



**10:00 AM In-Person Meeting
Montesano City Hall
Large Upstairs Meeting Room
112 N. Main Street
Montesano WA 98563**

September 28, 2023 - Meeting Notes

Flood Authority Members Present			
Representative	Jurisdiction	Representative	Jurisdiction
Edna Fund	Lewis County	Richard Armstrong	Oakville
Brian Shay	Hoquiam	Ron Averill	Centralia
Nick Bird	Aberdeen	Darrin Raines	Cosmopolis
Lonnie Willey	Pe Ell	Mike Olden	Montesano
Steven Lyle	Bucoda	Vickie Raines	Grays Harbor County

Flood Authority Members Absent			
Duane Crouse	Napavine		
Tye Menser	Thurston County		
Tony Ketchum	Chehalis		

Staff Members Present			
Scott Boettcher	Erika Britney	Lee Napier	
	Jennifer McAdoo		
	Katrina Sukola		

Others Present			
Jay Gordon	Dave Curtis	Kat Dickey	Jeff Budnick
Cheryl Vincent	J Vanderstoep	Steve Willis	

Meeting Materials:

https://www.ezview.wa.gov/site/alias_1492/34798/meetings.aspx#September%202023

1. Call to Order

Vickie Raines, Chair, called the meeting to order at 10:00 AM.

2. Introductions & Determination of Quorum

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

3. Approval of September 28, 2023 Agenda (Action)

A motion was made to amend the order of the agenda. To accommodate member schedules, Item 7 would follow Item 5. The agenda was approved as amended.

4. Approval of July 20, 2023 Meeting Notes (Action)

Ron moved to approve the meeting notes from July 20, 2023. Lonnie seconded the motion. The meeting notes were approved.

5. Update/discussion: Basin Gage Plan-Presentation

Dave Curtis Presentation → Click [here](#).

Dave shared that the 2017 Gage Master Plan Update was complete. The plan update details recommendations and system upgrades considered critical. A copy of the Updated 2023 Gage Master Plan is provided → Click [here](#). Dave briefed the group on critical system updates, low-cost system enhancements, important system upgrades and strategic initiative which are detailed further in the 2023 Master Plan update.

Scott asked the group to consider directing staff to work with WEST to confirm costs for Phase 1 items 1-5 and secure funding. If the group agrees with this staff recommendation, Scott will bring it back for further consideration and possible approval from the Flood Authority at next meeting. Edna moved and Ron seconded to move forward with staff recommendation to authorize WEST to improve the details related to critical infrastructure improvements and direct Scott to seek funding with the understanding that both will be brought back to FA for final discussion and approval.

A recommendation resulting from an early FWS survey suggested the topic of a system-wide upgrade to provide Spanish language translation services. Jennifer asked for group direction on next steps. Group input was provided. Next steps are to communicate with county and state DEMs, research alternative format requirements at state and local levels, contact leads provided by Flood Authority members (e.g., [Coalition on Inclusive Emergency Planning](#)) and come to next Flood Authority meeting with recommended next steps.

6. Upcoming Activities and Miscellaneous Status Updates

Presentation to the group about 2023-2024 Flood Season Preparation. See copy of presentation → Click [here](#).

7. 2024 FWS Operation and Maintenance Cost (Action)

Scott briefed the group on his September 27, 2023 memo about 2024 maintenance and operations. See memo → Click [here](#).

Scott directed the group's attention to Attachment A1 Breakdown and Comparison of Annual O&M Costs. He noted that the cost increase is a 6% adjustment. The overall increase for 2024 is about 15%. See Attachment A1 Notes 1-4 detailing the increases. Dave added that the system network has expanded, also contributing to the increase.

The group discussed county cost allocation approach. Brian made a motion-following the staff recommendation from Attachment A2 to use the same allocation approach as last year on the basis that little has changed. The motion also proposed to accept the same manner as the 2023 county cost distribution. Edna seconded the motion. The group unanimously agreed with the staff recommendation as presented.

8. NHWC Operational Excellence Award (Dave Curtis, WEST Consultants) (Action)

Dave shared with the group that he submitted an Operation Excellence Award nomination for development and maintenance of a hydrologic warning system. The group was awarded successful in receiving the 2023 NHWC Operational Excellent Award which Dave presented to the group. Dave also noted that this is the second national award presented to the Flood Authority.

9. Completed Current Local Projects

Scott shared the table of projects that are complete → Click [here](#).

It was noted that more than 100 local flood hazard reduction projects are now complete across the Chehalis Basin since the inception of the Flood Authority following the 2007 and 2009 flood events.

10. Future Projects (Action)

As a result of the above work, the Projects Committee discussed taking a deliberate, structured look across the Basin to identify future local projects that can be assembled into a master local projects capital funding list for consideration as part of the larger long-term strategy under development by the Office of the Chehalis Basin.

Staff asked the Flood Authority to explore development of a local projects capital funding list for long-term planning for presentation and full discussion at the 1/18/2024

meeting of the Flood Authority. The group concurred with staff recommendation → Click [here](#).

11. Local Project Success Stories (Action)

Scott shared that following the July 20, 2023 meeting where 17 local projects were presented as candidates for upcoming series of outreach pieces, to date, 3 were published and 2 more are next.

12. Local Projects Dashboard (Action)

Scott shared the local project action dashboard.

13. Chehalis Basin Strategy, FCZD, Local Projects

Erika Britney shared long term planning for Flood Authority further detailed in her September 27, 2023 memo to the Flood Authority membership. Following the July 2023 Flood Authority Meeting, work continued to identify and define linkages, opportunities (organizational, service delivery, etc.), next steps, etc. related to enhancing collaboration between the Flood Authority and Chehalis River Basin Flood Control Zone District (FCZD).

With the Flood Authority's concurrence, Erika will develop a list of future projects, prepare communications plan for the annual renewal of the Flood Warning System sign ups and set-up a presentation from the FCZD at the 11/16/2023 meeting of the Flood Authority.

There was consensus from the Flood Authority to continue working to define linkages, opportunities (organizational, service delivery, etc.), next steps, etc. related to enhancing collaboration between the Flood Authority and Chehalis River Basin Flood Control Zone District (FCZD) and there will be more conversation in November.

14. Chehalis Basin Board

J Vanderstoep reflected on the long history of flooding in the basin, the fights that ensued and the memories that fade about the impacts from flooding until the cycle starts over. J went on to share that the fact that we have all been together through good and bad times resulting in a shared focus and agreement to explore fish and flood projects has resulted in many accomplishments.

Jay Gordon added the impacts to the farming community that led to conversations about alternative crops (malting barley) in the basin. As a result of a minimal investment (\$60,000) there is now a grain facility located at the Port of Chehalis to be followed by a \$5 million dollar facility to be built next year along with other positive outcomes.

Moving forward he is excited for the outcome of what he characterizes as “enterprise outcome” discussion amongst OCB member and staff.

Public Comment. Steve Willis. Wanted to speak about projects completed in the lower basin. His concern is that the projects undertaken to date do not include gravel removal which he believes is the on-going source of lower basin flooding and erosion.

15. Financial Report(s)

Lee Napier from Lewis County Community Development reported that expenditures for July were \$13,482.08 for salaries and wages (Lewis County Staff) and consulting services for SBGH. Expenditures for August were \$11,071.13 for salaries and wages (Lewis County Staff) and consulting services for SBGH.

She also noted that RCO Agreement #15-1475 is now complete and closed. Following that close out, RCO awarded Lewis County, as fiscal agent to the Flood Authority Project #23-1297 established a new performance period of July 1, 2023 to June 30, 2025 along with a budget of \$224,000. During the month of August, Lewis County prepared and ratified:

- Resolution 23-256 regarding approval of RCO Agreement #23-1297; and
- Resolution 23-257 regarding approval of a Fourteenth Supplemental Agreement between SBGH Partners, LLC and Lewis County.

16. Reports

Chair Report

Chair Raines shared she would be absent in November. Vice-Chair Fund would cover in her absence.

Member Report

There were no member’s reports.

17. Confirm Next Regular Meetings, Topics and Location

The next meeting will occur November 16, 2023, 10:00 AM as a virtual meeting. Adjournment was at 1:29PM.