

**KITTITAS COUNTY IWRMP TARGETED
WATERSHED PROTECTIONS AND
ENHANCEMENT—LAND USE AND
ECONOMIC ANALYSIS PROJECT**

Citizens Advisory Committee Work Plan



Prepared For:
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Purpose of CAC Work Plan

The purpose of this document is to present a work plan to guide the operation of a Kittitas County Citizens Advisory Committee (CAC). The work of the CAC is related to the Yakima River Basin Integrated Water Resource Management Plan (IWRMP) prepared by the United States Bureau of Reclamation (USBR) and the Washington State Department of Ecology (Ecology). The IWRMP includes a *Targeted Watershed Protections and Enhancement Component* (TWPEC), which would impact the land uses and economy of Kittitas County. This CAC Work Plan provides information on the following topics:

- *CAC Mission*
- *CAC Goals and Objectives*
- *CAC Membership*
- *Roles and Responsibilities of the CAC*
- *General CAC Meeting Ground Rules*
- *General CAC Meeting Procedures*
- *Number, Schedule, and Topics of CAC Meetings*
- *CAC Operational and Recommendation Development Process*

CAC Mission

It is the mission of the CAC to efficiently develop clear and defensible recommendations for the Kittitas County Board of County Commissioners (BOCC). The CAC's recommendations will address the land use and economic impacts of the TWPEC on Kittitas County, and will be developed in a comprehensive and inclusive manner.

CAC Goals and Objectives

The goal of the CAC is to develop thoughtful recommendations for the BOCC related to the land use and economic impacts of the TWPEC. If accepted, these recommendations will form the basis for the development of formal policies by the BOCC, which will be transmitted to the USBR and Ecology for consideration and inclusion in the final preferred IWRMP alternative.

The objectives of the CAC are to work with County staff and a consultant team to:

1. Identify land use changes and economic issues that arise from the TWPEC.
2. Conduct an analysis of land use changes and economic impacts of the TWPEC.
3. Quantify TWPEC related impacts, benefits, and costs to Kittitas County.
4. Identify methods, if necessary, for Kittitas County to be compensated for TWPEC related economic impacts.

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5. Develop CAC recommendations for the BOCC to use in developing policies that form the basis for discussions with Ecology and USBR about the impacts of the TWPEC on the County economy and ways to mitigate for those impacts.
6. Complete CAC work in a timely manner so the results will be available for inclusion in the programmatic Environmental Impact Statement (EIS) being developed by Ecology and USBR for the overall IWRMP.

CAC Membership

The CAC will be composed of volunteering residents and individuals from interested parties. Kittitas County and a consultant team will attend, facilitate, and provide expertise at the CAC meetings, but will not be official CAC members. The desired size of the CAC is approximately 15 people, not including Kittitas County staff and consultants. The CAC should only include members who are willing to commit to regular meeting attendance and have an interest in providing guidance and developing recommended methods to compensate for economic impacts associated with the TWPEC. The current composition of the committee is shown in Table 1.

Table 1 Citizens Advisory Committee Membership and Other Participants		
Name	Phone	Email
CITIZENS ADVISORY COMMITTEE		
Jill Arango	509-962-1654 (Business)	jilla@cascadeland.org
Anthony Aronica	509-607-9401	aronicat@gmail.com
William Boyum	509-925-4611 (Home)	boyum@fairpoint.net
Ron Allen Dalle	509-899-2375 (Business)	rfdalle@msn.com
David Gerth	509-649-2951 (Business)	kct@inlandnet.com
Jim Halstrom	360-791-6644 (Business)	halstrom@fairpoint.net
Anna Lael	509-925-8585, Ext. 4 (Business)	a-lael@conserveva.net
Brian Lenz	509-925-3195 (Business)	brian.lenz@pse.com
Richard Low	509-674-2977 (Home)	richardlow5@gmail.com
Pamela McMullin-Messier	213-595-4163 (Cell)	pamelamcmm@yahoo.com
Jason Ridlon	509-699-9927 (Cell)	jhridlon@fairpoint.net
Tracy Rooney	425-891-4092 (Business)	tracyr@msn.com
Jan Sharar	509-925-7216 (Home)	jkshar2@fairpoint.net
Art Solbakken		artsolbakken@gmail.com
David Whitwill	509-925-4008 (Business)	cwhba@fairpoint.net
Cynthia Wilkerson	206-618-3137 (Cell)	crwilkerson2000@yahoo.com

Table I (cont.) Citizens Advisory Committee Membership and Other Participants		
Name	Phone	Email
KITTITAS COUNTY PARTICIPANTS		
Paul Jewell	509-962-7508 (Business)	paul.jewell@co.kittitas.wa.us
Kirk Holmes	509-962-7523 (Business)	kirk.holmes@co.kittitas.wa.us
CONSULTANT PARTICIPANTS		
John Knutson (URS)	509-469-0163 (Business)	john.knutson@urs.com
Will Guyton (URS)	509-469-1330 (Business)	will.guyton@urs.com
Julie Blakeslee (URS)	206- (Business)	julie.blakeslee@urs.com
Amy Danberg (PRR)	206-962-9635 (Business)	adanberg@prrbiz.com
Amanda Sullivan (PRR)	206-962-9635 (Business)	asullivan@prrbiz.com
Michael Taylor (Cascade Economics)	360-835-7340 (Business)	miketaylor@pacifier.com

Roles & Responsibilities of the CAC

The roles and responsibilities of CAC members can be summarized as follows:

- CAC members are expected to meet approximately monthly or bi-monthly.
- CAC members are expected to review and analyze material in advance of meetings and come prepared to represent their perspective opinions.
- CAC members will proactively identify land use changes and economic issues that arise from the TWPEC, and will help develop economic solutions and mitigation policies to recommend to the Kittitas County BOCC.
- Any member may leave this process at any time. However, he/she will inform the group of the reason for leaving to see if the group can address the issue.
- If a member chooses to leave the CAC, they will be removed from the official members list.
- A member who misses two or more consecutive meetings may be removed from the CAC members list at the discretion of the BOCC.

General CAC Meeting Ground Rules

The basic CAC meeting ground rules are:

- Members shall be “solution oriented,” demonstrating dedication and commitment to this process.
- Members will foster open discussions of issues by listening carefully to each other, recognizing each member’s concerns and feelings about the topic, asking questions for clarification, and making statements that attempt to educate or explain.

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- Members recognize the importance of keeping the meeting on track and will respect the role of the facilitator. Members are responsible for ensuring cooperative and productive meetings.
- Members commit to no personal attacks directed at individuals and/or organizations.
- Members will listen to the person speaking and will avoid sidebar discussions.
- All parties recognize the legitimacy of the interests and concerns of others, and expect that their interests will be respected as well.
- Members agree to focus discussions on the specific mission, goals, and objectives of this CAC and avoid debating issues and concerns beyond the scope thereof.
- Members are committed to developing recommendations in accordance with the evidence presented and that are supported by facts and relevant examples.
- Members will be advocates for the committee process.

General Meeting Procedures

The CAC meeting procedures are:

- The consultant will develop agendas and provide meeting materials in advance of the meeting date; keep meeting notes; notify members of meeting dates, locations, or changes; and will ensure all members are given the opportunity to contribute.
- Members understand that the facilitator will remain neutral while facilitating.
- Consensus will be emphasized in decision making. Consensus is defined as a decision that allows every member to say, “I can live with the decision and accept it, even though it may or may not be exactly what I want.”
- The majority of decisions will be made by consensus of CAC members. The CAC recognizes that if members want to provide input on decisions, they will attend the meeting or provide their input to the consultant team prior to the meeting or by the predetermined time.
- If the CAC is unable to reach consensus on any issue, it will consider other options:
 1. Table the issue temporarily, and revisit it later or during a subsequent meeting.
 2. Take an advisory or “straw” vote to help the committee decide what action to take next.
 3. Develop a voting procedure.
 4. Leave the issue unresolved, note it is as such, and present the issue to the BOCC for direction (*Least Desirable Alternative*).

Number, Schedule, and Topics of CAC Meetings

The number and timing of the CAC meetings is directly related to the project schedule. Meetings on a particular topic will not occur until information and materials can be generated for presentation to the CAC. Based upon the amount and complexity of material to be covered and the schedule for the IWRMP programmatic EIS, Table 2 has been developed.

Table 2 Approximate Number, Schedule, and Topics for CAC Meetings	
Meeting & Topic	Approximate Meeting Dates
CAC Meeting 1 <ul style="list-style-type: none"> • Meet CAC members • Review mission of the CAC • Review CAC Work Plan • Cover IWRMP background information 	early October 2011 (Cle Elum)
CAC Meetings 2 and 3 <ul style="list-style-type: none"> • Discuss the IWRMP Targeted Watershed Protections and Enhancements Component (TWPEC) • Identify potential direct and indirect positive and negative impacts to Kittitas County land uses and economy from the TWPEC • Identify key land use and economic issues for detailed analysis 	late October 2011 (Ellensburg) and mid-November (Cle Elum)
CAC Meeting 4 <ul style="list-style-type: none"> • Review consultant team land use and economic impact analyses results • Obtain CAC feedback • Discuss possible economic compensation strategies 	mid-December 2011 (Ellensburg)
CAC Meeting 5 <ul style="list-style-type: none"> • Review and evaluate an array of economic compensation alternatives • Obtain CAC recommendations on the preferred compensation approaches (preferred alternative) 	late-January 2012 (Cle Elum)
Public Open House <ul style="list-style-type: none"> • Present process and recommendations to public at an informational open house and allow for comments and questions • Committee members on hand to field questions in an informal format 	early February 2012 (Location TBD)
CAC Meeting 6 (if needed) <ul style="list-style-type: none"> • Adjust recommendations if any significant or trending comments are received from the public open house 	late February 2012 (Ellensburg)

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The number of CAC meetings and the approximate dates may be adjusted depending on progress being made; however, it is expected that all CAC members work to assure that Kittitas County meets established project milestones and deadlines. Normally, work will be conducted by Kittitas County and the consultant team between CAC meetings with the products and preliminary recommendations being presented to the CAC for review, discussion, and feedback.

CAC Operational and Recommendation Development Process

It is important for CAC members to recognize that the Kittitas County BOCC will make the final decisions on the preferred compensation approaches and policies to present to Ecology and the USBR. However, Kittitas County is committed to the CAC process, and will greatly consider the CAC recommendations while making decisions. The CAC input will help the BOCC make decisions that:

- Thoroughly consider the input of experts, citizens, businesses, and interested parties.
- Promote a holistic approach to fully mitigate any negative effects of the TWPEC.

The general process for developing consensus-based policy recommendations is illustrated in Figure 1.

Citizens Advisory Group Work Plan

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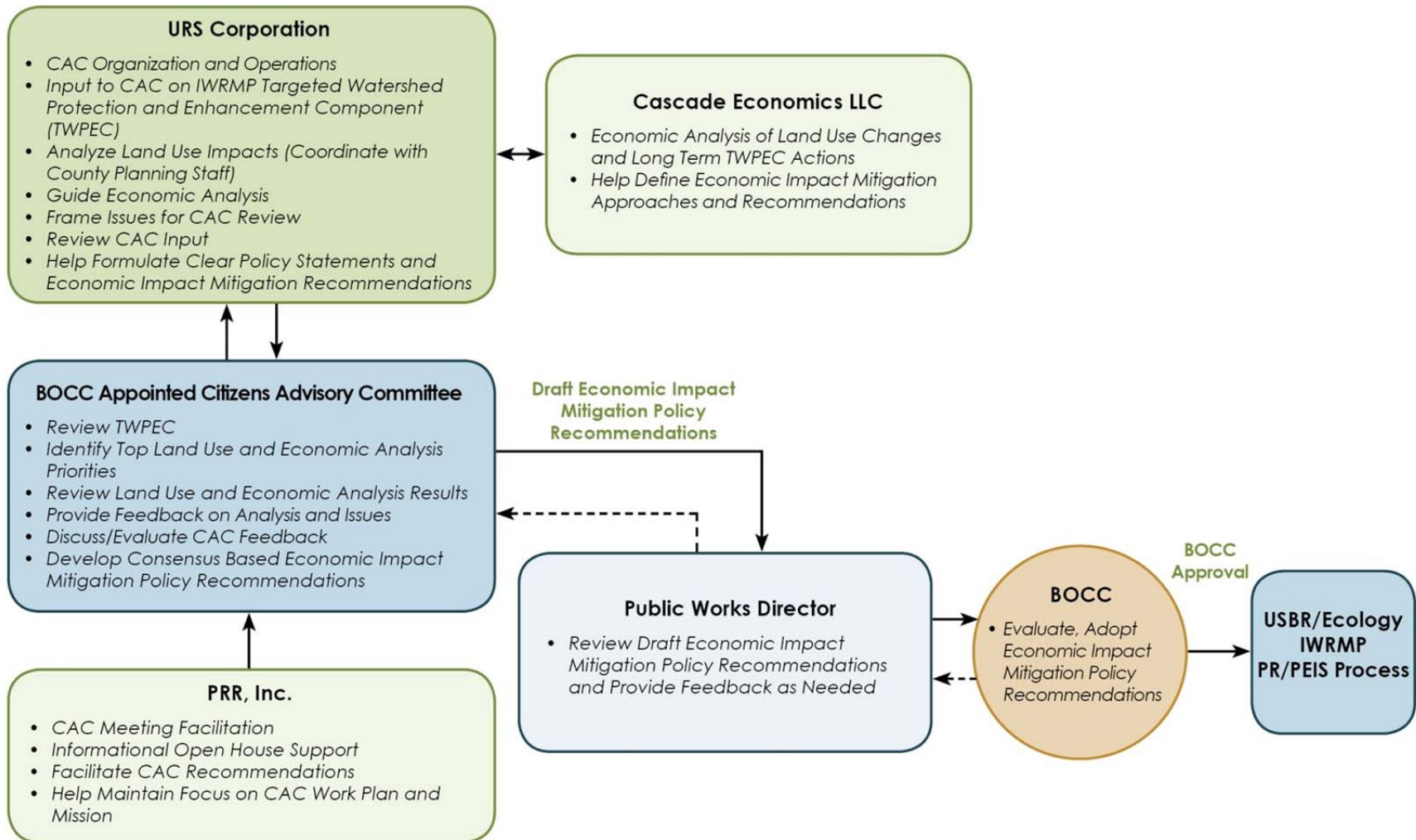


Figure I—Policy Recommendation Process