



**10:00 a.m. via Zoom
November 17, 2022 - Meeting Notes**

Flood Authority Members Present			
Representative	Jurisdiction	Representative	Jurisdiction
Edna Fund	Lewis County	Duane Crouse	Napavine
Brian Shay	Hoquiam	Ron Averill	Centralia
Richard Armstrong	Oakville	Mike Olden	Montesano
Steven Lyle	Bucoda	Tony Ketchum	Chehalis
J. Vander Stoep	Pe Ell		

Flood Authority Members Absent			
Darrin Raines	Cosmopolis	Vickie Raines	Grays Harbor County
Dee Anne Shaw	Aberdeen	Brad Murphy	Thurston County

Staff Members Present			
Scott Boettcher	Megan Sathre	Lee Napier	

Others Present			
Celest Wilder	Brandon Rakes	Nat Kale	

1. Call to Order

Edna Fund, Vice Chair, called the meeting to order at 10:01 am.

2. Introductions & Determination of Quorum

Introductions were made. 9 Flood Authority members were present, there was a quorum.

3. Approval of November 17, 2022 Agenda

Edna called for a vote to approve the meeting agenda for November 17, 2022. The agenda was approved. See meeting materials here

https://www.ezview.wa.gov/site/alias_1492/34798/meetings.aspx

4. Approval of September 15, 2022 Meeting Notes

Edna called for a vote to approve the meeting notes from September 15, 2022. The minutes were approved.

5. Executive Committee Action

The Flood Authority Executive Committee took action on 10/08/2022 and 10/11/2022 (via email) to approve a staff recommendation that Lewis County be authorized to sign the RCO funding amendment to add \$110,000 to install a new gage on China Creek and update the Flood Authority's 2017 Basin Gage Plan.

Staff recommends the Flood Authority endorse the Executive Committee's [action](#) on 10/08/2022 and 10/11/2022.

Edna asked the Flood Authority members to affirm the Executive Committee recommendation that [directed](#) Lewis County, as the Fiscal Agent, to enter into funding agreement with RCO (Amendment #17) as well as Amendment #23 with West Consulting. The action passed unanimously.

6. Flood Warning System

A. Updates/Discussion

Scott reviewed a memo (*posted on the EZ View Site*) that summarized the updates to the Flood Warning System since the last meeting. The topics included gages, webcams, outreach, and alert sign-ups.

Nat shared the link to the training, Be Aware, Be Prepared webinar on YouTube: https://www.youtube.com/watch?v=xJ057857H_s

Scott noted the increased number of alert sign ups and the decrease in cost per alert sign up.

B. Approval of 2023 Flood Warning System Annual O&M Costs and Member Shares

Scott displayed a table showing the breakdown and comparison of Annual O&M costs. They are gradually increasing. For 2023 it is projected to be \$91,952. In the chart, items with asterisks have been adjusted due to inflation. The costs are also increasing because of the addition of another gage and an additional webcam during 2022.

Scott explained how the costs have been allocated in the past. The method of allocation was based on the population of the county and risk. Staff recommends that we use the same allocation moving forward since there has not been substantial changes. If using

this method, the following allocations would be charged: Grays Harbor County (\$20,229); Lewis County (\$58,849); and Thurston County (\$13,873).

Ron requested that Lee inform the City of Chehalis and Centralia what portion they will need to pay. Lee responded that she would follow up with that information.

Edna made a motion to approve the O&M allocation costs. The motion was seconded by J. Vander Stoep. The motion passed unanimously.

7. 2023 Flood Authority Positions

Scott explained the process for nominating the Chair and Vice Chair of the Flood Authority. The notice will go out on January 9, 2023. Nominations are due by January 16, 2023. The Flood Authority will vote at the first meeting in January.

Edna asked for the group's approval of this method. The group approved.

8. 2023-25 Local Projects

A. 2023-25 Local Projects

Scott displayed an excel spreadsheet of the proposed local projects for 2023-2025. The chart includes 29 projects that are active or wishing to be active. The project categories include the following; demolition, erosion, farm pad, flood warning system, infrastructure protection, pump stations, roadmap, study, and other. There are 11 project sponsors. Scott summarized the funding that was originally allocated and the additional funding that has been added.

Scott asked the question "Does the Flood Authority support the direction of this proposed 2023-25 Local Projects Framework?"

Members of the Flood Authority agreed with the methodology and priority-setting but expressed concern about the total amount of money needed/requested and suggested cutting that number down. They also suggested starting with a smaller amount, but being ready to pick up projects and funding as they become available. Mike asked whether the committee came up with the priorities for these projects. Scott replied that no, the committee did not yet prioritize these and that these are projects and costs in total (to be further reduced in cost as Scott and sponsors continue to refine cost precision). This is a proposed framework from the Flood Authority to the Chehalis Basin Board and the conversation being had today will shape the proposed direction. Mike also asked Scott if he foresees a priority setting process at some point. Scott replied that today's conversation is related to the scalability of the local projects regarding budget, but once that has been decided the projects committee will prioritize the projects by categories or projects.

Brian, J, and Edna discussed, from the perspective of OCB Board members, how funding is allocated and whether a prioritization list is needed prior to the funding being allocated. They also discussed the idea that the funding issued at first is not always the total amount that the Flood Authority will have in the end.

Edna asked for a vote from the Flood Authority for those in favor of the local projects framework direction. The Flood Authority voted approval unanimously.

B. Merge City of Chehalis & Port of Chehalis Projects

Scott recapped the request that the City of Chehalis brought to the last Flood Authority meeting regarding combining their efforts with the Port of Chehalis to move forward with comprehensive planning processes administered by the City of Chehalis.

Edna asked for approval of merging the City of Chehalis and Port of Chehalis Planning Projects. The Flood Authority votes approval unanimously.

9. Flood Authority Look Ahead

Scott explained that at the last meeting there was discussion of the need to address the lack of staff successor for Scott. Staff recommends that the Flood Authority members direct Scott to implement the following suggested steps:

1. Hire additional staffing capacity through the end of the biennium to provide grants, contracts management support to Scott using approximately \$75,000 in unspent local projects funds.
2. Work with the Flood Authority members to update Flood Authority ILA, rules of procedure, and other governance, administration documents for initial review, discussion at the next Flood Authority meeting.

Ron moved that the Flood Authority approve the staff suggestion to seek supplemental funding for the purpose of hiring additional staff as well as direction to Lewis County, as fiscal agent, to execute agreements supporting the recommendation. The motion was seconded by Mike. The motion passed unanimously.

10. Chehalis Basin Board

Jay Gordon was absent – no update was given.

11. Public Comment

There was no public who wished to comment.

12. Financial Reports

Lee Napier from Lewis County Community Development reported that expenditures for September were \$8,841.96 for salaries and wages (Lewis County Staff) and consulting services (Scott). Expenditures for October were \$8,764.52 for the same budget lines.

During October, Lewis County received Amendment #17 from RCO to add \$110,000 to install a new gage. The amendment was accepted by the BOCC via resolution 22-344. In addition, resolution 22-345 approved the 24th supplement agreement between WEST Consultants and Lewis County, acting as the Fiscal Agent to the Flood Authority, which increased the budget by \$113,952.35.

12. Reports

A. Chair's Report

Vice Chair Edna shared that this is a very busy time for the OCB as they look at budgets. She expressed her appreciation for everyone's input. Chair Vickie did not provide anything to pass on to the group.

B. Member's report

J: We had a pretty good size flood in the basin in January of this year. We have not had a catastrophic flood since to 2007. The forecasts are that over the next century we will have more of these. Statistically, we are unlikely to go another 15 years without another catastrophic flood and it's just an underling of the important work that this organizations been doing. The Flood Warning System is valuable in that it allows people to have a lot more information to protect their families and personal property and so on.

Richard: Being new to his group I am appreciative of all the members and the support I have received. In particular, what Scott is sharing with us. His assistance and support has been so helpful for me as I am trying to learn what I can do, what the Flood Authority can do, and what kind of resources are available to point me in the right direction. He does a better job than so many people I've seen at gathering the information and presenting it to us all effectively. The engagement, the investment, the forethought to be anticipating his departure, and taking the actions to ensure continuity. I just wanted to pass on a really big thank you. I am so grateful. I hope we can find a way to convince you to stay in some capacity, but I wish you the very best.

Edna: I just was going to point out, and I did earlier today, my background on my picture. I was going through the Lewis County Historical Museum files for some other things and came across this photo and thought it was interesting. I'll things pass along from one dam to another.

C. Correspondence

There was no correspondence to report out.

13. Confirm Next Regular Meetings, Topics and Location

The next meeting will occur on January 19, 2023, 10:00 A.M. via Zoom.

Adjournment was at 11:30.