

**City Of Woodland  
City Council Meeting Agenda Summary Sheet**

**Agenda Item:**

Approve Mayor to sign Amendment #1 to the Cowlitz County Interlocal Agreement for the Shoreline Management Programs Updates.

**Agenda Item #:** ( D ) Consent

**For Agenda of:** May 20, 2012

**Department:** Planning

**Date Submitted:** May 7, 2013

**Cost of Item:** 0

**Amount Budgeted:** \_\_\_\_\_

**Unexpended Balance:** \_\_\_\_\_

**BARS #:**

**Description:**

**Department Supervisor Approval:** Carolyn Johnson

**Committee Recommendation:** \_\_\_\_\_

**Agenda Item Supporting Narrative (list attachments, supporting documents):**

1. Letter from Cowlitz County Explaining Amendment
2. Amended Portion of Interlocal Agreement to be Signed

**Summary Statement:**

Cowlitz County has assumed the role of project manager of the Shoreline Master Program Updates; a role previously played by the CWCOG. This action requires an amendment to the interlocal agreement entered into by Cowlitz County and the cities of Castle Rock, Kelso, Kalama, and Woodland.

As background, Cowlitz County and the municipalities within have been given grant funds to update their shoreline master programs by June 2014. Cowlitz County, Castle Rock, Kelso, Kalama, and Woodland pooled grant funds to hire a single consultant to complete the required updates. While the CWCOG initially took on the task of project manager, these functions have been assumed by Cowlitz County.

No delays in project completion are expected because of this change.



## DEPARTMENT OF BUILDING AND PLANNING

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Kelso, WA 98626  
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[www.co.cowlitz.wa.us/buildplan](http://www.co.cowlitz.wa.us/buildplan)

**Board of County Commissioners**  
Michael A. Karnofski District 1  
Dennis P. Weber District 2  
James R. Misner District 3

April 30, 2013

Subject: Transfer of Project Management of the Cowlitz County SMP Partnership Project- Comprehensive Shoreline Master Program Update

Dear Partnership Members:

Thank you for the hard work that each of you has done to complete the Shoreline Master Program Update (Update). In late April the Cowlitz-Wahkiakum Council of Governments (COG) was notified that the County would be assuming the role of Project Manager for the Update. The COG has served the partnership well over the last two years but the County determined that it was in the best interest of the grant agreement to assume that role. The County has assigned the daily duties of project management to Elaine Placido, the Operations Manager in Building and Planning.

Attached to this letter you will find Amendment #1 to the Interlocal Agreement between the partners that updates the Agreement to identify the County as Project Manager. With that Amendment you will find five (5) copies of the signature page for your specific jurisdiction. Please work with your council to attain the appropriate signatures and return to Elaine so that the Amended Agreement can go before the Board of County Commissioners.

We are hoping to have a meeting with the partnership members during the second half of May. Sarah Lukas, the Project Officer for the Department of Ecology, will be joining us for that meeting as well, to make sure that all of the partners have their specific questions and concerns answered.

Again, thank you for the time that you have put into this project and we look forward to moving forward with this important project in a timely manner.

Regards,

George Raiter  
Interim Director

MAY 1 2013

MAY 1 2013

MAY 1 2013

**FIRST ADDENDUM TO INTERLOCAL AGREEMENT BETWEEN  
COWLITZ COUNTY AND THE CITIES OF CASTLE ROCK, KALAMA, KELSO AND WOODLAND FOR  
A COOPERATIVE SHORELINE MASTER PROGRAMS UPDATE**

**THIS FIRST ADDENDUM TO INTERLOCAL AGREEMENT**, shall be attached to and made a part of the agreement between Cowlitz County, the Cities of Castle Rock, Kalama, Kelso, and Woodland dated February 14, 2012.

**WHEREAS**, the parties wish to modify the terms of the agreement as more specifically described herein.

**NOW, THEREFORE**, the parties agree for and in consideration of the mutual covenants and promises herein, that paragraph 3(B), paragraph 5(C) of the Agreement are hereby amended as follows:

**SECTION 3. ADMINISTRATIVE STRUCTURE:**

B. Project Manager: The Cowlitz County Department of Building and Planning is the Project Manager designated to administer this Agreement.

**SECTION 5. IDENTIFIED TASKS AND RESPONSIBILITIES**

C. As the recipient of Ecology grant funds, Cowlitz County will be responsible to Ecology for administration of county and participating cities' grant funds, and for submission to Ecology all required deliverables, reports, and accounting for funds as required by the grant agreement. The Department of Building and Planning will track the work and expenses dedicated to each participating jurisdiction in comparison to the grant funds designated by Ecology for each jurisdiction. Department of Building and Planning will ensure that work accomplished and expenses claimed and paid do not exceed the amounts designated per jurisdiction, which are to date:

DOE SMP Grant Funds (as of December 7, 2011) In dollars	
Cowlitz County	450,000
Castle Rock	65,400
Kalama	50,000
Kelso	125,000
<u>Woodland</u>	<u>53,500</u>
Total	743,900

The funding amounts provided herewith are for informational purposes. In the event one or more members of the partnership receive a different amount of funding from the DOE that causes the DOE Grant Agreement to be amended, it will not necessitate this agreement to be amended.

All other terms and conditions of the Agreement dated February 14, 2012 shall remain the same.

**BOARD OF COUNTY COMMISSIONERS  
OF COWLITZ COUNTY, WASHINGTON**

\_\_\_\_\_  
Michael A. Karnofski, Chairman

\_\_\_\_\_  
James R. Misner, Commissioner

\_\_\_\_\_  
Dennis P. Weber, Commissioner

Approved as to Form:

Attest:

\_\_\_\_\_  
Douglas E. Jensen, Chief Civil  
Deputy Prosecuting Attorney

\_\_\_\_\_  
Vickie M. Musgrove, Clerk of the Board

\_\_\_\_\_  
Date

**FOR the CITY OF WOODLAND, a municipal corporation**

By: \_\_\_\_\_  
Grover Laseke, Mayor

ATTEST:

By: \_\_\_\_\_  
Mari Ripp, City Clerk

APPROVED as to form:

By: \_\_\_\_\_  
William Eling, City Attorney

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