



**10:00 a.m. via Zoom
May 19, 2022 - Meeting Notes**

Flood Authority Members Present			
Representative	Jurisdiction	Representative	Jurisdiction
Edna Fund	Lewis County	Duane Crouse	Napavine
Tony Ketchum	Chehalis	Steve Lyle	Bucoda
Vickie Raines	Grays Harbor County	Lonnie Willey	Pe Ell
Darrin Raines	Cosmopolis	Dan Wood	Montesano
Brian Shay	Hoquiam	Ron Averill	Centralia
Dee Anne Shaw	Aberdeen		

Flood Authority Members Absent			
Richard Armstrong	Oakville	Tye Menser	Thurston County

Staff Members Present			
Scott Boettcher	Megan Sathre	Lee Napier	

Others Present			
Brandon Rakes	David Curtis	Nat Kale	Colin Swanson

1. Call to Order

Vickie Raines, Chair, called the meeting to order at 10:02 am.

2. Introductions & Determination of Quorum

Introductions were made as individuals joined the meeting. Eleven Flood Authority members were present, there was a quorum.

3. Approval of May 19, 2022 Agenda

Scott noted that Lee Napier needed to leave the meeting early and asked to move the Financial Report agenda item up after the approval of meeting notes. There was consensus to approve the agenda with this alteration. See meeting materials here

https://www.ezview.wa.gov/site/alias_1492/34798/meetings.aspx#May2022

4. Approval of March 17, 2022 Meeting Notes

Scott asked for a vote to approve the meeting notes. There was consensus to approve.

5. Upcoming Outreach Visits

A. Proposed Outreach Visits Schedule

Scott provided a schedule for outreach visits beginning June 13th and continuing through September 21st. Each date includes the jurisdiction, time, and Chehalis Basin Flood Authority participants. Scott will send calendar invites for each event to those who are helping with the outreach. If anyone else would like to participate in the outreach visits who were not assigned, please let Scott know.

B. New Chehalis Basin Strategy Logo

Scott displayed the new Chehalis Basin Strategy Logo. Edna and Scott both participated in an effort to work with a consultant to come up with a logo. The goal was to create a logo to make Strategy more recognizable and identifiable. The logos that were created are simple and contain common visual elements. The logo will be used for public-facing resources, memos, press releases, signs, and other communications. There are multiple logos for different types of documents.

C. Outreach Presentation – Discussion

For outreach, Scott wants to update the previous outreach presentation. The target is to present and allow time for discussion within 30 minutes. Each presentation will have customized slides specific to the jurisdiction that the Flood Authority is presenting to.

These are some of the key messages/themes that Scott would like to communicate through the presentation. The CRBFA:

- Is its own entity yet fundamentally related to the Chehalis Basin Strategy, OCB, and CBB.
- Is primarily focused on local flood protection via local projects, flood warning system.
- Embraces a basin-wide solution to overcome flood, fish issues.
- Believes CRBFA, OCB, CBB, CBFCDZD, and Chehalis Basin Strategy provide the governance, funding framework necessary to deliver flood and fish success.
- Believes the Basin faces a wet and wetter future that requires action now.

The members discussed the outreach presentation and suggested including more organizations/entities that work with the Flood Authority, stressing the importance that local jurisdictions have in the process of projects, highlighting projects that were completed in the area being presented to, clearly identifying the accomplishments of the Flood Authority, and highlighting the Flood Warning System. In addition, it was agreed upon that these presentations don't need to be limited to just the Flood Authority's current jurisdictions, but could be presented to other interested parties. Finally, the outreach should utilize in person and online options.

Scott is going to work on putting the new presentation together and will share it for review and feedback before the outreach starts.

Dan Wood let the flood authority know that he will no longer be working at Montesano and will be resigning from the Flood Authority as well.

6. Current Local Projects - Scott

A. Status of 2021-23 Local Projects Funding

Scott described how he monitors local projects budget and how much local projects cost, as well as funding available. He looks at obligations in particular that are on the books – under contract with RCO. RCO is now charging 1.5%. Right now, local project costs come to about \$4.4 million. Original allocation was for about \$4 million. There appears to be about \$42,000 available in surplus. That leave about \$261,000 overspent. This can be addressed through the end of the biennium.

B. Current Local Project Actions/Needs of the Flood Authority

Scott will continue working with sponsor, RCO, and OCB to monitor, manage projected shortfalls, and report back. Scott described a need to re-scope \$353,636 in remaining funding for Phase II of the Port of Chehalis' Industrial Park Project (i.e., Flood Conveyance/Flood Evacuation Improvement Project) in favor of a larger, regional floodwater planning and management project as described in the Port's "Regionalized Floodwater Management Approach" presentation ([here](#)).

The group discussed what this project will accomplish, what the focus is, and how the money is going to be spent. There were some concerns expressed about the project and wanting more information. After discussion, Scott agreed to table the request and bring back more information at the next meeting for further discussion.

The Flood Authority also needs to change sponsorship for Phase II, Lower Satsop Restoration & Protection Project (20-1883) from Grays Harbor County (current project sponsor) to Grays Harbor Conservation District (proposed new project sponsor) as both parties are desirous of making such a change.

Scott asked if the group would like to move forward with changing the sponsorship for Phase II of the Lower Satsop Project. The group approved.

7. Future Local Projects - Scott

A. Project Recruitment Forms/Schedules

We will have two recruitment forms for local projects this year. One form is for planning, design, and permitting projects. The second form is a construction project form. In the past we used a set of criteria that were set up more for construction projects, so we wanted to have another option for planning projects. Scott will have a website with the forms available by June 3rd. We will ask for proposals by July 8th. At the July 21st meeting we will talk about the proposals. Scott would go to the Basin Board in August to discuss, and then back to the Flood Authority in September. In November back to BB with recommended projects. This is all draft at this time.

B. Local Project Funding Needs

People have been contacting Scott asking for funding. In the previous biennium Flood Authority was able to offer \$8 million plus dollars. This biennium the Flood Authority was only able to offer \$4 million. Given the requests it appears as though there is a pent-up demand. Scott will continue to watch them and look for funding opportunities. Your communities are still reaching out for projects. We might think about working with OCB for more funding.

Scott displayed a table of requested projects. The members discussed funding. Scott will work with the Projects Committee to be prepared for any opportunities that arise.

8. Flood Warning System

A. Webcam Relocation from Lower Satsop to Wishkah (Heron St. Bridge)

This project was completed. Next, we are putting Gage boards on the bridge to measure river and tide heights.

B. Update Basin Gage Plan to Set Investment Priorities (2022 to 2027)

In 2017 the Basin Gage Plan set investment priorities for 2017-2022. Now, the gaging needs and requests are mounting. New gages and requests are needed for: China Creek; Salzer Creek; Skookumchuck River; above Pe Ell; Low flow gaging; River forecasting; Snow gaging; Gage relocations; Etc. There has also been a request to integrate flood and fish gaging (high-flow and low-flow). Additionally, USGS still requires cost-sharing at local leaves that should be evaluated. Given this, it seems prudent to spend time updating Gage Master Plan.

C. Current Flood Warning System Actions/Needs of the Flood Authority

The Webcam Relocation cost is \$3,952.35. Lewis County (fiscal agent) could cover this as an internal transfer of county staff costs. WEST's Lewis County contract should be amended to cover this cost with this surplus.

Update Basin Gage Plan cost is \$50K to \$75K and should be prioritized to set investment gaging priorities for the next five years (2022-2027).

Scott asked for a vote. The Flood Authority members were in favor of moving these actions forward.

9. Chehalis Basin Board – Jay Gordon

We had a good meeting and there's lots going on.

10. Public Comment

There was no public comment.

11. Financial Reports

Lee Napier from Lewis County Community Development reported that expenditures for March were \$8,340.59 for salaries and wages (Lewis County Staff) and consulting services. Expenditures for April were \$8,101.63 for the same budget lines.

12. Reports

A. Chair's Report

No report was given.

B. Member's report

Ron Averill, City of Centralia – The China Creek project will be completed by Memorial Day.

C. Correspondence

No report was given.

13. Confirm Next Regular Meetings, Topics and Location

The next meeting will occur on July 21, 2022, 10:00 A.M. via Zoom.

Adjournment was at 11:32.