental Quality (DEQ). Permit fees for the ACDP are increased by 4%.

### Cleaner Air Oregon (CAO)

Cleaner Air Oregon (CAO) is a statewide program launched by Governor Kate Brown in 2016. The goal of CAO is to better understand emissions of toxic air contaminants and evaluate potential health risks to people near commercial and industrial facilities that emit regulated toxic air contaminants, communicate those results to affected communities, and if needed, reduce those risks to below health-based standards. LRAPA is required by state law to implement the Cleaner Air Oregon (OAR 340 division 245) program in Lane County.

During FY24, LRAPA will continue to implement the program by working on the ranking to prioritize the call-in for certain existing sources. The list of approximately 65 sources includes all permittees with Title V Operating Permits, Standard and Simple Air Contaminant Discharge Permits (ACDPs), along with two chrome plating sources assigned to General ACDPs. The LRAPA prioritization procedure follows the same process DEQ follows, which includes a method that considers numerical prioritization values, as well as certain qualitative factors. Based on these factors, facilities will be placed in priority groups or tiers. As facilities are called in, they will perform air toxics risk assessments that will determine the actual estimated risks associated with facility emissions.

### 2018/2021 Targeted Airshed Program - TAG

In 2019, LRAPA was awarded an EPA Targeted Airshed Grant (TAG 1) in the total amount of \$4,938,190 that continues for 5 years. LRAPA, the City of Oakridge and a broad coalition of stakeholders are delivering a full program to ensure permanent reductions in emissions from woodsmoke. As well as provide air filtration for when vulnerable populations cannot escape. The primary strategies include: weatherization and repair to reduce the need for heat; installing ductless heat pumps to provide local emission-free heat; certified woodstoves for resiliency, for a community that frequently loses power; clean and dry wood through a community firewood program; air filters for smoke refuge; health and air quality tracking; and a suite of education and enforcement actions to ensure health standards are met.

In FY22, LRAPA received an additional \$2.7 million (TAG 2) grant that extends the work being completed in the 2018 TAG grant. The FY24 proposed budget has proposed expected revenues and expenditures for both TAG grants.



# Lane Regional Air Protection Agency

## 2023-2024

### ALL FUNDS PROPOSED BUDGET

*Summarized*

Lane Regional Air Protection Agency 2023-2024 ALL FUNDS SUMMARIZED PROPOSED BUDGET								
			Unaudited			2023-2024	2023-2024	2023-2024
Fund Name	2019-2020	2020-2021	2021-2022	2022-2023	2022-2023	Budget	Budget	Budget
	Actual	Actual	Actual	Budget	Projected	Proposed	Approved	Adopted
<b>General Fund</b>								
100: General Fund								
Revenues	2,355,898	2,233,546	2,582,441	2,560,089	2,569,390	2,624,864	2,631,303	
Expenditures	2,138,724	2,190,346	2,254,149	2,803,710	2,803,245	2,753,084	2,753,084	
<b>Annual Operating Surplus / (Decrease)</b>	<b>217,174</b>	<b>43,200</b>	<b>328,291</b>	<b>(243,621)</b>	<b>(233,855)</b>	<b>(128,219)</b>	<b>(121,780)</b>	<b>-</b>
<b>Special Revenue Funds</b>								
200: Title V								
Revenues	481,725	450,325	416,511	424,207	424,207	515,417	515,417	
Expenditures	499,202	517,431	518,615	489,509	489,509	508,147	508,147	
<b>Annual Operating Surplus / (Decrease)</b>	<b>(17,477)</b>	<b>(67,107)</b>	<b>(102,104)</b>	<b>(65,302)</b>	<b>(65,302)</b>	<b>7,271</b>	<b>7,271</b>	<b>-</b>
<b>Grant Funds</b>								
300: 2018/2021 Targeted Airshed Grant								
Revenues	293,616	480,809	604,573	1,399,568	1,224,568	1,403,000	1,403,000	
Expenditures	293,036	480,809	599,442	1,399,568	1,224,568	1,403,000	1,403,000	
<b>Annual Operating Surplus / (Decrease)</b>	<b>580</b>	<b>-</b>	<b>5,131</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Enterprise Funds</b>								
500: Airmetrics								
Revenues	627,660	588,995	445,706	594,881	571,948	583,639	583,639	
Expenditures	600,857	599,782	501,948	666,865	631,866	583,639	583,639	
<b>Annual Operating Surplus / (Decrease)</b>	<b>26,803</b>	<b>(10,787)</b>	<b>(56,242)</b>	<b>(71,984)</b>	<b>(59,918)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL ALL FUNDS SUMMARY:</b>								
Beginning Fund Balance	3,660,506	3,895,909	3,967,095	3,792,739	4,210,039	3,934,904	3,934,904	-
Annual Operating Surplus / (Decrease)	227,080	(34,694)	175,076	(380,907)	(359,075)	(120,948)	(114,509)	-
<b>Ending Fund Balance</b>	<b>3,887,586</b>	<b>3,861,215</b>	<b>4,142,172</b>	<b>3,411,832</b>	<b>3,850,964</b>	<b>3,813,955</b>	<b>3,820,394</b>	<b>-</b>
Months Reserve	13.2	12.2	12.8	7.6	9.0	8.7	9	-

**Lane Regional Air Protection Agency**  
**2023-2024**  
**GENERAL FUND PROPOSED BUDGET**  
*Summarized*

Lane Regional Air Protection Agency 2023-2024 GENERAL FUND SUMMARIZED PROPOSED BUDGET									
FUND SUMMARIZED	2018-2019 Actual	2019-2020 Actual	2020-2021 Actual	Unaudited 2021-2022 Actual	2022-2023 Budget	2022-2023 Projected	2023-2024 Proposed Budget	2023-2024 Budget Approved	2023-2024 Budget Adopted
Revenues	2,206,732	2,315,398	2,193,046	2,556,941	2,519,589	2,543,890	2,584,364	2,590,803	
Interfund Transfers	40,500	40,500	40,500	25,500	40,500	25,500	40,500	40,500	
<b>Total Revenue</b>	<b>2,247,232</b>	<b>2,355,898</b>	<b>2,233,546</b>	<b>2,582,441</b>	<b>2,560,089</b>	<b>2,569,390</b>	<b>2,624,864</b>	<b>2,631,303</b>	<b>-</b>
Expenditures	1,877,834	2,099,541	2,190,346	2,202,035	2,543,710	2,543,245	2,523,084	2,523,084	
Capital Outlay	52,877	39,183	-	52,115	160,000	160,000	130,000	130,000	
Contingency	-	-	-	-	100,000	100,000	100,000	100,000	
<b>Total Expenditures</b>	<b>1,930,711</b>	<b>2,138,724</b>	<b>2,190,346</b>	<b>2,254,149</b>	<b>2,803,710</b>	<b>2,803,245</b>	<b>2,753,084</b>	<b>2,753,084</b>	<b>-</b>
<b>FUND BALANCE</b>									
Beginning Fund Balance	1,467,901	1,784,422	2,001,596	2,044,796	2,221,896	2,373,087	2,139,232	2,139,232	-
Revenue/over/(under) expenditures	-	217,174	43,200	328,291	(243,621)	(233,855)	(128,219)	(121,780)	-
<b>Ending Fund Balance</b>	<b>1,467,901</b>	<b>2,001,596</b>	<b>2,044,796</b>	<b>2,373,087</b>	<b>1,978,275</b>	<b>2,139,232</b>	<b>2,011,013</b>	<b>2,017,452</b>	<b>-</b>
Months Reserve	9.1	11.2	11.2	12.6	8.5	9.2	8.8	8.8	-

# Lane Regional Air Protection Agency

## 2023-2024

### GENERAL FUND PROPOSED BUDGET

#### *Summary*

Lane Regional Air Protection Agency 2023-2024 GENERAL FUND SUMMARY									
FUND SUMMARY	2018-2019 Actual	2019-2020 Actual	2020-2021 Actual	Unaudited 2021-2022 Actual	2022-2023 Budget	2022-2023 Projected	2023-2024 Proposed Budget	2023-2024 Budget Approved	2023-2024 Budget Adopted
<b>Revenues</b>									
Federal & State Revenues	893,224	932,356	835,806	1,110,995	1,078,514	1,078,514	1,078,514	1,078,514	
Local Dues	162,150	174,160	177,894	185,724	195,111	195,111	195,111	201,550	
Permit Fees	1,101,574	1,166,515	1,156,755	1,240,987	1,227,964	1,224,265	1,260,739	1,260,739	
Other Revenues	49,784	42,367	22,591	19,235	18,000	46,000	50,000	50,000	
Transfers	40,500	40,500	40,500	25,500	40,500	25,500	40,500	40,500	
<b>TOTAL REVENUE</b>	<b>2,247,232</b>	<b>2,355,898</b>	<b>2,233,546</b>	<b>2,582,441</b>	<b>2,560,089</b>	<b>2,569,390</b>	<b>2,624,864</b>	<b>2,631,303</b>	<b>-</b>
<b>Expenditures</b>									
Personnel Services	1,277,106	1,450,957	1,599,172	1,519,073	1,786,980	1,805,529	1,761,213	1,761,213	
Materials & Services	600,728	648,584	591,174	682,962	756,730	737,716	761,871	761,871	
Capital Improvements	52,877	39,183	-	52,115	160,000	160,000	130,000	130,000	
Contingency	-	-	-	-	100,000	100,000	100,000	100,000	
<b>TOTAL EXPENDITURES</b>	<b>1,930,711</b>	<b>2,138,724</b>	<b>2,190,346</b>	<b>2,254,149</b>	<b>2,803,710</b>	<b>2,803,245</b>	<b>2,753,084</b>	<b>2,753,084</b>	<b>-</b>
<b>FUND BALANCING</b>									
Beginning Fund Balance	1,467,901	1,784,422	2,001,596	2,044,796	2,221,896	2,373,087	2,139,232	2,139,232	-
Revenue/over/(under) expenditures	316,521	217,174	43,200	328,291	(243,621)	(233,855)	(128,219)	(121,780)	-
<b>Ending Fund Balance</b>	<b>1,784,422</b>	<b>2,001,596</b>	<b>2,044,796</b>	<b>2,373,087</b>	<b>1,978,275</b>	<b>2,139,232</b>	<b>2,011,013</b>	<b>2,017,452</b>	<b>-</b>
Months Reserve	11.1	11.2	11.2	12.6	8.5	9.2	8.8	8.8	-

# Lane Regional Air Protection Agency

## 2023-2024

### GENERAL FUND PROPOSED BUDGET

#### *Revenue Detail*

Lane Regional Air Protection Agency 2023-2024 GENERAL FUND - REVENUE DETAIL									
FUND DETAILS	2018-2019 Actual	2019-2020 Actual	2020-2021 Actual	Unaudited 2021-2022 Actual	2022-2023 Budget	2022-2023 Projected	2023-2024 Proposed Budget	2023-2024 Budget Approved	2023-2024 Budget Adopted
<b>Federal Grants &amp; State</b>									
Federal Base Grant (includes Oregon General Fund	573,133	651,082	530,591	691,719	640,000	640,000	640,000	640,000	
PM2.5 Monitoring 103 Grant	133,442	138,514	138,514	263,514	263,514	263,514	263,514	263,514	
	186,650	142,760	166,701	155,762	175,000	175,000	175,000	175,000	
<b>Total</b>	<b>893,225</b>	<b>932,356</b>	<b>835,806</b>	<b>1,110,995</b>	<b>1,078,514</b>	<b>1,078,514</b>	<b>1,078,514</b>	<b>1,078,514</b>	<b>-</b>
<b>Local Partner Dues</b>									
City of Eugene	68,270	73,870	76,570	80,440	87,643	87,643	87,643	93,573	
City of Springfield	26,870	28,960	27,584	27,604	31,806	31,806	31,806	32,645	
City of Cottage Grove	10,250	10,640	11,030	11,590	10,428	10,428	10,428	5,665	
City of Oakridge	3,960	4,080	4,030	4,440	3,358	3,358	3,358	1,692	
Lane County	52,800	56,610	58,680	61,650	61,876	61,876	61,876	67,975	
<b>Total</b>	<b>162,150</b>	<b>174,160</b>	<b>177,894</b>	<b>185,724</b>	<b>195,111</b>	<b>195,111</b>	<b>195,111</b>	<b>201,550</b>	<b>-</b>
<b>Permit Fees</b>									
Air Contaminant Discharge	590,208	571,267	674,503	732,722	696,397	725,000	754,000	754,000	
Cleaner Air Oregon	324,658	409,913	320,949	329,660	339,712	307,410	307,410	307,410	
Asbestos Notification Fees	180,832	181,034	159,952	165,316	186,855	186,855	194,329	194,329	
Open Burning & Misc. Permit	5,875	4,300	1,350	13,289	5,000	5,000	5,000	5,000	
<b>Total</b>	<b>1,101,573</b>	<b>1,166,514</b>	<b>1,156,755</b>	<b>1,240,987</b>	<b>1,227,964</b>	<b>1,224,265</b>	<b>1,260,739</b>	<b>1,260,739</b>	<b>-</b>
<b>Other Revenues</b>									
Interest	43,729	36,720	13,559	9,745	8,000	40,000	40,000	40,000	
Miscellaneous Revenues	6,055	5,646	9,032	9,490	10,000	6,000	10,000	10,000	
<b>Total</b>	<b>49,784</b>	<b>42,366</b>	<b>22,591</b>	<b>19,235</b>	<b>18,000</b>	<b>46,000</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>
<b>Transfers</b>									
From Title V & Airmetrics	40,500	40,500	40,500	25,500	40,500	25,500	40,500	40,500	
<b>Total</b>	<b>40,500</b>	<b>40,500</b>	<b>40,500</b>	<b>25,500</b>	<b>40,500</b>	<b>25,500</b>	<b>40,500</b>	<b>40,500</b>	<b>-</b>
<b>TOTAL REVENUE</b>	<b>2,247,232</b>	<b>2,355,896</b>	<b>2,233,546</b>	<b>2,582,441</b>	<b>2,560,089</b>	<b>2,569,390</b>	<b>2,624,864</b>	<b>2,631,303</b>	<b>-</b>

**Lane Regional Air Protection Agency**  
**2023-2024**  
**GENERAL FUND PROPOSED BUDGET**  
*Expenditures Detail*

<p style="text-align: center;"><b>Lane Regional Air Protection Agency</b>  <b>2023-2024</b>  <b>GENERAL FUND - EXPENDITURES DETAIL</b></p>									
FUND DETAILS	2018-2019 Actual	2019-2020 Actual	2020-2021 Actual	Unaudited 2021-2022 Actual	2022-2023 Budget	2022-2023 Projected	2023-2024 Proposed Budget	2023-2024 Budget Approved	2023-2024 Budget Adopted
<b>Personnel</b>									
Salaries	954,849	1,035,822	1,130,867	1,100,264	1,241,775	1,260,324	1,250,000	1,250,000	
Benefits & Payroll Tax	184,232	208,241	231,254	172,655	260,205	260,205	284,088	284,088	
Benefits Health Ins	73,902	154,782	169,840	173,020	180,000	180,000	122,125	122,125	
PERS Contingency	-	-	-	-	30,000	30,000	30,000	30,000	
DEQ Remote Operators	64,122	52,112	67,211	73,134	75,000	75,000	75,000	75,000	
<b>Total</b>	<b>1,277,105</b>	<b>1,450,957</b>	<b>1,599,172</b>	<b>1,519,073</b>	<b>1,786,980</b>	<b>1,805,529</b>	<b>1,761,213</b>	<b>1,761,213</b>	<b>-</b>
<b>Materials &amp; Supplies</b>									
Computer Supplies	30,134	17,220	33,214	30,661	30,000	30,233	30,837	30,837	
Supplies - General	11,672	16,917	10,513	12,011	20,000	18,000	18,360	18,360	
Supplies - Lab	59,844	49,729	64,117	43,652	58,000	50,000	51,000	51,000	
Advertisement	-	-	-	-	500	-	-	-	
Postage	10,314	4,464	1,691	4,483	7,000	2,596	2,648	2,648	
Insurance	21,147	21,979	22,159	24,242	24,410	27,000	27,540	27,540	
Printing	13,639	5,098	13,555	8,401	10,460	10,460	10,669	10,669	
Public Notices	1,202	1,422	1,106	2,857	1,930	1,930	1,969	1,969	
Telephones	8,762	9,203	14,022	11,722	12,000	12,080	12,322	12,322	
Utilities	9,870	10,548	10,432	15,556	12,240	19,667	20,060	20,060	
Publications	217	437	-	-	2,740	500	510	510	
Training	7,078	7,732	1,605	2,832	7,900	5,000	7,100	7,100	
Grant Contracts (Pass-thru)	296,786	383,214	314,089	388,290	340,000	340,000	346,800	346,800	
Professional Dues	9,603	5,765	4,397	2,333	4,000	4,500	4,990	4,990	
Professional Services	23,267	20,278	46,308	71,146	136,000	136,000	138,720	138,720	
Bank Charges	2,129	775	4,199	3,116	5,000	3,600	3,672	3,672	
Public Education	26,701	21,641	12,035	18,305	18,000	18,000	18,360	18,360	
Rent	8,328	9,126	7,750	7,115	8,400	1,500	1,530	1,530	
Buildings & Equip Repairs	13,097	28,020	9,011	16,585	14,490	14,490	14,780	14,780	
Building Maintenance	11,607	16,020	8,817	5,379	16,660	13,660	13,933	13,933	
Vehicle Operating Expense	7,055	5,727	7,344	10,358	10,000	10,000	10,200	10,200	
Fares/Transportation	7,007	5,240	789	107	1,500	1,500	6,030	6,030	
Miscellaneous Expense	2,036	110	3,424	3,810	2,000	3,500	3,570	3,570	
Food & Lodging	19,234	7,918	598	-	13,500	13,500	16,270	16,270	
<b>Total</b>	<b>600,729</b>	<b>648,583</b>	<b>591,174</b>	<b>682,962</b>	<b>756,730</b>	<b>737,716</b>	<b>761,871</b>	<b>761,871</b>	<b>-</b>

**Lane Regional Air Protection Agency**  
**2023-2024**  
**GENERAL FUND PROPOSED BUDGET**  
*Expenditures Detail*

Lane Regional Air Protection Agency 2023-2024 GENERAL FUND - EXPENDITURES DETAIL									
FUND DETAILS	2018-2019 Actual	2019-2020 Actual	2020-2021 Actual	Unaudited 2021-2022 Actual	2022-2023 Budget	2022-2023 Projected	2023-2024 Proposed Budget	2023-2024 Budget Approved	2023-2024 Budget Adopted
<b>Capital Outlay</b>									
Capital Building Improv.	-	-	-	29,230	120,000	120,000	90,000	90,000	
Capital Equipment	52,877	39,183	-	22,885	40,000	40,000	40,000	40,000	
<b>Total</b>	<b>52,877</b>	<b>39,183</b>	<b>-</b>	<b>52,115</b>	<b>160,000</b>	<b>160,000</b>	<b>130,000</b>	<b>130,000</b>	<b>-</b>
<b>Contingency</b>									
Contingency	-	-	-	-	100,000	100,000	100,000	100,000	
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>1,930,711</b>	<b>2,138,723</b>	<b>2,190,346</b>	<b>2,254,149</b>	<b>2,803,710</b>	<b>2,803,245</b>	<b>2,753,084</b>	<b>2,753,084</b>	<b>-</b>

**Lane Regional Air Protection Agency**  
**2023-2024**  
**SPECIAL REVENUE FUND PROPOSED BUDGET**  
*Summarized*

Lane Regional Air Protection Agency 2023-2024 SPECIAL REVENUE FUND: TITLE V SUMMARIZED PROPOSED BUDGET									
FUND SUMMARIZED	2018-2019 Actual	2019-2020 Actual	2020-2021 Actual	Unaudited 2021-2022 Actual	2022-2023 Budget	2022-2023 Projected	2023-2024 Budget Proposed	2023-2024 Budget Approved	2023-2024 Budget Adopted
Revenues	480,938	481,725	450,325	416,511	424,207	424,207	515,417	515,417	
<b>Total Revenue</b>	<b>480,938</b>	<b>481,725</b>	<b>450,325</b>	<b>416,511</b>	<b>424,207</b>	<b>424,207</b>	<b>515,417</b>	<b>515,417</b>	-
Expenditures	585,621	484,202	502,431	518,615	474,509	474,509	493,147	493,147	
Interfund Transfers Out	15,000	15,000	15,000	-	15,000	15,000	15,000	15,000	
<b>Total Expenditures</b>	<b>600,621</b>	<b>499,202</b>	<b>517,431</b>	<b>518,615</b>	<b>489,509</b>	<b>489,509</b>	<b>508,147</b>	<b>508,147</b>	-
<b>FUND BALANCE</b>									
Beginning Fund Balance	414,359	294,676	277,199	210,092	206,819	107,989	42,687	42,687	-
Revenue/over/(under)									
expenditures	(119,683)	(17,477)	(67,107)	(102,104)	(65,302)	(65,302)	7,271	7,271	-
<b>Ending Fund Balance</b>	<b>294,676</b>	<b>277,199</b>	<b>210,092</b>	<b>107,989</b>	<b>141,517</b>	<b>42,687</b>	<b>49,958</b>	<b>49,958</b>	-
Months Reserve	5.9	6.7	4.9	2.5	3.5	1.0	1.2	1.2	-

# Lane Regional Air Protection Agency

## 2023-2024

### SPECIAL REVENUE FUND PROPOSED BUDGET

#### *Summary*

Lane Regional Air Protection Agency 2023-2024 TITLE V PROPOSED BUDGET SUMMARY									
FUND SUMMARY	2018-2019 Actual	2019-2020 Actual	2020-2021 Actual	Unaudited 2021-2022 Actual	2022-2023 Budget	2022-2023 Projected	2023-2024 Proposed Budget	2023-2024 Budget Approved	2023-2024 Budget Adopted
BEGINNING FUND BALANCE	414,359	294,676	294,676	277,199	206,819	107,989	42,687	-	-
Revenues									
Permit Fees	480,938	481,725	450,325	416,511	424,207	424,207	515,417	515,417	
Total	480,938	481,725	450,325	416,511	424,207	424,207	515,417	515,417	-
Expenditures									
Personnel Services	550,242	452,554	482,429	503,313	457,639	457,639	475,939	475,939	
Materials & Services	35,379	31,648	20,003	15,301	16,870	16,870	17,207	17,207	
Total	585,621	484,202	502,431	518,615	474,509	474,509	493,147	493,147	-
Transfers									
Transfers to GF	15,000	15,000	15,000	-	15,000	15,000	15,000	15,000	
Total	15,000	15,000	15,000	-	15,000	15,000	15,000	15,000	-
Contingency									
Contingency	-	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	600,621	499,202	517,431	518,615	489,509	489,509	508,147	508,147	-
FUND BALANCE									
Beginning Fund Balance	414,359	294,676	277,199	210,092	206,819	107,989	42,687	42,687	
Revenue/over/(under) expenditures	(119,683)	(17,477)	(67,107)	(102,104)	(65,302)	(65,302)	7,271	7,271	-
Ending Fund Balance	294,676	277,199	210,092	107,989	141,517	42,687	49,958	49,958	-
Months Reserve	5.9	6.7	4.9	2.5	3.5	1.0	1.2	1.2	-



# Lane Regional Air Protection Agency

## 2023-2024

### SPECIAL REVENUE FUND PROPOSED BUDGET

#### *Details*

Lane Regional Air Protection Agency 2023-2024 TITLE V PROPOSED BUDGET DETAIL									
Fund Detail	2018-2019 Actual	2019-2020 Actual	2020-2021 Actual	Unaudited 2021-2022 Actual	2022-2023 Budget	2022-2023 Projected	2023-2024 Proposed Budget	2023-2024 Budget Approved	2023-2024 Budget Adopted
<b>Permit Fees</b>									
Title V Permit Fees	480,938	481,725	450,325	416,511	424,207	424,207	515,417	515,417	
<b>Total</b>	<b>480,938</b>	<b>481,725</b>	<b>450,325</b>	<b>416,511</b>	<b>424,207</b>	<b>424,207</b>	<b>515,417</b>	<b>515,417</b>	<b>-</b>
<b>Personnel</b>									
Salaries	430,615	345,852	378,177	394,393	344,638	344,638	360,147	360,147	
Benefit Plan	52,235	54,811	59,084	61,649	62,035	62,035	64,826	64,826	
Other Fringe Benefits	67,391	51,891	45,168	47,271	50,966	50,966	50,966	50,966	
<b>Total</b>	<b>550,241</b>	<b>452,554</b>	<b>482,429</b>	<b>503,313</b>	<b>457,639</b>	<b>457,639</b>	<b>475,939</b>	<b>475,939</b>	<b>-</b>
<b>Materials &amp; Supplies</b>									
Computer Supplies	348	355	714	426	670	670	683	683	
Office/Lab Supplies	9,027	4,512	10,119	2,453	3,200	3,200	3,264	3,264	
Postage	1,370	957	-	-	200	200	204	204	
Printing	1,053	473	-	-	200	200	204	204	
Public Notices	-	-	-	-	-	-	-	-	
Telephones	664	624	373	41	1,200	1,200	1,224	1,224	
Utilities	3,302	3,625	2,889	4,302	2,400	2,400	2,448	2,448	
Training	555	598	-	-	500	500	510	510	
Professional Dues	290	721	94	-	1,500	1,500	1,530	1,530	
Contractual Services	4,850	6,735	3,400	7,000	4,000	4,000	4,080	4,080	
Buildings & Equip Repairs	3,667	682	89	-	-	-	-	-	
Building Maintenance	2,130	1,824	1,428	743	1,700	1,700	1,734	1,734	
Vehicle Expense	1,051	755	896	337	800	800	816	816	
Miscellaneous Expense	80	108	-	-	500	500	510	510	
<b>Total</b>	<b>28,387</b>	<b>21,969</b>	<b>20,003</b>	<b>15,301</b>	<b>16,870</b>	<b>16,870</b>	<b>17,207</b>	<b>17,207</b>	<b>-</b>
<b>Transfers</b>									
Transfers to GF	15,000	15,000	15,000	-	15,000	15,000	15,000	15,000	
<b>Total</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>-</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>-</b>
<b>Contingency</b>									
General Contingency	-	-	-	-	-	-	-	-	
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>593,629</b>	<b>489,524</b>	<b>517,432</b>	<b>518,616</b>	<b>489,510</b>	<b>489,510</b>	<b>508,148</b>	<b>508,148</b>	<b>-</b>

**Lane Regional Air Protection Agency**  
**2023-2024**  
**GRANT FUND PROPOSED BUDGET**  
*Summarized*

Lane Regional Air Protection Agency 2023-2024 GRANT FUND: 2018/2021 TARGETED AIRSHED SUMMARIZED PROPOSED BUDGET									
FUND SUMARIZED	2018-2019 Actual	2019-2020 Actual	2020-2021 Actual	Unaudited 2021-2022 Actual	2022-2023 Budget	2022-2023 Projected	2023-2024 Proposed Budget	2023-2024 Budget Approved	2023-2024 Budget Adopted
Revenues	-	293,616	480,809	604,573	1,399,568	1,224,568	1,403,000	1,403,000	
<b>Total Revenue</b>	-	293,616	480,809	604,573	1,399,568	1,224,568	1,403,000	1,403,000	-
Expenditures	-	293,036	480,809	599,442	1,399,568	1,224,568	1,403,000	1,403,000	
<b>Total Expenditures</b>	-	293,036	480,809	599,442	1,399,568	1,224,568	1,403,000	1,403,000	-
<b>FUND BALANCE</b>									
Beginning Fund Balance	-	-	580	-	-	5,131	-	-	-
Revenue/over/(under)									
expenditures	-	580	-	5,131	-	-	-	-	-
<b>Ending Fund Balance</b>	-	580	-	5,131	-	-	-	-	-

# Lane Regional Air Protection Agency

## 2023-2024

### GRANT FUND PROPOSED BUDGET

#### *Summary*

Lane Regional Air Protection Agency 2023-2024 2018/2021 TARGETED AIRSHED GRANT (TAG 1 & 2) PROPOSED BUDGET SUMMARY									
FUND SUMMARY	2018-2019 Actual	2019-2020 Actual	2020-2021 Actual	Unaudited 2021-2022 Actual	2022-2023 Budget	2022-2023 Projected	2023-2024 Proposed Budget	2023-2024 Budget Approved	2023-2024 Budget Adopted
BEGINNING FUND BALANCE	-	-	-	580	-	5,131	-	-	-
Revenues									
EPA Grant Funds	-	293,616	480,809	604,573	1,399,568	1,224,568	1,403,000	1,403,000	
Total	-	293,616	480,809	604,573	1,399,568	1,224,568	1,403,000	1,403,000	-
Expenditures									
Personnel Services	-	44,665	56,082	55,810	72,360	72,360	75,616	75,616	
Materials & Services	-	248,371	424,726	543,632	1,327,208	1,152,208	1,327,384	1,327,384	
Total	-	293,036	480,809	599,442	1,399,568	1,224,568	1,403,000	1,403,000	-
FUND BALANCE									
Beginning Fund Balance	-	-	-	-	-	5,131	-	-	-
Revenue/over/(under) expenditures	-	580	-	5,131	-	-	-	-	-
Ending Fund Balance	-	580	-	5,131	-	-	-	-	-

# Lane Regional Air Protection Agency

## 2023-2024

### GRANT FUND PROPOSED BUDGET

#### *Details*

Lane Regional Air Protection Agency 2023-2024 2018/2021 TARGETED AIRSHED GRANT (TAG 1 & 2) PROPOSED BUDGET DETAIL									
FUND DETAILS	2018-2019 Actual	2019-2020 Actual	2020-2021 Actual	Unaudited 2021-2022 Actual	2022-2023 Budget	2022-2023 Projected	2023-2024 Proposed Budget	2023-2024 Budget Approved	2023-2024 Budget Adopted
<b>Revenues</b>									
EPA Grant Funds	-	293,616	480,809	604,573	1,399,568	1,224,568	1,403,000	1,403,000	
<b>Total</b>	-	293,616	480,809	604,573	1,399,568	1,224,568	1,403,000	1,403,000	-
<b>Personnel</b>									
Salaries	-	33,689	41,279	41,963	54,000	54,000	56,430	56,430	
LRAPA Benefit Plan	-	2,695	7,640	7,280	9,720	9,720	10,157	10,157	
Other Fringe Benefits	-	8,281	7,164	6,567	8,640	8,640	9,029	9,029	
<b>Total</b>	-	44,665	56,082	55,810	72,360	72,360	75,616	75,616	-
<b>Materials &amp; Supplies</b>									
Office/Lab Supplies	-	103,218	19,895	152,338	5,000	5,000	5,000	5,000	
Public Notices	-	1,112	130	-	3,200	3,200	3,200	3,200	
Contractual Services	-	117,977	196,145	332,283	612,720	512,720	687,896	687,896	
Grant Contracts (Pass-thru)	-	6,810	82,520	-	402,338	327,338	327,338	327,338	
Program	-	18,688	126,036	59,011	148,200	148,200	148,200	148,200	
Fares/Transportation	-	566	-	-	155,750	155,750	155,750	155,750	
<b>Total</b>	-	248,371	424,726	543,632	1,327,208	1,152,208	1,327,384	1,327,384	-
<b>Total Expenditures</b>		293,036	480,809	599,442	1,399,568	1,224,568	1,403,000	1,403,000	

**Lane Regional Air Protection Agency**  
**2023-2024**  
**ENTERPRISED FUND PROPOSED BUDGET**  
*Summarized*

Lane Regional Air Protection Agency 2023-2024 ENTERPRISE FUND: AIRMETRICS PROPOSED BUDGET SUMMARIZED									
FUND SUMMARIZED	2018-2019 Actual	2019-2020 Actual	2020-2021 Actual	Unaudited 2021-2022 Actual	2022-2023 Budget	2022-2023 Projected	2023-2024 Proposed Budget	2023-2024 Budget Approved	2023-2024 Budget Adopted
Revenues	1,166,755	627,660	588,995	445,706	594,881	571,948	583,639	583,639	
<b>Total Revenue</b>	<b>1,166,755</b>	<b>627,660</b>	<b>588,995</b>	<b>445,706</b>	<b>594,881</b>	<b>571,948</b>	<b>583,639</b>	<b>583,639</b>	-
Expenditures	874,179	575,357	574,282	476,448	641,365	606,366	558,139	558,139	
Transfers To GF	25,500	25,500	25,500	25,500	25,500	25,500	25,500	25,500	
<b>Total Expenditures</b>	<b>899,679</b>	<b>600,857</b>	<b>599,782</b>	<b>501,948</b>	<b>666,865</b>	<b>631,866</b>	<b>583,639</b>	<b>583,639</b>	-
<b>FUND BALANCE</b>									
Beginning Fund Balance	1,109,806	1,376,882	1,376,882	1,403,685	1,364,024	1,347,443	1,287,525	1,287,525	-
Revenue/over/(under) expenditures	267,076	26,803	(10,787)	(56,242)	(71,984)	(59,918)	-	-	-
<b>Ending Fund Balance</b>	<b>1,376,882</b>	<b>1,403,685</b>	<b>1,366,095</b>	<b>1,347,443</b>	<b>1,292,040</b>	<b>1,287,525</b>	<b>1,287,525</b>	<b>1,287,525</b>	-
Months Reserve	18.4	28.0	27.3	32.2	23.2	24.5	26.5	26.5	-

# Lane Regional Air Protection Agency

## 2023-2024

### ENTERPRISED FUND PROPOSED BUDGET

#### *Summary*

Lane Regional Air Protection Agency 2023-2024 ENTERPRISE FUND: AIRMETRICS PROPOSED BUDGET SUMMARY									
FUND SUMMARY	2018-2019 Actual	2019-2020 Actual	2020-2021 Actual	Unaudited 2021-2022 Actual	2022-2023 Budget	2022-2023 Projected	2023-2024 Proposed Budget	2023-2024 Budget Approved	2023-2024 Budget Adopted
BEGINNING FUND BALANCE	1,109,806	1,376,882	1,376,882	1,403,685	1,327,550	1,336,656	1,276,738	-	-
<b>Revenues</b>									
Sales Revenues	1,166,755	627,660	588,995	445,706	594,881	571,948	583,639	583,639	
<b>Total</b>	<b>1,166,755</b>	<b>627,660</b>	<b>588,995</b>	<b>445,706</b>	<b>594,881</b>	<b>571,948</b>	<b>583,639</b>	<b>583,639</b>	<b>-</b>
<b>Expenditures</b>									
Personnel Services	145,985	148,894	150,581	150,868	160,870	160,870	160,870	160,870	
Materials & Services	728,194	426,463	423,701	325,580	480,495	445,496	397,269	397,269	
Transfers to GF	25,500	25,500	25,500	25,500	25,500	25,500	25,500	25,500	
<b>Total</b>	<b>899,679</b>	<b>600,857</b>	<b>599,782</b>	<b>501,948</b>	<b>666,865</b>	<b>631,866</b>	<b>583,639</b>	<b>583,639</b>	<b>-</b>
<b>FUND BALANCE</b>									
Beginning Fund Balance	1,109,806	1,376,882	1,403,685	1,392,898	1,364,024	1,336,656	1,276,738	1,276,738	
Revenue/over/(under) expenditures	267,076	26,803	(10,787)	(56,242)	(71,984)	(59,918)	-	-	
<b>Ending Fund Balance</b>	<b>1,376,882</b>	<b>1,403,685</b>	<b>1,392,898</b>	<b>1,336,656</b>	<b>1,292,040</b>	<b>1,276,738</b>	<b>1,276,738</b>	<b>1,276,738</b>	<b>-</b>
Months Reserve	18.4	28.0	27.9	32.0	23.2	24.2	26.3	26.3	-

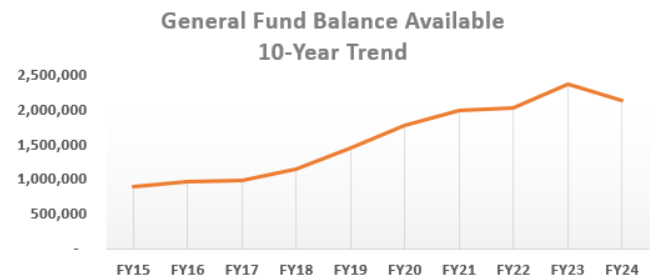
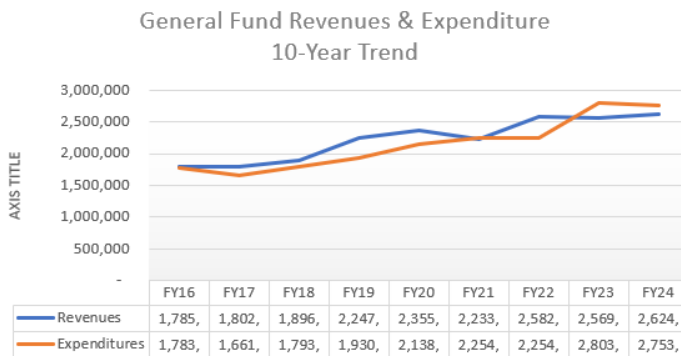
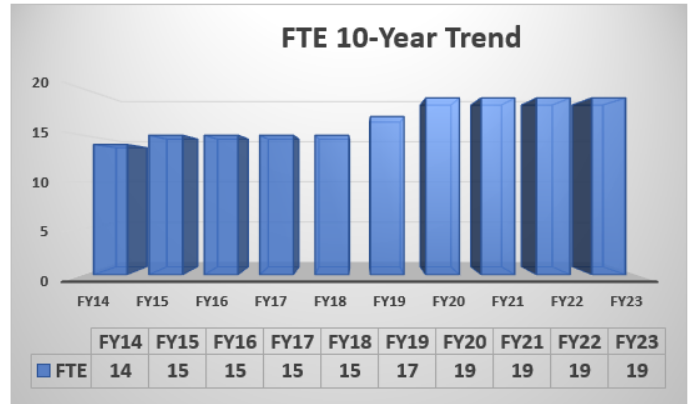
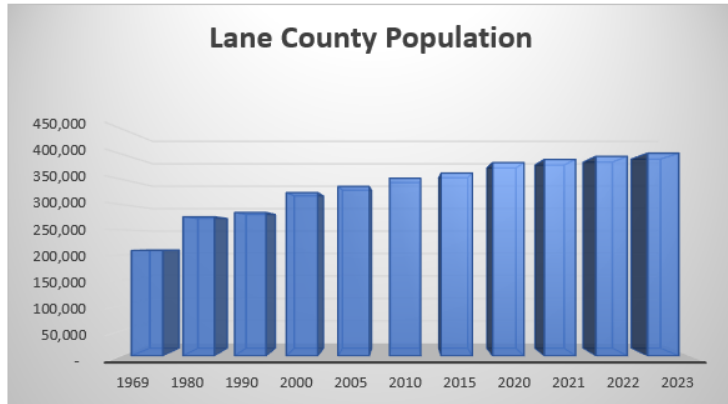
**Lane Regional Air Protection Agency**  
**2023-2024**  
**ENTERPRISED FUND PROPOSED BUDGET**  
*Detail*

Lane Regional Air Protection Agency 2023-2024 AIRMETRICS FUND BUDGET DETAIL									
FUND DETAIL	2018-2019 Actual	2019-2020 Actual	2020-2021 Actual	Unaudited 2021-2022 Actual	2022-2023 Budget	2022-2023 Projected	2023-2024 Proposed Budget	2023-2024 Budget Approved	2023-2024 Budget Adopted
<b>Revenues</b>									
Sampler Sales	982,666	497,850	483,359	320,144	460,812	460,812	443,000	443,000	
Filter/Calibration Service	-	-	-	8,300	7,280	7,280	8,050	8,050	
Sampler Rental	-	-	4,750	1,150	6,500	1,971	6,300	6,300	
Sales of Parts/Accessories	147,215	116,951	74,547	97,881	97,000	87,829	103,000	103,000	
Interest, Misc. & Freight	36,874	12,859	26,338	18,230	23,289	14,056	23,289	23,289	
<b>Total</b>	<b>1,166,755</b>	<b>627,660</b>	<b>588,995</b>	<b>445,706</b>	<b>594,881</b>	<b>571,948</b>	<b>583,639</b>	<b>583,639</b>	<b>-</b>
<b>Expenditures</b>									
Personnel Services	145,985	148,894	150,581	150,868	160,870	160,870	160,870	160,870	
Materials & Services	701,580	399,034	378,292	297,438	414,731	414,731	330,859	330,859	
Consultants/Research & Dev	620	1,800	-	-	15,000	-	15,000	15,000	
Equipment/Depreciation	6,056	-	33,975	-	20,000	-	10,000	10,000	
General Administration	19,938	25,629	11,434	28,140	20,764	20,764	31,410	31,410	
Contingency/Reserves	-	-	-	-	10,000	10,000	10,000	10,000	
<b>Total</b>	<b>874,179</b>	<b>575,357</b>	<b>574,282</b>	<b>476,448</b>	<b>641,365</b>	<b>606,366</b>	<b>558,139</b>	<b>558,139</b>	<b>-</b>
Transfers To Gen Fund	25,500	25,500	25,500	25,500	25,500	25,500	25,500	25,500	
<b>Total</b>	<b>25,500</b>	<b>25,500</b>	<b>25,500</b>	<b>25,500</b>	<b>25,500</b>	<b>25,500</b>	<b>25,500</b>	<b>25,500</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>899,679</b>	<b>600,857</b>	<b>599,782</b>	<b>501,948</b>	<b>666,865</b>	<b>631,866</b>	<b>583,639</b>	<b>583,639</b>	<b>-</b>

# Lane Regional Air Protection Agency

## 2023-2024

## GRAPHS

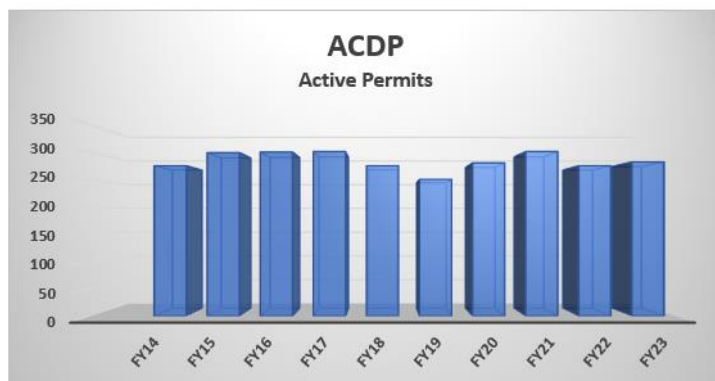




# Lane Regional Air Protection Agency

## 2023-2024

## GRAPHS



## Glossary and Acronyms

**Appropriation:** A legal authorization made by the City Council to incur obligations and make expenditures for specific purposes and shall be limited to a single fiscal year.

**Balanced Budget:** A budget is considered balanced when the fund's total resources of beginning fund balance or working capital, revenues and other financing sources is equal to the total of expenditures, other financing uses and ending fund balance, contingency or working capital.

**Budget:** A written report showing the local government's comprehensive financial plan for one fiscal year. It must include a balanced statement of actual revenues and expenditures during each of the last two years, and estimated revenues and expenditures for the current and upcoming year.

**Budget Committee:** A fiscal planning board of a local government, consisting of the governing body plus an equal number of legal voters.

**Budget Document:** The estimates of expenditures and budget resources as set forth on the estimated sheets, tax levy and the financial summary.

**Capital Improvements Program (CIP):** A plan for capital expenditures to be incurred each year over a period of years to meet capital needs arising from the long-term work program.

**Capital Outlay** Items with a value of \$5,000 or more which generally have a useful life of one or more years, such as machinery, land, furniture, equipment, or buildings. These items are recorded in the City's fixed asset system and depreciated over their useful lives.

**Capital Projects:** Any major repair, renovation, or replacement of a current fixed asset that extends the use.

**Chart of Accounts:** All authorized General Ledger accounts. Defines Fund, Organization, Division, Program, Object, and Classification.

**Contracted Services:** Expense of services rendered under contract by personnel who are not on the payroll of the jurisdiction, including all related expenses covered by the contract.

**Cost-benefit Analysis:** An approach for comparing programs and alternatives when benefits and costs can be valued in dollars.

**Current Liabilities:** Liabilities due within one year.

**Current Year:** The fiscal year in progress.

**Division Expenditures:** Expenses related to personnel, material and services and capital expenditures.

**Discretionary Revenue:** Revenue that is not dedicated or restricted for a specific purpose. Employee Benefits. Amounts paid on behalf of employees; amounts are not included in the gross salary. They are fringe benefit payments, and, while not paid directly to employees, they

are part of total compensation. For example, health and life insurance, deferred compensation, social security taxes, workers' compensation, and unemployment insurance.

**Encumbrance:** An obligation chargeable to an appropriation and for which part of the appropriation is reserved.

**Enterprise Fund:** A fund established to account for operations that are financed and operated in a manner similar to private business enterprise in that the costs of providing services to the general public on a continuing basis are recovered primarily through user charges.

**Expenditure:** Total amount incurred if accounts are kept on an accrual basis; total amount paid if accounts are kept on a cash basis. Budget Law also defines expenditures as the categories of personnel, material and services, capital expenditures and debt service payments. Fund Expenditures. Unallocated (non-departmental) personnel, material and services and capital expenditures, along with debt service payments owed by the Fund.

**Fiscal Year:** A twelve-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. (July 1 through June 30 for all Oregon municipalities.)

**Full Time Equivalent (FTE):** Full time equivalent position is equal to a position working 40 hours per week or 2080 hours per year.

**Fund Structure:** A fund is a fiscal and accounting entity of self-balancing accounts to record cash and other financial resources and related liabilities all segregated for specific regulated activities and objectives to ensure compliance with state and federal laws and regulation, charters, local government resolutions, agreements, and ordinances, and the principles of good accounting.

Fund accounting allows the Agency to control the use of restricted or dedicated revenues. LRAPA adopts a balanced, annual appropriated budget for each of its funds. For the FY23 proposed budget, LRAPA presents three (3) distinct funds: General Fund, Special Revenue Fund, used for the Title V Program and the Grant Program, and an Enterprise Fund, used to account for AirMetrics.

**Fund Balance:** The excess of the fund's assets and estimated revenues for the period over its liabilities, reserves, and appropriations for the period. A negative fund balance is sometimes called a deficit.

**General Fund:** A fund used to account for financial operations of the Agency which are not accounted for in any other fund. The primary sources of revenue are general funding from the federal, state, and local shared revenues, permitting activities, and charges for services provided to other funds.

**General Ledger:** Financial accounting system for recording and reporting actual expense and revenue activity.

**GFOA:** Government Finance Officers Association

**Goal:** A statement of broad direction, purpose or intent; the purpose toward which an endeavor is directed.

**Governmental Funds:** Funds generally used to account for program specific activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds. LRAPA uses a general fund and special revenue funds to account for Title V and grants.

**Governing Body:** Board of Directors or other governing board of a local government unit.

**Grant:** A donation or contribution by one governmental unit to another unit. The donation or contribution may be made to aid in the support of a specified purpose or function or general purpose.

**Liabilities:** Probable future sacrifices of economic benefits, arising from present obligation to transfer assets or provide service to other entities in the future as a result of past transactions or events; does not include encumbrances.

**Line-item Budget:** The traditional form of budgeting where proposed expenditures are based on individual objects of expense within a department or division.

**Local Budget Law:** Oregon Revised Statutes dictate local government budgeting practices in

**Major Fund:** Governmental fund or enterprise fund reported as a separate column in the basic fund financial statements and subject to a separate opinion in the independent auditor's report.

**Mandates:** A requirement by a higher level of government that a lower level of government perform a task or provide a service, do so in a particular way, or meet a particular standard.

**Materials & Services:** Accounts which establish expenditures for the operating expenses of County departments and programs.

**Modified accrual basis:** A form of accrual accounting in which expenditures are recognized when the goods or services are received and revenues are recognized when measurable and available to pay expenditures in the current accounting period.

**Net Working Capital:** The sum of the cash balance, accounts receivable expected to be realized during the ensuing year, inventories, supplies, prepaid expenses less current liabilities and, if encumbrance method of accounting is used, reserve for encumbrances.

**Object:** As used in expenditure classification, includes article purchased in the form of land, buildings, equipment and vehicles, or services obtained, as distinguished from the results obtained from the expenditures.

**Object Class** Classification of expenditures, such as personal services, materials and services, capital outlay, debt services, and other types of requirements.

**Objective:** A statement of specific direction, purpose or intent based on the needs of the community and the goals established for a given program.

**Obligations:** The amounts of orders placed, contracts and subgrants awarded, goods and services received, and similar transactions during a given period that will require payment during the same or a future period.

**Operating Budget:** The portion of the budget that pertains to daily operations providing basic governmental services. The operating budget contains appropriations for such expenditures as personal services, supplies, utilities, materials, and capital outlay.

**Operational Contingency:** Any operating fund may establish an appropriated contingency line item for unforeseen expenditures that may become necessary.

**Ordinance:** A formal legislative enactment by the governing board of a municipality.

**Organizational unit:** Any administrative subdivision of the local government, especially one charged with carrying on one or more specific function (such as a department, office, or division).

**Payroll Expenses:** Health and accident insurance premiums, Social Security and retirement contributions, workers' compensation, and unemployment taxes are examples.

**PERS:** The Public Employees Retirement System. A State of Oregon defined benefit pension plan to which both employees and employer contribute.

**Personnel Services:** Payroll expenses, such as wages, Social Security, medical and dental insurance benefits, and retirement contributions.

**Program:** A group of related activities aimed at accomplishing a major service or function for which the municipality is responsible.

**Proposed Budget:** Financial and operating plan prepared by the Budget Officer. It is submitted to the budget committee and the public for review for approval.

**Proprietary Funds:** Funds that focus on the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows. The Agency maintains one enterprise fund, used to account for activities related to AirMetrics, a self-supporting activity offering air monitors for purchase.

**Receipts:** Cash received unless otherwise qualified.

**Resolution:** A formal order of a governing body, lower legal status than an ordinance.

**Resources:** Total amount available for appropriation, consisting of estimated beginning funds on hand plus anticipated revenues.

**Revenues:** Funds that the government receives as income such as fees for specific services, receipts from other governments, forfeitures, grants, shared revenues, and interest income.

**Risk Management:** An organized attempt to protect a government's assets against accidental loss in the most economical manner.

**Special Revenue Fund:** A fund used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditure for specific purposes.

**Supplemental Budget:** Modifications to an Adopted Budget for the purpose of adding to or subtracting from current appropriations. Supplemental Budgets require legal notice and Budget

Committee review prior to final action by the Board of Commissioners and cannot be used to levy tax.

**Transfers:** Amounts distributed from one fund to finance activities in another fund. Shown as a requirement in the originating fund and a revenue in the receiving fund.

## **Acronyms**

### **A**

ACA	Affordable Care Act
ACDP	Air Contaminant Discharge Permit
ACW	Asbestos Containing Waste
AOC	Association of Oregon Counties
APM	Administrative Procedures Manual
AQI	Air Quality Index
AV	Assessed Value

### **B**

BCC	Board of County Commissioners
BLM	Bureau of Land Management

### **C**

CA	Compliance Assistance
CAA	Clean Air Act
CAAD	Clean Air Action Day Program
CAC	Citizens Advisory Committee
CAO	Cleaner Air Oregon Program
CEMS	Continuous Emission Monitoring System
CFR	Code of Federal Regulations
CIP	Capital Improvement Plan
CO	Carbon Monoxide
COMS	Continuous Opacity Monitoring System

### **D**

DEQ	State of Oregon Department of Environmental Quality (ODEQ)
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## **E**

EPA	U.S. Environmental Protection Agency
EQC	Environmental Quality Commission

## **F**

## **G**

GDF	Gasoline Dispensing Facilities
GF	General Fund
GHG	Greenhouse Gas

## **H**

HAP	Hazardous Air Pollutant
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## **I**

## **K**

## **L**

LCOG	Lane Council of Governments
LRAPA	Lane Regional Air Protection Agency (AKA Lane Regional Air Pollution Authority)

## **M**

MACT	Maximum Achievable Control Technology
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## **N**

NAAQS	National Ambient Air Quality Standards
NACAA	National Association of Cleaner Air Agencies
NESHAP	National Emissions Standard for Hazardous Air Pollutants
NO	Nitrogen Oxide
NSR	New Source Review



**O**

O <sub>3</sub>	Ozone
ODOT	Oregon Department of Transportation
OHA	Oregon Health Authority

**P**

PEMS	Predictive Emissions Monitoring Systems
PM	Particulate Matter
PM <sub>10</sub>	Diameter less than or equal to a nominal 10 micrometers
PM <sub>2.5</sub>	Diameter less than or equal to a nominal 2.5 micrometers
P2	Pollution Prevention
PSD	Prevention of Significant Deterioration

**Q**

QAPP	Quality Assurance Project Plan/Program
QA/QC	Quality Assurance/Quality Control
QC	Quality Control
QMP	Quality Management Plan

**R**

**S**

SBA	Small Business Assistance
SIP	State Implementation Plan

**T**

TAG	2019 Targeted Airshed Grant - EPA
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TIPs	Transportation Improvement Programs
TITLE V (TV)	Federal Title V Facility – Major source air emissions facility

## **U**

USDA	United States Department of Agriculture
UGB	Urban growth boundary

## **V**

VOC	Volatile Organic Compound
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## **W**

## **Y**