

AGENDA ITEM FOR ADMINISTRATIVE MEETING () Discussion only
(X) Action

FROM (DEPT/ DIVISION): County Counsel

SUBJECT: Flood Coordinator Contract

<p>Background:</p> <p>The County received a proposal from the Umatilla County Soil and Water Conservation District to provide services to assist in the coordination in the preparation for and response to flooding events in the county. The cost of the services would be \$16,515 a year. The plan is that the county would pay the initial cost for the services, but seek partners for contributing to the cost for this year and potential future years.</p>	<p>Requested Action:</p> <p>Approve contract with Umatilla County Soil and Water Conservation District to provide flood coordination services</p>
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ATTACHMENTS: Proposal

*****For Internal Use Only*****

Checkoffs:

- () Dept. Heard (copy)
- () Human Resources (copy)
- (X) Legal (copy)
- () (Other - List:)

To be notified of Meeting:

Needed at Meeting:

Scheduled for meeting on: February 9, 2022

Action taken:

Follow-up:



Umatilla County Soil and Water Conservation District
1 SW Nye Ave. Suite 130
Pendleton, OR 97801
Phone: 541-278-8049 Ext. 138

UMATILLA COUNTY SWCD FLOOD COORDINATOR ROLE PROPOSAL

For the Commissioners, City Managers, Control Districts, and Flood Interest Groups of Umatilla County

OVERVIEW

The Umatilla County Soil and Water Conservation District recognizes the need for a single organization to take the lead for all flooding initiatives and efforts in Umatilla County, which would allow a synthesis of approaches and collaborative efforts, ensuring each flooding group benefits from the progress of the others. The “Flood Coordinator Role” will provide support to Umatilla County through both proactive and reactive duties to flood events.

Recognized Needs

- Need #1: A single point of contact (POC) and knowledge base for all flooding projects in Umatilla County
- Need #2: A developed systematic approach from successes in each flooding group and initiative that can be copied and applied from one watershed and one flood event to another
- Need #3: Immediate onsite documentation of active flooding events for reference and records for future projects
- Need #4: An organization that can facilitate countywide and local flood groups by scheduling meetings, preparing agendas, and taking minutes
- Need #5: An organization that can step into coordinating new flooding groups and initiatives when the need arises, providing staff support to get them off the ground
- Need #6: A consultant that guides and acts as a resource for all flooding projects proposed in the county
- Need #7: An organization that continually works proactively on flooding projects and solutions even in years with no events
- Need #8: An organization that can act as a point of contact (POC) for all landowners in the county for permitting and bank stabilization questions, providing staff time to connect them with resources and the regulatory authorities that control permitting

PROPOSAL

Background and Rationale

The Umatilla County Soil and Water Conservation District (“SWCD” or “District”) lends itself well to fulfill the needs expressed by the various partners and interest groups in Umatilla County. A non-regulatory, natural resource and conservation-focused entity, the SWCD’s mission statement is: “To conserve, protect, and develop natural resources for the environmental and economic benefit of Umatilla County.” The recognized needs align with the SWCD’s



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mission statement, and our jurisdictional boundaries follow the county border, which makes it possible for the District to step quickly into any countywide role, such as the one outlined in this document.

The District is directly managed by an elected Board of Directors who own or manage agriculture land within the borders of Umatilla County, benefitting this initiative by providing local control. The SWCD has been working on flooding issues within the county for over five years, developing needed experience and relationships with local officials, regulatory personnel, and landowners who have experienced repeated events. All of these points set the District up for success in a Umatilla County Flood Coordinator role.

To summarize, the District would be a good fit for this role due to our:

- Alignment with mission
- Non-regulatory status
- Jurisdictional authority
- Local control
- Experience in the flooding arena

Project Deliverables

Following is a complete list of all project deliverables:

Deliverable	Description
Act as a single point of contact for flooding projects in Umatilla County	The District will participate in all flooding groups and will keep up to date on all proposed projects to be able to share updates and successes with other entities.
A document detailing a systematic approach that can be tweaked at the local watershed level	The District will develop, publish, and distribute a living document that will provide a starting point for groups to begin formulating tactics and strategy to restore flood damage and perform maintenance to lessen high water effects.
Onsite documentation of active events	The District will work with County Emergency Management to document active events. The District will craft reports and utilize drone technology where appropriate, providing After-Action Report assistance (AAR) to Emergency Management when applicable. The District will also act as an archive for flood events for future project utilization.
Facilitation and leadership of flood groups and initiatives	If requested, the District will take the lead in all new groups that are formed to seek flooding solutions. The District will guide the group by scheduling meetings, preparing agendas, and taking minutes along with providing technical support where appropriate. Additionally, the District will step into the lead coordinating role in any existing groups, if requested.
Technical assistance for proposals	The District will provide technical assistance with flooding project proposals, acting as a consultant and/or grant-writer to help an individual or entity develop an application that fits their needs and goals.



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Proactive technical activity	The District will continue to work as the "Flood Coordinator" even in a non-event year, focusing on analyzing stream weaknesses and developing ideas and solutions to address them before an event occurs to reduce damage.
Permitting point of contact	The District will assist landowners and organizations by sharing resources and connecting the applicant to the regulatory authorities and processes so that the applicant can build a successful permit.

EXPECTED RESULTS

We expect our proposed solution to provide the following results:

Financial Benefits

- Result #1: Cost-sharing and match will be much easier to acquire when all flooding groups in the county use the others as a resource
- Result #2: A unified Umatilla County approach can bring in major dollars for multi-watershed projects

Technical Benefits

- Result #1: Better information sharing will lead to more individual successes countywide
- Result #2: The document detailing various success and approaches will provide major uplift to groups that will enable them to get down the path towards a solution faster
- Result #3: Active event documentation will lead to more comprehensive solutions

COSTS

The following pricing details the cost of the services outlined in this proposal on a yearly basis.

Staff Time	Price
An average of 20 hours a month working on deliverables outlined in this document at \$47.98/hr.	\$11,515.00
Total Services Staff Time Costs	\$11,515.00
Drone Use	
An average of 5 flights a year @ \$400/flight	\$2,000.00




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Total Services Drone Costs	\$2,000.00
Administration Overhead	
22% Fee	\$3,000.00
Total Services Administration Overhead Costs	\$3,000.00
Total	\$16,515.00/year

CONCLUSION

Thank you for your consideration. Feel free to reach out with any comments or suggestions on the overall proposal. The Umatilla SWCD is committed to making a positive impact in Umatilla County by continuing work on flooding solutions – funding this proposal would continue the momentum that has been established in Umatilla County.

DocuSigned by:

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