

# Benton-Franklin Council of Governments

1622 TERMINAL DRIVE  
P.O. BOX 217  
RICHLAND, WA 99352

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## MINUTES

March 20, 2015 - 12:00 p.m. (noon) Meeting, Lunch @ 11:30 a.m.  
@ *El Chapala* - 107 E Columbia Dr., Kennewick

1. Call to Order: Meeting was called to order at 12:00 noon, by President Bob Koch.
2. Roll Call - The roll call was completed by BFCG Executive Director, Brian Malley.

### BFCG Regular Board Members

<i>Jurisdiction</i>	<i>Delegate</i>	<i>Alternate</i>
Ben Franklin Transit	Bob Koch (Present)	
Benton City	Lloyd Carnahan (Present)	
Benton County	Jim Beaver/Excused	
Benton PUD	Lori Kays-Sanders (Present)	
Connell	Bruce Blackwell (Present)	
Franklin County	Brad Peck (Present)	
Kahlotus	Patti Hamilton (Present)	
Kennewick	Bob Olson (Present)	
Mesa	David Ferguson/Absent	
Pasco	Al Yenney (Present)	
Port of Benton	Bob Larson (Present)	
Port of Kennewick	Skip Novakovich (Present)	
Port of Pasco	Ron Reimann/Absent	
Prosser	Randy Taylor/Excused	Paul Warden (Present)
Richland	Dave Rose/Excused	Phil Lemley (Present)
West Richland	Tony Benegas/Absent	
WSDOT	Don Whitehouse/Excused	Troy Suing (Present)

### Economic Development District (EDD) Private Sector Members

<i>Representing</i>	<i>Member</i>	<i>Alternate</i>
Visit Tri-Cities	Kris Watkins/Absent	
TRIDEC	Carl Adrian (Present)	
Prosser EDA	Deb Heinz/Excused	
WorkSource Tri-Cities	Jack Fitzgerald/Absent	
Baker Giles	Carol Woo (Present)	
A.S. Klein Engineering	Andrew Klein (Present)	
Elite Construction & Development	Trini Garibay (Present)	
U.S. Bank	Thomas Fisher (Present)	
Baker Boyer Bank	Amanda Waltman (Present)	

Staff Present: Brian Malley, Andy Gomez, and Sally Mohr.

3. Introduction of Visitors
4. Public Comment
5. Reports and Comments

A. EXECUTIVE DIRECTOR'S REPORT –

Agenda Revisions – Brian Malley indicated Agenda Items 6A1, 6A2, & 5B2 had been distributed via email Tuesday and also within packet upon website. The email sent last Friday indicated a potential Agenda item 17E, which was not added to agenda. Mr. Malley indicated the online agenda has been built with links – if members click upon the page number listed in agenda, they should be taken directly to that page.

Notes & Comments – Mr. Malley indicated that staff have been keeping an eye on developments with the proposed Transportation package, due to a number of important projects in our region being listed. He encouraged members to provide any news they may heard related to the package. He indicated his intent to meet with the BFCG Budget committee in April, with an eye toward addressing budget needs going forward. Mr. Malley shared he's working upon year-end closing entries and preparing elements for the annual audit(s). He shared that work with the agency website and logo is progressing and that an example of potential logo could be seen upon Agenda Item 17D header. Mr. Malley further shared that he'd spoken with potential Hanford Advisory Board (HAB) nominee, Dawn Wells yesterday and indicated she intends to attend the April Executive Committee meeting to meet the officers. She was unable to attend today as she is away on travel and will be unable to attend in April as she is away on vacation. He indicated she has a strong interest in serving as HAB nominee. Lastly, Mr. Malley emphasized the importance of COG staff being brought aware of member plans for economic development or physical projects. He mentioned it is not desirable for COG staff to be unaware of a potential project when contacted by state or federal agency representatives.

B. COMMITTEE REPORTS (Not otherwise on Agenda)

C. STAFF REPORTS (Not otherwise on the Agenda)

6. Administration

A. INFORMATION ONLY (No action necessary)

1. BFCG Financials – February 28, 2015
2. BFCG/EDD Financials – February 28, 2015

B. CONSENT CALENDAR

1. Minutes of February 20, 2015 Board Meeting.
2. Voucher Summary – March, 2015

ACTION: Bob Olson made, and Skip Novakovich seconded, a motion to approve the Consent Calendar.  
MOTION CARRIED UNANIMOUSLY.

7. Washington Intergovernmental Review Process (IGR)/District Clearinghouse (None)
8. Information Presentation (None)
9. Recess BFCG: 12:10 P.M.
10. Convene Economic Development District (EDD): 12:10 P.M.
11. Reports and Comments:
  - A. BFEDD Loan Trial Balance Report – Sally Mohr provided an update of current loans, indicating Dunham Cellars paid off in March, Progressive Machine currently paying but looking potentially at a request to restructure. She indicated JigSaw loan is paying, but behind at this time. Staff are working with them to bring them current. Mrs. Mohr indicated Prosser Auto Mall paid off their loan this morning. She shared that she recently met with Pasco Downtown Development Association, and intends to work toward marketing toward potential clients.
  - B. EDA/David Porter – Recap – Mrs. Mohr shared that David Porter’s visit went well and that they had opportunity to see several planned projects in the area, in addition to a tour of the Wine Science Center which EDA had provided some funding upon. The CEDS strategy meeting was held during the visit, which allowed Mr. Porter to see the group in action. Mr. Porter emphasized during his visit that proposed projects need to be “glove in hand” or “bird in hand” type of projects and not long term concepts. If there are questions with particular projects, she urged members make contact with her to discuss. She added that while EDA does not require project prioritization, it was made clear that if limited funding were available the EDD would ultimately need to decide which projects might be selected for funding. Carl Adrian shared that he has discussed with Sally some modifications to the CEDS process, but that an outcome of a prioritized list is more desirable than making a decision upon limited funding, after the fact
12. EDD Consent Calendar – (None)
13. EDD Discussion Calendar
  - A. RRLF/EDA Update – Sally Mohr indicated staff have been actively marketing the loan programs with particular focus upon the RRLF loans at this time. She indicated that comments upon the Management Plan are encouraged and that comments from legal and EDA are currently being addressed in the DRAFT. An extension to June 30<sup>th</sup> has been granted, but she desired completion as soon as possible.

- B. EDA Recommended CEDS Strategy Committee Additions – Mrs. Mohr indicated that during David Porter’s visit, he suggested it would be valuable to have a committee member representing the Human Services aspects of the region. She indicated she’d work toward recruiting an appropriate member for potential addition to the committee.
- C. USDA RBDG Program/Potential partnership with SEWEDA/Port of Columbia – Mrs. Mohr shared that during a recent meeting with those mentioned, and also USDA representative, that possibility of a joint effort aimed at providing technical assistance to rural areas was discussed. She indicated that clients and prospective business owners largest challenge is knowing how to correctly deal with the financial aspect of their business. Preliminary discussions have been about providing technical assistance with this in focus, to serve the public in rural areas of southeastern Washington State, in partnership with SEWEDA and Port of Columbia. She will report back to Board with further information in the future.
- D. Lender’s Roundtable Update – Mrs. Mohr indicated that the March 18<sup>th</sup> Lender’s Roundtable had been rescheduled to April 22<sup>nd</sup> at a location to be determined. She indicated she intends to include other Eastern Washington agency representatives, and also some Real Estate developers in the region.

14. Adjourn Economic Development District: 12:27 P.M.

15. Reconvene BFCG: 12:27 P.M

16. BFCG Consent Calendar

- A. TIP Amendment: BFCG Amd. 15-Mar
- B. Expiration of BFCG Obligation Rules of December, 2012

ACTION: Lori Kays-Sanders made, and Brad Peck seconded, a motion to approve the BFCG Consent Calendar.

MOTION CARRIED UNANIMOUSLY

17. BFCG Discussion Calendar

- A. 2015 Freight & Goods Transportation System (FGTS) Update – Andy Gomez encouraged review of the FGTS system, indicating this is periodic exercise that TAC members are accustomed to. He shared that being upon the FGTS system can garner some points, for example, within TIB applications. Brad Peck inquired if there are other implications/obligations with respect to being upon the FGTS system. Mr. Gomez indicated he’s not aware of other implications, but that he’d hesitate to state there are none.
- B. TIP Fiscal Constraint and Project Prioritization – Andy Gomez explained that COG members have paid greater attention to funding obligations in recent years and the members now find themselves in a position they’ve never been before. He indicated that funding is made available in two-year windows and that there is the potential that available funds for obligation may be fully obligated by as soon as July of 2015. Additional funds are anticipated to be made available in October, but again the

possibility exists that those funds could be obligated by as soon as the end of year. He indicated a flurry of TIP amendments will come before the Board in coming months, and that there is the possibility that some projects may not be able to move forward as soon as desired due to lack of available funding. He indicated that Public Works staff from the varying agencies are doing what is being requested, and urged understanding if any projects are held up due to funding availability.

- C. Pavement and Bridge Performance Measure – Mr. Gomez shared that the Pavement and Bridge Performance Measure, which is the second rule, is available now and has a 90-day comment period. He indicated that at recent MPO/RTPO Coordinating meetings this was discussed and that obligation to collect data related to this measure would be upon WSDOT, including principal arterials upon local systems.
- D. Election of 2015 BFCG Officers – Brian Malley indicated March is the month when BFCG Board Officer positions are elected, as he mentioned at the last meeting. He indicated he'd spoken with all current officers and all have expressed a willingness to serve in their current capacity throughout 2015. He expressed he feels he works well with the group, and would welcome another year working with them. He inquired if there were any other nominations from the floor, and asked for discussion.

ACTION: Skip Novakovich motioned for the current slate of officers to retain their BFCG officer positions for 2015. The motion was seconded by Bob Larson.  
MOTION CARRIED UNANIMOUSLY.


- 18. Public and/or Board Comment – Al Yenney suggested the seating arrangement be altered to a “U” shape to better allow hearing/seeing discussion within the meeting. Mr. Malley indicated he'd discuss with El Chapala for the next meeting.

19. Date and Place of Next Meeting

El Chapala, Kennewick  
Friday, April 17, 2015  
Lunch at 11:30 a.m., Meeting starts promptly at 12:00 Noon

- 20. Adjourn: 12:44 P.M.

Approved at the April 17, 2015 meeting:

  
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*Past*  
Bob Olson, President