



**COWLITZ-WAHKIAKUM COUNCIL OF GOVERNMENTS (CWCOG)**

**Board of Directors ~ Regular Meeting / Hybrid**

Cowlitz Event Center ~ 1900 7<sup>th</sup> Ave, Longview, WA 98632

Video Conferencing - Zoom

Thursday – February 22, 2024 - 12:00 p.m.

**MINUTES**

**Attendance:**

General/Alternate Member Representatives

Dennis Weber, Cowlitz County

Lee Tischer, Wahkiakum County

Paul Helenberg, City of Castle Rock

Adam Smee, City of Kalama

Mike Karnofski, City of Kelso

MaryAlice Wallis, City of Longview

Kalei LaFave, City of Longview

David Olson, Town of Cathlamet

Special/Alternate Member Representatives

Troy Stariha, Port of Kalama

Evan Jones, Port of Longview

Scott Anderson, Port of Wahkiakum District 1

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

Jason Petrillo, Cowlitz County Fire District 5

Steve Taylor, Cowlitz County PUD

Michael Green, Woodland School District

Associate/Alternate Member Representatives

Paul Langner, City of Rainier

Mike Karnofski, Cowlitz Economic Development Council

Doreen Daggett, Cowlitz Transit Authority

Ilona Kerby, Lower Columbia CAP

Affiliate/Alternate Member Representatives

Teresa Stedman, City of Washougal

Legislative Representatives

John Anderson, Governor Inslee’s Office

Cameron Kockritz, Representative Gluesenkamp

Perez’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, David Olson, called the meeting to order at 12:00 p.m.

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. Roll Call**

A quorum was present.

**4. Consent Agenda**

A. January 25, 2024, Minutes

B. January 2024 Expenditures

Both Consent Agenda items, January 25, 2024, regular Board of Directors’ meeting minutes and the January 2024 expenditures in the amount of \$110,748.87 were considered as a single action item.

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

**5. Action Items**

A. Resolution 24-03: Disposition of Depreciated Equipment

Bill Fashing requested approval from the Board to deem certain equipment listed in Resolution 24-03 as surplus and appropriate for disposal in accordance with RCW 36.34.010.

**Motion:** Bill Hallanger moved to approve Resolution 24-03: Disposition of Depreciated Equipment as presented. Motion was seconded and approved.

B. Resolution 24-04: 2024-2027 Metro/Regional Transportation Improvement Program Amendment

Robert Stevens provided a brief overview of Resolution 24-04: 2024-2027 Metro/Regional Transportation Improvement Program (M/RTIP) Amendment which adds the Owl Creek Bridge Replacement Project to the 2024-2027 M/RTIP. Project details are listed below.

Project Sponsor:	Cowlitz County
Project Name:	Owl Creek Bridge Replacement Project
Project Location:	Old Pacific Highway MP 1.0 (North intersection with Rose Valley Road)
Secured Funding Sources:	Bridge Program (Federal Funds); County Funds
Total Project Cost Estimate:	\$7,208,000
Reason Amendment Requires Board Action:	Addition of a new project with more than \$3 million in federal funding. The total amount of federal funding is \$7.158 million.

The project will be forwarded to the Washington State Department of Transportation (WSDOT) in March 2024 for inclusion in the Statewide Transportation Improvement Program (STIP).

**Motion:** MaryAlice Wallis moved to approve Resolution 24-04 amending the 2024-2027 M/RTIP for the MPO to include the new Owl Creek Bridge Replacement project for a total cost of \$7,208,000. Motion was seconded and approved.

C. Travel Authorizations:

1. American Metropolitan Planning Organization (AMPO) Annual Conference, Salt Lake City, UT
2. Intelligent Transportation Systems (ITS) America Conference and Expo, Phoenix, AZ

Bill Fashing requested approval for Robert Stevens to attend the American Metropolitan Planning Organization Annual Conference in Salt Lake City, UT and Lauren Read the ITS America Conference and Expo in Phoenix, AZ. Estimated expense is \$2,500 per trip.

**Motion:** Sam Shogren moved to approve the travel authorizations as presented. Motion was seconded and approved.

## 6. Information Items

### A. Financial Report – 4<sup>th</sup> Quarter 2023

Bill Fashing provided a brief summary of the 4<sup>th</sup> Quarter Budget/Expenditure Report noting that the final numbers show progress in meeting the budgetary requirements. The *Safe Streets for All* program did not start as anticipated but will continue in 2024 causing no budgetary issues. Ending reserves are \$676,934.

### B. Washington State Microenterprise Association (WSMA) Grant

The CWCOG received a \$25,000 grant from the WSMA to assist with economic development efforts. A substantial portion will be designated to support childcare efforts in our area as outlined in the Comprehensive Economic Development Strategy.

### C. Letters of Support

1. Cathlamet Butler Hanson Home Preservation
2. LCCAP Self-Help Housing Rehabilitation Program

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.

## 7. Executive Director's Report

Gabe Reese, Transportation Planning Technician, is creating a demographic analysis of the region based on research that is studying what America's most disadvantaged communities look like. The primary idea is the result of a book called *The Injustice of Place*. The CWCOG is seeking to apply data from the book to the regional level. The goal is to present the completed report to the Board at the March meeting.

Monica Seidl (CWCOG), Sam Shogren (Port of Wahkiakum District 2), Rich Gushman (Gibson & Olson), Mark Gather (Lower Columbia College), and Teedara Wolf (Unicorn Training and Consulting) are participating in the *Recast Your City training* over the next 10 months. The goal for the team is to share the concepts and learning processes with local cities and smaller areas.

An Entrepreneurial Development Symposium will be held Thursday, March 21, 2024, from 1-5 pm at the Cowlitz Public Utility District. The symposium will look at a holistic view of quality of place in the entrepreneurial eco system, the top needs and resolutions in our communities, feature guest speakers, breakout groups, and group thinking sessions. This is the first CWCOG symposium of the year and offered by invitation only. If interested in attending reach out to Monica Seidl or Bill Fashing.

## 8. Executive Committee Report

No report. The January meeting was cancelled.

## 9. Other Business

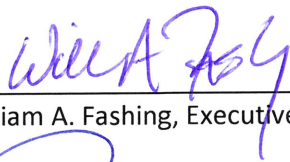
Dennis Webber announced that Cowlitz county has opened a call for projects through the Rural Economic Development Fund. Approximately \$2.5 million for infrastructure projects leading to job creation is available with applications due sometime in March 2024. Grant notices were sent to the area Public Works Directors.

Troy Stariha shared that the totem pole was revealed at a ceremony held at the Mountain Timber Market in Kalama with many in attendance. Troy also noted that the cruise company that services Kalama is not affiliated with the American Queen Cruise Company that recently announced its closure.

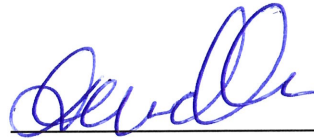
Cameron Kockritz noted that the Fiscal Year 2024 Budget has not passed which delays earmarking funding projects for 2025. If anyone will be submitting a new project request, please contact Representative Gluesenkamp Perez's office and set up an appointment to review the application before submittal as project background information is helpful before the review process begins.

John Anderson announced that the legislative session will end in approximately two weeks. Closing budgets were sent on Monday and need to be reconciled before the final budget will be released.

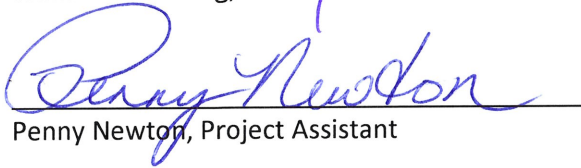
10. Being no further business, David Olson adjourned the meeting at 12:41 p.m.



William A. Fashing, Executive Director



David Olson, Chair



Penny Newton, Project Assistant