

## **Newman Lake Flood Control Zone District Quarterly Staff and Advisory Board Meeting**

Date/Time: April 29<sup>th</sup>, 2020, 3:00 pm – 5:00 pm (2 hours)

Location: ZOOM Conference Call

Attendees: AB Members Present: Dennis Rewinkel, Karen Stebbins, Dan Clark, LeaAnn Gould, Suzanne O’Connell, Polly Phipps

AB Members Absent: Lee Tate

Community Members Present: Gloria Clark

District Staff Members Present: Colleen Little, Marianne Barrentine, Malcolm Hamilton, Dawson Matthews, Chad Coles, Ron Valencia

### **Discussions and Decisions**

#### State Capital Budget Grant Project Update

- Discussed the current status of the grant
  - Contract execution 04/08/2020
  - Timeline of grant project shared with AB
  - Scope of Work has been sent to Purchasing for RFQ advertisement
- The AB is encouraged to share the RFQ directly to companies to encourage bids
- SOW will be available to the public when Purchasing releases the RFQ for advertisement (projected to be within a week)
- Confirmed that no physical work will be completed in Phase I of the project SOW; final deliverables include bid ready Plans, Specs, and Estimate (PS&E) for the Phase I work.
- Phase II of the project SOW is the implementation of the bid-ready Plans, Specs and Estimate (PS&E) for the tasks reported in Phase I
- Confirmed that the Phase II timeline for implementation of Phase I deliverables will be developed during Phase I of the project SOW; i.e. as part of the PS&E packages, a timeline for how/when/what order implementation will occur (with respect to current operational parameters for the water quality systems).

#### **Action Items**

- *District Staff* – Alert the AB once the RFQ for hiring the consultant on the Capital Improvements Grant Projects is published for advertisement

#### DNR Lease Update

- Dave Harsh from DNR is still working on the historical lake level documentation to finalize the easement
- Acknowledged that the timeline of the DNR easement has no effect on the grant funding; the contract between the County and Department of Commerce has been executed
- District Staff is unaware of any further development of DNR concerns about the purpose and efficiency of operating the water quality equipment at Newman Lake

### **Action Items**

- *District Staff* – Alert the AB on any updates with regard to the easement from DNR for the in-lake water quality equipment

### Water Quality Improvement Plan (WQIP) Document

- Discussed the idea of creating a historical document to track and plan WQIP activities
  - This new document would streamline the current State of the Lake Report, returning it to the stated purpose – to meet the requirements of the permit to operate the alum system - and outline historical, current, planned and unfunded actions as outlined in the 2009 WQIP
- District Staff estimates this would take between 7-9 days of work to complete the first report, which includes researching past actions and projects, compiling that information, developing a template report, and back-and-forth review with the AB
- AB expressed concern that the document will not be maintained due to lack of Staff time
- District Staff confirmed that there is currently no time allocated or approved in the 2020 budget for the development of this document

### **Action Items**

- *District Staff* - Schedule meeting between District Staff and two AB members to discuss direction/feasibility of WQIP documentation

### Budget Discussion

- Discussed the AB budget procedure list
- Confirmed that the AB allotted approximately 18-20 days in the 2020 budget for grant exploration/research
  - Grants to be pursued are for 1) Total Phosphorus re-study, 2) Basin geology study
  - AB member, Dennis Rewinkel, estimated the geological study would require \$10,000-\$20,000
- AB requested that District Staff research funding opportunities and provide the required documents/questions to AB for each grant
  - AB member offered to help provide required grant language for geological study
- Confirmed that Spokane County fiscal year is on the calendar year; Washington State, which provides many of the funding opportunities, has a fiscal year that ends in June

### **Action Items**

- *District Manager and AB Chair* – Pick up on Budget Development Timeline for 2021 NLFCZD Budget
- *District Staff* - Research available funding opportunities for AB specific requested grants, and share with AB
- *District Staff* - Provide pertinent Basin Geology grant questions to AB member, Dennis Rewinkel, to aid in developing the grant language

### Beaver Dam Analog (BDA) Discussion

- District Staff discussed the idea of implementing BDAs in Thompson Creek to capture sediment and reduce TP loading into Newman Lake
  - District Staff recommended that a presentation to the community on the benefits of BDAs, how they work, etc. should happen in the near future.
- Confirmed that project funding would be external and only administrative costs would be charged to the District

### **Action Items**

- *District Staff* - Provide AB with an estimate of the man-days required for Thompson Creek BDA project oversight

### Dike/Dam Update

- District Staff met with DSO end of March to discuss Hazard Analysis and Dike Analysis reports
- Currently there is no new information from DSO, however, the following information came from the meeting in March:
  - Regardless of DSO decision, the system will always be regulated as a dam
  - NRCS has indicated that there are funding opportunities for the future dike decommission or remediation project available through FEMA
  - DSO requested additional modeling of new design storms (this has been completed by NRCS)
- Discussed that removal of 800' of dike would only lower the elevation of the removed portion to an elevation of existing grade, which is not higher than the top of the outlet gate
- Confirmed that a public education and outreach presentation will occur before any project development proceeds

### **Action Items**

- *District Staff* – Schedule a follow-up meeting with DSO and NRCS to determine the next steps on the dike reclassification
- *District Staff* – After DSO follow-up meeting, schedule a public education and outreach presentation to brief the public on the progress on the dike reclassification

### Policies and Procedures Appendix Update

- Agreed that AB Chair and District Staff will revisit the proposed AB changes to AB section within the P&P Manual; this may require starting over.
- AB asked if the entire narrative in the P&P Manual (prior to the Appendices) was available in a Word document, such that it could be shared and the AB could start revising the narrative to save staff time
- Agreed that all changes to the P&P Manual (narrative and appendices) should be presented all together and presented to the BOCC

### **Action Items**

- *District Manager and AB Chair* – Revisit (or restart) the AB proposed changes to the AB Section of the P&P Narrative; work together on a new draft
- *District Staff* – Search for Word format document of entire P&P narrative, share with AB

### Board of Appraisers/Assessment Map Update

- Confirmed that the RFP went out to entire State of Washington and gained no responses
- RFP will go out again to a more directed, but broader, net of possible applicants
- Confirmed that removing the Open Public Meetings Act requirement is not feasible according to the Law

### Miscellaneous

- AB was concerned that the Operational Parameters are not being followed
  - District Staff confirmed that all recent lake system operation has been consistent with the agreed upon operational parameters
- District Staff discussed the possible impacts due to COVID-19
  - County income has been reduced/delayed
  - Reduction of approximately 25% County staff time on non-essential tasks may be necessary in the future. It is unclear how this may impact the NLFCZD budget.
  - Adding projects into budget is not recommended