MEMORANDUM

To: Jim Kramer
From: French Wetmore
Subject: Phase 2 Technical Assistance
Date: January 9, 2015

Phase 1 of French & Associates’ floodplain management assessment for the Chehalis River Basin Flood Authority reviewed the technical assistance needs of the Basin’s communities. A variety of community-specific and Basin-wide areas of need were identified in the community and Basin-wide reports. They were consolidated in the attached list, which was disseminated at the Floodplain Management Review Meeting with the communities on January 7.

We propose six tasks for a technical assistance budget for January 1 – June 30, 2015, or later if authorized. The rates are the same as in the 2014, Phase 1 project.

<table>
<thead>
<tr>
<th>Task</th>
<th>French Hours</th>
<th>French Rate</th>
<th>Jerry/ HDR Hours</th>
<th>Jerry Rate</th>
<th>Mark Hours</th>
<th>Mark Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. January 7 Review Meeting</td>
<td>16</td>
<td>$170</td>
<td>6</td>
<td>$170</td>
<td>6</td>
<td>$130</td>
<td>$4,520</td>
</tr>
<tr>
<td>2. Flood openings installation</td>
<td>16</td>
<td>$170</td>
<td>16</td>
<td>$170</td>
<td>80</td>
<td>$130</td>
<td>$13,120</td>
</tr>
<tr>
<td>3. Two area analyses</td>
<td>64</td>
<td>$170</td>
<td>64</td>
<td>$170</td>
<td>32</td>
<td>$130</td>
<td>$10,880</td>
</tr>
<tr>
<td>4. Technical assistance projects</td>
<td>120</td>
<td>$170</td>
<td>120</td>
<td>$170</td>
<td>120</td>
<td>$130</td>
<td>$62,400</td>
</tr>
<tr>
<td>5. On call technical assistance</td>
<td>16</td>
<td>$170</td>
<td>16</td>
<td>$170</td>
<td>120</td>
<td>$130</td>
<td>$21,040</td>
</tr>
<tr>
<td>6. Project management</td>
<td>16</td>
<td>$170</td>
<td>16</td>
<td>$170</td>
<td>120</td>
<td>$130</td>
<td>$2,720</td>
</tr>
</tbody>
</table>

Total hours/labor: 248

Travel: 24 trips @ 120 miles/trip @ $0.56/mile $613
Per diem @ $11/trip $264

Project total $116,557
Balance in budget as of 1/1/15 $15,160
Balance needed for Phase 2 $101,397

We have completed Task 1, except for the follow-up technical assistance survey of the communities. We have started Task 2, working with Scott Boettcher and Bucoda. Once the budget is approved, we will start Task 3 and meet with staff of Aberdeen and Thurston County.

The work in Tasks 4 and 5 will be decided after completion of the follow-up technical assistance survey, which will prioritize the projects in the attached list. These tasks are intended to be flexible, so we could respond to other assignments as needed.

Please advise if you have any questions on this proposal.

Attachment: Areas of Technical Assistance
Areas of Technical Assistance for All Basin Communities

1. Model ordinance language for selected higher standards

2. Checklist or flow chart for review of permit applications for typical developments:
   a. New building
   b. Filling or grading
   c. Building improvement
   d. Building repairs
   e. Subdivision/major development

3. Checklist or flow chart on inspections and records needed for typical developments.

4. Training and/or handouts on:
   a. Elevation datums (NGVD and NAVD)
   b. Completing the FEMA Elevation Certificate
   c. Making substantial improvement determinations
   d. Making substantial damage determinations after a flood
   e. Adopting new floodplain maps and data
   f. Requiring permit applicants to calculate a BFE and/or floodway

5. Templates and materials for public information efforts. Some of these would be new and some would be locally tailored versions of state and national materials.
   a. Flood hazards and the impacts of flooding
   b. What to do during a flood
   c. Why residents need flood insurance
   d. Floodplain permit requirements
   e. Low cost retrofitting measures

6. CRS credits that would benefit all communities, e.g., flood warning and response and state dam safety

7. Basin-wide flood insurance promotion in coordination with insurance agents
Areas of Technical Assistance for Individual Communities

1. Help in requesting updated maps from FEMA

2. Review all of a community’s regulations and recommendations on coordination, consistency, and higher standards (done on a community by community basis).

3. Community Rating System:
   a. Identification of possible credits (for those in and out of the CRS)
   b. Assembling the CRS application

4. On call telephone assistance to answer questions on regulatory issues and related topics, such as public information materials and the Community Rating System.