

Meeting Summary
WRIA 54 Lower Spokane River
August 25, 2004

Initiating Agency and Implementing Government members recorded on the sign in sheet were:

Lloyd Brewer, City of Spokane
Dick Price, Stevens County PUD #1
Brian Crossley, Spokane Tribe
Bill Gilmour, Spokane County
Jim DeGraffenreid, Lincoln County
John Hyatt, City of Airway Heights
Jaime Short, Ecology
Christy Brown, CLB Planning

Doris Deitrich, Landowner
Rob Lindsay, Spokane County
Jane Cunningham, Lands Council
Tom Lien, City of Airway Heights
Harry McLean, City of Spokane Water
Mike Coster, City of Spokane, Wastewater Mgmt

Meeting began 10:00 am

Bill Gilmour opened the meeting at 10:00 am. On behalf of Spokane County, Mr. Gilmour thanked the initiating agencies, the implementing governments and everyone in attendance for their support of this project and for volunteering their time and ideas. Around the room introductions were made by each attendee.

Official meeting summary for the July 21, 2004 WRIA 54 meeting was distributed and accepted with the change of the July, 2004 meeting start time from 10:00 am to 9:00 am. Brian Crossley motioned to accept the July 2004 meeting summary and Jim DeGraffenreid seconded.

Discussion of Scope of Work and MOA Update

Bill Gilmour briefly discussed the status of the draft WRIA 54 Phase II Scope of Work. The Work Group had met from 8:30 am until just before the regularly scheduled meeting at 10:00 am. Bill reviewed the current status of the Phase II Scope of Work and the schedule for completion and submittal of the Phase II Application. Bill had hoped to have the Work Group's comments in time to prepare a draft for the Planning Unit in September. He stated if the Planning Unit could finalize the Phase II Scope of Work by the October meeting or at the latest, the November meeting, then the project is still on schedule. Bill stated that until the Memorandum of Agreement (MOA) between the Initiating Agencies and Implementing Governments is approved, there is not an official WRIA 54 Planning Unit. However, Bill went on to say that he understands the MOA was near completion and could be distributed for approval by the various councils and boards. Bill asked Lloyd Brewer to give the Planning Unit an update regarding the status of the MOA.

Lloyd Brewer noted that the City of Spokane had reached agreement with Stevens County PUD #1 on the language in the MOA and had just sent it to Bill Gilmour via email for distribution to the Initiating Agencies and Implementing Governments to take to their councils/boards for final approval.

Brian Crossley stated he still needed to take the MOA to the Spokane Tribe Legal Department for their first review. Brian said he would try to get the document approved as quickly as possible. It was decided that Brian needed to get comments from the Tribal Legal Department first before redistributing the MOA to the Initiating Agencies and Implementing Governments. That way none of the Initiating Agencies or Implementing Governments would waste their time approving the MOA if the Spokane Tribe Legal Department makes changes.

Lloyd mentioned wanting to present the MOA to the Public Works Commission on September 13th and then the City Council directly after the September 13th meeting in hopes that Brian could receive an approval before this date. Brian said he would push for approval.

Discussion of Goals

Christy Brown opened the goals discussion with a thank you to all who have put in so much thought and energy to the creation of the Legislative and Agency goals and explained the final portion of the goal setting exercise was to define the Planning Unit goals. The floor opened for brainstorming of possible goals with the understanding that a list would be created and more concise revision of the goals would be provided in the September meeting package. The final goals will be printed and displayed at the meeting location each regularly scheduled meeting to assist in the forward movement of the Planning Unit and to assist in the direction of the planning process.

Planning Unit Goals: Knowledge of legislative and agency goals helped to create a more concise list of Planning Unit goals.

Propose to manage water resources to meet population demands

Quantify current actual surface and ground water usage

Estimate the volume of water that may be granted through water right claims filed

Develop reasonable and obtainable measures for fair allocation of water resources

Collaborative relationships in building a comprehensive plan

Prepare a watershed plan that is flexible and adaptable to changing conditions, a living and useful document

Rob Lindsay commented that it was helpful for him when he picked up a plan prepared by another group to first read the mission statement and goals before delving into the plan. He stated that having those additions to the document gave him an idea of what direction the group had decided to go and how well the group accomplished their mission/goals.

The list of goals will also help create a Mission Statement for the WRIA 54 Operating Procedures. Bill Gilmour will draft a couple of mission statements for the Planning Unit to review before the September meeting. The mission statements will be included in the September 22nd meeting package.

Discussion of Operating Procedures

Bill Gilmour stated that the WRIA 54 Operating Procedures incorporated the Code of Conduct and portions of the MOA. Most importantly, the Operating Procedures defines the Procedural Order of the Meetings, what defines a “quorum”, and who has voting rights. Lloyd Brewer brought up that the City of Spokane (City) currently has three representatives from three different departments of the City attending the Planning Unit meetings. He stated that the City could live with the verbiage in the Operating Procedures that indicates one (1) vote per agency. The procedure would be applied to all the Planning Unit participants just as only one (1) vote is allowed for all the Washington state agencies. Bill Gilmour commented that the number of representatives and voting power was an issue that had been discussed at one time, but had been left for further discussion. It was decided that the City would get one vote for all of its agencies/departments.

The Planning Unit members decided that the Operating Procedures needed to include definitions from the MOA and to mirror the most recent language changes agreed upon by the City and Stevens County PUD #1.

Brian Crossly noted that in Section 8 paragraph b) under Decision-Making it states that there will not be any absentee votes allowed. Discussion about whether absentee voting and proxy voting should be allowed resulted in approval of both alternative-voting methods. The only stipulation on absentee votes was that an absentee vote will be accepted only when the vote has been submitted in writing to the facilitator or Bill Gilmour before the start of the meeting in which voting occurs. Furthermore, the absentee vote or proxy vote will be allowed to count towards the quorum.

The issue of a quorum was discussed during this meeting. No decision on how to establish a quorum was made. Christy stated she would make a meeting attendance roster and from it the Planning Unit could decide if it wants

to use attendance from two or three meetings to establish how many people make up a quorum. The Planning Unit agreed that more discussion would be needed and this issue will be on the September meeting agenda.

Decision making with regards to administrative issues and non-administrative issues was also discussed in regards to whether a quorum would be necessary to approve administrative issues. Differentiation between the two types of decision-making was recognized and Bill Gilmour said he would put some language together to address the issue. This aspect of the Operating Procedures was tabled and will be discussed further at the September meeting.

The allotted time for discussion of Operating Procedures was reached. Christy Brown asked the Planning Unit if it would allow the changes to be made that were discussed today and to resume this discussion at the September meeting. The Planning Unit agreed to continue discussion of this issue at the September meeting that would be prudent. The changes in the Operating Procedures will be made and distributed to the Planning Unit in the September meeting package. Bill Gilmour requested that any additional edits or comments to the Operating Procedures be submitted to him by September 8, 2004.

Public Comment

There were no public comments.

Wrap-up and Adjourn

The next meeting is set for September 22nd at the Airway Heights Community Center in the upstairs courtroom from 10:00am to 12:00 pm.

The meeting was adjourned at 12:00 pm.