



SPOKANE AQUIFER JOINT BOARD MEETING MINUTES

September 26, 2019

SAJB Officers:

President Jeremy Jenkins, VP Shane Sheppard, Secretary Todd Henry, Treasurer Doug Greenlund

1. CALL TO ORDER

The Board of Directors of the Spokane Aquifer Joint Board (SAJB) met in Regular Session at Modern Electric Water Company. A total of 23 attended the meeting including 13 SAJB voting representatives, 1 SAJB alternate voting representatives, 3 non-voting members, Program Manager Hanson and 7 guests. Proxys were designated for two voting members who were unable to attend. The sign-in sheet of SAJB members and guests is available upon request. The meeting was called to order at 1:32 pm.

President Jeremy Jenkins called for introductions. The Agenda was modified, moving the IWAC Irrigation and Landscape Design Guidelines presentation to the first order of business.

2. OLD BUSINESS

IWAC Presentation – Irrigation and Landscape Design Standards Guidelines – Terry Pickel and BiJay Adams presented the “Roadshow” that the Idaho Washington Aquifer Collaborative (IWAC) has prepared as an introduction for elected officials, policy and decision makers. The presentation detailed the need for irrigation and landscape standards and the menu of options that are provided in the guidance document.

You can view the Roadshow as it was presented at the [City of Coeur d'Alene City Council Meeting](#) on October 1, 2019.

President Jenkins asked the representative from the City of Spokane Valley if a letter from SAJB would be useful with policy makers and he responded affirmatively. President Jenkins asked members if they would agree to SAJB writing a letter of support for the IWAC Guidelines. Members agreed to review a draft letter at the October meeting. Tim Murrell suggested that the letter focus on 1) water quality concerns from runoff, 2) the cost of infrastructure to meet peak demands and 3) the impact of regional growth on future water demand.

Wellhead Implementation Plan Update – President Jenkins reported on an EPA Region 10 Planning Committee Meeting which he attended. Two new reporting requirements were discussed. 1) the Department of Health (DOH) will be required to notify water purveyors of any spill that occurs within their wellhead protection area. Implementation of this new rule may be challenging for DOH given the number of DOH positions currently vacant. 2) Washington State Emergency Tier II reporting will now allow purveyors to request information on the products being stored at facilities in their service area that, if spilled,

could negatively impact the aquifer. This new reporting requirement may also assist with the annual potential contaminant source inventory.

Water Pooling - Bruce Davidson asked if there had been meetings on water pooling with President Jenkins during the construction season and who was invited. President Jenkins indicated that no meetings had occurred.

Spokane County Franchise Agreements – A question was raised regarding the status of these meetings but no new information was available.

Consideration of Regular Meeting Minutes

President Jeremy Jenkins called for any additions, corrections or deletions to the Minutes of May 23, 2019. President Jenkins offered changes to page 2 to clarify that water rights attorney, Scott Hislop, is not an attorney for SAJB. Bruce Davidson moved to approve the minutes as corrected and Terry Squibb seconded the motion. President Jenkins called for a vote and the motion carried unanimously.

3. FINANCIAL REPORT

Treasurer, Doug Greenlund presented the financial reports for June, July, August and September 2019.

SAJB Wellhead Implementation Plan (WIP) Funds

The SAJB checking balance for September, 2019 is \$67,997.54

The Spokane County Investment Pool (Implementation) estimated balance is \$45,842.83

Administration and WIP Bill Payment Summary

The **June Bill Payment Summary** totaled \$22,584.80 paid with checks numbered 2434-2439. The June summary detailed SAJB Administration bills of \$0.00 and Wellhead Implementation Bills of \$18,084.00. The Program Manager Consulting Services including mileage and reimbursements for the month of June amounted to \$4,500.80.

The **July Bill Payment Summary** totaled \$4,196.60 paid with checks numbered 2440-2441. The July summary detailed SAJB Administration bills of \$0.00 and Wellhead Implementation Bills of \$2,000.00. The Program Manager Consulting Services including mileage and reimbursements for the month of July amounted to \$2,196.60.

The **August Bill Payment Summary** totaled \$7,383.12 paid with checks numbered 2442-2444. The August summary detailed SAJB Administration bills of \$2,370.00 paid with check # 1021 and Wellhead Implementation Bills of \$2,081.00. The Program Manager Consulting Services including mileage and reimbursements for the month of August amounted to \$2,932.12.

The **September Bill Payment Summary** totaled \$17,150.40 paid with checks numbered 2445-2452. The September summary detailed SAJB Administration bills of \$312.00 paid with check # 1022 and Wellhead Implementation Bills of \$12,827.40. The Program Manager Consulting Services including mileage and reimbursements for the month of September amounted to \$4,011.00.

Treasurer Greenlund reported that all SAJB members have paid their dues and assessments.

Those present reviewed the bill payment summaries. Bryan St. Clair moved to ratify the bills as paid in June, July and August and approve the September Bill Payment Summary as presented. BiJay Adams seconded the motion. President Jenkins called for the vote, the motion carried unanimously.

4. NEW BUSINESS

Ecology WRRED Recycle Right Grant Awarded to Spokane River Forum (SRF) – Program Manager Tonilee Hanson reported that the Washington State Department of Ecology awarded the SRF a 2-year, \$60,000 grant to promote recycling education. The Spokane Waste Directory will be enhanced with a new Recycle Right page that will be kept up to date with the rapidly changing commodities markets for recycling and their impact on which recyclables local haulers will accept. SRF, in coordination with partner agencies, will conduct "Recycle Right" media campaigns. For SAJB this means that funds allocated for Waste Directory media in 2019 can be shifted to other focus areas.

2020 SAJB Budget – Please send any budget requests to PM Hanson for inclusion in the 2020 draft budget which will be prepared for discussion at the October meeting. Rick Neal requested information on water conservation give-away materials.

Water Conservation Media Campaign – Dianne Cortez, KXLY and Phase 3 Media, shared ideas that she and Tim Murrell, Whitworth Water District, had discussed for a water conservation media campaign. SAJB may want to consider partnering with IWAC to promote water conservation. PM Hanson reminded everyone that SAJB, as a government entity, is required to have 3 bids for contracts over \$5,000.00.

2020 Potential Contaminant Source Inventory (PCSI)- Bryan St. Clair proposed that a contract be developed for Reanette Boese to prepare the 2020 PCSI lists. 2020 is a map and letter year. Reanette recently retired from Spokane County Water Resources and she has prepared the PCSI for the past 15 years. SAJB is interested in having a consistent process for the PCSI and Reanette is willing to do the work on a consulting basis. The Spokane County agreement ends this year and a new PCSI resolution will need to be prepared.

November and December SAJB Meetings will be combined and held on Thursday, December 5, 2019 at Modern Electric Water Company.

Next SAJB Meeting Date – October 24, 2019 – Location Modern Electric Water Company

5. WELLHEAD PROGRAM IMPLEMENTATION PLAN - Program Manager's Report

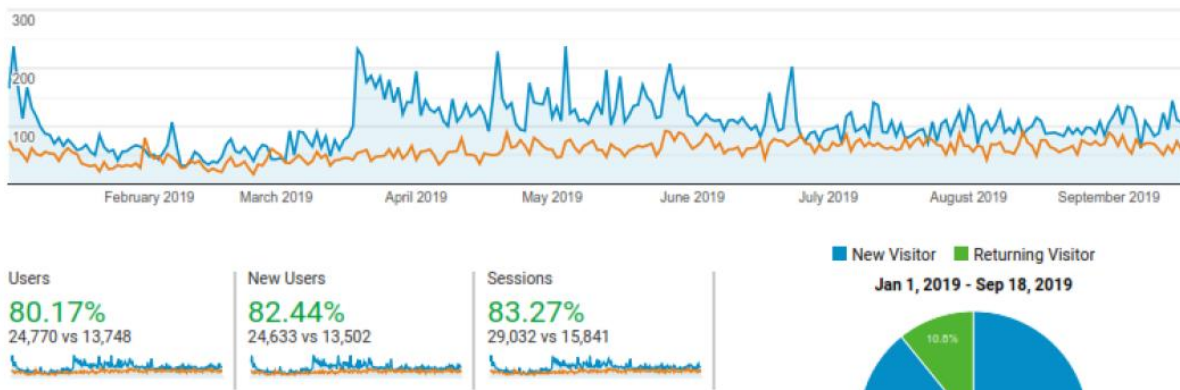
Education and Awareness

- 6/4-6/5/19 - Mead Environmental Days at Bear Lake
- 7/4/19 – 4th of July Parade CDA
- 8/17/19 – Unity in the Community
- 9/20/19 - Valleyfest – Hearts of Gold Parade

- 9/20/19 - No Water No Beer
- 9/21/19 - Valleyfest at Mirabeau Meadows
- 9/28/19 – Earth and Spirit Festival
- 10/21/19 – Hamblen Elementary Science Night
- 10/28/19 – Prairie View Elementary Science Night
- 3/16/20 – Evergreen Elementary STEM Night
- 4/18-19/20 - Caring for Creation St. Al's Parish

44/60 Aquifer in a Cup Workshops have been completed to date. 18 in the Spokane Valley and Liberty Lake region and 26 in Spokane. 6 more are scheduled in October. Kristen Zimmer and Elizabeth Lancaster have reached 918 kids to date!

Media Campaign Report: SAJB, SRF, Spokane County and SRRTF have all funded media campaigns to promote the Waste Directory. As a result, sessions have increase by 83% over 2018 as shown in the graph below. Orange = 2018 Blue = 2019



Business Assistance EnviroCertified Recruitment and Media Campaign

EnviroStars – EnviroCertified Recruitment
2010-2019 Summary

Fiscal Year 7/1/ to 6/30	# Renewal	# New	Sold/ Not Interested	Total
Total EnviroStars 6/1/2010-10/30/2017	26	96	7	89
Total EnviroCertified 6/1/2018-6/30/2019	47	22	12	69
Total EnviroCertified 7/1/2019-6/30/2019	0	2	0	2
EnviroStars to Recertify	22			
Total 2010-2019				132

The Media Campaign resulted in 2,978 visits to the EnviroCertified Website in 2019 compared to 391 visits in 2018. An increase of over 600%. Orange = 2018 Blue = 2019





Water Conservation Media Campaign resulted in 555 visitors to the SAJB Community Resources page.

SAJB Website Google Analytics – Water Wisely
 March 1, 2019 – September 24, 2019
 Community Resources - 555

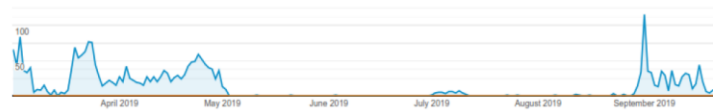


Teacher Resources Media Campaign
 March 1 – May 30, 2019



Facebook Impressions	Reach	Clicks	CTR	Display Ad Impressions	Clicks	CTR	Website sessions	New Users
78,717	14,167	212	0.28%	204,270	376	0.19%	7,201	5,184

March 1 – September 24, 2019



TOTAL REVENUE	\$136,310.72	\$138,019.87	\$2,500.00	\$140,519.87
EXPENDITURES BY COMMITTEE	2019 Adopted Budget	Actual 9/26/19	Expenditures Remaining	2019 Expected Expenditures
Education and Awareness	\$65,438.00	\$48,279.71	\$17,158.29	
Conservation	\$2,000.00	\$2,051.32	-\$51.32	
Household Contaminant Disposal	\$4,000.00	\$2,051.32	\$1,948.68	
Potential Contaminant Source Inventory <small>(2019 is not a map/letter year)</small>	\$10,000.00		\$10,000.00	
Pro-Active Business Assistance	\$10,000.00	\$5,000.00	\$5,000.00	
All Committees Shared Expenses	\$47,370.00	\$36,663.90	\$10,706.10	
Uncategorized Expense				
TOTAL EXPENDITURES	\$138,808.00	\$94,046.25	\$44,761.75	\$138,808.00

3rd Quarter WIP Implementation Report was reviewed.

6. ADJOURN

There being no further business this 26th day of September 2019, President Jeremy Jenkins adjourned the meeting at 3:08 PM.

President Jeremy Jenkins

Vice President Shane Sheppard