



**COWLITZ-WAHKIAKUM COUNCIL OF GOVERNMENTS**

**Regular Board Meeting / Hybrid**

Cowlitz Public Utility District Auditorium / 961 12th Ave, Longview, Washington

Video Conferencing ~ Via Zoom

Thursday ~ January 26, 2023 ~ 12:00 p.m.

**MINUTES**

**General/Alternates Representatives**

Dennis Weber, Cowlitz County  
Lee Tischer, Wahkiakum County  
Paul Helenberg, City of Castle Rock (Chair)  
Mike Karnofski, City of Kelso  
MaryAlice Wallis, City of Longview  
Will Finn, City of Woodland  
David Olson, Town of Cathlamet

**Special/Alternates Representatives**

Troy Stariha, Port of Kalama  
Doug Averett, Port of Longview  
Gene Healy, Wahkiakum PUD 1  
Debbie Stanley, 3 Rivers Regional Wastewater Authority  
Scott Westlund, Kelso School District  
Michael Green, Woodland School District

**Associate/Alternates Representatives**

Jim Seeks, Cowlitz Transit Authority  
Jennifer Westerman, Housing Opportunities SWWA  
Monica Budd, Wahkiakum Chamber

**Legislative Representatives**

Cameron Kockritz, Regional Representative for  
Congresswoman Gluesenkamp Perez  
Tanisha Harris, Regional Representative for  
Senator Marie Cantwell

**Staff**

Bill Fashing, Executive Director  
Anisa Kisamore, Director of Administration  
Rachelle Nugent, Business Administrator  
Robert Stevens, Transportation Planner

Brandon Robinson, Economic Development Planner  
Lauren Read, Mobility Management Coordinator  
Monica Seidl, Project Specialist

**Visitors**

Sam Shogren, Port of Wahkiakum District 2

**1. Call to Order & Introduction**

Chair, Paul Helenberg, called the meeting to order at 12:10 p.m.

**2. Public Comment**

No public comments were received.

**3. Consent Agenda**

- A. December 15, 2022 Minutes
- B. November Expenditures Ratification
- C. December Expenditures

Minutes from the December 15, 2022, regular Board of Directors' meeting and agency expenditures for November in the amount of \$87,911.62 (previously approved by the Executive Committee December 21, 2022) and December in the amount of \$145,634.83 were presented as part of the agenda packet.

**Motion:** David Olson moved to approve the consent agenda as presented. Motion was seconded and approved.

#### 4. Action Items

##### A. 2023 Board Officer Elections

The following names were put forth for open board officers and committee positions: David Olson – Chair; Mike Karnofski – Vice Chair; Paul Helenberg – Past Chair; Will Finn, Troy Stariha, MaryAlice Wallis, and Dennis Weber – Members At-Large Executive Committee; Patti Bowen, Bill Hallanger, and Scott Westlund – Finance Committee.

**Motion:** Mike Karnofski moved to approve the Officers and committee members as presented. Motion was seconded and approved.

After approval, Paul Helenberg turned the gavel over to David Olson, and Bill Fashing presented Paul Helenberg a certificate of appreciation for his service to the agency.

##### B. Resolution 23-01: Unified Planning Work Program (UPWP) Amendment – Regional Trails Plan

Robert Stevens presented the Regional Trails Plan and the sections to be incorporated into the 2023 UPWP. The amendment included a \$310,000 increase to the overall UPWP's budget and an additional project task line item for Regional Trails under sub-task 2.6 Planning Studies and Projects. The additional funds were provided by a Transportation Alternative (TA) Grant awarded to CWCOG by the Southwest Washington Regional Transportation Organization (RTPO).

**Motion:** Doug Averett moved to approve Resolution 23-01 amending the 2023 UPWP to include the Regional Trails Plan under Sub-task 2.6 Planning Studies and Projects and increasing the UPWP budget total to \$1,127,090. Motion was seconded and approved.

##### C. Resolution 23-02: Safety Performance Measures

Under the Moving Ahead for Progress in 21<sup>st</sup> Century (MAP-21) and subsequent Fixing America's Surface Transportation (FAST) Act, Metropolitan Planning Organizations (MPO) must establish and approve transportation safety performance targets annually. Robert Stevens explained the data by which the local bi-state performance targets were measured and how they fit into the federal safety requirements. As in previous years, staff recommended that the MPO adopt the Washington and Oregon State's Departments of Transportation (DOT) safety targets rather than authoring our own.

**Motion:** Lee Tischer moved to approve Resolution 23-02 adopting the 2023 performance targets set by Washington and Oregon DOT and agreeing to plan and program projects to assist in meeting those targets. Motion was seconded and approved.

##### D. Resolution 23-03: Port of Wahkiakum District 2 Membership Request

Wahkiakum Port District #2 membership request was presented to the board by Bill Fashing. The Port offered their commissioner-approved request in the form of their Resolution 2023-01. The inclusion of the port would increase the membership dues by an additional Special Membership contribution of \$830.00.

**Motion:** Troy Stariha moved to approve Resolution 23-03 approving the inclusion of Wahkiakum Port District #2 as part of the CWCOG Board membership and the 2023 budget increased by the Special member dues amount of \$830.00. Motion was seconded and approved.

Port Director, Sam Shogren, was then welcomed and included as a voting member for the remainder of the meeting.

E. Resolution 23-07: Regional Transportation Plan Project Prioritization Process

Robert Stevens presented the proposed Regional Transportation Plan's Project Prioritization Process required to be adopted and made part of the local Regional Transportation Plan (RTP). The RTP provides an overarching, 27-year direction for the region's transportation system. By adopting a project prioritization process, stakeholders and legislators can have a clearer understanding of the region's highest priorities when making funding decisions and maintaining consistency across the multiple transportation plans.

The formula for prioritizing projects was presented as follows: Each project will be ranked on sliding five-point scale - zero (0) equating to 'not at all' and five (5) meaning 'significant'. The scale will be applied to seven areas: Economic Vitality/Access to New Opportunities, Economic Vitality/Increase Capacity, System Preservation and Enhancement, Active Transportation, Public Transportation, Safety, and Project Deliverability. Regional transportation advisory committees will be part of the seven-area ranking process while CWCOG staff will add an additional two-point scale - zero (0) equating 'no basis' or five (5) equaling 'yes' - on Project Deliverability.

**Motion:** Lee Tischer moved to approve Resolution 23-07 to adopt the Transportation Projects' Prioritization Process as presented. Motion was seconded and approved.

5. **Information Items**

A. Longview Urban Area Changes / Metropolitan Planning Organization Boundaries

With the most recent census, the Census Bureau revised the Longview urban area boundaries. Bill Fashing outlined the regional impact of the revision which will include incorporating areas of the City of Castle Rock and moving it from rural to an urban designation. The CWCOG is required to adjust the Metropolitan Planning Area's (MPA) based on the revision made to the urban area. Regulations allow for the MPA to include either the urban area at a minimum or the entire county. Staff will bring forward a recommendation in the coming months regarding the MPA revisions. and The new boundary will have minor impacts on the Metropolitan Transportation Plan (MTP), UPWP, and transportation facilities.

B. Comprehensive Economic Development Strategy 2023-2028

Brandon Robinson reviewed the Comprehensive Economic Strategy (CEDS) process with the board and gave an update on current status. Currently the plan is being drafted after plan input was gathered in late 2022. The draft document will be presented to the CEDS committee in April with feedback and Board of Directors' review in late April or May. Final document approval and adoption is slated for June.

6. **Executive Director's Report**

Bill recognized Paul Helenberg again for his two years of service as Chair of the Board and welcomed legislative representatives Cameron Kockritz and Tanisha Harris. He followed with short updates on the following:

Spirit Lake-Toutle/Cowlitz River Collaborative is holding a symposium March 7-8. Mayors were strongly encouraged to attend as it will be a great opportunity to have direct conversations with the Core of Engineers, US Forest Service, and other federal and state partners on the issues and concerns surrounding flooding impacts due to Mt. St. Helens sediment. A save the date announcement will be coming out soon.

A grant writing class headed by CWCOG Staff, Monica Seidl, and in partnership with Lower Columbia College (LCC) and Kelso-Longview Chamber will be held at LCC on February 15<sup>th</sup>. The course will be taught by Dian Cooper, previously of the Community Health Center. Information can be found on the Kelso-Longview Chamber and CWCOG website. A follow-up training will be held on March 8<sup>th</sup>.

7. **Executive Committee Report**

For informational purposes the Executive Committee regular meeting minutes for December 21, 2022, were included in the agenda packet.

8. **Other Business**  
None

9. **Adjourn**

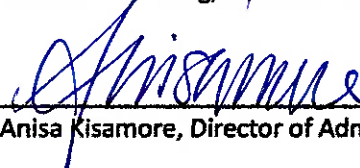
MaryAlice Wallis made a motion to adjourn upon the request of the Chair. Motion was seconded and approved. Meeting adjourned at 1:40 p.m.



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William A. Fashing, Executive Director



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David Olson, Chair 2/23/2023



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Anisa Kisamore, Director of Administration