



April 17, 2019

TO: Flood Authority Members
FROM: Scott Boettcher, Staff
SUBJECT: Lewis County as Fiscal Agent for 2019-21

The purpose of this memo is to, as was done at the end of the 2015-17 biennium ([here](#)), provide Lewis County acting as fiscal agent for the Flood Authority with specific authorization and direction to begin taking next steps to prepare for the 2019-21 biennium. We will discuss this at Thursday's 4-18-2019 Flood Authority meeting. Please feel free to call or email if you have questions (i.e., 360/480-6600, scottb@sbgh-partners.com).

A. Background

1. Lewis County works in many capacities. One capacity is as fiscal agent for the Flood Authority. Lewis County has fulfilled this role since inception of the Flood Authority in 2008.
2. Lewis County's duties as fiscal agent are more fully described here (April 17, 2017 Interlocal Agreement) -- <https://www.ezview.wa.gov/Portals/1492/images/Interlocal%20Agreement%20Among%20Chehalis%20River%20Basin%20Communities%204-17-2017.pdf>.
3. As fiscal agent Lewis County acts at the direction of the Flood Authority on multiple matters of interest and relevance to the Flood Authority, including Flood Warning System, local floodproofing, Flood Authority staffing and facilitation, information inventories and analyses, State Auditor's Office Accountability Audits, and more.
4. Much of the work done by Lewis County as fiscal agent for the Flood Authority is by contract and/or agreement with others, e.g., WA State Recreation and Conservation Office (RCO), WA State Department of Ecology (ECY) and Office of Chehalis Basin (OCB), consultants, other governments, etc. Setting-up and establishing these contracts and agreements takes time.
5. In an effort to best ensure continuity of operation as the Flood Authority moves from the 2017-19 biennium to 2019-21 biennium, Lewis County anticipates needing to begin working soon to scope and structure 2019-21 contracts and agreements as directed by Flood Authority.

B. Recommended Next Steps

1. Lewis County asks that the Flood Authority authorize and direct Lewis County to begin moving forward now to:
 - a. scope and structure contracts and agreements for the 2019-21 biennium as necessary with RCO, ECY, OCB, and others.
 - b. Ready and brief the Lewis County Board of County Commissioners.
 - c. Implement all preparations necessary to ensure continuity of operations and fiscal agent responsibilities.
2. Lewis County further asks to report back to the Flood Authority at their next meeting (May 16, 2019) on:
 - a. The status of its activities in this regard; and
 - b. A final "2019-21 Lewis County, acting as fiscal agent for the Flood Authority, contracting and agreement proposal" for review, consideration, and approval.

Note1: Following approval by the Flood Authority the final "2019-21 Lewis County, acting as fiscal agent for the Flood Authority, contracting and agreement proposal" will be forwarded on to the Lewis County BOCC for their subsequent review, consideration, and approval.

Note2: Documented authorization from the Flood Authority to Lewis County to proceed with preparations for 2019-21 biennium is necessary for future State Auditor's Office Accountability Audits.