

DRAFT
GRAYS HARBOR
COUNCIL OF GOVERNMENTS
MEETING MINUTES
February 26, 2009

1. CALL TO ORDER

The meeting was called to order by Chair Chris Thomas at 7:00 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)
Commissioner Chuck Caldwell (Port of Grays Harbor)
Mike Wessells (Timberland Regional Library)
Chris Vessey (City of McCleary)
Tim Alstrom (City of Aberdeen)
Commissioner Mike Wilson (GH County)
Mayor Michael Bruce (City of Westport)

Administrative Sub-Council

Chair – Chris Thomas (City of Montesano)
Second Vice-Chair – Mayor Vickie Raines (City of Cosmopolis)
Secretary – Mike Wessells (Timberland Regional Library)

Council Staff

Vicki Cummings, Theresa Julius, Julia Gibb, Nancy Trask

A quorum was established.

3. GHCOG BUSINESS

➤ Approval of the Meeting Agenda

Mike Wessells made a motion to approve the meeting agenda; second Mayor Raines. Motion passed.

➤ Approval of the January 22, 2009 Meeting Minutes

Mayor Raines made a motion to approve the GHCOG January 22, 2009 meeting minutes; second by Nick Johnson. Motion passed.

➤ Administrative Sub-Council Report: Chair Chris Thomas

Chair Thomas reported the Administrative Sub-Council met before this meeting to approve the February bills and the March payroll. They also discussed acquisition of a GHCOG Visa credit card, the flexibility of the billing date and a credit card policy. No other action was taken.

➤ Old Business

• Economic Stimulus Project Update

Vicki Cummings stated there are over 90 projects on the project master list and she has been following the discussion on how the stimulus dollars will be released and what will be required.

The project master list has been shared with the Coastal Caucus as she and Julia recently spent a day in Olympia talking with the legislators and sharing our region's concerns regarding some of the language written into the package that may prevent small, rural communities from accessing any of the stimulus funding. She provided them with a list of barriers and solutions. Vicki has also shared the project list with local agencies and local officials.

Vicki stated that the USDA Rural Development has about three times their normal funding available for grants. They are focusing their program funds on housing community facilities. She said she will follow this announcement and get the word out on funding opportunities as soon as possible.

Julia reported on the webinar she participated in on February 25 that was hosted by the Federal Highway Administration on the subject of "transportation funding under the stimulus package." Some of the things discussed in the webinar included information that there are two rounds in this transportation stimulus funding. In about a year from now all of the unobligated balances of apportioned funds and any of the monies they take back for whatever reason will be reallocate; they are calling it the "second redistribution of funds." Recipients of that second round will have until September 30, 2010 to obligate those funds.

➤ New Business

• Approval of the Economic Stimulus Transportation Projects Listing

Vicki distributed to the members a priority projects list. She explained that the economic stimulus money was coming into the STP pot of funding. So she called the STP Technical Advisory Committee together to discuss the issue and ask their recommendations as to how to prioritize. The committee decided the most prudent and expedient way to prioritize would be to use the pre-existing STP priority list. Once that decision was made Vicki asked each representative with a project on the list if they would be ready to go and made them guarantee their answer. If a project fails to meet the 120 day deadline, the dollars will be withdrawn and reverted to the state.

Vicki went over the priority list with the members. The projects forwarded for funding are as follows:

- 1] City of Hoquiam, sidewalk improvements
- 2] Grays Harbor County, 13 corners realignment on Wynoochee-Wishkah Road
- 3] City of Aberdeen, Heron Street sidewalk bulb-out project
- 4] City of McCleary, partially funded sidewalk project

Any additional funds will go to McCleary to finish funding that project and if there is money coming from somewhere else, then it will go down the list accordingly.

Vicki stated the list is due to DOT tomorrow, February 27. DOT will have an accountability and oversight panel to review the projects and either agree to fund them or not; they are the final authority. The GHCOG will be notified by March 10 or 12 with their decision.

Mayor Raines made a motion to approve the STP priority project list, numbers 1 through 4; second Mark Carlin. Motion carried.

- Approval of Resolution No. 497, GHCOG 2009-2014 Regional TIP Amendment No. 1
Vicki presented the amendment to the 2009-2014 Regional TIP which will include two projects in Ocean Shores, a sidewalk project in McCleary and a street overlay in Oakville.

Nick Johnson made a motion to approve Resolution No. 497, GHCOG 2009-2014 Regional TIP Amendment No. 1; second, Mayor Raines. Motion passed.

- Approval of Resolution No. 498, 2008-2009 RTPO Contract Amendment No. 1
Vicki presented the amendment to the 2008-2009 RTPO contract in which additional funding in the amount of \$6,500.00 has been awarded to the GHCOG of which \$5,000 will cover additional staff time as match to the Scenic Byways grant awarded to the SR109 Hidden Coast Scenic Byway Corridor Management Plan. The remaining balance of \$1,500 will be used to purchase a fax machine, computer and monitor for the GHCOG office staff.

Mike Wessells made a motion to approve Resolution No. 498, Amendment No. 1 to the 2008-2009 RTPO Contract; second Chris Vessey. Motion passed.

4. STAFF REPORTS

- Vicki Cummings, Executive Director
 - Continue to work on the Economic Stimulus Project by providing WSDOT what they need. Attending meetings with DOT and our 5 county RTPO. Spending a lot of phone time coordinating and keeping things on track.
 - Met with Oakville and helped them organize a committee to move their city hall/library project forward.
 - Met with Vision 2020 recently and decided Grays Harbor College is the best place for the project to live once the consultant is gone. A community forum is scheduled for March 5 at Aberdeen High School to present the strategy and action lists to the public and let them vote on which items to implement first.
 - Working on our update to the 5 county Regional Transportation Plan.

- Julia Gibb, Planner/Community Development Coordinator
 - Economic Stimulus: 1] worked with Vicki and Theresa to track federal and state developments with an eye toward what the program can mean for Grays Harbor and our member agencies; 2] prepared for hosted and followed up on the first meeting with member agencies to develop stimulus project matrix for Grays Harbor; 3] met with state legislators [coastal caucus] in Olympia; 4] attended February 20 STP committee meeting and project ranking for the stimulus (STP) dollars in Grays Harbor; and 5] participated in a national web seminar February 25 hosted by FHWA on transportation funding under the stimulus program (ARRA).
 - City of Oakville; drafted a memo for Dan Thompson on multi-family planning and zoning procedures; also met with city staff.
 - City of Cosmopolis; researched the city website development materials (content and ideas for web developers)
 - City of Westport; Sent Randy Lewis notes from last fall's state IACC conference on Drinking Water State Revolving Loan Fund for Westport's drinking water supply system issues
 - Port of Grays Harbor; assisted Theresa in researching potential grant and loan fund sources for the 28th Street Boat Launch facility
 - Attended the following meetings: Columbia-Pacific RC&EDD, FERC meeting of Hydrokinetic Energy Projects Division and participated in the final two meetings of E-MRC.

- Theresa Julius, Planner/GIS Coordinator
 - **Grays Harbor County**
 - Provided demographic data for NEPA reporting on the Wynoochee-Wishkah Road project.
 - **Hoquiam**
 - Continued to work with Al Telecky to produce updates to the water system fitting drawings and ongoing water system updates.
 - Met with Jennifer and Lila regarding assisting them with work for the city's tree inventory project. They would like to use the GPS unit for the inventory work, yet are uncertain that the GPS data the database they are required to use are compatible. We are hopeful that we can transfer the GPS data into the inventory database.
 - **Montesano**
 - Met with the city forester to print large scale maps of the city forest.
 - **McCleary**
 - Produced contour maps for the city to use in response to recent flooding.
 - Estimated population for the City of McCleary's Fire District #12
 - **Oakville**
 - Working with the City of Oakville on producing map products for a proposed annexation and multi-family zoning
 - **Ocean Shores**
 - Met with Alicia regarding assistance with organizing the recent comprehensive plan update into the existing comprehensive plan.

- **Port of Grays Harbor**
 - 28th Street Landing recreation plan. An open house was conducted in November. The last few chapters are being drafted with the aid of the advisory committee and Port staff.
 - Assisting the Port of Grays Harbor with Recreation and Conservation Funding Board 2009 boating facilities grant application for improvements at the 28th Street Landing.
 - Produced a map of Western Washington port locations and nautical miles from the Pacific that the Port may provide to potential clients.
 - Using the Westport recreation map as a base map, added the location of relevant services and retailers for Westport Marina clients to produce a Marina Services Map to hand out at the Marina office.
- **Westport**
 - Assisted Darrin with a flood insurance rate project for the city by producing flood overlay and land use maps. The mapping required acreage analysis for land use designation within flood zones. This project will help reduced the city's flood insurance rates.
- **Regional Projects**
 - The first quarter 2009 public funding newsletter *GHCOG Public Funding Notification Alert* just went out (January 21st).
 - Economic Stimulus Project work has taken a lot of time: producing worksheets, creating spreadsheets, entering data, and contacting members regarding information on their potential economic stimulus projects. Continued Economic Stimulus Project work including creating an access database to house all the proposed projects
 - Census 2010 Participant Statistical Areas Program census designated place (CDP) update. I have been adjusting CDP boundaries, as necessary, to meet new guidelines for 2010 census.
 - Local Transportation Improvement Plan updates. Worked with Grays Harbor County, Ocean Shores, Hoquiam, Cosmopolis, and Olympic Region DOT to ensure necessary project updates were made in the January State Transportation Improvement Plan amendment (this included projects that have received funding, therefore the timeline, project status, and funding required updates).
 - Local TIP updates. Worked with Ocean Shores, McCleary, Oakville and Olympic Region DOT to ensure necessary project updates will be ready for the March STIP amendment
 - Worked with the Grays Harbor Chamber of Commerce for site drawing for their Spring Expo which will be held at the Aberdeen High School.

5. **MISCELLANEOUS BUSINESS**

Mike Wessells reminded the members that the GHCOG does hold a reciprocal membership with the Pacific County Council of Governments; he said we are members of them and they are members of us, no dues and no voting rights. Mike said he attends their meetings as an unofficial representative.

