

1. September 16, 2020 Executive Committee

Documents:

[0916 FCZD EXEC COMMITTEE PACKET.PDF](#)



## Board of Supervisors Executive Committee

**Dave Morell, Chair**  
**Marty Campbell, Vice Chair**  
**Pam Roach, Member**

*Clerk: Audrey Persons, (253) 798-7778*

### AGENDA

**Meeting Date:** September 16, 2020  
**Time:** 11:00 a.m.  
**Place:** **Zoom Meeting**  
<https://us02web.zoom.us/j/2594316689>  
**Meeting ID: 259 431 6689**  
**One tap mobile: 12532158782,,2594316689# US (Tacoma)**

#### Agenda Items:

1. Call to Order
2. Roll Call
3. Approval of Agenda for September 16, 2020
4. Approval of Minutes: August 19, 2020, Executive Committee Meeting
5. Public Comment
6. A Resolution of the Pierce County Flood Control Zone District Board of Supervisors Adopting the 2021 Budget and Authorizing Improvements
7. A Resolution of the Pierce County Flood Control Zone District Relating to the Finances of the Pierce County Flood Control Zone District; Authorizing a Property Tax Levy to Implement the District's 2021 Budget; Reserving Banked Capacity; and Protecting up to \$.25 per \$1,000 of Assessed Value of the District's Property Tax Levy from Proration
8. Recommendations for Professional Services Contracts: Legal Services, Accounting Services, and Executive Director Services
9. Status of Flood Risk Reduction and Floodplain Management Economic Stimulus Grant Program
10. Executive Director Report
11. Other Business
12. Adjourn

Audrey Persons, Clerk of the Board  
Flood Control Zone District

The Board encourages public participation. You may also provide written comments at any time up to final adoption of a proposal. The mailing address and fax number are at the top of this notice and on the Board's web page <http://www.piercefloodcontrol.org>

*Dated: September 10, 2020*

**MINUTES**  
**PIERCE COUNTY FLOOD CONTROL ZONE DISTRICT**  
**BOARD OF SUPERVISORS EXECUTIVE COMMITTEE MEETING**  
**AUGUST 19, 2020**

*Minutes of the Pierce County Flood Control Zone District Executive Committee are not verbatim; however, audio recordings are available upon request.*

**1. Call to Order**

The Meeting of the Pierce County Flood Control Zone District Board of Supervisors Executive Committee was called to order at 11:01 a.m. by Supervisor Morell.

**2. Roll Call**

The Clerk called the roll.

Executive Committee Supervisors present: Dave Morell, Chair; Marty Campbell, Vice Chair; Pam Roach, Supervisor (All present via Zoom).

Council Staff present: Judy Hurley, Councilmember Assistant; Mark Williams, Councilmember Assistant. (All present via Zoom.)

Also Present: Kjristine Lund, Executive Director; Melissa McFadden, District Administrator; Kinnon Williams, Legal Counsel, Inslee, Best, Doezie & Ryder, P.S; Spencer Abersolds, Vice Chair, Flood Control District Advisory Committee; Planning and Public Works Staff: Brynne Walker, Anne-marie Marshall-Dody, Harold Smelt (All present via Zoom).

**3. Approval of Agenda for August 19, 2020**

Without objection, the Agenda was approved as presented.

**4. Approval of Minutes: July 15, 2020, Executive Committee Meeting**

Campbell moved approval of the minutes; motion seconded and passed.

**5. Public Comment**

There was no public comment.

**6. Advisory Committee Budget Recommendation**

Lund gave an introduction. Abersolds presented budget recommendations for 2021. A copy of the letter is contained in the meeting file.

**7. A Resolution of the Pierce County Flood Control Zone District Board of Supervisors Adopting the 2021 Budget and Authorizing Improvements**

Lund presented the draft Resolution, noting that there had been no changes since the last meeting and that there can be action recommendations once property tax estimates are available from the Assessor-Treasurer, likely in September. Lund gave an overview of the attachments. McFadden reviewed the attachments in greater detail. Smelt discussed coordination between county engineers and surface water management on projects.

**8. A Resolution of the Pierce County Flood Control Zone District Relating to the Finances of the Pierce County Flood Control Zone District; Authorizing a Property Tax Levy to Implement the District's 2021 Budget; Reserving Banked Capacity; and Protecting up to \$.25 per \$1,000 of Assessed Value of the District's Property Tax Levy from Proration**

Lund presented the Resolution. McFadden noted that the tax assessment item is based on preliminary assumptions from the Assessor Treasurer and that new numbers will be available in mid-September. The Committee discussed waiting until September to see the latest update on revenue before

approving the levy resolution for recommendations. Depending on the revenue number change, it may become necessary to amend the budget attachments to reflect the new revenue estimate. One option is to use the fund balance to make up any difference, rather than to change allocations to projects. The Committee will revisit this at their next Executive Committee in September.

**9. Opportunity Fund Program Briefing**

Lund provided an introduction. Brynne Walker presented "Opportunity Fund Project Update". Walker discussed guidelines and types of projects that can be applied for. Lund discussed the possibility of creating a minimum amount for smaller jurisdictions. Walker gave an overview of Opportunity Fund projects from past years. Smelt stated that the Opportunity Fund's intent is that all parts of the County receive benefit.

**10. Executive Director Reports**

Lund presented the financial statement reports, stating that they are made available to provide transparency and accountability. Lund reported on the RFP responses for professional services contracts with the District and stated that recommendations will be made at the September meeting and brought to the Full Board in October.

**11. Status of Flood Risk Reduction and Floodplain Management Economic Stimulus Grant Program**

Lund stated that preliminary applications will be due on August 20, 2020. Lund named the members of the grant review panel and stated that the grant recommendations should be given to the Executive Committee by the end of 2020.

**12. Adjournment**

There being no further business, the Flood Control Zone District Board of Supervisors Executive Committee Meeting was adjourned at 11:58 a.m.

Approved:

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Dave Morell, Board Chair

\_\_\_\_\_  
Date Approved

Attest:

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Audrey Persons  
Clerk of the Board

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## RESOLUTION NO. 2020-

### A Resolution of the Pierce County Flood Control Zone District Board of Supervisors Adopting a Budget for 2021 and Authorizing Improvements.

**Whereas**, pursuant to RCW 86.15.140, the District held a public hearing on the proposed 2021 Budget of the District on \_\_\_\_\_, 2020; and

**Whereas**, the District Advisory Committee reviewed and made recommendations to the Board about the 2021 Budget and the Board considered those recommendations in its deliberations; and

**Whereas**, by Resolution No. 2013-3s, the District Board of Supervisors adopted the District's comprehensive plan of development for flood and stormwater control, which is titled "Pierce County Flood Control Zone District Comprehensive Plan of Development," (also referred to as the Comprehensive Plan of Development or CPOD) sets forth the project objectives of the District; and

**Whereas**, by Resolution No. 2015-2 the District Board of Supervisors adopted three new sections to Resolution No 2013-3s; and

**Whereas**, by Resolution 2019-2 the District Board of Supervisors adopted an update to the "Pierce County Flood Control Zone District Comprehensive Plan of Development;" and

**Whereas**, Section 3 of Resolution No. 2013-3s provides that, pursuant to RCW 86.15.110, the District Board of Supervisors must approve by subsequent resolution all flood control and storm water control improvements, prior to the extension, enlargement, acquisition, or construction of such improvements; and

**Whereas**, Section 3 of Resolution No. 2013-3s, as required by RCW 85.15.110, provides that such subsequent approval resolution, which may be a part of a District budget resolution, must (1) state whether the improvement is to be extended, enlarged, acquired or constructed, (2) state that the District comprehensive plan has been adopted, (3) state that the improvement generally contributes to the objectives of the District Comprehensive Plan, (4) state that the improvement will benefit the County as a whole, (5) state the estimated cost of the improvement, and (6) identify the data supporting the estimated cost; and

**Whereas**, the District Board of Supervisors desires to approve improvements in accordance with Section 3 of Resolution No. 2013-3s; **Now, therefore**

1 **BE IT RESOLVED by the Board of Supervisors of the Pierce County Flood**  
2 **Control Zone District as follows:**

3  
4 Section 1. The 2021 Budget for the District, as set forth in Exhibits A, B, C and D  
5 to this Resolution is hereby adopted.

6  
7 Section 2. The extension, enlargement, acquisition or construction, as  
8 applicable, of the improvements included in the District Comprehensive Plan of  
9 Development and identified in Exhibit C to this Resolution are approved, as the Board  
10 has determined that such improvements generally contribute to the objectives of the  
11 District Comprehensive Plan of Development and will be of benefit to the County as a  
12 whole.

13  
14 Section 3. The Executive Committee is authorized to reallocate funds  
15 designated within specific projects or projects to meet and complete the objectives of  
16 the Comprehensive Plan of Development and the improvements identified in Exhibit C.

17  
18 Section 4. The estimated cost of the improvements as stated in Exhibit C to this  
19 Resolution, and the supporting data for the estimated cost shall be filed with the District  
20 Administrator.

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22 Section 5. The preliminary engineering studies and plans for the improvements  
23 to be constructed as stated in Exhibit C shall be prepared and filed with the District  
24 Administrator.

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29 **ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2020.**

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33 ATTEST:

**PIERCE COUNTY FLOOD CONTROL  
ZONE DISTRICT**

Pierce County, Washington

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Audrey Persons, Clerk of the Board

38 \_\_\_\_\_  
Dave Morell, Board Chair

**Exhibit A**  
 2021 Work Plan - Amended  
 Pierce County Flood Control Zone District  
 (7-15-20)

<b>Tasks</b>	<b>Board</b>	<b>Advisory Committee</b>	<b>Staff</b>
<b>Implement Opportunity Fund Program</b>	Monitor effectiveness of program	Track progress	Monitor Contracts and Scope
<b>Implement Economic Stimulus Grants</b>	Monitor effectiveness of program	Track progress	Process contracts Process payments Monitor compliance
<b>Implement Capital Projects</b>	Monitor progress	Develop recommendations if scope or budget changes	Process contracts Process payments Monitor compliance
<b>Strategy to Address Projects Identified in the General Investigation Study</b>	Consider strategies to advance former GI projects in lieu of federal match	Advise on priorities	Develop options
<b>Maintenance &amp; Operations</b>	Monitor work		Perform repairs and improvements needed to maintain system
<b>Budget Actions</b>	Approve 2022 Budget and Levy Annual and Six-Year CIP Opportunity Fund	Develop Project Recommendations	Technical work in support of decisions
<b>Flood Hazard Planning</b>	Weigh-in on plan development and policy issue identification	Make recommendations to Board on Plan	Technical work to prepare updated plan for Executive Committee review and Board adoption
<b>Consider Standard Operating Procedures</b>	Review any need for SOP and take action to approve if needed		Identify any SOPs and recommend for Board Review
<b>Administration</b>	Approval of contracts Monitor finances Track state audit		Support Board Executive Committee Advisory Committee Financial reports
<b>Communications and Liaison with Other Governments</b>	Presentations, Annual Report Correspondence, Media, Legislature, Congress	Support legislative initiatives	Web site, Outreach, Media, Cities, State, Federal Options for constituent services

**Exhibit B**

**Pierce County Flood Control Zone District- 2021 Annual Budget**



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**2021 Revenue**

<b>Assessment</b>		<b>\$</b>	<b>14,000,000</b>
<b>Administration</b>		<b>\$</b>	<b>497,906</b>
*Pierce County FCZD Support	\$	91,800	
Pierce County Communication Section Support	\$	3,500	
Direct Flood Control Zone District Support	\$	154,280	
Indirect	\$	69,480	
Legal Counsel	\$	47,000	
Accountant	\$	38,725	
Clerk	\$	12,423	
Website Hosting	\$	3,300	
Insurance	\$	20,000	
Broker Fee	\$	1,500	
Copies, Printing, Notices, Miscellaneous	\$	1,650	
IT Financial/HR Systems Allocation	\$	13,370	
Printing Annual Report	\$	850	
Mailing the Annual Report	\$	120	
Printing CIP	\$	800	
Board,Travel, Dues, Membership	\$	5,000	
State Audit	\$	20,608	
Audit Services	\$	2,760	
Performance Audit	\$	2,030	
Consultant for the 2020 Annual Report	\$	6,500	
Central Public Records Costs	\$	990	
Government Relations	\$	1,220	
<b>Strategic Reserve</b>		<b>\$</b>	<b>(2,000,000)</b>
<b>Operations and Maintenance</b>		<b>\$</b>	<b>1,942,125</b>
<b>Large Capital Projects</b>		<b>\$</b>	<b>1,000,000</b>
<b>Opportunity Fund</b>		<b>\$</b>	<b>1,294,750</b>
<b>Capital Projects</b>		<b>\$</b>	<b>9,711,636</b>
<b>Total Expenditures</b>		<b>\$</b>	<b>12,446,417</b>

\*includes the estimated 2.0% COLA increase



## Exhibit C

Contact: Kjris Lund, Executive Director (206) 612-8138  
 Melissa McFadden (253) 798-2159

Pierce County Flood Control Zone District Summary of 2021 Capital Improvement Projects	
<b>Project Name</b>	<b>2021 Budget</b>
<b>Property Acquisitions</b>	<b>\$ 4,211,729</b>
Alward Road Acquisition & Setback Levee	\$ 1,000,000
Neadham Road Acquisition & Revetment	\$ 200,000
White River Butte Pit Setback	\$ 750,000
Lower White River (Pacific Pt. Bar, L Bank Setback, 24th Street Setback)	\$ 2,000,000
Middle Puyallup 128th St Comp Study	\$ 261,729
<b>Engineering / Studies/ Construction</b>	<b>\$ 5,499,907</b>
Alward Road Acquisition & Setback Levee	\$ 29,920
Lower White River(Restoration; 24th Street Setback)	\$ 250,000
*PS Shoreline Project	\$ 50,000
*Calistoga Phase II (Jones)	\$ 300,000
Calistoga/Ken Wolfe Levee Carry-over 2018	\$ 50,505
Orville Road Revetment (Phase 2C)	\$ 1,352,217
Neadham Road Revetment	\$ 60,385
Upper Nisqually Channel Migration Protection	\$ 1,406,880
*Flood Risk Reduction and Watershed Management Economic Stimulus Grant Program	\$ 2,000,000
<b>Total Capital Improvement Projects</b>	<b>\$ 9,711,636</b>
*Beginning in 2021, projects funded via Strategic and Emergent needs (namely, the Flood Risk Reduction and Watershed Management Economic Stimulus Grant Program of 2021, the PS Shoreline Project through 2025 and Calistoga Phase 2 - Jones Levee for years 2020 - 2023) are shown as part of the Capital Projects line	



## Exhibit D

Pierce County Flood Control Zone District CIP 2021 - 2026						
Project Name	2021	2022	2023	2024	2025	2026
<b>Property Acquisition</b>	\$ 4,211,729	\$ 3,955,390	\$ 3,800,000	\$ 4,400,000	\$ 3,850,000	\$ 2,750,000
With estimated \$/year for each project						
Alward Road Acquisition & Setback Levee	\$ 1,000,000	\$ 555,390	\$ -	\$ 600,000	\$ 900,000	\$ -
White and Puyallup Rivers Confluence Acquisition	\$ -	\$ -	\$ 450,000	\$ 450,000	\$ 450,000	\$ 250,000
Rainier Manor/Riverwalk/River Grove and SR-410 Flood	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -
Neadham Road Acquisition & Revetment	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -
White River Butte Pit Setback	\$ 750,000	\$ 400,000	\$ 350,000	\$ 550,000	\$ -	\$ -
Lower White River(Pacific Pt Bar, L Bank Setback, 24th Street Setback)	\$ 2,000,000	\$ 2,000,000	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000
Middle Puyallup 128th St Comp Study	\$ 261,729	\$ 1,000,000	\$ 500,000	\$ -	\$ -	\$ -
<b>Engineering / Studies / Construction</b>	\$ 5,499,907	\$ 3,050,505	\$ 5,000,000	\$ 3,975,000	\$ 7,900,000	\$ 2,300,000
Alward Road Acquisition & Setback Levee	\$ 29,920	\$ -	\$ -	\$ -	\$ -	\$ -
White River Butte Pit Setback	\$ -	\$ -	\$ -	\$ -	\$ 1,350,000	\$ -
Lower White River (Restoration; 24th Street Setback)	\$ 250,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -
** Lower White River (Sumner Point Bar)	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000
Lower White River(Left Bank Setback)	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000
Middle Puyallup 128th St Comp Study	\$ -	\$ -	\$ -	\$ 2,200,000	\$ 2,000,000	\$ -
Carbon River Setback Levee Left Bank	\$ -	\$ -	\$ 250,000	\$ 25,000	\$ 2,000,000	\$ -
Rainier Manor/Riverwalk/River Grove and SR-410 Flood	\$ -	\$ -	\$ 250,000	\$ 200,000	\$ 500,000	\$ 300,000
Calistoga/Ken Wolfe Levee Carry-over 2018	\$ 50,505	\$ 50,505	\$ -	\$ -	\$ -	\$ -
*Calistoga Phase II (Jones)	\$ 300,000	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -
*Puget Sound Shoreline Project	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ -
Orville Road Revetment (Phase 2C )	\$ 1,352,217	\$ -	\$ -	\$ -	\$ -	\$ -
Neadham Road Revetment	\$ 60,385	\$ 1,300,000	\$ 2,800,000	\$ -	\$ -	\$ -
Upper Nisqually Channel Migration Protection	\$ 1,406,880	\$ -	\$ -	\$ -	\$ -	\$ -
*Flood Risk Reduction and Watershed Management Economic Stimulus Grant Program	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Six Year Capital Improvement Projects</b>	\$ 9,711,636	\$ 7,005,895	\$ 8,800,000	\$ 8,375,000	\$ 11,750,000	\$ 5,050,000
<b>Large Capital Project Match - Calistoga Phase II (Jones)</b>	\$ -	\$ -	\$ -	\$ 3,500,000	\$ -	\$ -
<b>Total (including funds from Strategic Reserve)</b>	\$ 9,711,636	\$ 7,005,895	\$ 8,800,000	\$ 11,875,000	\$ 11,750,000	\$ 5,050,000
*Beginning in 2021, projects funded via Strategic and Emergent needs (namely, the Flood Risk Reduction and Watershed Management Economic Stimulus Grant Program of 2021, the PS Shoreline Project through 2025 and Calistoga Phase 2 - Jones Levee for years 2020 - 2023) are shown as part of the Capital Projects line.						
** Please Note: This project was formally known as Lower White River (Pacific Point Bar) is now called Sumner Point Bar						

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**RESOLUTION NO. 2020 -**

**A Resolution of the Pierce County Flood Control Zone District Relating to the Finances of the Pierce County Flood Control Zone District; Authorizing a Property Tax Levy to Implement the District’s 2020 Budget; Reserving Banked Capacity; and Protecting up to \$.25 per \$1,000 of Assessed Value of the District’s Property Tax Levy from Proration.**

**Whereas**, every year, Pierce County faces threats from flooding, the impacts of which are far-reaching and pose significant threats to public health and safety and economic activities throughout the County; and

**Whereas**, flood control facilities provide vital protection to the regional economy; and

**Whereas**, one of the most fundamental functions of government is to protect citizens and public and private property from the ravages of natural disasters such as flooding; and

**Whereas**, the District Board of Supervisors, after holding a hearing on **October 14, 2020**, and after duly considering all relevant evidence and the testimony presented, desires to collect by levy on property in the District an amount equal to the actual levy amount from the previous year, plus an increase of one percent, exclusive of the amounts that will be raised from an increase in assessed value due to the items listed in RCW 84.55.010, such as new construction and increases in the value of state-assessed property, in order to implement the 2021 work program in the best interests of the District and to meet the expected expenses and obligations of the District; and

**Whereas**, the Board of the District finds it necessary to protect the District’s tax levy from prorationing by imposing up to \$0.25 per \$1,000.00 of assessed value of the levy outside of the \$5.90 per \$1,000.00 assessed value limitation under RCW 84.52.043(2); **Now, therefore**

**BE IT RESOLVED** by the Board of Supervisors of the Pierce County Flood Control Zone District as follows:

1        Section 1. The District’s actual levy amount from the previous year was  
2 \$12,819,304. An increase in the regular property tax levy is hereby authorized for the  
3 levy to be collected in the 2020 tax year. The dollar amount of the increase over the  
4 actual levy amount from the previous year shall be \$1,180,696, which is a percentage  
5 increase of nine percent from the previous year. This increase is exclusive of additional  
6 revenue resulting from new construction, improvements to property, newly constructed  
7 wind turbines, any increase in the value of state assessed property, and any  
8 annexations that have occurred and refunds made.

9  
10        Section 2. The levy amount for 2020 shall be \$14,000,000 which is based on  
11 an estimate of the assessed value of the property in the District.

12  
13        Section 3. As authorized by RCW 84.55.092, the District continues to reserve its  
14 “banked capacity” for future regular tax levies of the District.

15  
16        Section 4. Pursuant to RCW 84.52.816, the Board shall protect the property tax  
17 levy of Section 1 of this Resolution from prorationing under RCW 84.52.010 by imposing  
18 up to \$0.25 per \$1,000 of assessed value of such tax levy outside of the \$5.90 per  
19 \$1,000 of assessed value limitation under RCW 84.52.043, if the taxes raised by such  
20 tax levy would otherwise be prorated under RCW 84.52.010.

21  
22        Section 5. The Board authorizes the District Executive Director to submit the  
23 levy certification form to the Pierce County Assessor Treasurer on or before November  
24 30 and to submit an amended levy certification in December to certify the levy amount  
25 of \$14,000,000 or the equivalent of 10 cents per thousand, whichever is less.

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27  
28        **ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2020.**

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31 ATTEST:

**PIERCE COUNTY FLOOD CONTROL  
ZONE DISTRICT**  
Pierce County, Washington

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36 \_\_\_\_\_  
37 Audrey Persons, Clerk of the Board

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Dave Morell, Board Chair