

Cowlitz-Wahkiakum Council of Governments
Regular Board Meeting
Cowlitz Administration Building, General Meeting Room
Thursday, June 23, 2016 ~ 12:00 p.m.

Minutes

Representatives and Alternates:

Troy Stariha, Port of Kalama	Jeff Wilson, Port of Longview
Jennifer Keene, Port of Woodland	Dennis Weber, Cowlitz County
Scot Walstra, Cowlitz EDC	Susan Humbyrd, City of Woodland
Ilona Kerby, Lower Columbia CAP	Dick Swart, Town of Cathlamet
Rick Roberson, City of Kelso	Paige Lake, Wahkiakum Chamber
Chris Bailey, Lower Columbia College	Adam Smee, City of Kalama
Bill Hallanger, Cowlitz 2 Fire/Rescue	Mark Wilson, Port of Kalama
Dell Hillger, Beacon Hill Water & Sewer District	Eric Nerison, Kalama School District

Guests: Dena Horton, Senator Cantwell's Office.

Staff: Bill Fashing; Judith Donovan; Anisa Kisamore; Rachelle Nugent; Sam Rubin; Deborah Johnson; Melissa Taylor; Stephanie Helem.

1. Call to Order & Introduction.

Vice Chairperson Troy Stariha called the meeting to order at 12:02 p.m. Introductions were made.

2. Public Comment.

No public comments.

3. Consent Agenda.

Motion: A motion was made by Dick Swart, and seconded by Susan Humbyrd, to approve the consent agenda as presented. This included: (A) May 26, 2016 meeting minutes; (B) May 2016 expenditures in the amount of \$75,194.89. Voting all in favor. Motion carried.

4. Action Items.

A. Resolution 16-05: Regional Transportation Improvement Program (RTIP) Amendment. The amendment is for the inclusion of a new WA State Department of Transportation project to the RTIP. The Connecting Washington project is to update the illumination system on I-5 at exits 30, 39, and 40. A portion of the project is outside the Metropolitan Planning Organization (MPO) boundary.

Motion: A motion was made by Dennis Weber, and seconded by Dick Swart, to approve Resolution 16-05 for the Regional Transportation Improvement Program amendment as presented. Discussion followed. Voting all in favor. Motion carried.

B. Resolution 16-06: Unified Planning Work Program (UPWP) Fiscal Year 2017 Adoption. This is a scope of work for all transportation planning tasks performed in the Metropolitan Planning Organization (MPO) and Regional Transportation Planning Organization (RTPO) planning areas from July 1, 2016 to June 30, 2017. This includes planning priorities and emphasis areas designated by the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and WA State Department of Transportation (WSDOT). The document will be submitted for acceptance at the RTPO meeting on July 14, 2016. The approved copy of the document will be submitted to WSDOT. Discussion followed.

Motion: A motion was made by Jennifer Keene, and seconded by Susan Humbyrd, to approve Resolution 16-06 for the Unified Planning Work Program Fiscal Year 2017 as presented. Voting all in favor. Motion carried.

5. Information Item.

- A. Financial Report – 1st Quarter 2016. A copy of the financial report for the 1st quarter of 2016 was presented.

6. Executive Director's Report.

- A. Interlocal Agreement Update. CWCOG remains at an impasse with Lewis County over the interlocal agreement for the Southwest Washington Economic Development District (SWEDD). Per 13 CFR 304.1(d), CWCOG may pursue a two county agreement for the boundary modification and foundation document between Cowlitz and Wahkiakum Counties which will still include the boundaries of all three counties.
- B. Comprehensive Economic Development Strategy (CEDS).
- In May the SWEDD Board agreed to have a committee meet to discuss member investments for the 2017 budget.
 - A handout was distributed announcing the public comment draft of the Comprehensive Economic Development Strategy (CEDS) 2016 Annual Report is available to review. Discussion followed.
- C. Grant Application. CWCOG staff will be working with area school districts on a grant application that deals with homelessness for students and families. Kelso School District will be the lead on the project.
- D. Travel Demand Model. This is an important tool and major component of the UPWP. Staff is working with a third party consultant from the Seattle area to formulate the modeling. A RFP (request for proposal) will be distributed in July. If the budget allows, the model may expand beyond vehicles to include bike and pedestrian transportation.
- E. City of Longview membership dues. A decision from the City of Longview of further investment into the organization should be made at the July 14, 2016, Longview council meeting. Discussion followed.

7. Executive Committee Report.

- A. No report. The Executive Committee meeting for June 21, 2016, was canceled due to lack of quorum.

8. Other Business.

- A. Public Comment. Senator Cantwell should be back in the state for the July or August recess.
- B. Board members were encouraged to attend the SWEDD meeting on July 21, 2016.

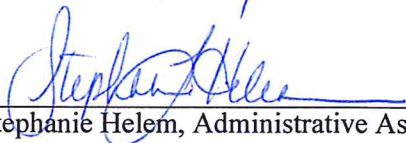
There being no further business, the meeting adjourned at 12:42 p.m.



William A. Fashing, Executive Director



Troy Stariha, Vice-Chairperson



Stephanie Helem, Administrative Assistant