

GRAYS HARBOR
COUNCIL OF GOVERNMENTS
MEETING MINUTES
April 23, 2009

1. **CALL TO ORDER**

The meeting was called to order by Chair Chris Thomas at 7:10 p.m. Chair Thomas led the Pledge of Allegiance to the Flag.

2. **ROLL CALL**

Members in Attendance:

Nick Johnson (City of Ocean Shores)
Commissioner Russ Skolrood, (Grays Harbor PUD)
Mark Carlin (Grays Harbor Transit)
Chris Vessey (City of McCleary)
Tim Alstrom (City of Aberdeen)
Commissioner Mike Wilson (GH County)
Mayor Michael Bruce (City of Westport, via email)

Administrative Sub-Council

Chair – Chris Thomas (City of Montesano)
Secretary – Art Tanner

Council Staff

Vicki Cummings, Theresa Julius, Julia Gibb, Nancy Trask

A quorum was established.

3. **GHCOG BUSINESS**

➤ Approval of the Meeting Agenda

Mark Carlin made a motion to approve the meeting agenda; second Chris Vessey. Motion passed.

➤ Approval of the March 26, 2009 Meeting Minutes

Chris Vessey made a motion to approve the GHCOG March 26, 2009 meeting minutes; second by Tim Alstrom. Motion passed.

➤ Administrative Sub-Council Report: Chair Chris Thomas

Chair Thomas reported the Administrative Sub-Council met before this meeting to approve the April bills and the May payroll, however no quorum was established and no bills or payroll were approved.

➤ **Old Business**

- **Discussion: Grays Harbor Vision 2020 Implementation Plan**

On April 9 Vicki meet with the Vision 2020 group to review to outcome from the community meeting where the public voted on projects they wanted to see pushed forward. The members received a copy of the entire list of projects and how they ranked in the voting. The project list also identified agencies/groups responsible for carrying the project to completion. Vicki shared with the GHCOG Board a list of tasks that GHCOG would be responsible for and discussed those projects. Vision 2020 was invited to speak at this meeting but said they were not prepared to do so and specifically asked to be put on the May agenda.

Vicki stated, “Some of the things on this list are the things we do anyway, they are a fall out of our normal process. Some of the things on this list mean a brand new work program, they mean hiring people and funding is always an issue there. I just want to get the conversation started with you; after we hear from the 2020 group we will discuss it again next month, but I really need your direction and I need to know how you want us to do this. We still do not know if there will be any sort of formal adoption of the plan. I have no idea if they are going to ask our county commissioners to adopt the plan or if they are going to go to local jurisdictions and have them adopt the plan. All I know is that once the plan is in print with somebody’s name and a date beside it, there is accountability. So I would not want this body to be held accountable for a plan that was approved by someone else, other than ourselves.” Vicki discussed the task list with the members.

After discussion regarding the wording of the projects on the task list to conform with the GHCOG’s vision statement and work program, Art Tanner made a motion that the task list be reworded in a red line fashion to reflect the mission statement of the GHCOG; second by Nick Johnson. Motion passed.

➤ **New Business**

- **Discussion: 2010 Census Participant Statistical Areas Program**

Theresa presented an update to the 2010 census information she gave the Council in February.

She was doing boundary adjustment work for the 2010 Census Participant Statistical Areas Program (PSAP). The PSAP program addresses non-governmental statistical areas (Census Designated Places, tract, block group, block). The County GIS is responsible for adjustments to city boundaries.

The work for the PSAP program included:

1. Reviewing all tracts, block groups, and blocks to confirm they met minimum population thresholds or did not exceed maximum population thresholds. If a tract, block group, or block did not meet the minimum population threshold it would have to merge with another statistical area or if it exceeded the maximum it would need to be split. All tracts, block groups, and blocks met the thresholds and did not need to be split or merged.
2. Reviewing all census designated places (CDP).

A CDP is an unincorporated place that has a concentrated housing population and associated commercial area. 17 CDPs were designated for the 2000 Census. The minimum population threshold for CDPs was drastically lowered in 2000, which is why so many were designated. CDPs are supposed to be unique communities, therefore for the 2010 Census hyphenated place names are no longer allowed. To meet this requirement Theresa split the Malone-Porter CDP and Oyehut-Hogans Corner CDP into four separate CDPs: Malone, Porter, Oyehut, and Hogans Corner. Bringing the total CDPs for Grays Harbor to 19.

Other than splitting the two CDPs, Theresa did not add or remove any CDPs because the majority of the CDPs were just established in 2000. We should be receiving American Community Survey (ACS) 5-year estimate data on all our communities and CDPs (either summer 2009 or summer 2010). Reminder: the ACS replaces the census long form and the 2010 Census will be a complete count.

To continue with the PSAP program - the boundary adjustments for the PSAP were submitted to the Census Bureau. They informed Theresa that everything was fine with the adjustments she sent in.

An adjustment request

Theresa was notified by the Census Bureau that the Chehalis Tribe has requested that the Chehalis Village Census Designated Place be removed. This is the residential area of the tribe south of Oakville. Data for the entire Chehalis Reservation should still be available.

We technically oversee the PSAP boundaries, so they asked for our approval. She told them we would probably approve it, since the tribe made the request, but she would ask at a higher level.

The Council members had no issue with the boundary adjustments.

- **Discussion: Member Support Assessment**

Due to the on-going member budget issues, Vicki stated she was going to email all the member representatives early next week requesting a brief email in return that says here are the cuts we have made to our budget, here is the staff we have laid off or not hired and here is what those positions did. Then she will compile an assessment of what is going on with our members. "We are going to take a look at that and see if we see any obvious gaps that are starting to appear. We are looking proactively and early on in case we really need to make some shifts in our work program next year. If you are all losing some support services you need, then we need to step up and provide that for your communities," Vicki stated. "I know folks are really having problems, so we are going to do everything we can to beef up our bottom line. And if we have members who cannot fully participate, then we need to start making those adjustments to our budget and work program."

4. **STAFF REPORTS**

➤ ***Vicki Cummings, Executive Director***

- Continue to track the ARRA funds at both the State and Federal levels and alert our members of issues and funding opportunities.
- Ocean Shores has applied for drinking water funds through Department of Health and ARRA dollars. Theresa and Julia did some population assessments and Vicki spoke about the project at the DOH public meeting in Tumwater recently.
- Assisting Ocean Shores with a USDA ARRA application for a sewer project in the Illahee/Oyehut area.
- Worked on STP reauthorization high priority, regional significant project applications and letters of support for the following entities: GH Transit, Port of Grays Harbor, City of Cosmopolis and the City of Ocean Shores. Congressman Dicks has issued a call for projects.
- Invited to address the Leadership Grays Harbor organization.
- Responded to the request for support of House Bill 2211, a bill for the 520 bridge; it has been held up in the Senate Rules Committee.
- Met with Work Source regarding ARRA funds and how to coordinate.

➤ ***Julia Gibb, Planner/Community Development Coordinator***

- Cosmopolis: Continue working with staff on state grant and local match for completion of the Cosmopolis Local Hazard Mitigation Plan per new state evaluation.
- Ocean Shores: Track Drinking Water State Revolving Fund application. Still on final list for funding with half slated for grant status. City intends to apply for Public Works Trust Fund for remaining needs, if funds available this year. City requests help with USDA application for sewer extension funding for Oyehut and Illahee areas.
- PUD: Review salary scales and job description options for utility coordinator position.
- PDA: Continue to research grant and loan opportunities for acoustical test facility.
- Capital Facilities Plan (offered to all members upon receipt of member authorizing resolution): Continue with development of forms, spreadsheets, plan outline and adoption process for participating COG agencies with Theresa Julius.
- Ocean Shores CFP: Notify Ocean Shores of COG readiness to proceed with CFP development (related O.S. Resolution in hand). Major work program item for 2009.
- Attended Spring Planning Association of Washington forum held at the City of Vancouver April 16 with Theresa Julius.

➤ ***Theresa Julius, Planner/GIS Coordinator***

- Hoquiam: Continued to work with Al Telecky to produce ongoing water system updates - Beacon Hill and Perry Street. Met with Alissa to re-started work on a River Walk brochure. Preliminary draft will be used during the Arbor Day planting project and celebration, Friday 24th.
- McCleary: Updated and printed new zoning maps.
- Port of Grays Harbor : 28th Street Landing recreational lands and facilities plan. The complete draft is posted on the Port of Grays Harbor web site for public review. www.portofgraysharbor.com. Assisting Diane with Recreation and Conservation Funding Board 2009 boating facilities grant application for improvements at the 28th Street Landing.

- **Regional Projects:** The 2nd Quarter (April – September 2009) *Public Funding Newsletter* went out April 9th. Please be aware state funding for some grant and loan programs is in jeopardy. Public Works Trust Fund, Transportation Improvement Board, and Recreation and Conservation Funding board grant and loan funds are on the line. They are all unsure at this time if they will be offering state funded programs this year. If you are counting on funding for a specific program, you will want to contact them to keep up to date on funding levels for this year. We received through the SWRTPO, 2006 color photos from the national agriculture imagery program for the entire county. I shared these photos with County GIS, who were very excited to receive them. They will be using them on their online mapping system.

Processed a Transportation Improvement Plan update for Grays Harbor County removing the Hill Road project and transferring funding to Wynoochee Wishkah Road Realignment (13 corners).

Doing final preparations on the Capital Facilities Planning project. Worked with Julia to complete CFP project process and worksheet documents in preparation for the CPF project. Ocean Shores turned in their resolution and we have contacted them to begin work with them. Continued Economic Stimulus Project work including: updating funding opportunities (loans and grant programs) as information becomes available and posting a funding program listing on the GHCOG web site. www.ghcog.org → Announcements.

5. MISCELLANEOUS BUSINESS

- Vicki presented the Adnetss maintenance contract for the COG staff computers; \$270 month and Adnetss will provide computer maintenance twice a month for 4 to 7 work stations plus emergencies. After discussion on the existing contract verses the new contract, ***Nick Johnson made a motion to approve the Adnetss contract; second Chris Vessey. Motion passed.***
- Vicki also presented a request to purchase a new computer with the RTPO additional funds given to the GHCOG last month for such a purchase. ***Art Tanner made a motion to purchase a computer with RTPO funds, not to exceed \$1,400.00; second, Chris Vessey. Motion passed.***

6. MEMBER/PUBLIC COMMENT

- City of Ocean Shores, Nick Johnson - Nick spoke about wetland banking, preserving the Weatherwax property as a wildlife preserve. He also reported that the city is in their third year of 100 percent paving of the streets in Ocean Shores.
- City of McCleary, Chris Vessey – Chris thanked the COG for the funding the city received for their sidewalk project. He also announced that 2009 is the 50th year anniversary of the McCleary Bear Festival
- City of Aberdeen, Tim Alstrom – Tim stated the council recently participated in a workshop on the city's comp plan.

