Chehalis River Basin Flood Authority
Special Meeting
Montesano City Hall

September 15, 2011
Meeting Notes

Board Members Present: Jim Cook, City of Aberdeen; Dan Thompson, City of Oakville; Terry Willis, Thurston County; Vickie Raines, City of Montesano; Dolores Lee, Town of Pe Ell; Ron Averill, Lewis County; Edna Fund, City of Centralia; Julie Balmelli-Powe, City of Chehalis
Board Members Absent: Andrea Fowler, Town of Bucoda; Karen Valenzuela, Thurston County
Consultants Present: Bob Montgomery, Anchor QEA; Scott Boettcher, SBGH Partners, Lara Fowler, GTH; Larry Karpack, Watershed Science and Engineering; Ray Walton, West Consultants
Others Present: Please see sign in sheet

Handouts/Materials Used:

- Agenda
- Hydraulic Modeling Contract
- Draft Work Plan
- WSE-West Team Work Plan Framework
- Memo from Larry Karpack re: Preliminary Lower Chehalis Basin Hydraulic Model Development Task List

1. Call to Order
Chairman Raines called the meeting to order at 9:11 a.m.

2. Introductions
Self-introductions were made by all attending. Ms. Fowler stated Mr. Karpack and Mr. Walton would give updates regarding the hydraulic modeling and Mr. Montgomery would update the members on the early results of the fisheries study.

3. Hydraulic Modeling Contract
a. Update on Contractor Selection
Mr. Boettcher stated the RFQ had gone out for the hydraulic modeling contract. There were four responses and three interviews were conducted. There was a need for a strong communication firm to help translate the technical material as well as good technical skills. All those qualifications were not found in one firm but Mr. Boettcher asked for a couple of firms to come together. West Consultants and Watershed Science and Engineering (WSE) came together and the principals in those firms will discuss how they will join forces.

Commissioner Averill stated there is a contract with WSE with West as sub-contractors and Lewis County as the fiscal agent passed that contract last Monday. There is no dollar figure yet but once the work plan is complete the figure will be presented to OFM.

A citizen stated money had been spent before and did not bring the Flood Authority to mitigating factors. She asked what the hydraulic study is to produce now. The Corps was unable to explain what mitigating factors did occur downstream.

Commissioner Averill stated that is the reason for this study. There are actually a group of studies to include water retention or levees and what the impact might be on fish. After the 1996 flood the upper basin was plotted out hydraulically and hydrologically and that data is pretty good. Now the 2007 flood has to be included. The lower basin was never done and there is no satisfactory data from Grand Mound downstream.

Commissioner Willis stated when the Corps started looking at dikes they did not go downstream of Chehalis to look at the effects. Now there is funding to get data from Porter down to the ocean. There may be the need to take it to another level of modeling but the base modeling will be there for a specific project. Any modeling can be done, including Mellen Street to see how it would affect the lower basin.

Mr. Karpack introduced himself and stated he is the principal with Watershed Science and Engineering (WSE). He was formerly a consultant with NW Hydraulic Consultants and has some experience in the Basin.

Mr. Walton, West Consultants, is working on the early warning program which is going well, as well as doing work for the Corps. He stated the survey of the upper Chehalis is almost completed and then West will move down from Porter to Montesano.

b. Work Plan Development

Mr. Karpack put a framework for the work plan together which was distributed. There are two other teams working on the project, a topographic firm and a surveyor, in the event there is a need for either of those products. The items highlighted in light gray are being done by West for the Corps. Those will feed into work being done on this work plan. He stated the next major task is to develop the work plan. The contract was to develop a hydraulic model of the lower Chehalis River – take the model for FEMA or the Twin Cities Project, which ends at Grand Mound – and extend it to the mouth of the river. West was already doing that for the Corps and there is no reason to duplicate it. Mr. Karpack could not put a contract in place because WSE needed to know what was in the Corps contract and needed to talk to the Flood Authority as to how to use the money that was available. In the next two weeks those things need to be decided. He was at the Flood Authority meeting to learn what is of interest to the Flood Authority and work it into the scope.

Mr. Karpack stated a requirement of HB 2020 was to develop information to evaluate the upstream alternatives and benefits or impacts to the lower reach. That is to be done under this contract and meet the July 2012 deadline.

The memorandum that was handed out lays out tasks that the Flood Authority might want to consider under this contract.

The table on the first page is cut from the Corps contract to show what West is responsible for under the Corps contract. The lower Chehalis will be part of that model. The upper model is from river mile 102 to 108, including the Wynoochee, and West is responsible for that. Modeliing all the way to the mouth is not part of the contract.

Mr. Karpack went through the summaries of the list of potential tasks.

Ms. Fowler stated the memo was an introduction and there will be many questions. The Flood Authority can set up a subcommittee to work with Mr. Karpack and Mr. Walton.

There was some discussion regarding LiDAR and one and two-dimensional models. Ms. Fowler suggested volunteers for committees could talk to her and Mr. Karpack during the lunch break to come up with an outline and suggested action items for the committees.

4. Fisheries Study Update

Mr. Montgomery stated Anchor's goal is to disseminate information. This meeting is to provide some background on the water temperature modeling, give an update on the fish study and enhancement study and talk about next steps.

Access has been granted to Weyerhaeuser property and data collection has begun. There have been three meetings with the fish data group and one on analysis using the Shiraz model. Anchor is done with data collection and no additional information has been received. Additional habitat data and geomorphology data to Doty will be incorporated into the Shiraz model.

Mr. Montgomery presented a PowerPoint on the fish enhancement study. He stated there will be a workshop on October 19, the location to be determined. Anchor can start issuing chapters of the modeling in October.

Ms. Fowler explained to the new people attending the meeting that the Flood Authority identified holes in the technical information and the purpose of today's meeting was to talk about pieces that are moving forward to fill those holes. At the last meeting it was determined that it would be helpful to get out of the meeting room and see impacts of actual flooding on the ground.

6. Tour Preview

Ms. Fowler stated Mayor Schillinger and Commissioner Willis would give an overview of the areas the group would be touring.

Mayor Schillinger pointed out the tour on photos and there were explanations of the colored dots. An aerial photo showed where the river is narrowing a peninsula which could eventually create a lake.

He explained that Mary's River Lumber Company was concerned about the river coming towards them. The city has tried to work on a project that will protect the mill site. The biggest threats from the river are to the wastewater treatment plant (WWTP) and the lumber company; there are not a lot of commercial businesses or residences that are affected by flooding.

The Wynoochee River was getting closer and closer to the WWTP and the city took out a loan in August of 2007 - $1.5 million from USDA and the Public Works Trust Fund – to put steel plates along the river to deflect the river and to keep it from eroding its banks.

Commissioner Willis stated there is a stockpile of product from Mary's River Lumber that was being threatened and it has been moved out of the flood plain to Elma in an effort to keep the mill in Montesano and Grays Harbor County. She stated the modeling would be very helpful to start to try out some ideas as to what could be done.

Ms. Powe asked what was causing the 90 degree turn in the river. Commissioner Willis stated there are some deltas there; the county used to dredge the river. There is protection on the northern side of the lumber yard.

Mr. Karpack stated this reinforces what he needs to know about the project. Overflow would change the way the model is built. If there are high water marks for the January 2009 or the December 2007 events he would like to have them. Mr. Boettcher asked Mr. Karpack to put together a list of information he needs.

7. Public Comment

Mayor Schillinger stated that in 2007 the high water mark on the Wynoochee threatened to take out Highway 12. The Department of Transportation put in a riprap project to protect the highway which made the river bounce around and head for the sewage treatment plant.

Ms. Powe stated that many hours had been put in this past month with extra meetings, etc. At one point there was a question about whether or not the Flood Authority could afford to hire someone. She stated we would not be anywhere near where we are now without Ms. Fowler and SBGH and she thanked them.

8. Wrap up and Tour

Several people left to take the tour and the meeting adjourned at 11:17 a.m.

Chehalis River Basin Flood Authority
Business Meeting
Montesano City Hall

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Board Members Present: Jim Cook, City of Aberdeen; Dan Thompson, City of Oakville; Terry Willis, Thurston County; Vickie Raines, City of Montesano; Dolores Lee, Town of Pe Ell; Ron Averill, Lewis County; Edna Fund, City of Centralia; Julie Balmelli-Powe, City of Chehalis
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Handouts/Materials Used:

- Agenda
- Meeting Notes from August 18, 2011
- Project Committee Agenda and Meeting Summary
- Education and Outreach Subcommittee Agenda and Meeting Summary
- Education and Outreach Committee Stakeholder Outreach Plan

1. Call to Order
Chairman Raines called the meeting to order at 1:40 p.m. Introductions were made.

2. Approval of Agenda
Ms. Fowler stated Item 7 would include a discussion and action on the work plan. There would be no state team report as Mr. Donahue was attending another meeting. Commissioner Averill moved to approve the agenda with the addition; Ms. Lee seconded. The agenda was approved by consensus.

3. Approval of Meeting Notes from August 18, 2011
The Chair entertained a motion to approve the meeting notes. Ms. Lee made the motion; Ms. Fund seconded. Commissioner Averill stated on page 10 of the special meeting notes the funding should read $2.309 and $2.395 million, not thousand. There were no other corrections and the meeting notes were approved by consensus.

4. Public Comment
There was no public comment.

5. Reports

a. Chair's Report
Chairman Raines reported that the Outreach and Education Committee had already met and the Executive Committee had met several times. It focused on the hydraulic modeling and will set specific dates to meet in the future. Everyone seems excited about how much work has been moved forward since OFM approved the budget, especially the hydraulic modeling. She thanked Lara and Scott for their tremendous efforts.

b. Correspondence
A letter was sent by the Flood Authority to Chairman Burnett and Mark White with the Chehalis Tribe. Chairman Raines provided copies of the letter to the media in Grays Harbor County and to KELA but not

to the Chronicle. The Chronicle did receive the letter, however. A letter is also being drafted to the Quinault Tribe but it has not gone out yet.

Commissioner Averill stated he has been in meetings with Paul Schlenger with Anchor QEA, and WDFW. At those meetings the Quinault Tribe has been participating and they have shared information. The Committee is at the end of the technical meetings and deciding whether Anchor is getting all of the available data on the specific species that are being studied. Anchor can finish up their study with perhaps one more technical meeting. Copies have been sent out of the graphics that Mr. Schlenger used and the notes from the first meeting; the second and third meeting notes should be out soon.

c. Member Reports

Commissioner Willis stated the tribes want to participate, and have been participating, but there is a tendency on our part that through their participation we assume that they agree with what we are doing. We must not read that into it. They might disagree with actions that the Flood Authority will take.

Commissioner Willis also reported that the Chehalis Basin Watershed Festival was to be held on September 17 at the Log Pavilion in Aberdeen.

Ms. Fund reported that Centralia is continuing to raise houses in Centralia. The City Council has been putting together its priorities and flooding is still a top priority.

Ms. Lee stated the river is very low and that is causing concern for the modeling on retention and the impact that retention would have.

d. State Team Report

There was no state team report.

e. Corps of Engineer's Report

Ms. Kristen Kearns, USACE, stated the Chehalis Basin GI is moving forward with field work and cross sections of the river. Hydraulic engineers will be available to the Flood Authority for coordination with that process.

The Twin Cities Project draft report should be completed in October. The Corps cannot close the Agency Technical Review because there is no funding for it. We could verbally discuss the work that has been done but a hard copy will not be released. If funding does come in the next fiscal year, that review will be one of the first things that is done. Ms. Kearns stated less than $50,000 is needed for the review.

Commissioner Averill stated the University of Washington report is out and he has not received a copy yet. Ms. Kearns stated she would remind Mr. Goss of that and Ms. Fowler asked if Ms. Kearns could see that everyone is sent a copy. Ms. Kearns stated she would do that.

6. Updates on Sub-Committee Meetings

a. Outreach and Education

Ms. Fund distributed a hand out of the Education and Outreach subcommittee and Stakeholder outreach plan and stated she would like a FAQ section on the website.

Ms. Fowler stated one deliverable required by OFM is a stakeholder outreach plan by September. The draft plan dated September 14 is where the goals are outlined. Some questions that came up during the meeting were: how do we keep people aware of what is happening, provide transparency, and archive documents? A common site would have all this information. A clearinghouse would have current and timely information and what goes on during and after a meeting. How do we track progress and communicate it? The Flood Authority has made progress but it is sometimes lost in the dialogue. Local work is not as public so it needs to be documented. There is a need for key stakeholders who offer different levels of expertise and information.

Page 3 of the handout lists tasks and deliverables, what each one entails and who is assigned to that task or deliverable.

Mr. Boettcher stated he is using iPRMT for another project and it does a great job of keeping the progress of the project in the public eye.

Regular and timely updates are important. Can there be a higher level of summary every six weeks or so; can a list of key stakeholders be assembled and sent updates that communicate what is happening?

A request was made to circulate news clips and Ms. Fowler is exploring how that can be accomplished.

The Legislators have asked for a tour on October 7. Ms. Fowler is looking into the route and possibly an over flight.

There has been discussion about flood awareness week in the fall and a public event for that is one of the deliverables in the OFM contract. The Early Warning System will be ready about that time and Ms. Fowler asked if the Flood Authority wanted to time the introduction of the Early Warning System with the flood awareness week.

Ms. Powe was curious to know where people went to look for information about flooding. She suggested setting up a search engine. Ms. Fowler stated the public needs to know how to get information in an emergency situation and know what search terms to use.

Commissioner Averill stated some of that will be solved when the West Early Warning System is introduced. There are many groups out there and West puts them all together. Once that is up and running, citizens at home can access it.

There was discussion about remembering the link, creating an alias for the link, etc. Commissioner Willis wanted to avoid creating something that will take a lot of energy and expense to keep current.

Mr. Boettcher stated the web tool is something that only exists as long as the Flood Authority exists. It (iPRMT) is in the public domain, owned by OFM. Anyone can be trained to upload documents and manage the site. There are private software solutions but they are expensive.

Ms. Tommi Gatlin thought the acronym decoder was a good idea.

b. Project Committee

Mr. Boettcher stated the Project Committee meeting on September 9 was an orientation meeting to establish who we are and what we are going to be doing.

Commissioner Averill explained that the capital budget legislation has a list of projects to be looked at for which the funding was provided. One item on the list was ongoing projects or potential projects to be done in the Chehalis Basin for flood mitigation. The early part of the meeting was devoted to what is out there: Flood Hazard Management Plan listing, or the refinement of that list as to which are regional or local; and, asking if that is complete or if it should be refined. Then we have to look at the list – it will be a combination of big and small projects; some can be done; some will take considerable effort. Should there be a prioritization? They may be numbered but it comes down to the money. We looked at resources for existing inventories and others can be suggested. We need to say which are projects that are on the table; which are regional and we need to determine the potential source of money and if the money is available. The projects we looked at this morning came up after the 2007 flood. Montesano went ahead and did it – that was a Chehalis River Basin project. Some projects may be city-based or county-based and could be funded by a grant. This morning WSE suggested that we may want to look at projects that contribute to things that they should be looking for.

The next meeting is scheduled for October 4 and will probably be in Rochester. Commissioner Averill also stated that #14 should say ESA Adolfsen and FCS.

Ms. Powe stated we thought we had until December for this list but we need a list in September. She encouraged jurisdictions to let the committee know what projects they are working on or have been completed and to prioritize them. If you want to keep it on the list, we will prioritize it by funding and by the larger area that can be benefited.

Commissioner Averill stated Mr. Emil Pierson has information on China Creek and we might want more detail. Ms. Powe stated the committee wants more detail on all of them. Everything goes to Scott and then they go out to the various departments, etc. We are going to reach out to you and you need to reach out to your folks. This list includes structural and non-structural projects.

Mr. Thompson stated the Skookumchuck Dam is a key point in flood mitigation. He asked who has domain over that if that structure can be used. Commissioner Averill stated Trans Alta owns it and it provides water for the steam plant. It is a privately owned dam. From an emergency management standpoint, Thurston County works with Trans Alta to get information to Bucoda when the dam might be pushing more water over.

Ms. Fowler stated there are a lot of projects lists. She asked if they could be combined and if there is a way to look at potential sets of projects that get to basin-wide issues. Some can be done in a year or two; some projects people know very little about.

Mr. Thompson stated the Skookumchuck Dam was part of the Twin Cities project and he does not want the Skookumchuck to not be talked about any more. Mr. Cook stated he spoke with Mr. Tony Briggs about increasing the capacity of the dam and a means of drawing it down more quickly. Mr. Briggs stated that was not possible.

Ms. Powe stated Mr. Briggs stated the only other way would be to run the water through the turbines but the power wasn't being generated. Commissioner Averill stated it is now; they are on the grid. He stated that would be good information for Mr. Karpack: with the turbines running, how much is the draw down?

Mr. Boettcher stated the connection between Mr. Karpack and the projects is that Mr. Karpack wants to know the projects but we are not there yet. Mr. Karpack will need placeholder capacity and a sense of the priority that we are comfortable with. By January he will be ready to run the projects through the modeling and he needs his work plan by the end of October.

Ms. Hempleman asked if the project committee is a short term or an on-going committee. Mr. Boettcher stated it is short term and it is to fill alternatives for 2012. There is a value in maintaining a list, however, because it could help get grants. We have an immediate list that has value; it is not known how to maintain it. He stated the legislature does not have a lot of money so projects have to be prioritized.

Commissioner Willis stated the list is on the vague side; there is not enough information about some of the projects. More information is needed for the legislation.

7. Adopt 2012 Work Plan, Stakeholder Consultation Plan

Ms. Fowler stated the work plan that was distributed is the task list for between now and July 2012. HB 2020 gave money to the state for flood relief and to the Flood Authority. It has specific deliverables as does the contract that OFM signed with the Flood Authority. This current draft represents her best understanding of what is going to happen at what time. The overall goal is the alternative measures report which OFM is responsible to give to the Governor's office. How do we contribute to that and get a good set of action items accomplished?

Ms. Fowler quickly summarized the draft pages by month: the key events and dates, Flood Authority action items as well as anticipated activities by other entities. The draft also shows the requirements in HB 2020.

October includes a legislative tour on the 7th, tribal consultation training and the on-going work study. The Project Committee can think about evaluating bridges. Is there funding for this? Will there be a return from it?

Mr. Thompson stated the hydraulic model would be good to have when the Committee looks at bridges. Commissioner Averill was not sure what the legislature was thinking about regarding the bridges. Do they want specific bridge evaluation? Ms. Fowler stated the bridges could be mapped and then a decision could be made as to what to do with them.

Mr. Carter stated to the extent of considering bridges as part of the hydraulic model, they need to know that now. Mr. Karpack needs to understand the impacts of those bridges.

November and December includes the state team work and Corps work, and comments are due on the OFM Scope.

In December the final fish impact report is due and the final gages will be installed by the end of the month.

January 2012 has key dates for contracts which are required. The alternative measures report is due at the end of June. Currently there is funding for the testing and calibration of the Early Warning System but we need to know the costs and operations and know how to fund them before June 2012.

Commissioner Averill stated Flood Authority governance has not been addressed. If the payment is not through funding we need to figure out how to do it independently. We can all contribute or we split it up and pay individually.

Ms. Fowler asked if there were any questions or if anything had been missed. There were no more comments and a motion was made by Ms. Fund to adopt the stakeholder outreach plan, seconded by Ms. Lee. The plan was approved by consensus.

Ms. Lee made a motion to adopt the Work Plan dated September 8 for 2011-2013; seconded by Ms. Powe. Commissioner Averill wanted to ensure that the board looked at the governance issue. The report was approved by consensus.

8. Discussion: Work session with Legislative Members

There was a discussion about the up-coming legislative tour: transportation issues, how many people would attend, what their interests might be, a PowerPoint, photos, etc. Ms. Lee, Ms. Powe, Ms. Fund and Commissioner Averill volunteered to help set it up.

Ms. Fowler asked if there needs to be a sub-committee regarding hydraulic modeling or if that would be for the project committee. Mr. Boettcher stated the meeting was to get us to Mr. Karpack's document. He has a work plan due on October 10 and assumes the Flood Authority wants to see the work plan before that and have a role in its development.

Commissioner Averill stated Mr. Karpack also needs to have from us projects that need to be considered, such as bridges, and that is what the Project Committee would do.

Mr. Boettcher stated you need to know what is in the work plan and the draft needs to be done by September 30. Because West is doing a lot of the work there is the capacity to fill some gaps and that involves Mr. Karpack.

Chairman Raines stated it would be very beneficial for Larry Bledsoe and for county public works people. Someone is needed from Thurston County, and Lee Napier was suggested from Grays Harbor County and maybe another person. Mr. Boettcher stated he would send an email to everyone for suggestions for good people to work on this task.

9. Expenditure Review

Commissioner Averill explained the Expenditure Review in Mr. Johnson's absence. He stated there is $110,384 in unencumbered funds and he believed it is more important to get projects funded rather than hold money back.

Ms. Fund asked what the $568 paid to Thurston County was for. Commissioner Averill stated it was for the review of the RFQs; Mr. Swartout was asked to attend those meetings.

10. Confirm Next Meetings and Board-requested Topics

The next meeting is scheduled for October 20 in Chehalis. A list of projects for a tour is needed, such as Mellen St. Commissioner Averill stated the Mellen St. project will start in 2012 and it will provide access to the hospital during flooding, plus it will provide additional protection to Centralia. A site visit could be planned to explain what is happening there.

11. Adjourn

The business before the Flood Authority concluded and the meeting adjourned at 3:32 p.m.