



May 15, 2019

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

The purpose of this memo is, as was done for the 2017-19 biennium ([here](#)), to provide Lewis County with specific authorization and direction to continue acting as fiscal agent for the Flood Authority for the 2019-21 biennium and to take steps as necessary to implement that role. We will discuss this at tomorrow's Flood Authority meeting. Feel free to call or email with 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. Recommendation

1. Lewis County briefed the Flood Authority on this topic (Lewis county acting as fiscal agent for the Flood Authority for 2019-21 biennium) at the Flood Authority's last meeting (April 18, 2019, Bucoda). See <https://www.ezview.wa.gov/Portals/1492/images/Staff%20memo%20--%20Lewis%20County%20as%20Fiscal%20Agent%20for%202019-21%20--%20%204172019.pdf>.
2. Following that meeting, and based-on the Flood Authority's discussions about the continuing role and function of the Flood Authority at that meeting, Lewis County assumes a continuing fiscal agent responsibility to the Flood Authority for the 2019-21 biennium.
3. As such, Lewis County and staff recommend:
 - a. Flood Authority authorize Lewis County to act as fiscal agent for the Flood Authority for the 2019-21 biennium.
 - b. Flood Authority direct Lewis County to take necessary steps to implement this role in time for the start of the 2019-21 biennium (July 1, 2019), including:
 - Scoping and structuring an interagency funding agreement with RCO.
 - Scoping and structuring Lewis County (Pat Anderson, Graham Gowing, Patti Weiher, Lee Napier, etc.) and sub-contractor (WEST Consultants, SBGH-Partners, etc.) staffing arrangements.
 - Briefing and securing approval from Lewis County Board of County Commissioners at their July 1, 2019 meeting.

NOTE – Documenting Flood Authority authorization and direction to Lewis County to proceed with preparations for 2019-21 biennium is necessary for future State Auditor's Office Accountability Audits.