

# CITY OF CHEHALIS

350 N. Market Boulevard Room 101  
Chehalis, Washington 98532  
(360) 345-1042 / Fax (360) 748-0651  
www.ci.chehalis.wa.us



September 9, 2014

Attn: Lee Napier  
LC Community Development  
2025 NE Kresky Avenue  
Chehalis, WA 98532

RE: Interlocal Agreement – Flood Warning System Cost Sharing

Hi Lee,

At their regular meeting of September 8, the Chehalis City Council approved the Interlocal agreement between the City, Lewis County and the political subdivisions of the State of Washington and members of the Chehalis River Basin Flood Authority for cost sharing of the flood warning system.

Enclosed you will find two (2) original agreements requiring execution by the Lewis County Commissioner's. Please retain one original for your records and return the other to the City of Chehalis.

If you have any questions, please let me know. I can be reached at 360-345-3225.

Sincerely,

Judith A. Schave  
City Clerk

Enclosure: Two (2) Interlocal Agreements requiring signatures

Originals  
Sent to  
Lee 9/9/14

**INTER-LOCAL AGREEMENT  
FLOOD WARNING SYSTEM COST SHARING**

This Inter-local Agreement (AGREEMENT), is made and entered into pursuant to R.C.W. 39.34.080 and in conformance with R.C.W. 43.09.210 this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between Lewis County ("County") and the City of Chehalis ("City"), both political subdivisions of the State of Washington and members of the Chehalis River Basin Flood Authority (collectively "Parties").

WHEREAS, the County serves as the Fiscal Agent for the Chehalis River Basin Flood Control Authority ("Flood Authority"); and

WHEREAS, the Flood Authority has approved the Parties' agreement that the County shall bear a certain percentage of the annual cost of operating and maintaining the Chehalis River Basin Flood Warning System ("Flood Warning System"), including certain identified river/stream/precipitation gages located in Lewis County; and

WHEREAS, the City, as beneficiary of the Flood Warning System, has agreed to pay the County \$4,000 respectively for the annual maintenance cost assessed by the County on behalf of the Flood Authority for operating and maintaining the Flood Warning System; and

WHEREAS, the County and the City wish to memorialize the terms and conditions of their agreement in an inter-local agreement.

NOW, THEREFORE, THE PARTIES COVENANT AND AGREE as follows:

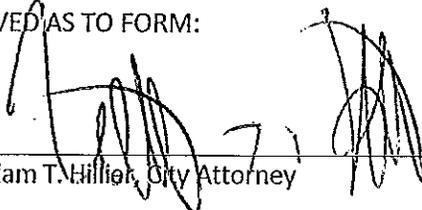
1. **CITY'S PURPOSE AND UNDERTAKING.** The City agrees to pay the County \$4,000 annually for operation and maintenance of the Flood Warning System. These payments are intended to defray a portion of the Flood Authority's annual assessment to Lewis County for the cost of the Flood Warning System. These costs include, but are not limited to, acquisition, installation, and maintenance of certain river and precipitation gages, operational support, parts, operation and maintenance of the flood warning website, consultant fees and other expenses directly related to the Flood Warning System, as authorized and approved by the Chehalis River Basin Flood Authority. The County will remit to the City an invoice on a biannual basis, the City agrees to reimburse the County within thirty (30) days of receiving payment request.
2. **COUNTY'S UNDERTAKING.** The County agrees to pay the Flood Authority's approved contractor the amount duly approved and assessed each year by the Flood Authority to the County as the County's share of the cost of the Flood Warning System. While Fiscal Agent for the Flood Authority and as duly directed by the Flood Authority, the County also will continue to collect and disburse to the appropriate contractor all contributions by other members of the Flood Authority toward the operation and maintenance cost of the Flood Warning System.
3. **NO SEPARATE ENTITY.** The Parties are not forming a separate entity as part of this Agreement. This Agreement shall not be deemed or construed to create a separate legal

entity or to create a joint venture or partnership among the Parties. Each Party represents and warrants that it has the authority to enter into this Agreement.

4. DURATION. This Agreement shall expire on December 31, 2019, unless terminated earlier pursuant to the provisions of this Agreement. Each Party may terminate its participation in this Agreement by depositing in the U. S. Mail, first class postage prepaid, or providing in person a written notice of termination addressed to the contact persons for each non-terminating Party as identified herein and at the address stated herein. The termination shall become effective thirty (30) days after it is postmarked or is hand-delivered to the non-terminating Party at the following addresses or as such addresses are amended by written Notice of Change of Address signed by the City Manager or Chair of the Board of County Commissioners, as applicable:
- a. Lewis County: Chair of the Lewis County Board of County Commissioners, 351 NW North Street, Chehalis, WA 98532
  - b. City of Chehalis: City Manager, City of Chehalis, 350 N. Market Blvd., Room 101, Chehalis, WA 98532
6. AMENDMENT. With the exception of a change in notification address, this Agreement may be amended, altered or changed only by a written memorandum of agreement approved by the governing bodies of the parties and signed by the respective city managers and commissioners.
7. This Agreement shall be construed and enforced in accordance with the laws of the State of Washington, and venue for any dispute arising hereunder shall be in the Superior Court for the State of Washington in Lewis County.

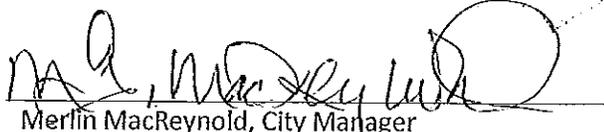
EXECUTED IN DUPLICATE and effective as of the date and year first above written.

APPROVED AS TO FORM:



By: William T. Hillier, City Attorney

City of Chehalis



Merlin MacReynold, City Manager

APPROVED AS TO FORM:

Jonathan Meyer, Prosecuting Attorney

BOARD OF COUNTY COMMISSIONERS  
LEWIS COUNTY, WASHINGTON

By: Glenn Carter, Deputy Prosecuting Attorney

F. Lee Grose, Chair

ATTEST:

Edna J. Fund, Vice Chair

Karri Muir, Clerk of the Board

P.W. Schulte, Commissioner



August 14, 2013

**TO:** Chehalis River Basin Flood Authority Members  
**FROM:** Scott Boettcher, Staff  
**SUBJECT:** Flood Warning System – 2014 Cost Allocation Scenarios

At the July 18, 2013 Flood Authority meeting staff were tasked with preparing a cost allocation scenario based on (1) a basin-wide population charge and (2) a floodplain assessed value charge. This is option #1 in the following spreadsheet. In the course of developing option #1, Lewis County proposed an alternative cost allocation scenario (option #2 in the spreadsheet) based on (1) a basin-wide population charge and (2) a historic flood damage based charge. Both of these scenarios will be discussed on Thursday's call (8/15/2013; 11:00 a.m.).

The following materials have been prepared and are presented here to help you prepare for tomorrow's discussion where we will be seeking consensus on the preferred allocation:

- Page 1 – Staff memo.
- Page 2 – Letter from Commissioner Fund, Lewis County outlining rationale and benefits of an alternative allocation approach based on a basin population charge and a historic damage charge.
- Page 3 – Summary document comparing the 2013 allocation approach against the two proposed 2014 allocation approaches.

You'll note an increase in the annual maintenance cost from \$53,585 to \$61,085. This is attributable to: (1) a \$1,500 charge to cover invoicing and payment processing by Lewis County (24 invoices over course of year); and (2) a \$6,000 charge to build a small inventory of extra parts and maintenance supplies.

I will be around all day today and all morning tomorrow if any Flood Authority member wishes to discuss any of the detail or methodology behind the cost-allocation approaches presented here. I can be reach at 360/480-6600 or [scotttb@sbgh-partners.com](mailto:scotttb@sbgh-partners.com).

Thank you.



Board of County Commissioners

Lewis County Courthouse  
351 NW North Street  
Chehalis, WA 98532-1900

August 14, 2013

To: Chehalis River Basin Flood Authority (CRBFA) Members  
From: Edna J. Fund, Lewis County Commissioner, District 1  
Lewis County CRBFA Representative  
RE: CRBFA Flood Warning System Allocation Recommendation

With the assistance of Scott Boettcher, we have reviewed the allocation for the flood warning system as a follow-up to the CRBFA's July 2013 meeting.

If the funding formula for the Chehalis River Basin flood warning system is changed so that allocations are made 50% on populations of communities prone to flood and 50% based on historic FEMA flood insurance payments, the assessment for every jurisdiction on the CRBFA would be reduced or eliminated, with the exception of Lewis County.

Lewis County proposes the following allocation:

- The 3 county governments will be responsible for payment as follows:
  - Lewis County -- \$39,022 (64%).
  - Grays Harbor County -- \$13,504 (22%).
  - Thurston County -- \$8,557 (14%).
- Lewis County will not ask for contributions from Pe Ell or Napavine. Thurston and Grays Harbor County governments can choose to seek contribution from cities who are members of the CRBFA in their county, or not. That choice will be left to the local governments to resolve within their county. (However, under any scenario the payments by every jurisdiction in Thurston and Grays Harbor counties will be substantially lower than under the 2013 formula.)
- Lewis County will continue to be the fiscal agent and the CRBFA will authorize Lewis County to attempt to lower the overall cost of the system. Any savings achieved will come back to Lewis County in 2014 and be allocated across the basin in years to follow.

We propose this change because it is more equitable. Lewis County gets hit first by the major floods in the basin. We benefit most from the early warning. We suffer the greatest amount of damage. All residents and communities in the basin suffer damage or risk when major roads are closed including Highway 12, Highway 6 and I-5. Continuing to base 50% of the formula on population is fair also.

Please review the attached spreadsheets prepared by Scott prior to our Thursday conference call. Scott is prepared to answer any questions about it. Look forward to our discussion on Thursday.

Attachment: Spreadsheets by Scott Boettcher

(2)

O 360.740.1120

F 360.740.1475

TDD 360.740.1480

Edna J. Fund  
First District

P.W. Schulte  
Second District

F. Lee Grose  
Third District

Karri L. Muir, CMC  
Clerk of the Board

bacc@lewiscountywa.gov

Summary Comparison

Jurisdiction	Basin Population		National Flood Insurance Program Losses (1978-2009)	Floodplain Assessed Value		Current 2013 Allocation Based on Basin Population in Jurisdiction		Option 1 Based on Basin Population in Each Jurisdiction and Value in Floodplain		Option 2 Based on Basin Population in Each Jurisdiction and Percentage of Flood Damages	
	#	%		\$	%	\$	%	Total	%	Total	%
Grays Harbor County	28159	21%	\$ 794,398,373	26%	\$ 13,804.39	26%	\$ 13,630.94	22%			
* Aberdeen	16896	13%	\$ 1,061,826,072	35%	\$ 6,783.95	13%	\$ 11,149.47	18%			
* Cosmopolis	1649	1%	\$ 76,735,817	3%	\$ 662.09	1%	\$ 951.62	2%			
* Montesano	3976	3%	\$ 9,494,390	0%	\$ 1,596.41	3%	\$ 1,403.44	2%			
* Oakville	684	1%	\$ 53,018,414	2%	\$ 274.63	1%	\$ 502.29	1%			
<b>Grays Harbor County (Total)</b>	<b>51364</b>	<b>38%</b>							<b>\$ 13,504.38</b>	<b>22%</b>	
Lewis County	24579	18%	\$ 290,293,119	10%	\$ 9,189.41	17%	\$ 9,851.50	16%			
* Centralia	16524	12%	\$ 272,797,626	9%	\$ 6,559.10	12%	\$ 7,017.17	11%			
* Chehalis	7259	5%	\$ 246,924,522	8%	\$ 2,914.58	5%	\$ 3,727.79	6%			
* Napavine	1766	1%	\$ 16,512,123	1%	\$ 709.07	1%	\$ 685.78	1%			
* Pe Ell	632	0%	\$ 5,563,411	0%	\$ 253.76	0%	\$ 243.66	0%			
<b>Lewis County (Total)</b>	<b>50760</b>	<b>38%</b>							<b>\$ 39,022.78</b>	<b>64%</b>	
Thurston County	31722	24%	\$ 165,914,437	6%	\$ 10,611.96	20%	\$ 11,654.91	19%			
* Bucoda	562	0%	\$ 14,747,083	0%	\$ 225.65	0%	\$ 266.42	0%			
<b>Thurston County (Total)</b>	<b>32284</b>	<b>24%</b>							<b>\$ 8,557.84</b>	<b>14%</b>	
<b>Totals --&gt;</b>	<b>134408</b>	<b>100%</b>	<b>\$ 3,008,225,388</b>	<b>100%</b>	<b>\$ 53,585.00</b>	<b>100%</b>	<b>\$ 61,085.00</b>	<b>100%</b>	<b>\$ 61,085.00</b>	<b>100%</b>	



September 16, 2013

TO: Flood Authority Members  
 FROM: Scott Boettcher, Staff  
 SUBJECT: 2014 Flood Warning System Payment Schedule

Attached please find a proposed payment schedule for 2014 Flood Warning System payments. This payment schedule has been developed in consultation with Lewis County and West Consultants. The proposed payment schedule is intended to ensure sufficient funds are received from Flood Authority members in advance of West invoices so Lewis County can pay West invoices in a timely manner (i.e., within 30-days of receipt). We will seek your approval of this payment schedule at our September 19, 2013 regular Flood Authority meeting. Feel free to call or email in advance if you have any questions (i.e., 360/480-6600, [scottb@sbgh-partners.com](mailto:scottb@sbgh-partners.com)).

FA Member Jurisdiction	What	Amount	1st half 2014 (due 3/29/2014)	2nd half 2014 (due 7/31/2014)	Amount
Grays Harbor County	Annual Cost	\$ 13,306.70	\$ 6,653.35	\$ 6,653.35	\$ 13,306.70
Lewis County	Annual Cost	\$38,710.40	\$ 19,355.20	\$ 19,355.20	\$ 38,710.40
Thurston County	Annual Cost	\$ 8,467.90	\$ 4,233.95	\$ 4,233.95	\$ 8,467.90
Total -->		\$60,485.00	\$ 30,242.50	\$ 30,242.50	\$ 60,485.00

Breakdown of Annual O&M Costs			
WEST	Gages -- 10 gages (including 1 stream gage)	\$	38,438.00
WEST	Operational support -- On-going support for website monitoring and updates for both routine operations and during potential flood events.	\$	11,336.00
WEST	Parts Inventory	\$	6,000
OneRain	Website -- Contrail annual subscription (120 total sensors in and near Chehalis River Basin)	\$	3,811.00
Lewis County	Billing and Processing	\$	900
	Total -->	\$	60,485.00

[NOTE: See 8/15/2013 meeting conclusions here ([https://www.ezview.wa.gov/site/alias\\_1492/34798/meetings\\_2013-15.aspx](https://www.ezview.wa.gov/site/alias_1492/34798/meetings_2013-15.aspx)) for CRBFA agreement regarding the above distribution of annual Flood Warning System O&M costs.]



*Board of County Commissioners*

Lewis County Courthouse  
351 NW North Street  
Chehalis, WA 98532-1900

MEMO

TO: Cities In Chehalis River Basin Flood Authority (CRBFA)  
FROM: Lewis County Board of County Commissioners (BOCC)  
DATE: August 27, 2013  
SUBJECT: Funding of Gages

In response to a proposal by the Lewis County BOCC, a motion was passed by Chehalis River Basin Flood Authority during the August conference call, for Lewis County to assume 64% of the cost of the gages. As was pointed out, Lewis County gets hit first by the major floods in the basin. Lewis County suffers the largest amount of flood damage and benefits the most from the early warning system.

The BOCC said that Napavine and Pe Ell will not be included in the equation for payment. Total funding for 2014 is \$39,022. Chehalis will pay \$4,000 and Centralia \$8,000, with the remainder being covered by the county. Scott Boettcher, CRBFA staff, is researching ways in which we can reduce the cost—checking on other gages we have in the river through USGS, with any savings being credited to Lewis County. After his evaluation has been completed, we will review the allocations for 2015.

If you have any questions, please contact Commissioner Fund, who would be happy to present at any upcoming meetings with J. Vander Stoep and Scott Boettcher.

O 360.740.1120  
F 360.740.1475  
TDD 360.740.1480

*Edna J. Fund*  
First District

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Second District

*F. Lee Grose*  
Third District

*Karri L. Muir, GMC*  
Clerk of the Board

*bocc@lewiscountywa.gov*



July 16, 2014

**TO:** Flood Authority Members  
**FROM:** Scott Boettcher, Staff  
**SUBJECT:** 2015 Flood Warning System Costs

The purpose of this memo is to discuss and set allocation of 2015 annual maintenance costs for the Flood Warning System ([www.chehalisriverflood.com](http://www.chehalisriverflood.com)). Below please find (1) breakdown of 2015 costs, (2) recap of 2014 allocation approach, and (3) staff recommendation. Please feel free to call or email if you have any questions (i.e., 360/480-6600, [scottb@sbgh-partners.com](mailto:scottb@sbgh-partners.com)).

I. Breakdown of 2015 Costs

Breakdown of Annual O&M Costs			
Who:	What:	2014 Cost:	2015 Cost:
WEST	Gages -- 10 gages (including 1 stream gage)	\$38,438	\$38,438
WEST	Operational support -- On-going support for website monitoring and updates for both routine operations and during potential flood events.	\$11,336	\$11,336
WEST	Parts Inventory	\$6,000	\$1,000
OneRain	Website -- Contrail annual subscription (120 total sensors in and near Chehalis River Basin)	\$3,811	\$3,811
Lewis County	Billing and Processing	\$900	\$900
Total →		\$60,485	\$55,485
Note: 2015 costs are about 8% less than last year due to having sufficient spare parts inventory on hand.			

II. Recap of 2014 Allocation Approach

Annual maintenance costs for 2014 were allocated among the three counties on the Flood Authority as follows:

- Grays Harbor -- \$13,306.70 (22%).
- Lewis -- \$38,710.40 (64%).
- Thurston -- \$8,467.90 (14%).



The method behind the allocation was as follows:

- 50% of the allocation was based on populations of communities prone to flooding, and
- 50% was based on historic FEMA flood insurance payments.

This allocation approach was unanimously supported by Flood Authority members. See:

- Staff memo prepared for 8/15/2013 Flood Authority meeting [here](#).
- Conclusions from 8/15/2013 Flood Authority meeting [here](#).
- 2014 payment schedule [here](#).

### III. Staff Recommendation

Flood Authority members agree to use same allocation approach as last year on the basis that relatively speaking not a lot has changed in the Basin in terms of population shifts and exposure to flood risk, i.e., Lewis County still has largest population and exposure risk in the Basin.

Staff computes 2015 costs as follows:

- Grays Harbor -- \$12,206.70 (22%).
- Lewis -- \$35,510.40 (64%).
- Thurston -- \$7,767.90 (14%).

Staff prepare payment schedule with 1<sup>st</sup> half due 3/29/2015 and 2<sup>nd</sup> half due 7/31/2015.

### IV. Other News

- a. Inundation maps (seven of them) have now all been prepared and installed in the Flood Warning System. See [here](#).
- b. National Hydrologic Warning Council will be hosting a two-day advanced flood warning system workshop (10/21-22/2-14) at the Great Wolf Lodge. See [here](#).
- c. USGS has agreed to fully fund the following gages with NSIP funding starting October 1, 2014 that Lewis County has historically cost-shared with USGS:
  - Chehalis River near Doty ([12020000](#)).
  - Newaukum River near Chehalis ([12025000](#)).

Fully funding these gages with NSIP funding reduces cost-share for Lewis County by about \$16,200. USGS would like to see Lewis County reinvest some of its savings to upgrade the Chehalis River Near Adna gage ([12021800](#)) from a seasonal stage-only gage to an all-year discharge gage. This proposal is being considered by Lewis County. Click [here](#) to see 9/16/2013 Flood Authority gage cost-share analysis.