

# Appendix D – Operating Principles

1 **Watershed Restoration and Enhancement Committee**  
2 **Duwamish-Green Water Resource Inventory Area (WRIA 9)**

3 **Operating Principles**

4 Approved the February 26, 2019

5 Effective March 6, 2019

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23 **SECTION 1. PURPOSE**

24 The purpose of the operating principles is to establish the watershed restoration and enhancement  
25 committee (Committee), as authorized under RCW 90.94.030, for the purpose of developing the  
26 watershed restoration and enhancement plan (plan). The document sets forward a process for meeting,  
27 participation expectations, procedures for voting, structure of the Committee, communication and other  
28 needs in order to support the Committee in reaching agreement on a final plan.

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29 **SECTION 2. ESTABLISHING AND AMENDING OPERATING PRINCIPLES**

30 The formal establishment of an agreement to the operating principles will take place via a member vote,  
31 with all members of the watershed restoration and enhancement committee approving the operating  
32 principles. Participants will work in good faith to participate productively in the development of the

1 operating principles. By approving the operating principles, members of the Committee agree to uphold  
2 the principles as outlined in this document.

3 The Committee may review and amend the operating principles as needed. Any member of the  
4 Committee may bring forward a recommendation for review and amendment to the operating  
5 principles by requesting the chair to add the discussion to the meeting agenda. Amendments will be  
6 brought for discussion when a quorum<sup>1</sup> is present and take effect only if approved unanimously by the  
7 full Committee.

8 Nothing contained herein or in any amendment developed under the Agreement shall prejudice the  
9 legal claims of any party hereto, nor shall participation in this planning process abrogate any party's  
10 authority or the reserved or other rights of any member, including tribal governments, except where the  
11 obligation has been accepted in writing.

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### 12 **SECTION 3. COMMITTEE MEMBERSHIP**

13 Ecology invited each entity identified in the legislation to participate on the Committee (see RCW  
14 90.94.030[2]). The Duwamish-Green (WRIA 9) Watershed Restoration and Enhancement Committee is  
15 composed of entities who responded indicating their commitment to participate (see Appendix A).  
16 Committee members shall provide to the chair, in writing, a representative and up to two alternates to  
17 participate on the Committee.

18 The chair will provide a seat at the table for one representative for each Committee member and chairs  
19 around the room for additional representatives and alternates and members of the public.  
20 Representatives at the table may call on alternates to speak for their entity at any time during the  
21 meeting.

#### 22 **Alternates**

23 If the primary representative cannot attend a meeting, they should, if possible, send an alternate and  
24 notify the Committee chair and the facilitator as early as possible. It is the responsibility of the primary  
25 representative to brief the alternate on previous meetings and key topics arising for discussion in order  
26 for the alternate to participate productively.

27 If the primary representative and/or alternates are no longer able to participate in the process (e.g., due  
28 to staffing change or ongoing scheduling conflicts), the government or organization shall notify the chair  
29 and quickly identify a new representative from the same government or organization. If no new  
30 representative is available from the same government or organization, the current Committee member  
31 may propose an alternate entity that can represent the same interest on the Committee. Alternate  
32 entities must be approved by the chair before joining the Committee. New Committee members will be  
33 subject to latecomers provisions described below.

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<sup>1</sup> See definition of quorum in Section 6

1 **Caucuses**

2 Cities have the option of participating in the Committee through a caucus, with one person attending  
3 the Committee meetings as the caucus representative. The caucus members will agree, in writing, to  
4 participate in the Committee via a caucus and share that documentation with the Committee. The  
5 caucus representative’s attendance and vote will represent the participation and vote of all members of  
6 the caucus. The caucus will have one vote on decisions that do not require approval by all Committee  
7 members. The caucus members will determine their internal voting procedures and share caucus voting  
8 procedures with the Committee.

9 For decisions that require approval by all Committee members (adopting or amending the operating  
10 principles, final plan approval), each caucus member will have one vote, which can be provided directly  
11 to the chair, through the caucus representative, or in person at the meeting.

12 A caucus participant can decide to leave the caucus and resume individual participation in the  
13 Committee by sending notification in writing to the caucus representative and chair at least two weeks  
14 in advance of the next meeting.

15 **Ex Officio Members**

16 *Ex Officio* members sit at the Committee table and participate in discussions and review of documents,  
17 but will not participate in voting or in the final Committee approval of the plan.<sup>2</sup> Any Committee  
18 member can suggest that an ex officio member be added to the Committee. Suggestions for ex officio  
19 members will be made to the chair and brought before the Committee for discussion. The Committee  
20 will decide, by consensus, whether to add ex officio members.<sup>3</sup>

21 **Ad hoc Participants**

22 The Committee may decide, by consensus, to invite an individual or organization to participate in select  
23 meetings or agenda items where additional expertise or perspective is desired. Ad hoc members will be  
24 invited by the chair to sit at the Committee table, participate actively in discussions, and review of  
25 documents for the specified agenda items. They shall not vote on any items.

26 **Latecomers**

27 Ecology has invited all governments and organizations identified in RCW 90.94.030 to participate on the  
28 Committee. Invited entities that choose not to participate in the committee shall provide written  
29 acknowledgement that they are forfeiting their seat within 30 days following final notice for  
30 participation. In the case that an entity is nonresponsive to requests to confirm their participation on  
31 the Committee, or an entity is selected to replace another entity, the following latecomer conditions

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<sup>2</sup> Ecology leadership has determined that additional voting members will not be invited to join the committees in order to stay true to the legislation and keep the Committee size manageable. However, the Committee may decide to include non-voting members if they choose.

<sup>3</sup> See Section 6 for a description of consensus and voting

1 shall apply. Invited entities that originally decided not to participate on the Committee (per written  
2 acknowledgement) are allowed to join the Committee until April 15, 2019, and subject to the following  
3 latecomer conditions.

- 4 1. The entity cannot veto, request a re-vote, or revisit items previously decided on by the  
5 Committee;
- 6 2. The entity signs an intent to participate, provides a primary and alternate Committee  
7 member; and
- 8 3. The entity agrees to and abides by the operating principles.

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9 **SECTION 4. PARTICIPANT EXPECTATIONS, REMOTE PARTICIPATION, AND GROUND RULES**

10 **Participation expectations**

11 All members of the Committee are expected to work together to make decisions and recommendations  
12 to support the preparation of a watershed restoration and enhancement plan that all Committee  
13 members support by Ecology's adoption deadline of June 30, 2021. To achieve this goal, Committee  
14 members will, in good faith and using their best professional judgement:

- 15 • Attend and actively participate in Committee meetings;
- 16 • Review materials in preparation for the meetings;
- 17 • Review materials following the meetings;
- 18 • Engage in workgroups (if applicable);
- 19 • Come prepared for discussions and to vote (when applicable); and
- 20 • Commit to implementing the Committee ground rules (see below).

21 The chair will consult with the Committee to ensure that adequate time is given for review of materials.  
22 The chair will provide meeting materials at least 7 days before meetings, with additional time given for  
23 longer documents. The chair recognizes that members may need to discuss decisions within their  
24 organization/government prior to bringing forward a decision to the Committee and the chair and  
25 facilitator will work with Committee members to establish reasonable review time for materials prior to  
26 reaching a decision. Members of the Committee will actively work with their decision making authorities  
27 to receive feedback on decisions in a timely manner as to not delay decisions coming before the  
28 Committee. When possible, Committee members will provide the chair reasonable notice if additional  
29 review time is needed prior to a vote.

30 Committee meetings will take place on a monthly basis for an initial period, with the interval of  
31 meetings being modified as needed to meet the deadlines (either more or less frequently). The chair will  
32 hold meetings at a convenient location within the watershed. Meetings are expected to last for  
33 approximately 4 hours, with the length modified as needed to meet deadlines.

34 The chair or facilitator will attempt to contact Committee members that did not send a representative  
35 or alternate to the meeting. If a Committee member does not participate for 3 consecutive meetings  
36 (through sending the representative or alternate), the chair or facilitator will contact the Committee

1 member to ask if they will continue to participate or forfeit their seat. Committee members will be  
2 asked to provide written acknowledgement when forfeiting their seat.

### 3 **In Person Attendance and Remote Participation**

4 It is the expectation that Committee representatives shall attend all meetings in person. In person  
5 participation is essential to efficiency, clarity, and honest communication and is preferred to remote  
6 participation.

7 Although it should not be routine, remote participation can be accommodated when necessary to  
8 facilitate Committee member participation and when possible given the technology available in the  
9 meeting room. Representatives participating remotely will be recognized by the chair/facilitator and  
10 asked for input at least once during each agenda item discussion. Due to the difficulties with remote  
11 participation and the size of the Committees, they likely will not be able to participate in the free flow of  
12 the conversation.

13 Representatives participating remotely may take part in voting, except in the case of votes that require  
14 approval by all members (i.e., approval of the operating principles and approval of the final plan).<sup>4</sup> For  
15 these decisions representatives are expected to vote in person. The chair will allow remote participants  
16 to take part in votes that require approval by all members only in unforeseen circumstances (i.e., illness,  
17 extreme weather, traffic incident, or other unforeseen circumstances as determined by the chair).  
18 Representatives are strongly encouraged to attend in-person to vote on decisions that will be included  
19 in the plan (see Appendix B).

20 Upcoming votes will be communicated to the Committee as early as possible. Items requiring a vote will  
21 be identified on the agenda, which will be distributed at least a week in advance of the meeting.

22 In general, Committee representatives will notify the chair at least a week before the meeting if they  
23 anticipate a need for remote participation. This is so technology options can be assessed, and a plan for  
24 participation made. Preference will be given for remote participation technology that includes video  
25 (e.g., skype), if feasible.

26 If remote participation is needed in unforeseen circumstances (for example, illness, weather, traffic  
27 delay), representatives are asked to notify the chair as soon as possible and efforts will be made to  
28 support the remote participation within the limits of the technology available.

### 29 **Ground rules**

30 Water management is inherently complicated and the Committee is striving for consensus on the  
31 watershed restoration and enhancement plan. Therefore, given the range of members' diverse  
32 perspectives, the Committee has established the following ground rules to ensure good faith and  
33 productive participation amongst its members:

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<sup>4</sup> See discussion on voting in Section 6

- 1 • Be patient, direct, and honest in respectful consideration of each other’s views
- 2 • Take responsibility for our own issues and problems
- 3 • Be sensitive to different communication styles and needs
- 4 • Come prepared to use meeting time productively
- 5 • Be present and engaged throughout the meeting
- 6 • Provide sufficient notice if unable to make a scheduled meeting
- 7 • Strive to reach common ground
- 8 • It is okay to agree to disagree
- 9 • Allow one person to speak at a time
- 10 • Speak clearly to ensure everyone at the table can hear

11 **Conflict resolution**

12 In the event a conflict arises amongst members or established workgroups of the Committee, the  
13 following steps should be taken by individuals:

- 14 1. Communicate directly with the person or persons whose actions are the cause of the conflict.
- 15 2. If the circumstance is such that the person with a conflict is unable or unwilling to communicate  
16 directly with the person or persons whose actions are the cause of the conflict, the person shall  
17 speak with the Committee chair and facilitator.
- 18 3. The conflict should first be brought up verbally. If this does not lead to satisfactory resolution,  
19 the conflict should be described in writing to the chair.
- 20 4. If such matters are brought to the chair and facilitator, the chair in consultation with the  
21 facilitator, will address the conflict as appropriate and may seek outside or independent  
22 assistance as needed.

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23 **SECTION 5. ROLE OF THE CHAIR AND COMMITTEE SUPPORT**

24 RCW 90.94.030 (2b) states that “The department shall chair the watershed restoration and  
25 enhancement committee...” Ecology’s streamflow restoration implementation lead chairs the  
26 Committee on behalf of the agency. The chair shall vote on all items coming before the Committee.<sup>5</sup> The  
27 role of the chair is to help the Committee complete the plan with the goal to attain full agreement from  
28 the Committee members. If full agreement cannot be obtained, the chair shall ensure all opinions  
29 inform future decision making for the final plan. In the event that the chair is unable to attend a  
30 scheduled meeting due to illness or other unanticipated absence, the Ecology alternate will serve as

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<sup>5</sup> RCW 90.94 (3) states that “the department shall prepare and adopt a watershed restoration and enhancement plan for each watershed listed under subsection (2)(a) of this section, in collaboration with the watershed restoration and enhancement committee. Except as described in (h) of this subsection, all members of a watershed restoration and enhancement committee must approve the plan prior to adoption.” Based on input from the Attorney General’s office, because Ecology is a member of the Committee and must ultimately vote on whether or not to approve the plan, Ecology shall vote on all items coming before the Committee.

1 interim chair to avoid cancelling the meeting. The Ecology alternate may vote on decisions scheduled to  
2 come before the Committee.

3 Ecology may provide the Committee a facilitator. The role of the facilitator is to focus on process and  
4 support the Committee in productive discussions and decision-making. Ecology will provide  
5 administrative support for the Committee as well as technical assistance through Ecology staff and  
6 consultants.

7 Ecology may provide the Committee with technical support in the form of Ecology staff or hired  
8 consultants. Ecology will seek input from the Committee on consultant selection prior to entering into  
9 contract.

10 The chair, with assistance from Ecology technical staff, contractors, and members of the Committee, will  
11 prepare the watershed restoration and enhancement plan for the Committee’s review, comment, and  
12 approval.

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### 13 **SECTION 6. DECISION MAKING**

14 This planning process, by statutory design, brings a diversity of perspectives to the table. It is therefore  
15 important the Committee identifies a clear process for how it will make decisions. The Committee shall  
16 always strive for consensus. The reason why the Committee will strive for consensus is that the  
17 authorizing legislation requires that the final plan must be approved by all members of the Committee  
18 prior to Ecology’s review (RCW 90.94.030[3] “...all members of a watershed restoration and  
19 enhancement committee must approve the plan prior to adoption”). Therefore, it follows that  
20 consensus during the foundational votes, or decisions, upon which the plan is constructed will serve as  
21 the best indicators of the Committee’s progress toward an approved plan. In the event consensus is not  
22 reached on foundational elements of the plan in time to keep the process moving forward consistent  
23 with deadlines, the Committee can make decisions with supermajority approval. Throughout the plan  
24 development process, the chair and facilitator will document agreement and dissenting opinions.

#### 25 **Quorums and Voting**

26 A quorum is established when two-thirds of the entities represented on the Committee are present  
27 (either in person or on the phone). All members of the cities caucus will be considered present if a cities  
28 caucus representative is present. For the WRIA 9 Committee, the number required for a quorum is  
29 included in Appendix A. A quorum must be present for voting to occur.

#### 30 **Voting Protocol**

31 Items anticipated for voting will be clearly identified as such in advance on the Committee agenda.  
32 When voting occurs, the chair or facilitator will call for the vote. Committee members will signal their  
33 vote in the following ways:

- 34 • Thumbs up – approval
- 35 • Thumbs down – disapproval



- 1 • Thumbs sideways – ambivalent to approve, but will not disapprove
- 2 • Five fingers – abstain

3 The chair or facilitator will record all votes.

#### 4 **Consensus**

5 Consensus is a group process where the input of everyone is carefully considered and an outcome is  
6 crafted that best meets the needs of the group as a whole. The root of consensus is the word consent,  
7 which means to give permission to. When members consent to a decision, they are giving permission to  
8 the group to go ahead with the decision. Ideally, consensus represents whole-hearted agreement and  
9 support by all Committee members; however, it can be achieved with less than this level of support.  
10 Some members may disagree with all or part of a decision, but based on listening to everyone else’s  
11 input, might agree to let the decision go forward because it is the best decision the entire group can  
12 achieve at the current time. For purposes of this effort, consensus is defined as an outcome that all  
13 Committee members can “live with” and agree not to oppose, even if it is not their preferred choice.  
14 The Committee will consider consensus achieved if all Committee members present vote to approve, are  
15 ambivalent, or abstain (thumbs up, thumbs sideways, or five fingers, as described in “voting protocol”).

#### 16 **Approval by Supermajority**

17 Votes that do not require consensus can be approved if two-thirds of Committee members are either  
18 thumbs up or thumbs sideways. Members abstaining will be counted as present for purposes of the  
19 quorum, but abstentions will not be included in calculating the two-thirds required for approval.

20 The chair or facilitator will record all votes and, where there are dissenting votes, will record who  
21 dissents and the reasons for the dissent or remaining concerns.

#### 22 **Voting on Routine Decisions**

23 Routine Committee items such as meeting summaries can be approved with a supermajority approval  
24 and no further decision making needed.

#### 25 **Voting on Elements Foundational to the Plan**

26 The Committee has a strong preference to reach consensus on foundational elements of the plan (e.g.,  
27 growth scenarios, inclusion of individual projects, etc. – See Appendix B) in order to facilitate agreement  
28 on the final plan. In recognition that consensus can be difficult to achieve and decisions need to be  
29 made in a timely way to stay on track to meet deadlines, foundational decisions leading up to the plan  
30 may be voted on as a way of assessing and recording the extent of agreement and remaining items to be  
31 resolved. If consensus on a foundational element of the plan is not achieved within the necessary  
32 timeline, the chair or facilitator may call for a vote and move forward on decisions that obtain  
33 supermajority approval. These votes will be advisory in nature and will serve to clearly document areas  
34 of agreement and remaining differences. When there is not consensus on a foundational element of the  
35 plan, the chair and facilitator will document dissenting opinions and the Committee will make a plan for

1 when and how to revisit this element and how to reach consensus. At the end of the process, all entities  
2 participating on the Committee must approve the plan for Ecology to accept it for net ecological benefit  
3 review and potential adoption.

#### 4 **Voting to Support Projects Seeking Funding**

5 The Committee may decide to send a letter of support for a project seeking funding from the  
6 Streamflow Restoration Implementation Grant Program or another funding source. Procedures  
7 described in “Approval by Supermajority” will be used to make these decisions.

#### 8 **Parking Lots**

9 A “parking lot” may be used to capture ideas that the group cannot agree on or would like to return to  
10 at a later date for further discussion; however this will not jeopardize meeting deadlines by postponing  
11 issues which must be resolved so deliberations can move forward. Committee members will work  
12 together to establish schedules and deadlines to ensure that final plans can be completed on time.

#### 13 **Conflicts of Interest**

14 Committee members shall abstain from voting on plan elements if they have a personal financial  
15 interest in a decision (i.e., the representative would have a personal financial gain if a proposed project  
16 is included in the plan or receives funding).

#### 17 **Electronic voting**

18 In the case a decision is needed prior to the next Committee meeting, the chair can request an  
19 electronic vote via email or survey. This approach will only be used for time-critical items or when a  
20 quorum was not present to vote. The chair will allow a minimum of 3 working days for responses. A non-  
21 response is considered an “abstention” vote.<sup>6</sup> An electronic vote is invalid if fewer than 2/3 of  
22 Committee members respond, excluding cities participating in a caucus.

23 The result of an electronic vote will be reported at the next Committee meeting and the chair or  
24 facilitator may request a procedural vote to reaffirm the electronic vote.

#### 25 **Informal Voting**

26 From time to time, the chair or the facilitator may ask for an informal vote or straw poll to gather  
27 information on group needs. These informal votes do not need to follow the formal voting protocols of  
28 this section. Informal votes will be used solely for information-gathering and will not result in a decision.

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<sup>6</sup> If an ‘out of office’ message is received for the primary representative, the alternate representative(s) will be contacted to cast their vote. The chair and facilitator will make at least 3 points of contact with each Committee member before marking their vote as an abstention (e.g., phone, email, text).

1 **Voting on the final approval of the plan**

2 RCW 90.94 (3) states that “... all members of a watershed restoration and enhancement committee  
3 must approve the plan prior to adoption.” Approval will be assessed by voting. If all Committee  
4 members vote “yes” in support of the plan it will be considered approved and provided to Ecology for  
5 “net ecological benefit” review and potential adoption. If the plan is not approved, the facilitator or  
6 chair will document agreement and disagreement on the plan elements and the matter will go to  
7 Ecology to establish a plan through rulemaking.

8 The vote on the final plan approval will be shown by hands:

9 Voting:

- 10 • Thumbs up – approval
- 11 • Thumbs down – disapproval

12 The chair or facilitator will record all votes.

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13 ***SECTION 7. USE OF MATERIALS DEVELOPED BY CONTRACTORS***

14 As needed and agreed to by the Committee, Ecology may hire outside consultants to develop studies or  
15 reports.

16 The Committee shall recognize that the materials are for the sole and exclusive purpose of providing the  
17 background information necessary to assist the committee with developing the Watershed Restoration  
18 and Enhancement Plan. Materials developed by other contractors (e.g., Committee member’s  
19 contractors) may be shared with the Committee if provided to Ecology with an adequate time to review,  
20 provide any necessary feedback, and integrate into the appropriate meeting agenda.

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21 ***SECTION 8. PUBLIC COMMENTS AND PUBLIC MEETING NOTICE***

22 The agenda will provide time for public comment at each meeting. The chair and facilitator will  
23 determine the time and extent of the public comment period based on the agenda for each meeting,  
24 with input from the Committee. While the Committee is not explicitly required to follow the  
25 requirements of the Open Public Meetings Act, reasonable efforts will be made to post information and  
26 materials on the pertinent website in a timely manner to keep the public informed.

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27 ***SECTION 9. ESTABLISHMENT OF WORKGROUPS, ADVISORY GROUPS, AND SUBCOMMITTEES***

28 The Committee may establish workgroups or subcommittees as it sees fit. Workgroups may be  
29 temporary, established to achieve a specific purpose within a finite time frame, or a standing workgroup  
30 addressing the goals of the Committee. The decision to form a workgroup is a procedural decision, as it  
31 is not required by the legislature, and may be developed at the discretion of the Committee or the chair  
32 in order to support Committee decision making. All Committee workgroups are workgroups of the  
33 whole, meaning their role is to support the efforts of the Committee and all Committee members are

1 welcome to participate in any workgroup formed by the Committee. The chair or Committee may also  
2 engage established workgroups in the watershed or invite non-Committee members to participate on  
3 the workgroups if they bring capacity or expertise not available on the Committee. No binding decisions  
4 will be made by the workgroups; all issues discussed by workgroups shall be communicated to the  
5 Committee as either recommendations or findings as appropriate. The Committee may, or may not, act  
6 on these workgroup outcomes as it deems appropriate.

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7 **SECTION 10. COMMITTEE AND MEDIA COMMUNICATION**

8 To support clear communication with the Committee, Ecology will:

- 9 1. Operate an email list for Committee members and interested parties.
- 10 2. Develop and manage a website for members of the Committee to access documents such as  
11 agendas, meeting summaries, technical reports, calendar, and other items as requested by the  
12 Committee.
- 13 3. Distribute meeting agendas and materials at least a week in advance of the meeting.

14 The facilitator and chair shall prepare a written meeting summary for each Committee meeting within  
15 10 business days of the last Committee meeting. The chair will distribute a draft meeting summary to  
16 the Committee via an email and the facilitator or chair will post the summary on the Committee  
17 webpage. The summary, at a minimum, will include a list of attendees, decisions, discussion points,  
18 assignments, and action items. If comments are cited in such summaries, each speaker will be identified.  
19 Meeting summaries will capture areas of agreement and disagreement within the group. The  
20 Committee will have time to review and provide comments on the draft meeting summary. The  
21 Committee will approve the final meeting summary by a vote at the following meeting. Meeting  
22 summaries will be considered draft, and labeled as such, until they are approved by a vote of the  
23 Committee.

24 **Communication with the media**

25 When speaking to the media or other venues, the Committee members will clearly identify any opinions  
26 expressed as their personal opinions and not necessarily those of the other Committee members or the  
27 Committee as a whole. The Committee members will not attempt to speak for other members of the  
28 group or to characterize the positions of other members to the media or other venues. Comments to  
29 the media will be respectful of other Committee members.

30 Following significant accomplishments, the Committee may request Ecology to issue formal news  
31 releases or other media briefing materials. All releases and information given to the media will  
32 accurately represent the work of the Committee. Ecology will make every effort to provide the  
33 Committee with materials in advance for input, recognizing that media timelines may not allow for  
34 adequate review by the Committee.

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## APPENDICES<sup>7</sup>

### APPENDIX A: GOVERNMENT AND ORGANIZATIONAL MEMBERSHIP IN THE DUWAMISH-GREEN (WRIA 9) WATERSHED RESTORATION AND ENHANCEMENT COMMITTEE<sup>8</sup>

- Department of Ecology
- Muckleshoot Indian Tribe
- Washington Department of Fish and Wildlife
- King County
- City of Auburn
- City of Black Diamond
- City of Enumclaw
- City of Kent
- City of Normandy Park
- City of Seattle
- City of Tukwila
- Covington Water District
- Master Builders Association of King and Snohomish Counties, representing the residential construction industry
- Center for Environmental Law and Policy, representing environmental interests
- King County Agriculture Program, representing agricultural interests
- WRIA 9 Watershed Ecosystem Forum, ex officio
- Tacoma Water, ex officio

Cities Caucus members: City of Black Diamond, City of Normandy Park, and City of Tukwila

Number of Committee members required for a quorum: 9, including the cities caucus representative

Number of Committee members required to vote in favor or ambivalent (thumbs up or thumbs sideways) for supermajority approval: 9 (the 3 cities caucus members = 1 vote)

Entities that declined the Ecology invitation to the Committee:

- City of Algona
- City of Burien
- City of Covington
- City of Federal Way
- City of Maple Valley
- City of Renton
- City of SeaTac
- Highline Water District
- The Suquamish Tribe

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<sup>7</sup> The chair may revise the Appendices without requiring an amendment or vote on the Operating Principles. The chair will notify the Committee of any changes to the Appendices.

<sup>8</sup> Updated 2/16/2021

APPENDIX B: ANTICIPATED MAJOR DECISION POINTS TO BE BROUGHT FORWARD FOR VOTING BY THE COMMITTEE<sup>9</sup>

2018 – Operating Principles

2019 – Sub basins/Geography, 20-year rural growth, estimated water use for projected new permit-exempt wells (i.e., consumptive use)

2020 – Projects to offset water use

2020 or 2021 – Plan approval

**PLAN DEVELOPMENT TIMELINE (PROPOSED, for informational purposes only)**

Minimum Deliverables	2018	2019 Q1	2019 Q2	2019 Q3	2019 Q4	2020 Q1	2020 Q2	2020 Q3	2020 Q4	2021 Q1	2021 Q2
Committee forms, orientation	x										
Approval of operating principles	x	x									
Committee trainings and field visits	x	x	x								
Decision on geography (if appropriate) and sub basins		x	x								
Decision on growth projection scenarios			x								
Decision on 20 year growth			x								
Decision on consumptive use formula			x								
Decision on consumptive use amount to offset				x							
Orientation to project types and field visits				x	x	x					
Project identification and development					x	x	x				
Determination if projects offset consumptive use and initial net ecological benefit review/ determination (if possible)						x	x	x			
Local jurisdiction review and vetting								x	x		
Final approval of plan by Committee									x		
Ecology net ecological benefit review and determination										x	x

<sup>9</sup> Initial list as of 1/30/19. Other major items may be brought to vote by the Committee such as recommending changes to instream flow rules, recommending change in building permit fee or daily water use allowance.

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***SIGNATURES OF AGREEMENT***

The Duwamish-Green (WRIA 9) Watershed Restoration and Enhancement Committee Operating Principles have been approved this 26th day of February, 2019 by the parties below.

COMMITTEE CHAIR, REPRESENTATIVE FOR THE WASHINGTON STATE DEPARTMENT OF ECOLOGY

Signature: SPotts

Name and Title: Stephanie Potts, Streamflow Restoration  
Implementation Lead

Date: 2/26/19



REPRESENTATIVE FOR THE MUCKLESHOOT INDIAN TRIBE

Signature: Cauley Carlson

Name and Title: Water Resources Analyst

Date: Feb. 26, 2019

REPRESENTATIVE FOR THE WASHINGTON DEPARTMENT OF FISH AND WILDLIFE

Signature: Stewart G Reinbold

Name and Title: Stewart G Reinbold  
Assistant Regional Program Manager

Date: 2/26/2019

Signature: Josh Kahan

Name and Title: JOSH KAHAN, GREEN RIVER  
BASIN STEWARD

Date: 2-26-19

REPRESENTATIVE FOR THE CITY OF AUBURN

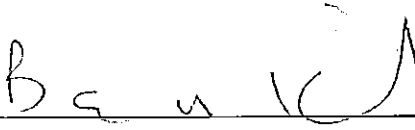
Signature:  \_\_\_\_\_

Name and Title: *Lisa D. Tobin, Utilities*  
*Engineering Manager* \_\_\_\_\_

Date: *2/26/19* \_\_\_\_\_

REPRESENTATIVE FOR THE CITY OF BLACK DIAMOND

Signature:

A handwritten signature in black ink, appearing to read 'B Kincaid', written over a horizontal line.

Name and Title: Barbara Kincaid, Director of Community Development

Date: March 6, 2019

REPRESENTATIVE FOR THE CITY OF ENUMCLAW

Signature: Scott Woodbury

Name and Title: Scott Woodbury, Assistant Public Works Director

Date: 2/26/19

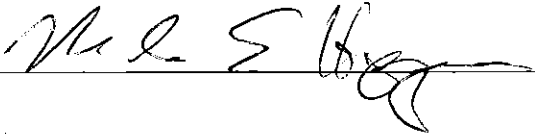
REPRESENTATIVE FOR THE CITY OF KENT

Signature:       *Mike T. [illegible]*      

Name and Title:       *Michael MacTubis, Environmental Eng. Mgr.*      

Date:       *2/28/19*

REPRESENTATIVE FOR THE CITY OF NORMANDY PARK

Signature:  \_\_\_\_\_

Name and Title: MARK E. HOPPEN \_\_\_\_\_

Date: 2-26-19 \_\_\_\_\_

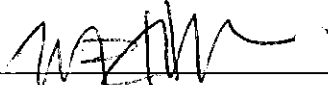


Signature: Hatherine Minsky

Name and Title: Hatherine Minsky, Regional Liaison

Date: 2/26/19

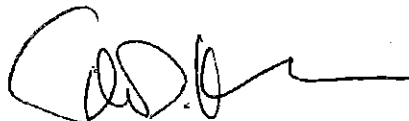
REPRESENTATIVE FOR THE CITY OF TUKWILA

Signature:  \_\_\_\_\_

Name and Title: Mike Perfetti, Habitat Project Mgr.

Date: 02/26/19

REPRESENTATIVE FOR COVINGTON WATER DISTRICT

Signature:   
\_\_\_\_\_

Name and Title: Thomas D. Keenan, General Manager

Date: 3/13/19

REPRESENTATIVE FOR THE MASTER BUILDERS ASSOCIATION OF KING AND SNOHOMISH COUNTIES,  
REPRESENTING THE RESIDENTIAL CONSTRUCTION INDUSTRY

Signature:  \_\_\_\_\_

Name and Title: Jennifer Anderson, Government Affairs Manager

Date: 2/26/2019

REPRESENTATIVE FOR THE CENTER FOR ENVIRONMENTAL LAW AND POLICY,  
REPRESENTING ENVIRONMENTAL INTERESTS

Signature:  \_\_\_\_\_

Name and Title: DAN VON SEGGERN, STAFF ATTORNEY

Date: 2/26/2019.

REPRESENTATIVE FOR THE KING COUNTY AGRICULTURE PROGRAM,  
REPRESENTING AGRICULTURAL INTERESTS

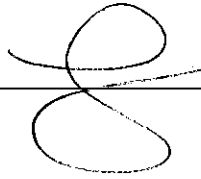
Signature: Rick Reinlauder

Name and Title: Rick Reinlauder  
Livestock Program Specialist

Date: February 26, 2019

REPRESENTATIVE FOR THE WRIA 9 WATERSHED ECOSYSTEM FORUM,  
EX OFFICIO NON-VOTING MEMBER

Signature:



Name and Title:

Matt Boehring, WRIA 9

Date:

2/26/19

REPRESENTATIVE FOR TACOMA WATER,  
EX OFFICIO NON-VOTING MEMBER

Signature: Gregory C. Volkhardt

Name and Title: Gregory C. Volkhardt, Asst water Div Mgr

Date: 2/26/19