

**Advisory Council Minutes  
April 23, 2015  
Spokane Regional Clean Air Agency**

Members Present:

Jana McDonald, Air Pollution Control  
Bud Leber, Industry  
Adriane Borgias, Environmental  
Ron Edgar, Chemistry  
Doug Pottratz, Member at Large  
Doug Bleeker, Fire Protection  
Hal Ophus, Business Community

Staff Present:

Julie Oliver, Director  
Barbara Nelson, Finance & Personnel Admin.  
Matt Holmquist, Compliance Administrator

The meeting was called to order at 8:00 a.m.

**1. Approval of the March 26, 2015 Minutes**

Doug Pottratz moved to approve the March 26, 2015 minutes and Ron Edgar seconded it. Minutes approved.

**2. Follow-Up from Last SRCAA Board of Directors Meeting**

Julie and Ron gave an update on the last Board of Directors meeting. The Board of Directors Bylaws will be updated. An update is being done to the procurement process that is currently an addendum to the Board Bylaws. The Board asked Ron to ask the Advisory Council if they would like to make any changes to the Advisory Council Rules of Procedure. The Advisory Council had some comments and changes they would like to add. Jana said that she would put together a draft for the Advisory Council meeting next month.

Julie gave a SIP solid fuel burning device update. Ecology held two public hearings and approximately 45 people attended. The public comment period closed April 10<sup>th</sup>. Ecology and SRCAA are working together on the written response to comments.

**3. Fiscal Year 2016 Preliminary Budget Presentation – Barbara Nelson**

Barbara gave an overview of the budget, revenues, revenue sources and the expenses included in the budget; beginning fund balances as well as reserves, grants, local assessments and fees. The estimated revenue includes estimated beginning fund balances, know reductions in State and Federal Grants, local assessments are unchanged in FY-16 and fees for services are also unchanged for Federal Grants for FY-16. Included in the salary and benefits are the current staff at 17.8 full-time employees; a one percent COLA for FY-2016 thru FY-2020 for planning; step increase and longevity pay (13 staff are at the top step); known increases in state retirement rates; all other benefits cost shown at the 2016 level; and there are three options to fund a Rule Writer/SIP Planner position. Barbara went over the estimated year end fund balances and what a ten percent increase in FY-2017 would look like for the local assessments. Barbara requested feedback from the Advisory Council on staffing and approved positions and the funding plan for the new position.

The Advisory Council was curious about the challenges that the Agency would face increasing the local assessments; but they agreed with the need for the new Rule Writer/SIP Planner position and agreed that it is time to formally eliminate the Chief of Technical Service position that is a non-funded position that has not been filled since Ron Edgar retired. The Council felt that a clear plan needs to be put in place to move forward and that an increase in local assessment should be looked at.

**4. Nuisance Presentation – Matt Holmquist**

The Nuisance Presentation will be tabled for the next Advisory Council meeting.

**5. Advisory Council Comments/Concerns**

There were no other comments or concerns from the Advisory Council.

**6. Next Month's Meeting**

**The meeting adjourned at 09:28 A.M.**

The next Advisory Council meeting is scheduled for May 28, 2015, in Spokane Regional Clean Air Agency's office located at 3104 E. Augusta Ave.

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ADVISORY COUNCIL MEMBER

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JULIE OLIVER, DIRECTOR