



Public Services

128 North Second Street • Fourth Floor Courthouse • Yakima, Washington 98901
(509) 574-2300 • 1-800-572-7354 • FAX (509) 574-2301 • www.co.yakima.wa.us

VERN M. REDIFER, P.E. • Director

October 9, 2012

Charles McKinney
Department of Ecology, Central Region Office
15 W. Yakima Ave. Suite 200
Yakima, WA 98902-3452

Re: Lower Yakima Valley GWMA - 2012 Third-Quarter Report (IAA No. C1200235)

Dear Charlie:

Enclosed please find one (1) copy of Yakima County's third-quarter report as required under Attachment A, Statement of Work, Agreement No. C 1200235 between the State of Washington Department of Ecology and Yakima County.

This report addresses deliverables 1.1 - 1.4 and 2.2 as required under the agreement. Deliverable 2.1, invoices, to be sent under separate cover.

If you have any questions, please let me know.

Thank you.

Lisa H. Freund, Administrative Manager
Yakima County Public Services

enclosure

Yakima County ensures full compliance with Title VI of the Civil Rights Act of 1964 by prohibiting discrimination against any person on the basis of race, color, national origin, or sex in the provision of benefits and services resulting from its federally assisted programs and activities. For questions regarding Yakima County's Title VI Program, you may contact the Title VI Coordinator at 509-574-2300.

If this letter pertains to a meeting and you need special accommodations, please call us at 509-574-2300 by 10:00 a.m. three days prior to the meeting. For TDD users, please use the State's toll free relay service 1-800-833-6388 and ask the operator to dial 509-574-2300.

**IAA No. C 1200235 – 3rd Quarter Report
Lower Yakima Valley GWMA
September 30, 2012**

TASK 1 - ADMINISTRATIVE FUNCTIONS

DELIVERABLES

- 1.1 For each meeting of the GWAC, submit a copy of the agenda, minutes, attendance and public meeting notice at the end of each quarter.
Attachment (A) includes the meeting records of June 5, July 12, August 9 and September 20, 2012.
- 1.2 Submit written procedures and rules agreed to by the GWAC for conducting business and decision making by the end of third quarter, September 30, 2012.
Attachment (B) is the Operating Guidelines, adopted by committee consensus on September 20, 2012.
- 1.3 Identify Chairperson and other leadership positions if applicable by the end of the third quarter, September 30, 2012.
Yakima County Commissioner Rand Elliott appointed Chair by committee consensus on July 12, 2012. See Attachment (A)
- 1.4 Submit schedule of meetings for the 1st year by the end of the third quarter, September 30, 2012 and for each subsequent year by the end of the of the 1st quarter of that year.
First meeting held Tuesday, June 5; subsequent monthly meeting schedule agreed to by consensus of the GWAC: Thursday, July 12; Thursday, August 9; Thursday, September 20; Thursday, October 18; Thursday, November 15; and Thursday, December 20, 2012.

TASK 2 - PROGRAM FUNCTIONS

DELIVERABLES

- 2.1 Submit properly completed invoices with state invoice voucher (A19-1A) by the end of each quarter.
NOTE: to be submitted under separate cover by Yakima County Public Services Accounting
- 2.2 Submit written quarterly status reports summarizing GWAC plans, activities and work products, describing any other local agreements or contracts by the end of each quarter.

Status Report-GWAC Activities

During the first two meetings (June 5 and July 12, 2012), the committee organized themselves as a working group. Guided by Facilitator Penny Maybie of EnviroIssues, they reached consensus on how they would function, make decisions, and set the

expectations they would hold for themselves. The committee also appointed Yakima County Commissioner Rand Elliott as their chairperson.

Work Product: The GWAC adopted their written procedures, entitled *the Lower Yakima Valley Ground Water Area Management Area Advisory Committee Operating Guidelines*, on September 20, 2012. Attachment (B)

Two-Year Work Plan

In the meetings of August 9 and September 20, 2012, the GWAC began developing its two-year work plan, summarized in the draft GMWA GWAC Work Planning Framework. They agreed to follow the **groundwater management program content**, outlined in WAC 173-100-100, to define their work plan content.

An Education and Public Outreach (EPO) work group was formed to create a two-year public outreach program that will encompass the planning phase of the GWMA. Five committee members volunteered to serve on the committee, supported by a Yakima County staff member. They were charged with completing the outreach program by December 2012.

Work Products: By the conclusion of the September 20, 2012 meeting, the GWAC had partially completed the *GWMA GWAC Work Planning Framework* Attachment (C). They had also tasked the EPO with identifying target audiences and developing objectives using the *Education and Public Outreach (EPO) Plan - Planning framework*, and reporting their progress at the October 18, 2012 meeting. Attachment (D).

Interlocal Agreement/Other Contracts

Yakima County entered into a one-year Professional Services Agreement on May 29, 2012 with EnviroIssues for facilitation services to support the GWAC. Attachment (E)

Amendment Number 1 to Ecology Agreement No. C 1200235, August 29, 2012, signed by Ecology and Yakima County. Attachment (F)

Attachment A

Meeting Records of June 5, July 12, August 9 & September 20, 2012

Lower Yakima Valley GWAC Meetings Attendance

GWAC Meetings				
PRIMARY (ALTERNATE)	5-Jun-2012	12-Jul-2012	9-Aug-2012	20-Sep-2012
Beaver, Jim	absent	absent	absent	absent
Elliott, Rand	attended	attended	attended	attended
(Redifer, Vern)	N/A	attended	attended	attended
Sanchez, Elizabeth	attended	attended	attended	absent
(Ring, Tom)	attended	absent	attended	attended
George, Steve	attended	attended	attended	attended
(Young, Don)	attended	attended	absent	attended
Sheehan, Jason	attended	absent	attended	attended
(DeGroot, Dan)	attended	attended	absent	attended
Turner, Stuart	attended	attended	attended	attended
Reddout, Helen	attended	attended	attended	attended
(Hannigan, Wendell)	N/A	N/A	attended	attended
Mendoza, Jean	attended	attended	attended	attended
(Anderson, Eric)	absent	absent	absent	attended
Whitefoot, Jan	attended	attended	attended	absent
(Dyjak, Jim)	attended	attended	absent	attended
Crowe, Laurie	attended	attended	attended	attended
(Newhouse, Jim)	absent	absent	absent	absent
Nielson, Mark	attended	attended	attended	attended
(Wendt, Heather)	attended	attended	attended	attended
Farrell, Robert	attended	absent	absent	attended
(Van Wingerden, John)	absent	attended	attended	attended
Cook, Kirk	attended	absent	attended	absent
(Ford, Jaclyn)	absent	attended	absent	absent
Cervantes, Andy	attended	attended	attended	attended
(Stern, Ginny)	attended	absent	absent	absent
McKinney, Charlie	attended	attended	attended	attended
(Tebb, Tom)	absent	attended	attended	attended
Eaton, Tom	attended	attended	attended	attended
Kelly, Gordon	attended	attended	attended	attended
Perkins, Bruce	attended	attended	absent	attended
Desta, Dr. Kefy	attended	attended	attended	absent
Frans, Lonna	absent	attended	attended	attended
(Bachmann, Matt)	attended	absent	absent	absent
Morales, Robert	absent	absent	absent	absent
Trull, Jim	attended	attended	attended	attended
(Ron Cowin)	N/A	N/A	N/A	absent
Tobias, Ramon	N/A	N/A	N/A	attended
(Tobias, Margarita)	N/A	N/A	N/A	attended

Yakima County

**Notice of Public Meeting
Lower Yakima Valley Groundwater Advisory Committee**

NOTICE IS HEREBY GIVEN that Yakima County is holding a public meeting of the Lower Yakima Valley Groundwater Advisory Committee on **Tuesday, June 5, 2012 at 5:00 PM at the Denny Blaine Board Room, 810 E. Custer Ave. in Sunnyside WA** pursuant to Chapter 173-100-080 WAC Ground Water Management Areas and Programs.

For Additional Information

To learn more about the Lower Yakima Valley Groundwater Management Area, the Groundwater Advisory Committee, and its goals and objectives, please see the Request for Identification Lower Yakima Valley Groundwater Management Area on the County webpage at:

<http://www.yakimacounty.us/nitrateprogram/english/Docs/Lower%20Yakima%20GWMA%20Request%20For%20Identification%20FINAL.pdf>

For more information about the meeting, please contact Lisa Freund, Yakima County Public Services Administrative Manager at 574-2300.
Dated this 30th day of May, 2012

Publish: May 30, 2012

Bill: FC3463-800-*2

YAKIMA HERALD REPUBLIC

A daily part of your life yakima-herald.com

-Ad Proof-

This is the proof of your ad scheduled to run on the dates indicated below.

Please confirm placement prior to deadline, by contacting your account rep at (509) 577-7740.

Date: 05/29/12
Account #: 110346
Company Name: YAKIMA COUNTY PUBLIC SERVICES
Contact:
Address: 128 N 2ND STREET, RM 200
YAKIMA, WA 98901
Telephone: (509) 574-2282
Fax:

Run Dates:
Yakima Herald-Republic 05/30/12
YakimaHerald.com 05/30/12

Ad ID: 197745
Start: 05/30/12
Stop: 05/30/12
Total Cost: \$74.47
Agate Lines: 76
of Inserts: 2
Ad Class: 6021
Account Rep: Simon Sizer
Phone #: (509) 577-7740
Email: ssizer@yakimaherald.com

Ad Proof

Yakima County

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For more information about the meeting, please contact Lisa Freund, Yakima County Public Services Administrative Manager at 574-2300. Dated this 30th day of May, 2012

(197745) May 30, 2012

* INVOICE *

RECEIVED

JUN 5 2012

YAKIMA COUNTY
PUBLIC WORKS ACCOUNTING

Affidavit of Publication

STATE OF WASHINGTON
COUNTY OF YAKIMA SS

Timothy J. Graff, being first duly sworn on oath deposes and says that he is the Publisher of the DAILY SUN NEWS, a daily newspaper.

That said newspaper is a legal newspaper and it is now and has been for more than six months prior to the date of publications hereinafter referred to, published in the English language continually as a daily newspaper in the city of Sunnyside, YAKIMA County, Washington, and it is now and during all of said time printed in an office maintained at the afforesaid place of publication of said newspaper, and that the said Daily Sun News was on the 4th Day of April, 1969 approved as a legal newspaper by the Superior Court of said Yakima County.

That the annexed is a true copy of a LEGAL PUBLICATION -

Yakima County Public Services

FC3463-800-2 GWMA

published in regular issues (and not in supplemental forms) of said newspaper once each week for a period of 1 consecutive issue(s) commencing 05/30/12 and ending on 05/30/12, both dates inclusive, and that such newspaper was regularly distributed to its subscribers during all of said period. That the full amount of the fee charged for the foregoing publication is the sum of \$ 35.00, amount has been paid in full, at the rate of \$7.00 per column inch per insertion.

Timothy J. Graff

Subscribed and sworn to before me 05/31/12

[Signature]
Notary Public in and for
the State of Washington
030110-00000



Yakima County
Notice of Public Meeting
Lower Yakima Valley Groundwater
Advisory Committee
NOTICE IS HEREBY GIVEN that
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Management Areas and Programs.
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<http://www.yakimacounty.us/nitrat-eprogram/english/Docs/Lower%20Yakima%20GWMA%20Request%20For%20Identification%20FINAL.pdf>

For more information about the meeting, please contact Lisa Freund, Yakima County Public Services Administrative Manager at 574-2300.

Dated this 30th day of May, 2012
PUBLISH: DAILY SUN NEWS
May 30, 2012

Funding Control FC 3463-800-2-4410

Authorized By Jana Beck

Date Authorized 6-6-12

Meeting Time and Location

Tuesday, June 5, 2012, 5:00 – 7:00 p.m.

Denny Blaine Board Room
810 E. Custer
Sunnyside, Washington

Purpose of the Meeting:

- Form the committee
- Develop operating guidelines / rules for conducting business
- Be briefed on the formation, goals and objectives of the Lower Yakima Valley Groundwater Management Area

Agenda

Time	Topic	Purpose	Lead
5:00 – 5:15 p.m.	Welcome & Meeting Overview	Meeting orientation, confirm agenda	Penny Mabie, facilitator
5:15 – 5:30 p.m.	Committee Introductions	<ul style="list-style-type: none"> • Get acquainted • Share expectations 	Penny Mabie, facilitator
5:30 – 6:00 p.m.	Operating guidelines	Establish committee: <ul style="list-style-type: none"> • Roles and responsibilities • Membership guidelines • Ground rules • Decision process, Appoint chairman. • Schedule 	Penny Mabie, facilitator
6:00 – 6:10 p.m.	Break		
6:10 – 6:35 p.m.	GWMA background and outcomes Time Frames & Deliverables	Ensure all committee members have shared understanding of GWMA	Commissioner Rand Elliott Charlie McKinney, Ecology
6:35 – 6:50 p.m.	Public comment	Opportunity for members of the public to make comments to the committee.	Penny Mabie, facilitator
6:50 – 7:00 p.m.	Next steps	<ul style="list-style-type: none"> • Review action items • Review next steps 	Penny Mabie, facilitator
7:00 p.m.	Adjourn		

Committee Members

Stuart Turner, agronomist	Turner and Co.
Helen Reddout	Community Association for Restoration of the Environment
Robert Morales	Lower Valley Community Representative
Jean Mendoza, Eric Anderson (alternate)	Friends of Toppenish Creek
Jan Whitefoot, Jim Dyjak (alternate)	Concerned Citizens of the Yakama Reservation
Steve George, Don Young (alternate)	Yakima County Farm Bureau
Jason Sheehan, Dan DeGroot (alternate)	Yakima Dairy Federation
Jim Trull	Sunnyside-Roza Joint Board of Control
Laurie Crowe, Jim Newhouse (alternate)	South Yakima Conservation District
Mark Nielson, Heather Wendt (alternate)	Benton Conservation District
Robert Farrell, John Van Wingerden (alternate)	Port of Sunnyside
Gordon Kelly	Yakima County Health District
Bruce Perkins	Benton-Franklin Health District
Dr. Kefy Desta	WSU Irrigated Agriculture Research and Extension Center
Tom Eaton	U.S. Environmental Protection Agency
Elizabeth Sanchez, Tom Ring (alternate)	Yakama Nation
Lonna Frans, Matt Bachmann (alternate)	U.S. Geological Survey
Kirk Cook, Jaclyn Ford (alternate)	Washington Department of Agriculture
Andy Cervantes, Ginny Stern (alternate)	Washington Department of Health
Charlie McKinney, Tom Tebb (alternate)	Washington Department of Ecology

Draft Committee Ground Rules:

- Come to committee meetings prepared
- Treat one another with civility
- Respect each other's perspectives
- Listen actively
- Participate actively
- Honor time frames
- Silence electronic devices during meetings
- Speak from interests, not positions.

1 **LOWER YAKIMA VALLEY GROUNDWATER MANAGEMENT AREA ADVISORY**
2 **COMMITTEE (GWAC)**

3
4 **MEETING SUMMARY**

5
6 **Tuesday, June 5, 2012**

7
8 *Denny Blaine Board Room*
9 *810 E. Custer, Sunnyside, WA 98944*

10
11 **I. Call to Order**

12
13 **A. Roll Call:** The meeting was called to order at 5:00 pm by Penny Mable,
14 Facilitator. Penny explained that the facilitator's job is to remain neutral and
15 make sure the committee gets tasks accomplished.

16 **Members present:** Rand Elliott, Yakima County Commissioner; Charlie
17 McKinney, Dept. of Ecology; Andres Cervantes, Department of Health; Tom
18 Eaton, EPA; Jan Whitefoot, Concerned Citizens of the Yakama Reservation;
19 Kirk Cook, AGR; Robert Farrell, Port of Sunnyside; Helen Reddout,
20 Community Association for the Restoration of the Environment; Dr. Kefy
21 Desta, WSU IAREC; Jim Trull, SVID; Jean Mendoza, Friends of Toppenish
22 Creek; Matt Bachmann, USGS (alternate for Lonna Frans); Mark Nielson,
23 Benton Conservation District; Stuart Turner, Turner & Co.; Steve George,
24 Yakima Farm Bureau; Jason Sheehan, Yakima Dairy Federation; Laurie
25 Crowe, South Yakima Conservation District; Elizabeth Sanchez, Yakama
26 Nation; Bruce Perkins, Benton Franklin Health District; Gordon Kelly, Yakima
27 Health District;

28 **Members absent:** Jim Beaver, Benton County Commissioner; Lonna Frans,
29 USGS; Robert Morales, Mabton School District; and alternates Eric Anderson;
30 Jaclyn Ford; Jim Newhouse; Tom Tebb; and John Van Wingerden

31
32 **B. Selection of Chair:** None. Will take place at next scheduled meeting,
33 Thursday, July 12, 2012.

34
35 **C. Approval of previous meeting's minutes:** None.

36
37 **II. Unfinished Business:** None.

38
39 **III. New Business:**

40
41 **Committee Members' Expectations**

42 Andy Cervantes – Improve water quality for public and educate the public on
43 opportunities to improve water quality.

44 Tom Eaton – Determine the best program to improve groundwater quality and
45 protect groundwater from any further pollution. Implement programs - monitor
46 and adjust.

47 Rand Elliott – Develop reasonable and practical solutions to reduce nitrate
48 levels to acceptable levels.

49 Charlie McKinney– That this committee sees this as an opportunity and uses it
50 as such.

51 Jan Whitefoot – Identify sources of pollutants. Work with EPA to enforce the
52 Clean Water Act. Help citizens and municipalities identify pollution in wells.
53 Inform public and prosecute polluters.

54 Kirk Cook – Establish major cause(s) of problems and develop technically-
55 based approach to address the problem areas.

56 Robert Farrell – Help ensure safe, uncontaminated groundwater is available as
57 a potable source for everyone who wants it.

58 Helen Reddout – Restore the lower valley back to a healthy environment it was
59 before ground, air and water pollution. Prosecute those who continue to
60 pollute. Look into limiting the use of groundwater in order to conserve and
61 ensure it is available for all.

62 Dr. Kefy Desta – Develop a process for reviewing data and other information so
63 recommendations and decisions are made on sound information.

64 Jim Trull – Develop strategy. Come up with scientific, technical information to
65 alleviate the problem (research based) and implement the technical measures
66 that come out of this work.

67 Jean Mendoza – Ask our creator to join us and watch over us as we seek our
68 common goals. Ensure future generations of children can ride their horses
69 along and safely drink from the groundwater and surface water.

70 Matt Bachmann – Need to identify scientific questions the US Geologic Survey
71 (USGS) might address.

72 Mark Nielson – Develop a scientifically based plan that relies on voluntary and
73 incentive based actions.

74 Stuart Turner – Assist in the launch of the Groundwater Management Area
75 Committee (GWAC). Develop greater citizen awareness of ground water and
76 the factors that can improve or degrade groundwater. Assist the GWAC
77 members with greater understanding of historic and current agricultural
78 production practices and their potential influence on groundwater over time.

79 Steve George – Prioritize so that the nitrate issue is the first focus of this effort.
80 Identify the status of the current problem and identify solutions. Keep solutions
81 simple and incentive based.

82 Jason Sheehan – Use sound science and facts to identify issues related to
83 ground water. Develop an action plan to improve ground water quality over
84 time.

85 Laurie Crowe – Implement solutions in a reasonable timeframe.

86 Elizabeth Sanchez – Improve groundwater quality. Assure human health is
87 protected and find a doable solution that everyone can incorporate and be
88 happy with.

89 Bruce Perkins – Provide realistic public health perspective and represent Benton
90 County.

91 Gordon Kelly – Arrive at a consensus for a viable, achievable and feasible plan
92 to improve groundwater quality within the GWMA.

93
94 **Draft Operating Guidelines**

95 Members should read through the Draft Committee Operating Guidelines and
96 provide feedback prior to the next scheduled meeting.
97

98 Foundational information:

99 Purpose of this committee is to work collaboratively to implement strategies to
100 reduce nitrate contamination concentrations in groundwater. The GWMA
101 area encompasses the Lower Yakima Valley from Union Gap to Benton City,
102 minus the Yakama Reservation.
103

104 Participation: Facilitator will make sure that all members are heard. Members
105 will not sign off on information on behalf of their constituency. Any and all
106 information can go with members so they can discuss with their constituency.
107 There needs to be consistent participation by members. Suggestion made: If a
108 member misses two meetings they shall receive a warning. If a member misses
109 three meetings they shall be dismissed from the committee.
110

111 Quorum: Committee needs to decide on whether or not a quorum is needed
112 to make decisions. Proposals: 1. 80% of members must be in agreement to
113 adopt a decision. 2. 2/3 of members must be in agreement to adopt a
114 decision. 3. Everyone needs to vote if it is a major issue. Decision regarding
115 what constitutes a quorum will be made at the next scheduled meeting.
116

117 Roles and Responsibilities:

118 Members need to come prepared to each meeting. Read all materials prior to
119 the meeting.
120

121 Decision making:

122 Members need to decide how decisions should be made, whether they are
123 decided by consensus, majority vote or consensus with minority report. In open
124 discussion several members leaned toward consensus with minority report.
125

126 Recording of meetings:

127 A suggestion was made to have meetings recorded, either voice recording or
128 video recording, to promote transparency. Not all members were in favor of
129 recording meetings. The committee needs to make a determination on
130 whether to record meetings or not.
131

132 **IV. Background and Outcomes:**

133
134 Commissioner Rand Elliott thanked all committee members for their willingness to
135 participate and provided a brief history of the events leading up to the formation
136 of the Groundwater Management Area and the Groundwater Advisory
137 Committee.
138

Charlie McKinney, Department of Ecology, explained that Ecology is in a two-year contract with Yakima County. Yakima County is in a supportive role. The County will provide administrative and technical support. Committee members are the decision makers.

V. Public Comment:

Yakima County Public Services Director, Vern Redifer – noted that he wrote the scope for the project. An additional \$450,000 in funding is in the pipeline, thanks to Senator Jim Honeyford giving us \$750,000 for the budget. He added that all members on this committee are appointed and have equal voting rights. There are no ex-officios on this committee.

VI. Decisions:

1. Commissioner Rand Elliott will serve as interim chairperson until the committee appoints a chairman.
2. A contact list with all members' contact information may be shared amongst members.
3. All members of the committee agree to being contacted via email.
4. Future meetings: Frequency: Committee agreed to monthly meetings and reassessing in 6 months. Location: Committee agreed to continue having meetings at the Denny Blaine Board Room. Day of the week: Committee agreed to hold monthly meetings every 2nd Thursday of the month. Time of day: Committee agreed that the next 3 meetings will have a start time of 5:00 p.m. and will reassess the start time after the third meeting. Length of meetings: Committee agreed to hold meetings for two-hours. Facilitator will reassess meeting length after the first three months.

VII. Next Steps:

- The next scheduled meeting is on Thursday, July 12, 2012 at 5:00 p.m. at the Denny Blaine Board Room.
- Penny will be contacting each member before the next meeting to conduct interviews.
- Based on today's discussion, Penny will make revisions to the Draft Operating Guidelines and send them out to the committee within one week. Please respond within the target date she provides.
- Mark Nielson will provide the committee with budget and background information on the Columbia Basin Groundwater Management Area.
- GWMA website is currently in production.
- File sharing system is in the works.
- Watch for and read GWAC communications prior to next meeting.
- The meeting was adjourned at 7:03 pm.

VIII. 2012 Meeting Calendar:

- July 12
- August 9

- 185 • September 13
- 186 • October 11
- 187 • November 8
- 188 • December 13

189
190

191 Meeting summary approved by the Lower Yakima Valley Groundwater Management
192 Area Advisory Committee on July 12, 2012.
193

Yakima County

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Dated this 5th Day of July, 2012

Publish:

Bill:

YAKIMA HERALD REPUBLIC

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-Ad Proof-

This is the proof of your ad scheduled to run on the dates indicated below.

Please confirm placement prior to deadline,
by contacting your
account rep at (509) 577-7740.

Date:	07/02/12
Account #:	110346
Company Name:	YAKIMA COUNTY PUBLIC SERVICES
Contact:	
Address:	128 N 2ND STREET, RM 200 YAKIMA, WA 98901
Telephone:	(509) 574-2282
Fax:	

Ad ID:	210532
Start:	07/05/12
Stop:	07/05/12
Total Cost:	\$74.47
Agate Lines:	76
# of Inserts:	2
Ad Class:	6021
Account Rep:	Simon Sizer
Phone #	(509) 577-7740
Email:	ssizer@yakimaherald.com

Run Dates:

Yakima Herald-Republic 07/05/12
YakimaHerald.com 07/05/12

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Dated this 5th Day of July, 2012

(210532) July 5, 2012

* INVOICE *

RECEIVED

JUL 19 2012

YAKIMA COUNTY
PUBLIC WORKS ACCOUNTING

Affidavit of Publication

STATE OF WASHINGTON
COUNTY OF YAKIMA SS

Timothy J. Graff, being first duly sworn on oath
deposes and says that he is the Publisher of the
DAILY SUN NEWS, a daily newspaper.

That said newspaper is a legal newspaper and it is
now and has been for more than six months prior to the
date of publications hereinafter referred to,
published in the English language continually as a
daily newspaper in the city of Sunnyside, YAKIMA
County, Washington, and it is now and during all of
said time printed in an office maintained at the
afforesaid place of publication of said newspaper,
and that the said Daily Sun News was on the 4th
Day of April, 1969 approved as a legal newspaper
by the Superior Court of said Yakima County.

That the annexed is a true copy of a LEGAL
PUBLICATION -

Yakima County Public Services

PC3463-800-2 Mtg 7/12

published in regular issues (and not in supplemental
forms) of said newspaper once each week for a period
of 1 consecutive issue(s) commencing 07/05/12 and
ending on 07/05/12, both dates inclusive, and that such
newspaper was regularly distributed to its subscribers
during all of said period. That the full amount of the
fee charged for the foregoing publication is the sum
of \$ 38.50. amount has been paid in full. at the
rate of \$7.00 per column inch per insertion.

Subscribed and sworn to before me 07/17/12

Notary Public in and for
the State of Washington
030110-00000



Yakima County
Notice of Public Meeting
Lower Yakima Valley Groundwater
Advisory Committee
NOTICE IS HEREBY GIVEN that
Yakima County is holding a public
meeting of the Lower Yakima
Valley Groundwater Advisory
Committee on Thursday, July 12,
2012 at 5:00 PM at the Denny
Blaine Board Room, 810 E. Custer
Ave. in Sunnyside WA pursuant to
Chapter 173-100-080 WAC Ground
Water Management Areas and
Programs.

For Additional Information
To learn more about the Lower
Yakima Valley Groundwater
Management Area, the
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and its goals and objectives, please
see the Request for Identification
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[http://www.yakimacounty.us/
nitrateprogram/english/Docs/
Lower%20Yakima%20GWMA%20
Request%20For%20Identification
%20FINAL.pdf](http://www.yakimacounty.us/nitrateprogram/english/Docs/Lower%20Yakima%20GWMA%20Request%20For%20Identification%20FINAL.pdf)

For more information about the
meeting, please contact Lisa
Freund, Yakima County Public
Services Administrative Manager at
574-2300.

Dated this 5th Day of July, 2012.
PUBLISH: DAILY SUN NEWS
July 5, 2012

Funding Control FC 3463-800-2-441C

Authorized By Lisa Freund

Date Authorized 7-24-12

Lower Yakima Valley Groundwater Management Area Advisory Committee July 12, 2012

Meeting Time and Location

Thursday, July 12, 2012, 5:00 – 7:00 p.m.

Denny Blaine Board Room
810 E. Custer
Sunnyside, Washington

Groundwater Management Area (GWMA): *The purpose of the GWMA is to reduce nitrate contamination concentrations in groundwater below state drinking water standards. (Department of Ecology)*

Purpose of the Meeting:

- Finalize operating guidelines / rules for conducting business
- Identify/clarify GWAC scope of work
- Begin identifying information needs to accomplish GWAC scope of work

Agenda

Time	Topic	Purpose	Lead
5:00 – 5:10 p.m.	Welcome & meeting Overview	Introduction, meeting overview, confirm agenda	Penny Mabie, facilitator
5:10 – 5:15 p.m.	Committee business	Approve June 6 meeting summary	Penny Mabie, facilitator
5:15 – 6:00 p.m.	Operating guidelines	Agree on all elements: <ul style="list-style-type: none">• Decision process• Ground rules• Quorum requirements• Select chair	Penny Mabie, facilitator
6:00 – 6:10 p.m.	Break		
6:10 – 6:25 p.m.	GWAC scope of work	Clearly align GWAC work with GWMA program requirements	Penny Mabie
6:25 – 6:35 p.m.	Information needs	Initial brainstorm to identify GWAC information needs to inform development of GWMA program	Penny Mabie, facilitator
6:35 – 6:50 p.m.	Public comment	Opportunity for members of the public to make comments to the committee.	

Lower Yakima Valley Groundwater Management Area Advisory Committee July 12, 2012

6:50 – 7:00 p.m.	Next steps	<ul style="list-style-type: none"> • Review action items • Review next steps and topics for next agenda 	Penny Mabie, facilitator
7:00 p.m.	Adjourn		

Committee Members

Stuart Turner, agronomist	Turner and Co.
Helen Reddout	Community Association for Restoration of the Environment
Robert Morales	Lower Valley Community Representative
Jean Mendoza, Eric Anderson (alternate)	Friends of Toppenish Creek
Jan Whitefoot, Jim Dyjak (alternate)	Concerned Citizens of the Yakama Reservation
Steve George, Don Young (alternate)	Yakima County Farm Bureau
Jason Sheehan, Dan DeGroot (alternate)	Yakima Dairy Federation
Jim Trull	Sunnyside-Roza Joint Board of Control
Laurie Crowe, Jim Newhouse (alternate)	South Yakima Conservation District
Mark Nielson, Heather Wendt (alternate)	Benton Conservation District
James Beaver	Benton County Commission
Robert Farrell, John Van Wingerden (alternate)	Port of Sunnyside
Rand Elliott	Yakima County Commission
Gordon Kelly	Yakima County Health District
Bruce Perkins	Benton-Franklin Health District
Dr. Kefy Desta, Dr. Troy Peters (alternate)	WSU Irrigated Agriculture Research and Extension Center
Tom Eaton	U.S. Environmental Protection Agency
Elizabeth Sanchez, Tom Ring (alternate)	Yakama Nation
Lonna Frans, Matt Bachmann (alternate)	U.S. Geological Survey
Kirk Cook, Jaclyn Ford (alternate)	Washington Department of Agriculture
Andy Cervantes, Ginny Stern (alternate)	Washington Department of Health
Charlie McKinney, Tom Tebb (alternate)	Washington Department of Ecology

Draft Committee Ground Rules:

- Come to committee meetings prepared
- Treat one another with civility
- Respect each other's perspectives
- Listen actively
- Participate actively
- Honor time frames
- Silence electronic devices during meetings
- Speak from interests, not positions.

Quorum: Committee agreed to a requirement of 16 of 22 seats to make a quorum.

Roles and Responsibilities - Meeting attendance:

Committee agreed that additional language needed to be added: If an organization seat (member or alternate) is not represented for three consecutive meetings the advisory committee will consider asking the Department of Ecology to appoint a replacement. The advisory committee may offer suggestions. The replacement would represent the same interest or constituency as the original member.

Decision making:

Committee agreed to seek consensus. In the instance where the committee is unable to come to a consensus the committee has agreed decisions will be made by $\frac{3}{4}$ of the committee with minority report.

External communications:

- "Translations/interpreters will/may/upon request be provided by Yakima County to ensure access to GWAC meetings and documentation." Committee came to a consensus that the language will read, "Translations and interpreters will be provided upon request."

Ground rules:

Committee came to consensus that no additions or deletions needed to be made.

Schedule:

August meeting will remain on the second Thursday of the month. Starting the month of September meetings will be moved to the third Thursday of the month.

III. Open Items:

Video or audio record of meetings:

Members discussed the recording of meetings. Issues of concern included transparency of meetings, quality of recordings, and inhibition of dialog. The decision was discussed and consensus was not reached. A vote was taken. 19 members were in attendance. Members in favor of audio record of meetings: 3; Opposed: 10 Consensus was not reached and the decision was that recordings will not be made.

Start each meeting with prayer:

Members came to consensus that each meeting will start with a moment of silence.

Length of meetings:

Concerns were raised that the length of meeting time would not be adequate for full dialog and discussion. Some suggestions for sub-committees, smaller working groups and informal interim meetings were suggested. This item was tabled until the GWAC work plan is more fleshed out and the needs of the committee can better inform the time needed for meetings.

IV. New Business:

Scope of work:

Committee agreed to all components of the Advisory Committee Process Guidelines in the draft Committee Operating Guidelines.

Groundwater Management Area (GWMA) Development Process chart: Committee agreed the language "identifying data needs" needs to be added under the Groundwater Advisory Committee.

Information needs:

Brainstorm exercise – Each member was given a yellow post-it and asked to provide three information needs this committee has. Penny will create a list from responses.

V. Public Comment:

Wendell Hangerton – Consider all baseline information. He expressed support for the idea of a technical advisory committee that can bring information to the public. The public needs to have a better understanding of groundwater. Groundwater is different on the Yakama Reservation.

VI. Next Steps:

- The next scheduled meeting is on Thursday, August 9, 2012 at 5:00 p.m. at Denny Blaine Board Room.
- Agenda items:
 - Finalize Committee Operating Guidelines.
 - Work planning process.
 - Discuss data and information needs

VII. Side notes:

- No sub-groups or subcommittees will be formed at this time.
- Yakima County will help the committee draft the two-year work plan, schedule and budget per Task 2 of the Yakima County-Ecology Grant Agreement.

- Columbia Basin Groundwater Management Program started in February of 1998 and was complete in August of 2001 at the cost of \$1.6 million.
- Member question: Will the committee have access to waste management data?
- A newsletter reporting the work of the committee was suggested.
- Microphones need to be provided for next meeting.
- The GWMA website is up and running. <http://www.yakimacounty.us/gwma>
- Malheur County, Oregon was successful with its nitrate program. Might be a good model to look at.

VIII. 2012 Meeting Calendar:

- August 9
- September 20
- October 18
- November 15
- December 20

Meeting calendar will be reassessed at the end of the year.

The meeting was adjourned at 7:00 pm.

Meeting summary approved by the Lower Yakima Valley Groundwater Management Area Advisory Committee on August 9, 2012.

Yakima County

**Notice of Public Meeting
Lower Yakima Valley Groundwater Advisory Committee**

NOTICE IS HEREBY GIVEN that Yakima County is holding a public meeting of the Lower Yakima Valley Groundwater Advisory Committee on **Thursday, August 9, 2012 at 5:00 PM at the Denny Blaine Board Room, 810 E. Custer Ave. in Sunnyside WA** pursuant to Chapter 173-100-080 WAC Ground Water Management Areas and Programs.

For Additional Information

To learn more about the Lower Yakima Valley Groundwater Management Area, the Groundwater Advisory Committee, and its goals and objectives, please see the Request for Identification Lower Yakima Valley Groundwater Management Area on the County webpage at:

<http://www.yakimacounty.us/nitrateprogram/english/Docs/Lower%20Yakima%20GWMA%20Request%20For%20Identification%20FINAL.pdf>

For more information about the meeting, please contact Lisa Freund, Yakima County Public Services Administrative Manager at 574-2300.

Dated this 2nd Day of August, 2012

Publish: August 2, 2012

Bill: FC3463-800-*2

YAKIMA HERALD REPUBLIC

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408 YAKIMA, WA 98901

Telephone: (509) 574-2277

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Yakima County

Notice of Public
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Lower Yakima Valley
Groundwater Advisory
Committee

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For more information
about the meeting,
please contact Lisa
Freund, Yakima County
Public Services Admin-
istrative Manager at
574-2300.
Dated this 2nd Day of
August, 2012

(221445) August 2, 2012

* INVOICE *

RECEIVED

AUG 9 2012

YAKIMA COUNTY
PUBLIC WORKS ACCOUNT

Affidavit of Publication

STATE OF WASHINGTON
COUNTY OF YAKIMA SS

Timothy J. Graff, being first duly sworn on oath deposes and says that he is the Publisher of the DAILY SUN NEWS, a daily newspaper.

That said newspaper is a legal newspaper and it is now and has been for more than six months prior to the date of publications hereinafter referred to, published in the English language continually as a daily newspaper in the city of Sunnyside, YAKIMA County, Washington, and it is now and during all of said time printed in an office maintained at the aforesaid place of publication of said newspaper, and that the said Daily Sun News was on the 4th Day of April, 1969 approved as a legal newspaper by the Superior Court of said Yakima County.

That the annexed is a true copy of a LEGAL PUBLICATION -

Yakima County Public Services
FC3463-800-*2 8/9 Mtg.

published in regular issues (and not in supplemental forms) of said newspaper once each week for a period of 1 consecutive issue(s) commencing 08/02/12 and ending on 08/02/12, both dates inclusive, and that such newspaper was regularly distributed to its subscribers during all of said period. That the full amount of the fee charged for the foregoing publication is the sum of \$ 35.00, amount has been paid in full, at the rate of \$7.00 per column inch per insertion.

Tim Graff

Subscribed and sworn to before me 08/03/12

Notary Public
Notary Public in and for
the State of Washington
030110-00000



Yakima County
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574-2300.
Dated this 2nd Day of August, 2012
PUBLISH: DAILY SUN NEWS
August 2, 2012

Orig. to R/P
Funding Control FC3463-800-1-4410
Authorized By Lina Beck
Date Authorized 8-22-12

Lower Yakima Valley Groundwater Management Area Advisory Committee Aug. 9, 2012

Meeting Time and Location

Thursday, August 9, 2012, 5:00 – 7:00 p.m.

Denny Blaine Board Room
810 E. Custer
Sunnyside, Washington

Groundwater Management Area (GWMA): *The purpose of the GWMA is to reduce nitrate contamination concentrations in groundwater below state drinking water standards. (Department of Ecology)*

Purpose of the Meeting:

- Adopt operating guidelines / rules for conducting business
- Discuss and refine information needs; identify available information and gaps
- Begin development of committee work plan to support development of GWMA program

Agenda

Time	Topic	Purpose	Lead
5:00 – 5:10 p.m.	Welcome & meeting Overview	Introduction, meeting overview, confirm agenda	Penny Mabie, facilitator
5:10 – 5:20 p.m.	Committee business	<ul style="list-style-type: none">• Approve July 12 meeting summary• Finalize and adopt operating guidelines• Discuss meeting summary translation	Penny Mabie, facilitator
5:20 – 5:50 p.m.	Information needs	<ul style="list-style-type: none">• Discuss and refine raw list of information needs• Hear from Yakima County what information is currently available or planned• Identify information available from other committee members• Discuss information gaps	Penny Mabie, facilitator Vern Redifer, Yakima County
5:50 – 6:00 p.m.	Break		
6:00 – 6:35 p.m.	Committee Workplan	<ul style="list-style-type: none">• Hear from Yakima County on key elements of the	Penny Mabie, facilitator Vern Redifer, Yakima County

Lower Yakima Valley Groundwater Management Area Advisory Committee Aug. 9, 2012

		GWMA program work plan <ul style="list-style-type: none"> • Develop list of committee work to support development of program workplan • Discuss committee work schedule and organization to address workplan topics 	
6:35 – 6:50 p.m.	Public comment	Opportunity for members of the public to make comments to the committee.	
6:50 – 7:00 p.m.	Next steps	<ul style="list-style-type: none"> • Review action items • Review next steps and topics for next agenda 	Penny Mabie, facilitator
7:00 p.m.	Adjourn		

Committee Members

Stuart Turner, agronomist	Turner and Co.
Helen Reddout, Wendell Hannigan (alternate)	Community Association for Restoration of the Environment
Robert Morales	Lower Valley Community Representative
Jean Mendoza, Eric Anderson (alternate)	Friends of Toppenish Creek
Jan Whitefoot, Jim Dyjak (alternate)	Concerned Citizens of the Yakama Reservation
Steve George, Don Young (alternate)	Yakima County Farm Bureau
Jason Sheehan, Dan DeGroot (alternate)	Yakima Dairy Federation
Jim Trull, Ron Cowin (alternate)	Sunnyside-Roza Joint Board of Control
Laurie Crowe, Jim Newhouse (alternate)	South Yakima Conservation District
Mark Nielson, Heather Wendt (alternate)	Benton Conservation District
James Beaver	Benton County Commission
Robert Farrell, John Van Wingerden (alternate)	Port of Sunnyside

Rand Elliott, Vern Redifer (alternate)	Yakima County Commission
Gordon Kelly	Yakima County Health District
Bruce Perkins	Benton-Franklin Health District
Kefyalew Desta, Dr. Troy Peters (alternate)	WSU Irrigated Agriculture Research and Extension Center
Tom Eaton	U.S. Environmental Protection Agency
Elizabeth Sanchez, Tom Ring (alternate)	Yakama Nation
Lonna Frans, Matt Bachmann (alternate)	U.S. Geological Survey
Kirk Cook, Jaclyn Ford (alternate)	Washington Department of Agriculture
Andy Cervantes, Ginny Stern (alternate)	Washington Department of Health
Charlie McKinney, Tom Tebb (alternate)	Washington Department of Ecology

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1 **LOWER YAKIMA VALLEY GROUNDWATER MANAGEMENT AREA ADVISORY**
2 **COMMITTEE (GWAC)**

3
4 **MEETING SUMMARY**

5
6 **Thursday, August 9, 2012**

7
8 *Denny Blaine Board Room*
9 *810 E. Custer, Sunnyside, WA 98944*

10
11 **I. Call to Order**

12
13 **A. Roll Call:** The meeting was called to order at 5:00 pm by Penny Mabie,
14 Facilitator.

15
16 **Members present:** Rand Elliott, Yakima County Commissioner, Vern Redifer
17 (alternate); Charlie McKinney, Dept. of Ecology, Tom Tebb (alternate); Andy
18 Cervantes, Department of Health; Tom Eaton, EPA; Jan Whitefoot,
19 Concerned Citizens for Yakama Reservation; Kirk Cook, Washington
20 Department of Agriculture; John Van Wingerden (alternate), Port of
21 Sunnyside; Helen Reddout, Community Association for Restoration of the
22 Environment; Wendell Hannigan (alternate); Dr. Kefy Desta, WSU IAREC; Jim
23 Trull, SVID; Jean Mendoza, Friends of Toppenish Creek; Mark Nielson, Benton
24 Conservation District; Heather Wendt (alternate), Stuart Turner, Turner &
25 Co.; Steve George, Yakima Farm Bureau; Jason Sheehan, Yakima Dairy
26 Federation; Laurie Crowe, South Yakima Conservation District; Elizabeth
27 Sanchey, Yakama Nation; Tom Ring (alternate), Lonna Frans, USGS; and
28 Gordon Kelly, Yakima Health District

29
30 **Members seats not represented:** Benton County; Lower Valley Community
31 Representative; and Benton County Health District

32
33 **Members absent:** Jim Beaver, Benton County Commissioner; Bruce Perkins,
34 Benton Franklin Health District; Robert Morales, Mabton School District;
35 Robert Farrell, Port of Sunnyside; and alternates: Eric Anderson; Don Young;
36 Dan DeGroot; Jim Newhouse; Ginny Stern; Dr. Troy Peters; Matt Bachmann;
37 Ron Cowan; and Jaclyn Ford

38
39 **B. Approval of previous meeting's minutes:** July 12, 2012 minutes were
40 approved.

41
42 **II. Committee Business:**

43 Operating Guidelines:

44 Committee approved Operating Guidelines with additional language to be
45 added regarding how minority reports shall be presented and discussed with the
46

media and that minority reports shall also be posted on the website for public viewing. It was agreed that the Chair and the author of a minority report will coordinate on media inquiries or outreach to the media when a minority report is involved in a Committee decision. Penny will draft the revised language and send to the Committee for review via email.

Meeting Summaries:

Question before the committee "Should meeting summaries be translated into Spanish?" There was general support for this to occur, along with suggestions from Committee members that summaries in English and Spanish should be provided to the media, including Hispanic radio stations and newspapers. There was additional discussion regarding other types of outreach as well. Vern Redifer noted that further discussion about outreach and education for the GWMA program and the Committee's work needs to occur. The translation of summaries will be further discussed when the Committee discusses outreach and education.

III. Informational Needs:

Committee discussed the raw list of informational needs that was developed based on their brainstorming in July. The Committee agreed that the "Groundwater" category will be renamed "Hydrogeology." There were several concerns expressed by different members regarding the breadth of information suggested. One discussion included the topic of bacteria, and how bacteria and nitrates are related, causes of nitrate contamination, etc. Due to time, the Committee simply identified items on the list that need further discussion, including clarification about the information being requested, should/shouldn't it be on the list, why it is requested, priority, missing items, and how requested information supports the work of the committee. The Committee also agreed that it would be beneficial to have a fuller discussion of the workplan before delving further into the information needs discussion, as the workplan may help bring some clarity to the list. Penny will revise the raw list with changes discussed at the meeting, and mark the items that need further discussion.

Vern Redifer from Yakima County presented the committee members with a list of reference materials of current available information aligned with the draft raw information needs. This information has been posted on the website. Penny also noted that Jean Mendoza provided a list of research related to the effects of elevated nitrates/nitrites in drinking water. That list will be made available to Committee members as well.

IV. Committee Work Plan:

Vern discussed the need for the committee to work with the county to develop a work plan. The committee has until December 31, 2012 to have the following completed:

- Plan – scope (The county will draft sections of the work plan based on what the committee decides)

- Schedule - Vern provided a very draft schedule for the Committee to use as a basis for their development of a schedule. It was suggested that a monitoring program and funding should be added to the schedules as elements of the GWMA program.
- Budget (Committee needs to come to a decision of how the grant should be spent)
- A plan for how public education and outreach should be done to support the development of the GWMA program and to provide education about nitrates, safety, etc.

Budget – The total grant is for \$750,000.00. The grant is for development of the program; not implementation of the program. Some of the grant has been earmarked for County support staff, Penny Mabie, Committee facilitator and data gathering.

The Committee requested that the county provide them with the budget numbers for the earmarks. The county will have this information available at the next scheduled meeting.

Penny provided the Committee with a graphic from the Lower Yakima Valley Groundwater Quality Study that suggested a breakout of sub-groups to the Advisory Committee to work on development of the GWMA program. She also provided a rough draft flow chart that also suggested consideration of working groups to help the committee do its work. The Committee will further discuss how they will organize themselves to get the work done at the next meeting. Also discussed will be how to bring in further resources from the community to help on the sub or work-groups.

V. Public Comment:

No public comments.

VI. Next Steps:

- The next scheduled meeting is on Thursday, September 20, 2012 at 5:00 p.m. at the Denny Blaine Board Room.
- Topics:
 - Framework for work plan, including sub-groups.
 - Education and Public Outreach.

VII. Side notes:

- Department of Ecology announced two new alternates appointed.
- Committee members would like to have two more seats added for members of the Hispanic community. Ecology requested help from the

- 139 Committee in identifying potential representatives to participate in the
140 Committee.
141 • Tom Eaton, EPA informed the Committee that EPA is planning to have the
142 Lower Yakima Valley Nitrates Report available in September 2012. EPA plans
143 to hold a community meeting in the Valley to share the report. Tom asked
144 the Committee if they wanted to get a briefing from EPA on the report.
145 • Tom also offered a technical workshop on Environmental Justice to the
146 Committee if that is of interest.
147
148

149 **VIII. 2012 Meeting Calendar:**

- 150 • September 20
151 • October 18
152 • November 15
153 • December 20
154

155 Meeting calendar will be reassessed at the end of the year.
156

157 The meeting was adjourned at 7:00 pm.
158

159 Meeting summary approved by the Lower Yakima Valley Groundwater Management
160 Area Advisory Committee on September 20, 2012.
161
162

Yakima County

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For Additional Information

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<http://www.yakimacounty.us/gwma/>

For more information about the meeting, please contact Lisa Freund, Yakima County Public Services Administrative Manager at 574-2300.
Dated this 13th Day of September, 2012

Publish: **September 13, 2012**

Bill: **FC3463-100-1**

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Public Services Admin-
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574-2300.
Dated this 13th Day of
September, 2012

(236700) September 13,
2012

Date: 09/12/12

Account #: 110536
Company Name: YAKIMA COUNTY SURFACE
WATER MGT DIV

Contact: JEFF LEGG

Address: 128 NORTH 2ND STREET ROOM
408
YAKIMA, WA 98901

Telephone: (509) 574-2277

Run Dates:
Yakima Herald-Republic 09/13/12
YakimaHerald.com 09/13/12

Ad ID: 236700

Start: 09/13/12
Stop: 09/13/12

Total Cost: \$67.70
Agate Lines: 69
of Inserts: 2
Ad Class: 6021
Account Rep: Simon Sizer
Phone #: (509) 577-7740
Email: ssizer@yakimaherald.com

* INVOICE *

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SEP 17 2012

YAKIMA COUNTY
PUBLIC WORKS ACCOUNTING

Affidavit of Publication

STATE OF WASHINGTON
COUNTY OF YAKIMA SS

Timothy J. Graff, being first duly sworn on oath deposes and says that he is the Publisher of the DAILY SUN NEWS, a daily newspaper.

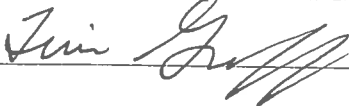
That said newspaper is a legal newspaper and it is now and has been for more than six months prior to the date of publications hereinafter referred to, published in the English language continually as a daily newspaper in the city of Sunnyside, YAKIMA County, Washington, and it is now and during all of said time printed in an office maintained at the afforesaid place of publication of said newspaper, and that the said Daily Sun News was on the 4th Day of April, 1969 approved as a legal newspaper by the Superior Court of said Yakima County.

That the annexed is a true copy of a LEGAL PUBLICATION -

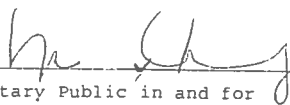
Yakima County Public Services

FC34563-100-1 LYVGAC

published in regular issues (and not in supplemental forms) of said newspaper once each week for a period of 1 consecutive issue(s) commencing 09/13/12 and ending on 09/13/12, both dates inclusive, and that such newspaper was regularly distributed to its subscribers during all of said period. That the full amount of the fee charged for the foregoing publication is the sum of \$ 31.50, amount has been paid in full, at the rate of \$7.00 per column inch per insertion.



Subscribed and sworn to before me 09/13/12


Notary Public in and for
the State of Washington
030110-00000



Yakima County
Notice of Public Meeting
Lower Yakima Valley Groundwater
Advisory Committee

NOTICE IS HEREBY GIVEN that Yakima County is holding a public meeting of the Lower Yakima Valley Groundwater Advisory Committee on Thursday, September 20, 2012 at 5:00 PM at the Denny Blaine Board Room, 810 E. Custer Ave. in Sunnyside WA pursuant to Chapter 173-100-080 WAC Ground Water Management Areas and Programs.

For Additional Information to learn more about the Lower Yakima Valley Groundwater Management Area, the Groundwater Advisory Committee, and its goals and objectives, please see the Lower Yakima Valley Groundwater Management Area on the County webpage at: <http://www.yakimacounty.us/gwma/> For more information about the meeting, please contact Lisa Freund, Yakima County Public Services Administrative Manager at 574-2300.

Dated this 13th Day of September, 2012

PUBLISH: DAILY SUN NEWS
September 13, 2012

Funding Control FC3463-100-1-4410
Authorized By Lisa Freund
Date Authorized 9-18-12

Meeting Time and Location

Thursday, September 20, 2012, 5:00 – 7:00 p.m.

Denny Blaine Board Room
810 E. Custer
Sunnyside, Washington

Groundwater Management Area (GWMA): *The purpose of the GWMA is to reduce nitrate contamination concentrations in groundwater below state drinking water standards. (Department of Ecology)*

Purpose of the Meeting:

- Establish committee work plan framework, including topics, work assignments, and schedule
- Discuss and develop education and public outreach plan framework, including approach, topics, work assignments and schedule

Agenda

Time	Topic	Purpose	Lead
5:00 – 5:10 p.m.	Welcome & meeting Overview	Introduction, meeting overview, confirm agenda	Penny Mabie, facilitator
5:10 – 5:20 p.m.	Committee business	<ul style="list-style-type: none"> • Approve Aug. 9 meeting summary • Adopt Operating Guidelines 	Penny Mabie, facilitator
5:20 – 6:00 p.m.	Committee Work plan	<ul style="list-style-type: none"> • Discuss and decide on: <ul style="list-style-type: none"> ○ Framework ○ Table of contents ○ Level of detail • Develop approach to accomplish development of work plan elements, including sub-groups, topics and schedules • Discuss assistance needed and potential persons/resources to help accomplish the work 	Penny Mabie, facilitator Vern Redifer, Yakima County
6:00 – 6:10 p.m.	Break		
6:10 – 6:45 p.m.	Education and Public	<ul style="list-style-type: none"> • Discuss and decide on: 	Penny Mabie,

	Outreach (EPO) Plan	<ul style="list-style-type: none"> ○ Framework ○ Plan goal ○ Target audiences ○ Plan objectives • Develop approach to accomplish development of EPO Plan, including sub-groups and schedules • Discuss assistance needed and potential persons/resources to help accomplish the work 	facilitator Vern Redifer, Yakima County
6:45 – 6:55 p.m.	Public comment	Opportunity for members of the public to make comments to the committee.	
6:55 – 7:00 p.m.	Next steps	<ul style="list-style-type: none"> • Review action items • Review next steps and topics for next agenda 	Penny Mabie, facilitator
7:00 p.m.	Adjourn		

Committee Members

Stuart Turner, agronomist	Turner and Co.
Helen Reddout	Community Association for Restoration of the Environment
Robert Morales	Lower Valley Community Representative
Jean Mendoza, Eric Anderson (alternate)	Friends of Toppenish Creek
Jan Whitefoot, Jim Dyjak (alternate)	Concerned Citizens of the Yakama Reservation
Steve George, Don Young (alternate)	Yakima County Farm Bureau
Jason Sheehan, Dan DeGroot (alternate)	Yakima Dairy Federation
Jim Trull, Ron Cowin (alternate)	Sunnyside-Roza Joint Board of Control
Laurie Crowe, Jim Newhouse (alternate)	South Yakima Conservation District
Mark Nielson, Heather Wendt (alternate)	Benton Conservation District
James Beaver	Benton County Commission
Robert Farrell, John Van Wingerden (alternate)	Port of Sunnyside
Rand Elliott, Vern Redifer	Yakima County Commission

(alternate)	
Gordon Kelly	Yakima County Health District
Bruce Perkins	Benton-Franklin Health District
Kefyalew Desta, Dr. Troy Peters (alternate)	WSU Irrigated Agriculture Research and Extension Center
Tom Eaton	U.S. Environmental Protection Agency
Elizabeth Sanchey, Tom Ring (alternate)	Yakama Nation
Lonna Frans, Matt Bachmann (alternate)	U.S. Geological Survey
Kirk Cook, Jaclyn Ford (alternate)	Washington Department of Agriculture
Andy Cervantes, Ginny Stern (alternate)	Washington Department of Health
Charlie McKinney, Tom Tebb (alternate)	Washington Department of Ecology
Ramon Tobias, Margarita Tobias (alternate)	Hispanic Community Representative

Committee Ground Rules:

- Come to committee meetings prepared
- Treat one another with civility
- Respect each other's perspectives
- Listen actively
- Participate actively
- Honor time frames
- Silence electronic devices during meetings
- Speak from interests, not positions.

1 **LOWER YAKIMA VALLEY GROUNDWATER MANAGEMENT AREA ADVISORY**
2 **COMMITTEE (GWAC)**

3
4 **MEETING SUMMARY**

5
6 **Thursday, September 20, 2012**

7
8 *Denny Blaine Board Room*
9 *810 E. Custer, Sunnyside, WA 98944*

10
11 **I. Call to Order**

- 12
13 **A. Roll Call:** The meeting was called to order at 5:04 pm by Penny Mabie,
14 Facilitator.

15
16 **Members present:** Rand Elliott, Yakima County Commissioner, Vern
17 Redifer (alternate); Charlie McKinney, Dept. of Ecology, Tom Tebb
18 (alternate); Andy Cervantes, Department of Health; Tom Eaton, EPA; Jim
19 Dyjak (alternate), Concerned Citizens for Yakama Reservation; Robert
20 Farrell, Port of Sunnyside, John Van Wingerden (alternate); Helen Reddout,
21 Community Association for Restoration of the Environment, Wendell
22 Hannigan (alternate); Jim Trull, SVID; Jean Mendoza, Friends of Toppenish
23 Creek, Eric Anderson (alternate); Mark Nielson, Benton Conservation
24 District, Heather Wendt (alternate); Stuart Turner, Turner & Co.; Steve
25 George, Yakima Farm Bureau, Don Young (alternate); Jason Sheehan,
26 Yakima Dairy Federation, Dan DeGroot, (alternate); Laurie Crowe, South
27 Yakima Conservation District, Jim Newhouse (alternate); Tom Ring
28 (alternate), Yakama Nation; Lonna Frans, USGS; Ramon Tobias, Hispanic
29 Community Representative, Margarita Tobias (alternate); Bruce Perkins,
30 Benton-Franklin Health District; and Gordon Kelly, Yakima Health District

31
32 **Members seats not represented:** Benton County; Lower Valley Community
33 Representative; and WSU IAREC;

34
35 **Members absent:** Jim Beaver, Benton County Commissioner; Robert
36 Morales, Lower Valley Community Representative; Dr. Desta Kefyalew,
37 WSU-IAREAC; Kirk Cook, Washington Department of Agriculture; Elizabeth
38 Sanchez, Yakama Nation; Jan Whitefoot, Concerned Citizens for Yakama
39 Reservation; and alternates: Ginny Stern; Dr. Troy Peters; Matt Bachmann;
40 Ron Cowan; and Jaclyn Ford

41
42 **Yakima County Staff:** Ali Sedighi, newly hired hydrogeologist moved here
43 from Florida.

- 44
45 **B. Approval of previous meeting's minutes:** August 9, 2012 minutes were
46 approved.

47
48 **II. Committee Business:**

49 Agenda:

50 Mark Nielson would like EPA's recently published Lower Yakima Valley Nitrate
51 report to be added to the agenda. (Penny advised that a briefing will take
52 place at a future meeting).

53
54 Operating Guidelines:

55 Committee approved Operating Guidelines. Final version will be posted on the
56 website.

57
58
59 **III. Committee Work Plan**

60 GWMA GWAC Work Planning Framework table was provided to the committee.
61 Column 1 "Work Plan Contents" comes straight out of the Washington
62 Administrative Code (WAC 173-100).

63
64 Vern Redifer provided the committee with a handout on the GWMA grant
65 budget. The grant is for \$750,000. \$333,713 has been allocated to cover the
66 County's costs to support the project over the next two years. The committee
67 will decide where the remaining funds should be allocated.

68
69 Stuart Turner advised that item 6 "Implementation" on the framework table
70 could start immediately as there may be some clear things we can do now
71 before the study. Additionally, with regards to funding, Stuart has looked into
72 targeting money from other areas, e.g. EPA, etc.

73
74 **Committee's purpose:**

75 A discussion ensued between some of the committee members regarding the
76 purpose of the committee. One member commented that we are focusing too
77 much attention on the technical aspects of the problem, when we should be
78 focusing on the health risks associated with nitrates and its impacts to at-risk
79 populations. The group agreed they are sympathetic to the impacted
80 populations; however, the group was reminded that its primary purpose is to
81 reduce nitrate levels in groundwater.

82
83 **Work Groups (subcommittees):**

84 The committee will decide who is on the work groups. The County would like to
85 have at least one County representative on each work group. The work groups
86 work for the committee and will need to report back to the committee with a
87 summary of their meetings.

88
89 **Framework:**

90 The committee agreed to add a new item number to the framework table: Item
91 #9 "Education and Outreach".
92

Education and outreach is important. To effectively provide education and outreach we must know our population. One committee member feels that education and outreach is so important that they would like to see \$100,000 of the budget used for outreach. Penny placed this discussion on hold, as we are not allocating the budget tonight.

The committee discussed who should be on the work group for "Education and Outreach". Jean Mendoza and Ramon Tobias have agreed to be on the Education and Outreach work group. Tom Eaton advised that he would like to have a representative from the EPA on the Education and Outreach work group. Mark Nielson said they have an environmental educator on staff, Rachel Little. He will talk to her to see if she would be available. Lisa Freund, with Yakima County will head up the work group as the County's representative.

It was agreed by the committee that item #9 "Education and Outreach" on the table should read as follows:

Work needed to complete "Education and Outreach":

1. Population analysis;
2. Learn about previous efforts and effectiveness.

Resources/Information needed: Population analysis.

Who will work on it? Work group?

Lisa Freund, Jean Mendoza, Ramon Tobias, an EPA representative, Andy Cervantes, and Rachel Little, (tentative).

Schedule/Priority: High.

Education and Outreach work group's first charge is to draft a goal statement. They will also identify target audiences (e.g., agencies, Non-English speaking, tribal community, disadvantaged, media, general public) and finally, develop objectives.

The work group will meet before the next committee meeting in order to provide a summary at the next scheduled committee meeting. Penny will provide the work group with a template for summaries. Lisa Freund will make contact with all members of the work group to schedule a time and place to meet.

Item #2 "Land and Water Use"

The committee discussed breaking out item number 2 into several work groups:

- o Residential, Commercial and Municipal
- o Irrigated Ag
- o CAFO
- o Characterization and Monitoring (cross-cut)
- o Education and Outreach – flow at the end

The County can provide this information; however, they will need help from every agency with "Land and Water Use Authorities and Responsibilities". The County will provide what information they can. Agencies will need to fill in the

blanks. Members of the committee are comfortable with the County handling this and feel it is a good starting point. USGS has offered to provide the County with information needed.

It was agreed by the committee that item # 2 "Land and Water Use Activities" on the table should read as follows:

Work needed to complete: Compare existing data

Resources/Information needed: EPA, NRCS, DOE, DOH, USGS, Dept. of Ag, major commodities, etc.

Who will work on it? Work group: Stuart Turner, Mark Nielson, Steve George, Laurie Crowe, Charlie McKinney, Andy Cervantes, Jason Sheehan and Helen Reddout.

Schedule/Priority: ?

Item # 3 "Water Quality Goals and Objectives"

The committee believes this is an important work group, but coming up with clear goals and objectives will be difficult. The committee would like to know what their latitude is on this particular subject before committing to what work needs to be completed.

It was agreed by the committee that item # 3 "Water Quality Goals and Objectives" on the table should read as follows:

Work needed to complete: waiting for info.

Resources/Information needed: EPA reports

Who will work on it? Work group? Jean, Helen, member of Ecology

Schedule/Priority: Follows item # 2

Item #4 "Alternatives"

We need to have a source category to address nitrate directly. Once we understand the source we can get to feasibility, time and cost. Committee discussed that those working on irrigated Ag should also be on this work group.

One resource to be used is NRCS. Several committee members are part of the 590 subcommittee and can provide information.

It was agreed by the committee that item # 4 "Alternatives" on the table should be as follows: (Unable to complete as committee got off topic.)

Work Needed to complete:

Resources/Information needed:

Who will work on it? Work group?

Schedule/Priority: High

Penny advised that she will clean up the work plan table and distribute it to the committee. Each member can populate the table and send it back to Penny to

compile so we can move forward. Several committee members suggested that the County put something together and bring it to the committee for review. The County has agreed to come up with a framework table for the committee to review, as well as undertaking a review of other GWMA programs, with an emphasis on identifying others' successes, failures, and lessons learned. However, the County wants to make note that they would like the framework to be a reflection of the committee.

IV. Public Comment:

Pony Ellison – This is a risk, but this committee is capable. Need to obtain summaries of other GWMA's data to review and compare, so that we do not have any gaps that could hurt us in the future.

Wendell Hannigan – Rely on surface water standards.

V. Side issue:

The committee wants to know what the EPA is doing unilaterally with its studies. It was noted that they are posting studies from 2010 along with a Phase II on their website. The EPA will be posting the Lower Valley study Thursday and has offered to make a presentation to the committee. The EPA needs to coordinate with this committee.

VI. Next Steps:

- The next scheduled meeting is on Thursday, October 18, 2012 at 5:00 p.m. at Denny Blaine Board Room.
- County will put together the framework for work plan for the committee to review next meeting.
- Subcommittee for Education and Public Outreach will meet and advise committee of status.
- Tom Eaton from EPA will brief committee at next meeting

VII. 2012 Meeting Calendar:

- October 18
- November 15
- December 20

Meeting calendar will be reassessed at the end of the year.

The meeting was adjourned at 7:05 pm.

Attachment B

Committee Operating Guidelines

9/20/2012

LOWER YAKIMA
VALLEY
GROUNDWATER
MANAGEMENT
AREA ADVISORY
COMMITTEE

COMMITTEE OPERATING GUIDELINES

ADVISORY COMMITTEE PROCESS GUIDELINES

Foundational Information

Convener: Yakima County as Lead Agency. Washington Department of Ecology provided start-up funding to the County through an Interagency Contract.

Project name: Lower Yakima Valley Groundwater Management Area (GWMA) Advisory Committee (GWAC)

Purpose: The GWAC will chart the direction and actions of the groundwater program. The GWAC will work collaboratively with Yakima County and other key agencies to implement strategies to reduce nitrate contamination concentrations in groundwater below state drinking water standards.

Scope: The GWMA area encompasses the Lower Yakima Valley from Union Gap to Benton City, minus the Yakama Reservation. The primary long-term goal of the GWMA is to reduce concentrations of nitrate in groundwater to below Washington State drinking water standards.

Participation

Participation: Participating organizations and agencies were invited to nominate members and alternates for the GWAC. These were then appointed by Washington Department of Ecology Director Ted Sturdevant. Other persons or groups that are able to provide important technical or other information useful to the committee will be invited to participate as appropriate.

Alternates: Members are encouraged to attend all meetings. In the event that is not possible, members can designate their alternate to share their "seat." Members and alternates will share a binder (unless other arrangements are made), and are encouraged to keep each other up-to-date on pertinent information throughout the process. In the event both participant and alternate are present at a committee meeting, only the participant or the alternate will sit at the table, not both.

Participant interests: GWAC members represent a broad diversity of interests and perspectives. Members are viewed as formal representatives of individual organizations or constituencies; however, they are not expected to officially sign off on any recommendations or other products as a representative for their organization or constituency. Members are strongly encouraged to provide ongoing communication and exchanges throughout the process with people/groups sharing similar interests outside the GWAC and bring those communications.

Quorum requirement: There is a quorum requirement. 17 of the 23 committee members (or their alternates) must be present for the committee to make decisions and/or recommendations on behalf of the group.

Roles and Responsibilities

Advisory Committee Members: GWAC members bring their unique perspectives to the table, and are encouraged to work collaboratively with other interests in developing recommendations for the Groundwater Management Program. It is hoped that members will become informed about the issues, contribute useful information to the deliberations, and serve as an accurate and objective information conduit with others outside the GWAC who have similar interests. Specifically, GWAC members will:

- Review technical information and analyses to understand the scope of the problem, and potential approaches to the problem and their impact on the community.
- Serve as a liaison to the public and/or their agencies (as appropriate) by networking effectively outside the GWAC with people or groups with similar interests to provide broad input to the discussions.
- Bring a valuable and informed perspective, and contribute useful information to the process.
- Work collaboratively, constructively and creatively to help develop the groundwater management program.
- Attend meetings consistently. If an organization seat (member or alternate) is not represented at two consecutive meetings, the member will receive a reminder notification and a warning about absences. If an organization seat (member or alternate) is not represented for three consecutive meetings, the GWAC will consider whether to ask the Department of Ecology to vacate the seat and seek to refill it with a new representative from the same constituency group who will participate consistently.
- Come to meetings prepared (do the homework).
- Be willing and able to commit time and energy to the development of the groundwater management program.
- Abide by the ground rules.

Yakima County: Yakima County will provide material support to the GWAC. In addition, the county is responsible for providing background and educational materials, identifying project constraints at the beginning of the planning process, and providing technical input and support throughout the process. Specifically, the county will:

- Provide available and newly developed information on data and monitoring, problem identification, measures to reduce groundwater contamination and education.
- Provide draft and/or final technical analyses to inform GWAC discussions.
- Support the GWAC in their decision-making.
- Prepare a work plan, schedule and budget for the development of the program.
- Support the GWAC's responsibilities as liaison to the public and/or their agencies by providing information in a timely fashion to allow for GWAC and constituent consultation.

Facilitation Team: Yakima County has contracted the services of a third-party neutral and impartial facilitation team from EnviroIssues (www.enviroissues.com) to support the GWAC process. The facilitation team will support Yakima County and the GWAC members and maintain the integrity of the GWAC process. Specifically, the facilitator will:

- Remain neutral
- Not contribute substantive ideas.
- Help the GWAC accomplish their tasks.
- Suggest and implement process ideas.
- Help the GWAC abide by its adopted ground rules.

GWAC Function

Decision-Making: "Areas of agreement" on groundwater management plan elements will be developed by seeking consensus. Consensus has been reached when everyone agrees they can accept moving forward with the recommendation and will support the recommendation, and after every effort has been made to meet the interests of all members. If consensus cannot be reached, the decision will be made by a majority vote, with a majority requiring a minimum of 75% of those members or alternates present (assuming a quorum is present.) In those instances where agreement cannot be reached, the reasons for the disagreement will be noted in the project record and the dissenting voters may include a minority report. When a minority report is filed, a primary author will be identified for the purpose of representing the minority's viewpoint in discussions with the media.

Committee Leadership: County Commissioner Rand Elliott will serve as the chair of the GWAC. The Chair will represent the committee by participating in setting the agenda for GWAC meetings and representing the committee's perspectives in discussions with the media.

Confidentiality: The facilitation team will not share confidential communications with others nor include confidential information in GWAC documentation.

External Communications: Members are encouraged to share accurate and objective information about the process with other people. Specifically:

- Members will avoid characterizing the views or opinions of other GWAC members outside of GWAC meetings.
- The GWAC chair will represent the committee's perspectives in discussions with the media. In the case of a minority report being filed, the minority report author will represent the minority's perspective on that issue. The chair and the minority report author will coordinate their response to media requests (i.e., notify each other of requests by the media, coordinate before contacting media, etc.)
- GWAC meetings will be announced on the County's GWMA website, and public notice shall be given for each meeting.
- GWAC meeting products, such as agendas, reports, recommendations, minority reports and summaries, will be posted on the County's GWMA website.
- Yakima County will endeavor to size e-files so as to facilitate easy downloading and review by GWAC and community members.
- Meeting summaries and other interim products will be available to members as communication aids. Members are also encouraged to share the GWMA website address to enable people to locate information related to the GWMA GWAC process.
- Translations and or interpreters will, upon request, be provided by Yakima County to ensure equal access to GWAC meetings and documentation.

Communications:

- **Email:** Email will serve as the primary communication mechanism with the GWAC between meetings.
- **Requests for information:** Alternate members will work through their member to request information from Yakima County staff or other technical experts.
- **Website:** Yakima County will host and maintain a GWMA website accessible through their county website. The project website will provide links to important documents, resource materials, and contact information, and will serve other appropriate uses identified throughout the GWAC process.
- **Contact list:** A current contact list, including email, USPS mail, and phone numbers of GWAC members will be maintained by the facilitation team. Contact information will not be released to other members without the consent of members.

Documentation

Meeting Summaries: Yakima County will prepare meeting summaries capturing key discussion points, action items, and areas of agreement on recommendations. Meeting summaries will not

be transcripts of the meeting. Draft summaries will be circulated to the GWAC for review and comment. The county will incorporate comments as appropriate into the final summary.

Project Record: The County and the facilitation team will maintain an electronic record and hardcopy file throughout the process. All project records (except for records of confidential discussions) will be provided to Yakima County.

Groundwater Management Plan: Yakima County will prepare the draft and final groundwater management plan based on the decisions and recommendations of the GWAC. The GWAC will have the opportunity to provide review and comment on the draft plan.

Ground Rules

- Come to committee meetings prepared
- Treat one another with civility
- Respect each other's perspectives
- Listen actively
- Limit side conversations
- Participate actively
- Honor time frames
- Silence electronic devices during meetings.
- Speak from interests not positions

Schedule

GWAC meetings will be scheduled at monthly intervals. Meetings will typically be two hours in length. Meetings will typically be held on the third Thursday of each month, from 5:00 to 7:00 p.m. Meetings will be held in the Denny Blaine Board Room, 810 E. Custer, Sunnyside, WA. Meeting frequency, start time and length will be reassessed periodically to ensure members' ability to participate and committee goals are being achieved.

Attachment C

GWMA GWAC Work Planning Framework

GWMA GWAC Work Planning Framework – as of September 20, 2012

Work Plan Contents	Work Needed to Complete	Resources / Information needed	Who will work on it? Work group?	Schedule/Priority
1.Area characterization	Examine existing info Synthesize Identify gaps Seek data to fill gaps	USGS survey	County	
2.Land and Water Use Activities	Identify and collect existing data Synthesize and interpret data Identify gaps Determine how/if to fill gaps Understand issues that relate to nitrogen loading (sources)	EPA, NRCS, DOE, DOH, USGS, AG, Commodity groups/ other groups, Pew, John Hopkins Yakima county animal census	Stewart, Helen, Steve, Mark, Laurie, Jason, Andy,	High
3.Water Quality Goals and Objectives	Write clear, measurable goals and objectives. Examine other programs' goals and objectives	Tutorial from Ecology on latitude of GWMA program and authorities. Existing goals and objectives	Jean, Helen, Ecology	
4.Alternatives	Understand sources Identify and evaluate current programs Identify additional alternatives Consider feasibility, effectiveness, cost, time.	NRCS, land grant colleges, broad spectrum of data from additional sources		Follows #2
5.Recommendations				
6. Implementation				
7. Monitoring System				

8. Process for Periodic Review and Revision				
9. Education and Outreach	Population analysis Learn about previous efforts/effectiveness Develop short term and long term plan Identify target audiences	Education and communications expertise	Work Group – interested GWAC folks + additional expertise/interest Jean, Ramon, Lisa Freund, EPA, Andy, Rachael Little?	High

Work Groups

Groups needed

- Residential, commercial and municipal
- Irrigated agriculture
- CAFOs
- Characterization and Monitoring – cross-cutting
- Education and Outreach

Work group characteristics:

- Diverse membership

Work group assumptions:

- GWAC establishes work groups and their charge.
- Work groups report to GWAC.
- Summary of work group meetings provided to GWAC.
- Additional members outside of GWAC desired to add capacity and expertise.
- Work groups identify diverse sources of information for GWAC to consider
- Yakima County will participate in all work groups

Attachment D

Education and Public Outreach Plan – Planning Framework

Lower Yakima Valley Groundwater Management Area – Groundwater Advisory Committee
Education & Public Outreach Plan Framework
October 1, 2012

EDUCATION AND PUBLIC OUTREACH PLAN (EPOP) – FRAMEWORK

EPOP Goal Statement: The GWMA Education and Public Outreach Plan will communicate how we can improve the health of Lower Valley residents through improving groundwater quality.

TARGET AUDIENCES	OBJECTIVES	COMMUNICATIONS TOOLS & FREQUENCY	EVALUATION MEASURES
(1) INTERNAL AUDIENCES Yakima County Public Services (Planning, Permitting, Surface Water divisions) Benton County Planning, Permitting, Surface Water Yakima County & Benton County Health Districts Cities and Towns within the GWMA Conservation Districts Port Districts Yakima Basin Fish & Wildlife Recovery Board (YBFWRB) Yakima Valley Conference of Governments Conservation Districts WRIAs (31? 37?) Department of Agriculture Department of Fish & Wildlife Department of Health Department of Ecology EPA National Marine Fisheries USGS Columbia River Initiative			

Lower Yakima Valley Groundwater Management Area – Groundwater Advisory Committee
Education & Public Outreach Plan Framework
 October 1, 2012

TARGET AUDIENCES	OBJECTIVES	COMMUNICATIONS TOOLS & FREQUENCY	EVALUATION MEASURES
Public Water Systems Well Water Users Group to Group within the GWMA Agricultural Groups Dairy Federation Irrigated Crops Fertilizer Groups Pesticides			
(2) POLICYMAKERS & LEGISLATIVE STAFF County Commissions (Benton & Yakima) Gov.'s office 8, 14 & 15 Legislative Districts Senate subcommittees: Agriculture, Water & Rural Economic Development Energy, Natural Resources & Marine Waters Environment Health & Long-Term Care House Subcommittees Agriculture & Natural Resources Environment Healthcare & Wellness Public Safety & Emergency Awareness Fourth Congressional District (Hastings) US Senators Cantwell & Murray State Agency Heads (AG, Ecology, Health) Office of the Atty. Gen.			

Attachment E

Professional Services Agreement

**PROFESSIONAL SERVICES AGREEMENT
FACE SHEET**

CONTRACTOR IS A <input type="checkbox"/> SUBRECIPIENT <input checked="" type="checkbox"/> VENDOR		CONTRACT NUMBER:
1. NAME/ADDRESS: Envirolsues 101 Stewart Street, Ste 1200, Seattle 98101	2. ORIGINAL CONTRACT AMOUNT: Not to exceed \$46,134.00	5. PREVIOUS CONTRACT AMOUNT: N/A
	3. CASH MATCH REQUIREMENT: \$0	6. MODIFICATION AMOUNT: N/A
	4. TOTAL CONTRACT AMOUNT: Not to exceed \$46,134.00	7. NEW TOTAL CONTRACT AMOUNT: N/A
8. CONTACT INFO: Penny Mabie (206)269-5041 www.envirolsues.com pmabie@envirolsues.com	9. COUNTY PROGRAM CONTACT INFO: Name, Title - Lisa Freund Dept. - Public Services Address - 128 N. Second Street City, State Zip - Yakima, WA 98901 Phone - (509) 574-2300 Email - lisa.frend@co.yakima.wa.us	10. COUNTY FISCAL CONTACT INFO: Name, Title - Carmen Hayter Dept. - Public Services Accounting Address - 128 N. Second Street City, State Zip - Yakima, WA 98901 Phone - (509) 574-2280 Email - Carmen.hayter@co.yakima.wa.us
11. CONTRACT START DATE: May 29, 2012		12. CONTRACT END DATE: May 31, 2013
13. FUNDING AUTHORITY: Washington State Dept of Ecology - 100% State Toxics Control Account		
14. CFDA NUMBER(S): N/A		15. CFDA TITLE(S): N/A
16. PURPOSE: The Contractor shall perform professional services as defined by the Statement of Work incorporated herein.		
EXHIBITS: When the box below is marked with an X, the following Exhibits are attached and are incorporated into this Contract by reference: <input checked="" type="checkbox"/> Exhibits (specify): EXHIBIT A - Scope of Work & Budget		
This Contract contains all of the terms and conditions agreed upon by the parties and all documents attached or incorporated by reference, include Basic Interagency Agreement or its successor. No other understandings or representations, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or bind the parties. The parties signing below warrant that they have read and understand this Contract and have authority to enter into this Contract.		
NAME OF CONTRACTOR <u>Mandy Burkett, Principal</u> Name of Authorized, Title		BOARD OF YAKIMA COUNTY COMMISSIONERS <u>J. Rand Elliott, Chairman</u> J. Rand Elliott, Chairman <u>Michael D. Letta, Commissioner</u> Michael D. Letta, Commissioner <u>Kevin J. Bouchee, Commissioner</u> Kevin J. Bouchee, Commissioner Representing the Board of County Commissioners for Yakima County, Washington Approved as to form: <u>[Signature]</u> Deputy Prosecuting Attorney WSBA#
Date <u>5/24/12</u> Attest: <u>Mandy Burkett</u> Tiera L. Girard, Clerk of the Board		

Mandy Burkett
Deputy Clerk of the Board
BOCC406-2012
May 29, 2012

GENERAL TERMS AND CONDITIONS

In consideration of the covenants, conditions, performances, and provisions hereinafter contained, the parties hereto agree as follows:

1. **Definitions:** The words and phrases listed below, as used in the Contract, shall have the following definitions:
 - A. "Contract" means this County and the Contractor Contract on General Terms and Conditions and any Exhibits and other documents attached or incorporated by reference.
 - B. "CFR" means Code of Federal Regulations. All references in this Contract to CFR chapters or sections shall include any successor, amended, or replacement regulation. The CFR may be accessed at <http://www.gpoaccess.gov/cfr/index.html>.
 - C. "Debarment" means an action taken by a federal official to exclude a person or business entity from participating in transactions involving certain federal funds.
 - D. "Director" means the Director of the Yakima County Department of Public Services.
 - E. "General Terms and Conditions" means the contractual provisions contained within this Contract, which govern the contractual relationship between the County and the Contractor, under this Contract.
 - F. "Personal Information" means information identifiable to any person, including, but not limited to, information that relates to a person's name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, social security numbers, driver license numbers, other identifying numbers, and any financial identifiers.
 - G. "Principals," which includes officers, members of the Board of Directors, owner(s), or other person(s) with management or supervisory responsibilities relating to the transaction.
 - H. "RCW" means the Revised Code of Washington. All references in this Contract to RCW chapters or sections shall include any successor, amended, or replacement statute. The RCW can be accessed at <http://apps.leg.wa.gov/rcw/>.
 - I. "Subcontract" means a separate contract between the Contractor and an individual or entity ("Subrecipient") to perform all or a portion of the duties and obligations that the Contractor shall perform pursuant to this Contract.
 - J. "USCA" means United States Code Annotated. All references to USCA chapters or sections in this Contract shall include any successor, amended, or replacement statute. The USCA may be accessed at <http://www.gpoaccess.gov/uscode/index.html>
 - K. "WAC" means the Washington Administrative Code. All references in this Contract to WAC chapters or sections shall include any successor, amended, or replacement regulation. The WAC can be accessed at <http://apps.leg.wa.gov/wac/>.

2. **Amendment:** This Contract, or any term or condition, may only be modified in writing and signed by both parties. Only personnel authorized to bind each of the parties shall sign an amendment.
3. **Assignment:** Except as otherwise provided herein, the Contractor shall not assign rights or obligations derived from this Contract to a third party without the prior, written consent of the County and the written assumption of all of the Contractor's obligations in this Contract by the third party.
4. **Billing Limitations:** Contractor shall maintain a written record of expenses and submit monthly invoices detailing expenses for reimbursement to: Yakima County Grants Management, 128 North 2nd Street, Room 30, Yakima, WA 98901-2639. The County shall pay the Contractor within 45 days after receiving an invoice and proper supporting documentation. All billings must be received no later than 60 days after the close of the contract to be considered for payment.

The decision to approve or deny payment of claims for services submitted after more than 60 days shall rest solely with the Public Services Director and the Director's decision shall be final and not capable of right to appeal.
5. **Circulars "COMPLIANCE MATRIX":** The following compliance matrix identifies the OMB Circulars that contain the requirements, which govern expenditure of federal funds. These requirements apply to the primary recipient of federal funds, and then follow the funds to the Subrecipients. The federal Circulars, which provide the applicable administrative requirements, cost principles and audit requirements, are identified by subrecipient organization type.

COMPLIANCE MATRIX

ENTITY TYPE	OMB CIRCULAR		
	ADMINISTRATIVE REQUIREMENTS	COST PRINCIPLES	AUDIT REQUIREMENTS
State, Local and Indian Tribal Governments & Governmental Hospitals	A-102 & Common Rule	A-87	A-133
Non-Profit Organizations & Non-Profit Hospitals	A-110	A-122	A-133
Colleges or Universities & Affiliated Hospitals	A-110	A-21	A-133

6. **Compliance with Applicable Law:** At all times during the term of this Contract, the Contractor and the County shall comply with all applicable federal, state, and local laws, regulations, and rules, including but not limited to non-discrimination laws and regulations.

7. **Confidentiality:** The parties shall use Personal Information and other confidential information gained by reason of this Contract only for the purpose of this Contract. The County and the Contractor shall not disclose, transfer, or sell any such information to any other party, except as provided by law or, in the case of Personal Information except as provided by law or with the prior written consent of the person to whom the Personal Information pertains. The parties shall maintain the confidentiality of all Personal Information and other confidential information gained by reason of this Contract and shall return or certify the destruction of such information if requested in writing by the party to this Contract that provided the information.
8. **Debarment Certification:** The Contractor, by signature to this Contract, certifies the Contractor, its Principals and any Subrecipients are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency from participating in transactions (debarred). The Contractor also agrees to include the above language notification requirement in any and all Subcontracts into which it enters. The Contractor shall immediately notify the County if, during the term of this Contract, the Contractor, its Principals or Subrecipients becomes debarred. The County may immediately terminate this Contract by providing the Contractor written notice if the Contractor becomes debarred during the term of this Contract.
9. **Disputes:** A Dispute Board shall determine Disputes between the parties in the following manner: Each party shall appoint one member to the Dispute Board. The members appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, Contract terms, and applicable statutes and rules and make a determination. This process shall constitute the final administrative remedy available to the parties. Each party reserves the right to litigate issues and matters in court de novo.
10. **Documentation for Reimbursement Requests:** At the Contractor's first request for reimbursement, Yakima County Grants Management will require detailed back-up documentation for all expenditures. On subsequent invoices, the monthly activity report and a printout from the Contractor's accounting system listing the expenditures charged against the contract will be acceptable. All back-up documentation must be available to the County and all other auditors, upon request. Reimbursement of expenditures for staff time spent on more than one source will require timesheets reflecting hours charged to the contract.
11. **Entire Contract:** This Contract including all documents attached to or incorporated by reference; contain all the terms and conditions agreed upon by the parties. No other understandings or representations, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or bind the parties.
12. **Governing Law, Venue, and Jurisdiction:** This Agreement shall be governed by the laws of the State of Washington. Any action, suit, or judicial proceeding for the enforcement of this Agreement shall be brought in Yakima County Superior Court for the State of Washington.
13. **Independent Status:** For purposes of this Contract, the Contractor acknowledges that the Contractor is not an officer, employee, or agent of the County. The Contractor shall not hold out itself or any of its employees as, nor claim status as, an officer, employee, or

agent of the County. The Contractor shall not claim for itself or its employees any rights, privileges, or benefits, which would accrue to an employee of the County. The Contractor shall indemnify and hold harmless the County from all obligations to pay or withhold federal or state taxes or contributions on behalf of the Contractor or the Contractor's employees.

The parties agree that, for the purposes of this Contract, the Contractor is an independent contractor and neither the Contractor nor any employee of the Contractor is an employee of the County. Neither the Contractor nor any employee of the Contractor is entitled to any benefits that Yakima County provides its employees. The Contractor is solely responsible for payment of any statutory workers compensation or employer's liability insurance as required by state law.

14. **Inspection:** Either party may request reasonable access to the other party's records and place of business for the limited purpose of monitoring, auditing, and evaluating the other party's compliance with this Contract and applicable laws and regulations. During the term of this Contract and for one year following termination or expiration of this Contract, upon receiving reasonable written notice, the parties shall provide the other party with access to its place of business and to its records, which are relevant to its compliance with this Contract, and applicable laws and regulations. This provision shall not be construed to give either party access to the other party's records and place of business for any other purpose. Nothing herein shall be construed to authorize either party to possess or copy records of the other party.
15. **Indemnification, Defense, and Hold Harmless:** To the fullest extent permitted by law including RCW 4.24.115, the Contractor shall indemnify, defend, and save harmless the County and its officers, employees, agents, and volunteers from all claims, suits, or actions brought for injuries to, or death of, any persons, or damages arising from or relating to the Contractor's performance of this Agreement or in consequence of any negligence or breach of contract related to the Contractor's performance of this Agreement caused in whole or in part by any act or omission by the Contractor or the agents or employees of the Contractor related to performance of this Agreement.
16. **Contractor's Waiver of Employer's Immunity under Title 51 RCW:** Contractor intends that its obligations to indemnify, defend, and hold harmless set forth above in section 15 shall operate with full effect regardless of any provision to the contrary in Title 51 RCW, Washington's Industrial Insurance Act. Accordingly, the Contractor specifically assumes all potential liability for actions brought by employees of the Contractor against the County and its officers, employees, agents, and volunteers, and, solely for the purpose of enforcing the Contractor's obligations to indemnify, defend, and hold harmless set forth above in section 15, the Contractor specifically waives any immunity granted under the state industrial insurance law, Title 51 RCW. The parties have mutually negotiated this waiver. The Contractor shall similarly require that any subcontractor it retains in connection with its performance of this Agreement shall comply with the terms of this paragraph, waive any immunity granted under Title 51 RCW, and assume all liability for actions brought by employees of the subcontractor.

17. Insurance:

- A. The County certifies that it is insured as a member of the Washington Counties Risk Pool, and is otherwise self-insured, and can pay for losses for which it is found liable.
- B. The Contractor shall, with insurance carriers with a Best Rating of A-VII or better, maintain occurrence based comprehensive general liability insurance and automobile liability insurance with minimum limits of \$1,000,000 per occurrence and \$2,000,000 aggregate, as well as Workers Compensation Contingent Employers Liability with minimum limits of \$1,000,000 each accident or disease for each employee. Such insurance shall provide that Yakima County, its officers, employees, agents and volunteers are Primary Additional Insureds under such insurance. The coverage provided under such insurance for such Primary Additional Insureds shall be primary and not contributory to any other coverage that may be available to such Primary Additional Insureds. Prior to commencement of any work under this Agreement, the Contractor shall, provide proof of such insurance including all Certificates of Insurance and endorsements pertaining to such insurance, and if requested, any policy pertaining to insurance required under this Agreement.

18. Maintenance of Records: During the term of this Contract and per state law for seven years following termination or expiration of this Contract, both parties shall maintain records sufficient to:

- A. Document performance of all acts required by law, regulation, or this Contract;
- B. Demonstrate accounting procedures, practices, and records that sufficiently and properly document the Contractor's invoices to the County and all expenditures made by the Contractor to perform as required by this Contract.
- C. For the same period, the Contractor shall maintain records sufficient to substantiate the Contractor's statement of its organization's structure, tax status, capabilities, and performance.

19. Nondiscrimination: The Contractor agrees that it shall not discriminate against any person on the grounds of race, creed, color, religion, national origin, sex, sexual orientation, age, marital status, political affiliation or belief, or the presence of any sensory, mental or physical handicap in violation of the Washington State Law Against Discrimination (RCW Chapter 49.60) or the Americans with Disabilities Act (42 USC 12101 et seq.) In the event the Contractor violates this provision, the County may terminate this Contract immediately and bar the Contractor from performing any services for the County in the future.

20. Order of Precedence: In the event of an inconsistency in this Contract, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence, in the following order, to:

- A. Applicable federal and State of Washington statutes and regulations;
- B. Special Terms and Conditions of this Contract;

C. This Contract.

21. **Ownership of Material:** Copyright in all material created by the Contractor and paid for by the County shall be the property of the State of Washington. Both County and Contractor may use these materials and permit others to use them, for any purpose consistent with their respective missions as part of the State of Washington. This material includes, but is not limited to: books; computer programs; documents; films; pamphlets; reports; sound reproductions; studies; surveys; tapes; and/or training materials. Material which the Contractor uses to perform this Agreement but is not created for or paid for by the County is owned by the Contractor or such other party as determined by Copyright Law and/or Contractor's internal policies. Contractor hereby grants the County a perpetual license to use this material for County internal purposes at no charge to the County, provided that such license shall be limited to the extent which the Contractor has a right to grant such a license.
22. **Responsibility:** Each party to this Contract shall be responsible for the negligence of its officers, employees, and agents in the performance of this Contract to the extent allowed by law. No party to this Contract shall be responsible for the acts and/or omissions of entities or individuals not party to this Contract. The County and the Contractor shall cooperate in the defense of tort lawsuits, when possible. Both parties agree and understand that this provision may not be feasible in all circumstances. The County and the Contractor agree to notify the attorneys of record in any tort lawsuit where both are parties if either the County or the Contractor enters into settlement negotiations. It is understood that the notice shall occur prior to any negotiations, or as soon as possible, and the notice may be either written or oral.
23. **Severability:** The provisions of this Contract are severable. If any court holds any provision of this Contract, including any provision of any document incorporated by reference, invalid, that invalidity shall not affect the other provisions this Contract.
24. **Subcontracting:** The Contractor may not subcontract the services to be provided under this Contract, unless requested and approved in writing by the Director of the Department of Public Services or his assigns or unless otherwise specified in this Contract. If the County, the Contractor, and a subrecipient of the Contractor are found by a jury or trier of fact to be jointly and severally liable for personal injury damages arising from any act or omission from the contract, then the County shall be responsible for its proportionate share, and the Contractor shall be responsible for its proportionate share. Should the subrecipient be unable to satisfy its joint and several liability, the County and the Contractor shall share in the subrecipient's unsatisfied proportionate share in direct proportion to the respective percentage of their fault as found by the jury or trier of fact, to the extent allowed by law. Nothing in this term shall be construed as creating a right or remedy of any kind or nature in any person or party other than the County and the Contractor. This term shall not apply in the event of a settlement by either the County or the Contractor.

25. Subrecipients:

A. General: If the Contractor is a subrecipient of federal awards as defined by Office of Management and Budget (OMB) Circular A-133 and this Contract, the Contractor shall:

- I. Maintain records that identify, in its accounts, all federal awards received and expended and the federal programs under which they were received, by Catalog of Federal Domestic Assistance (CFDA) title and number, award number and year, name of the federal agency, and name of the pass-through entity;
- II. Maintain internal controls that provide reasonable assurance that the Contractor is managing federal awards in compliance with laws, regulations, and provisions of contracts or grant agreements that could have a material effect on each of its federal programs;
- III. Prepare appropriate financial statements, including a schedule of expenditures of federal awards;
- IV. Incorporate OMB Circular A-133 audit requirements into all agreements between the Contractor and its Subrecipients who are subrecipients;
- V. Comply with any future amendments to OMB Circular A-133 and any successor or replacement Circular or regulation;
- VI. Comply with the applicable requirements of applicable Circulars defined under Circulars "Compliance Matrix" found in item 5. of the General Terms and Conditions and any future amendments to them, and any successor or replacement Circulars or regulations; and
- VII. Comply with the Omnibus Crime Control and Safe Streets Act of 1968; Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; Title II of the Americans with Disabilities Act of 1990; Title IX of the Education Amendments of 1972; The Age Discrimination Act of 1975; and The Department of Justice Nondiscrimination Regulations, 28 CFR Part 42, Subparts C, D, E, and G, and 28 CFR Part 35 and Part 39. (See www.ojp.usdoj.gov/ocr for additional information and access to the aforementioned Federal laws and regulations.)

B. Single Audit Act Compliance: If the Contractor is a subrecipient and expends \$500,000 or more in federal awards from all sources in any fiscal year, the Contractor shall procure and pay for a single audit or a program-specific audit for that fiscal year. Upon completion of each audit, the Contractor shall:

- I. Submit to the County contact person, listed on the first page of this Contract, the data collection form and reporting package specified in OMB Circular A-133, reports required by the program-specific audit guide (if applicable), and a copy of any management letters issued by the auditor;

- II. Follow-up and develop corrective action for all audit findings; in accordance with OMB Circular A-133, and prepare a "Summary Schedule of Prior Audit Findings."
 - C. Overpayments: If it is determined by the County, or during the course of the required audit, that the Contractor has been paid unallowable costs under this Contract, the County may require the Contractor to reimburse the County in accordance with appropriate applicable Circulars defined under Circulars "Compliance Matrix" found in item 5. of the General Terms and Conditions.
26. **Survivability:** The terms and conditions contained in this Contract, which by their sense and context, are intended to survive the expiration of this particular Contract shall survive. Surviving terms include, but are not limited to Confidentiality, Disputes, Inspection, Maintenance of Records, Ownership of Material, Responsibility, Termination for Default, Termination Procedure, and Title to Property.
27. **Termination Due to Change in Funding:** If the funds upon which the County relied to establish this Contract are withdrawn, reduced, or limited, or if additional or modified conditions are placed on such funding, the County may terminate this Contract by providing at least five business days written notice to the Contractor. The termination shall be effective on the date specified in the notice of termination.
28. **Termination**
- A. Either party may terminate this Agreement by providing thirty (30) calendar days written notice sent by certified mail to the addresses listed on Page 1. If the Contractor fails to comply with the terms and conditions of this Agreement, the County may pursue such remedies as are legally available, including, but not limited to, the immediate termination of this Agreement.
 - B. If this Agreement is terminated for any reason, County shall pay only for performance rendered or costs incurred in accordance with the terms of this Agreement and prior to the effective date of termination.
29. **Title to Property:** Title to all property purchased or furnished by the County for use by the Contractor during the term of this Contract shall remain with the County. Title to all property purchased or furnished by the Contractor for which the Contractor is entitled to reimbursement by the County under this Contract shall pass to and vest in the County. The Contractor shall take reasonable steps to protect and maintain all the County property in its possession against loss or damage and shall return the County property to the County upon Contract termination or expiration, reasonable wear and tear excepted.
30. **Treatment of Client Property:** Unless otherwise provided in this Contract, the Contractor shall ensure that any adult client receiving services from the Contractor under this Contract has unrestricted access to the client's personal property. The Contractor shall not interfere with any adult client's ownership, possession, or use of the client's property. The Contractor shall provide clients under age 18 with reasonable access to their personal property that is appropriate to the client's age, development, and needs. Upon termination or completion of this Contract, the Contractor shall promptly release to the client and/or

the client's guardian or custodian all of the client's personal property. This section does not prohibit the Contractor from implementing such lawful and reasonable policies, procedures and practices as the Contractor deems necessary for safe, appropriate, and effective service delivery (for example, appropriately restricting clients' access to, or possession or use of, lawful or unlawful weapons and drugs).

31. **Waiver:** Waiver of any breach or default on any occasion shall not be deemed a waiver of any subsequent breach or default. Any waiver shall not be construed to be a modification of the terms and conditions of this Contract unless amended as set forth in Section 2, Amendment. Only the Director or designee has the authority to waive any term or condition of this Contract on behalf of the County.
32. **Notices:** Any demand, request or notice which either party desires or may be required to make or deliver to the other shall be in writing and shall be deemed delivered when personally delivered, or when delivered by private courier service (such as Federal Express), or three days after being deposited in the United States mail, in registered or certified format, return receipt requested, addressed as follows:

Contractor: Penny Mabie, Senior Associate
EnviroIssues
101 Stewart Street, Ste 1200
Seattle, WA 98101

County: Vern M. Redifer, P.E., Director
Yakima County Public Services Department
128 N 2nd Street, 4th Floor
Yakima, WA 98901-2639

EXHIBIT A

SCOPE OF WORK

EnviroIssues will support Yakima County and the Lower Yakima Valley Groundwater Management Area by providing facilitation services, on as needed basis, for the Groundwater Advisory Committee (GWAC), not to exceed 12 meetings. This support will include the following services:

Task – GWAC meeting planning and facilitation

- Participate in up to three preparatory conference calls prior to advisory committee meetings to discuss meeting strategy, objectives, agenda and information needs
- Review and provide input and advice on informational materials prepared by technical team to support advisory committee agenda items
- Develop committee deliberation products (i.e. charter, workplan, decision matrices, etc.)
- Develop GWAC meeting agendas (one draft and one final) (up to 12 agendas)
- Check in with committee members between meetings as needed
- Facilitate three-hour committee meetings (up to 12 meetings)

Deliverables

- Miscellaneous process tools (charter, workplan, matrices, etc.)
- Draft and final agendas (up to 12)

Assumptions

- Yakima County provides note-taking and meeting summaries
- Yakima County organizes meeting rooms, meeting notifications and other logistics.
- Yakima County and technical team provide technical report / other information copying and distribution

Cost estimate

Task – GWAC meeting planning and facilitation	Penny Mable \$175/hour	Meeting Support \$60/hour
• Participate in up to three preparatory conference calls prior to advisory committee meetings to discuss meeting strategy, objectives, agenda and information needs	36 hours	
• Review and provide input and advice on informational materials prepared by technical team to support advisory committee agenda items	24 hours	
• Develop GWAC meeting agendas (one draft and one final) (up to 12 agendas)	12 hours	12 hours
• Develop committee deliberation products (i.e.	24 hours	24 hours

charter, workplan, decision matrices, etc.)		
• Check in with committee members between meetings as needed	24 hours	
• Facilitate GWAC meetings (up to 12)	36 hours	
• Six hours of travel time per meeting (up to 12 meetings)	72 hours	
Labor total	\$39,900	\$2,160

Expenses	Per meeting	Quantity
• Includes printing of agendas, process tools, mileage, lodging and meeting supplies	\$339.50	12 meetings
Expenses total		\$4,074
Project total		\$46,134

See Scope of Work for detailed description of duties.

TOTAL CONTRACT AMOUNT NOT TO EXCEED \$ 46,134

****Under "General Terms and Conditions," documentation of items in sections 10. and 17. must accompany the first invoice before payment will be made. Section 5 references acceptable administrative cost allowances.**

Please submit monthly bills by the 10th following service delivery with back-up documentation to:

**Yakima County
128 N 2nd Street, Room
Yakima, WA 98901-2639**

***BUDGET LINE ITEM ADJUSTMENTS:** The Contractor may request that the budget be adjusted up to 5% of the total annual contract amount between line items of cost based on written request from the contractor and approval from the County. Adjustments must be within existing line items in the contract for items already deemed necessary to the project.

Attachment F

Amendment Number 1 to Ecology Agreement No. C 1200235



IAA NO: C1200235



**AMENDMENT NO.1 TO
ECOLOGY AGREEMENT NO. C 1200235**

**BETWEEN THE
STATE OF WASHINGTON DEPARTMENT OF ECOLOGY
AND YAKIMA COUNTY**

Purpose: To modify deliverable dates in this contract.

It is mutually agreed that:

- 1. This is a no cost amendment. The maximum amount payable is unchanged at \$300,000.**
- 2. The Deliverable due dates in Attachment A, Statement of Work, sections 1.2-1.4, 2.3 and 2.4, shall be adjusted. Deliverables previously due at the end of the 2nd quarter, are now due at the end of 3rd quarter. Deliverables previously due at the end of the 3rd quarter, are now due at the end of the 4th quarter. Listed as such:**
 - 1.2 Submit written procedures and rules agreed to by the Groundwater Advisory Committee for conducting business and decision making by the end of the 3rd quarter, September 30, 2012.**
 - 1.3 Identify Chairperson and other leadership positions if applicable by the end of the 3rd quarter, September 30, 2012.**
 - 1.4 Submit schedule of meetings for the 1st year by the end of the 3rd quarter, September 30, 2012 and for each subsequent year by the end of the 1st quarter of that year.**
 - 2.3 Submit a two-year work plan, schedule, and budget for the projected development of the Groundwater Management Area program by the end of the 4th quarter, December 31, 2012.**
 - 2.4 Submit a report describing the public outreach and education program as agreed upon by the Groundwater Advisory Committee including a web-based information application by the end of the 4th quarter, December 31, 2012.**
- 3. All other terms and conditions and any amendments of the original contract remain in effect.**

The parties sign this amendment:

IAA NO: C1200235

STATE OF WASHINGTON
DEPARTMENT OF ECOLOGY

YAKIMA COUNTY

Polly Zehm 8/29/12
Polly Zehm Date
Assistant Director

[Signature] 7/24/12
Authorized Signature Date

Vern M. Redifer, P.E.

Printed Name

Approved as to form only
Assistant Attorney General

Director, Yakima County Public Services
Title