



COWLITZ-WAHKIAKUM COUNCIL OF GOVERNMENTS (CWCOG)

Board of Directors ~ Regular Meeting / Hybrid

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

Video Conferencing - Zoom

Thursday – January 25, 2024 - 12:00 p.m.

MINUTES

Attendance:

General/Alternate Member Representatives

Dennis Weber, Cowlitz County

Richard Dahl, Cowlitz County

Lee Tischer, Wahkiakum County

Carie Cuttonaro, City of Castle Rock

Wendy Conradi, City of Kalama

Adam Smee, City of Kalama

MaryAlice Wallis, City of Longview

Kalei LaFave, City Longview

John Burke, City of Woodland

Special/Alternate Member Representatives

Troy Stariha, Port of Kalama

Authority

Todd Souvenir, Port of Wahkiakum District 1

Sam Shogren, Port of Wahkiakum District 2

Jennifer Wray-Keene, Port of Woodland

Bill Hallanger, Cowlitz 2 Fire and Rescue

Sammy Brown, Cowlitz County Fire District 5

Debbie Stanley, Three Rivers Reg. Wastewater

Gene Healy, Wahkiakum PUD 1

Ryan Greene, Castle Rock School District

Scott Westlund, Kelso School District

Patti Bowen, Longview School District

Michael Green, Woodland School District

Associate/Alternate Member Representatives

Paul Langner, City of Rainier

Wendy Hall, Lower Columbia College

Affiliate/Alternate Member Representatives

None

Legislative Representatives

John Anderson, Governor Inslee’s Office

Other

None

Visitors

None

Staff

Bill Fashing, Executive Director

Anisa Kisamore, Administrative Director

Rachelle Nugent, Target Zero Manager

Monica Seidl, Project Specialist

Robert Stevens, Transportation Planner

Sean Nugent, Finance Assistant

Penny Newton, Project Assistant

Gabe Reese, Transportation Planning Technician

Lauren Read, Mobility Coordinator

1. Call to Order & Introduction

Chair, Troy Stariha, called the meeting to order at 12:01 p.m. Roll call was taken, and a quorum was present.

Cowlitz-Wahkiakum Council of Governments (CWCOG) ensures all compliance with Title VI of the Civil Rights Act of 1964 and Americans with Disabilities Act of 1990 by prohibiting discrimination against any person on the basis of race, color, national origin, sex or disabilities in the provisions of benefits and services results in from its federally assisted programs and activities. For questions regarding CWCOG’s Title VI Program, you may contact the Department’s Title VI Coordinator at 360-577-3041. If you need special accommodations to participate in this meeting, please call us at 360-577-3041 by 10:00 a.m. three days prior to the meeting.

2. Public Comment

None

3. Consent Agenda

A. December 21, 2023, Minutes

B. December 2023 / January 2024 Expenditures

Both Consent Agenda items, December 21, 2023, regular Board of Directors’ meeting minutes and the December 2023 / January 2024 expenditures in the amount of \$143,184.19 were considered as a single action item.

Motion: Bill Hallanger moved to approve the consent agenda as presented. Motion was seconded and approved.

4. Action Items

A. 2024 Board Officer Committee Elections

Bill Fashing presented the Nominating Committees recommendations for the following candidates to serve as 2024 officers of the CWCOG Board of Directors, Executive Committee, and Finance Committee.

Board

Chair	David Olson, Town of Cathlamet
Vice Chair	Mike Karnofski, City of Kelso
Past Chair	Paul Helenberg, City of Castle Rock

Executive Committee

Chair	David Olson, Town of Cathlamet
Vice Chair	Mike Karnofski, City of Kelso
At-Large Member	Troy Stariha, Port of Kalama
At-Large Member	MaryAlice Wallis, City of Longview
At-Large-Member	Jennife Wray-Keene, Port of Woodland
At-Large Member	Dennis Webber, Cowlitz County

Finance Committee

At-Large Member	Bill Hallanger, Cowlitz 2 Fire & Rescue
At-Large Member	Scott Westlund, Kelso School District
At-Large Member	Patti Bowen, Longview School District

Motion: MaryAlice Wallis moved to approve the 2024 Officers and Committees as presented. Motion was seconded and approved.

B. Resolution 24-01: Safety Performance Measures

Robert Stevens provided a brief overview of the 2024 Safety Performance Targets needed to meet federal performance-based planning and programming requirements related to safety.

<i>Performance Measure</i>	<i>Target</i>
Number of Fatalities	461.3
Rate of Fatalities per 100 Million Vehicle Miles Traveled (VMT)	0.787
Number of Serious Injuries	1939.4
Rate of Serious Injuries per 100 VMT	3.309
Number of Non-Motorist Fatalities and Serious Injuries (i.e., Bicyclists and Pedestrians)	465.6

Motion: Adam Smee moved to adopt Resolution 24-01: Metropolitan Planning Organization’s 2024 Safety Performance Targets as presented. Motion was seconded and approved.

C. Resolution 24-02: Surface Transportation Block Grant and Carbon Reduction Program Funding

Robert Stevens requested consideration of Resolution No. 24-02, to select projects to receive Surface Transportation Block Grant (STBG) and/or Carbon Reduction Program (CRP) funding. The total estimated funds available are \$3,389,182 for STBG and \$1,460,807 for CRP.

Project funding was presented as follows: City of Kelso - Talley Way Corridor, planning and design, \$480,000 STBG; Cowlitz County - Coal Creek Road Improvement Project, \$623,398 STBG and \$629,146 CRP; City of Woodland - Gun Club Road sidewalk, bike lane, and the Americans with Disabilities Act (ADA) project, \$461,317 STBG and \$155,075 CRP; City of Castle Rock - Huntington Avenue South Roundabout and pedestrian improvements, \$1,258,600 STBG; CWCOG - Six Rivers Regional Trail Bridge Study, \$110,000 STBG; CWCOG - Cowlitz County and Rainier, Oregon, Rural Transit Feasibility Study, \$130,000 STBG; City of Kalama - Kalama Internal Transit Feasibility, \$100,000 STBG.

Motion: Jennifer Wray-Keene moved to adopt Resolution 24-02: Surface Transportation Block Grant and Carbon Reduction Program Funding. Motion was seconded and approved.

D. Travel Authorization: Target Zero / Lifesavers Conference, Denver, CO

Bill Fashing requested approval for Rachelle Nugent to attend the Target Zero / Lifesavers Conference in Denver, Colorado. Estimated expenses are \$2,500. Travel costs and registration fees will be paid by the Washington Traffic Safety Commission (WTSC) and the Target Zero Program.

Motion: Bill Hallanger moved to approve the travel authorization as presented. Motion was seconded and approved.

5. Information Items

A. Letter of Support: Wahkiakum County – Entrepreneurial Eco System Grant

Letters of Support are authored and submitted in support of area projects prior to board review if the projects are listed in or fall under strategic policy within one of the various transportation or economic development plans or programs previously reviewed and approved by the Board. All projects listed qualify as such.

B. Mobility Management Program Update

Lauren Read presented an update on the Mobility Management Program and a year-end recap of goals and projects. The 2023 program goals were: to increase outreach; implement a quarterly newsletter; provide additional training opportunities; create educational materials; and increase coordination. The 2023 Notable Projects were, a youth activity book, flag stop handouts and slap bracelets; the Trip Assistant website; new marketing materials for youth, employees and tourism purposes; RiverCities Transit – How to Ride videos; and a Youth on the Go survey.

6. Executive Director’s Report

Local school districts have levies coming up for election. School representatives were asked to provide information on their local levy elections. Patti Bowen, Longview School District; Ryan Greene, Castle Rock School District; Scott Westlund, Kelso School District; and Michael Green, Woodland School District, provided updates for their districts. More information is available on the districts’ websites.

Bill Fashing shared the Cowlitz-Wahkiakum Council of Government’s (CWCOG’s) goals for 2024 which included capitalizing and promoting safety throughout the region. The CWCOG staff are currently working on a Comprehensive Safety Plan for Cowlitz County and Rainier, Oregon, with a grant from the Federal Highway Administration (FHWA).

The Safe Streets for All (SS4A) program encouraged the CWCOG to apply for funding to support projects within the region. Funding is available for Transportation Demonstration Projects. A match is required.

Staff are developing three Economic Development Symposiums in 2024. The by-invite-only symposiums will cover entrepreneurial eco systems, childcare/quality of place, and business development/attraction with a strong port influence. Notify the CWCOG if you or someone else you know is interested.

7. Executive Committee Report

A. Executive Committee Regular Meeting Minutes November 30, 2023

Executive Committee meeting minutes for November were presented as part of the agenda packet for the Board to review. No action required.

8. Other Business

Dennis Webber shared information on two items. The first being that the Washington Department of Transportation (WSDOT), announced that access to the Johnson Ridge Road will not begin until 2026. The second being that Cowlitz County qualifies for credit on the state sales tax collection of .09%. With the tax credit funding and additional excess funding for Cowlitz County, \$3.2 million is currently available to award for infrastructure projects designed to boost economy and job creation. A Request for Proposal (RFP) will be published towards the end of March.

Bill Fashing noted that Wahkiakum County has similar revenue built up to support projects within that area.

The next Board of Directors meeting will be at the Cowlitz County Event Center, February 22nd.

Troy Stariha reminded the board to complete and return the CWCOG Board Representatives request forms sent out in December.

9. Troy Stariha adjourned the meeting at 1:02 p.m.

William A. Fashing, Executive Director

David Olson, Chair

Penny Newton, Project Assistant