

**Meeting Summary**  
**Initiating Agencies**  
**WRIA 54 Lower Spokane River**  
**February 19, 2004**

**Initiating Agency members recorded on the sign in sheet were:**

Doug Allen, Dept. of Ecology  
Stan Miller, Spokane County  
Bill Gilmour, Spokane County

Lloyd Brewer, City of Spokane  
Reanette Boese, Spokane County

**Introductions:** Stan Miller called the meeting to order at approximately 2:30 pm. Initiating Agency members introduced themselves.

**Operating Procedures**

Stan Miller led the discussion regarding Operating Procedures. Doug Allen stated that a memorandum of agreement (MOA) like that of the WRIA 55/57 planning unit is not necessary. The Initiating Agencies only needs to be in agreement on the representatives that serve on the Planning Unit and a general a set of operating procedures. Lloyd Brewer stated that the City of Spokane would like to have a MOA because only through such and agreement will the city council be formally to review the contents of the watershed plan. Additionally Lloyd felt it is very difficult to estimate the cost of several commitments individually and therefore, there needs to be one last look and approval at the end of the process. The use of a matrix for initiating governments to review commitments made in recommendations was discussed. Stan indicated that using a matrix to afford all cities the opportunity to review, prioritize and determine the level of commitment to all plan elements before they are finalized in the watershed plan would be a fair process. Lloyd stated that the use of a matrix might satisfy the city's needs. The discussion of Operating Procedures was tabled until next meeting due to time limitations.

**Potential WRIA 54 Planning Unit Membership/Representation:**

Stan distributed a list of potential planning unit representatives for review. The list will be updated for review and approval at the March 18, 2004 WRIA 54 meeting. The list is attached for review by those not at the meeting.

**Annotated Bibliography:**

Stan distributed a draft annotated bibliography for review. Stan requested that the initiating agencies review the list of references and add any references they may know about that are currently not in the bibliography. The bibliography is attached for review by those not at the meeting.

**Other Issues:**

Organization of the first WRIA 54 planning unit meeting and a field trip were discussed. The cities of Medical Lake, Reardan and Airway Heights will be invited to the March 18, 2004 meeting of the initiating agencies.

**Wrap-up:**

The next Initiating Agency meeting was set for March 18, 2004.