

BENTON-FRANKLIN COUNCIL OF GOVERNMENTS

MINUTES

October 16, 2016 - 12:00 p.m. 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 Board 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	Linda Lehman/Absent	
Benton County	Jim Beaver (Present)	
Benton PUD	Lori Kays-Sanders/Absent	
Connell	Bruce Blackwell (Present)	
Franklin County	Brad Peck (Present)	
Kahlotus	Absent	
Kennewick	Matt Boehnke (Present)	
Mesa	David Ferguson/Absent	
Pasco	Al Yenny/Excused	
Port of Benton	Bob Larson/Absent	
Port of Kennewick	Skip Novakovich/Excused	
Port of Pasco	Ron Reimann/Absent	
Prosser	Randy Taylor/Excused	
Richland	Dave Rose (Present)	
West Richland	Brent Gerry (Present)	
WSDOT	Todd Trepanier (Present)	

Economic Development District (EDD) Private Sector Members

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

A quorum was noted for BFCG and EDD.

Staff Present: Brian Malley, Tanna Dole, Stephanie Seamans, and Jacob Gonzalez.

3. Introduction of Visitors – None
4. Public Comment – None
5. Reports and Comments

A. EXECUTIVE DIRECTOR'S REPORT –

Agenda Revisions – Brian Malley indicated the Voucher Summary, Financials, and Loan Trial Balance Report were available this past Wednesday upon agency website. He added that there have been IT issues (hosting server down) with the site since yesterday afternoon, and that he has provided printed copies of packets on all tables. There are no revisions to the content.

Notes & Comments – Mr. Malley mentioned that Benton REA will be hosting a meeting at 1:30 this afternoon to discuss Red Mountain Interchange project and status of project with WSDOT and other area partners.

Mr. Malley added that he's sent an email earlier in the day which contains information about the second annual Innovations and Partnerships in Transportation Conference which Todd/WSDOT will be speaking to under Member Comments...

B. EXECUTIVE COMMITTEE REPORTS

Mr. Malley reported on behalf of the Budget Committee, indicated the committee has not met in recent weeks, but Exec Committee discussed the 2017 budget and hope to have it before the Board in November. Items discussed later in this agenda have implications to the '17 budget. .

C. STAFF REPORTS (Not otherwise on the Agenda)

1. Washington State Transportation Commission – Mr. Malley shared that the recent WSTC visit went very well and expressed appreciation to all the local partners who participated upon panels and tours for the commission. He indicated the information shared was intentionally very diverse and included much about the activities going on in the region, with an emphasis upon highlighting growth and progress in the area. He mentioned that several in attendance mentioned they liked the format and the WSTC was complimentary of the events. Mr. Malley explained that the Tuesday WSTC tour covered over 75 miles of roadway on a “rolling tour” that allowed the WSTC to see many completed projects and also many to be completed in the future. .
2. BFCG 50th Anniversary Event – Mr. Malley shared that the BFCG 50th Anniversary event was attended by nearly 70 members from the past and present. He mentioned the REACH venue as being very informative to some of the WSTC in attendance, particularly the emphasis upon Ag production in our area and its' importance to both the local and state economies. Mr. Malley mentioned that Certificates of Appreciation of Membership were prepared for that event, and he wants to be sure to get those into appropriate hands today.
3. Federal Lands Highway (FLH) – Tanna Dole explained that Federal Lands Highway is a component of FHWA and that efforts are underway to ensure our MTP/RTP are consistent with FLH efforts. She shared that BFCG staff have been connecting appropriate local agencies with FLH, to ensure those agencies are aware of funding sources available to provide access to federal lands.
4. Statewide Competitive National Highway System (NHS) Grant – Tanna Dole explained that WSDOT has notified MPOs that a statewide competitive NHS grant is being developed. She explained that this program is somewhat tied to fund disparities discussed earlier in the year, and that details are yet to be defined. She added that the NHS mileage in our region grew from 3.36 miles to nearly 50 miles of principal arterials. BFCG staff will keep partners informed as we learn more of the effort.

5. Hanford Advisory Board – Brian Malley explained that Dawn Wellman has been selected for an Intergovernmental Assignment to DOE-RL, which makes her unable to serve upon the HAB Board as BFCG delegate. He explained that Dawn views this assignment as a one-year in duration, and that she desires to continue as BFCG HAB delegate, once it is complete. Mr. Malley explained that Phil Lemley has indicated HAB meetings will be a priority and he would be willing to act in alternate capacity. Mr. Malley added that he has spoken with DOE representatives about this arrangement, and simply wants BFCG Board to be aware of the arrangement.

6. Administration

A. INFORMATION ONLY (No action necessary)

1. BFCG Financials – September 30, 2016
2. BFCG/EDD Financials – September 30, 2016

B. CONSENT CALENDAR

1. MINUTES OF SEPTEMBER 16, 2016 BFCG BOARD MEETING
2. VOUCHER SUMMARY – OCTOBER, 2016

ACTION: Dave Rose made, and Jim Beaver seconded, a motion to approve the Consent Calendar, as presented.

MOTION CARRIED UNANIMOUSLY.

7. Recess BFCG: 12:15P.M.

8. Convene Economic Development District (EDD): 12:15 P.M.

9. EDD Discussion Calendar

A. BFEDD Loan Activity & Trial Balance Report – Stephanie Seamans shared that the packet memo provides details of current portfolio.

She mentioned loan disbursed to Austin Welding, which was approved at last meeting.

She added BFEDD is waiting for payment from Yoplicity, who is working to close their sale.

Ms. Seamans indicated That Place, LLC has filed for bankruptcy and that legal staff have been consulted. Brent Gerry inquired about collateral upon that loan, to which Ms. Seamans explained equipment had been sold for \$15k and that roughly \$60k remains due upon loan. Staff expect to attend the bankruptcy hearing.

IsoPacific submitted a late loan modification request that was sent to LRC members yesterday for their input. Seven responses were received in support of request. Amanda Jones indicated she replied earlier this morning, with recommendation of denial, questioning if financials have been provided since the initial deferral request. She suggested financials should be provided and reviewed, to determine if the suggested path forward is reasonable. Ms. Seamans indicated this request was put forward to attempt to gain approval before payments are overdue. Brad Peck indicated he supported a three-month delay in payments since contracts appear secured and payment seems likely, given the prior history of this loan client. Thomas Fisher added that Sep 30th YTD financials and contracts would allow sufficient consideration from LRC.

ACTION: Thomas Fisher made, and Brent Gerry seconded, a motion to approve a 90-day extension on the condition monthly financials are provided no later than 30 days after the period end, at which point extension could be granted.

MOTION CARRIED UNANIMOUSLY.

B. BFEDD RRLF Funding pullback/Franklin PUD –

Mr. Malley shared that Franklin PUD has about \$600k in funding within the RRLF program, and the decision has been made by Franklin PUD Board to pull back those funds to use for conservation efforts and also to assist with FPUD rate structure. He added that Franklin PUD had advised BFCG staff of the pending return of these funds, so staff have not disbursed FPUD funds since their notice in July of 2015. Mr. Malley mentioned that roughly \$800k of RRLF funds are available for disbursement, once these funds are returned to FPUD.

C. BFEDD Staffing & Contracts

Mr. Malley shared that the HAEIF contract is ending at Year-end, and that HAEIF Board has elected to go to RFP for their loan services. He shared that the HAEIF Board does expect a proposal from BFCG, and has made the request for BFCG to extend services to allow HAEIF sufficient time. Mr. Malley indicated he will attend HAEIF Board meeting on Monday, and intends to offer services on a quarterly basis, as HAEIF RFP efforts move forward. He inquired if BFCG/EDD Board is agreeable to he attempting to negotiate a service contract with HAEIF going forward, to which there was agreement that he should.

Mr. Malley deferred to Stephanie Seamans to inform the Board about NWBDA grant that she prepared application for grant funds aimed at providing women and minority-owned business financing through the Micro-Loan program. Ms. Seamans indicated the grant request was for \$25k, and BFCG was informed that \$50k had been granted. Mr. Malley indicated that Stephanie deserved much of the credit for this effort. He added that these funds will be reported for the coming two years, which is dramatically different than some of our federal fund sources which require reporting for the life of the program.

Mr. Malley added that he and Stephanie had met with Carl Adrian/TRIDEC about the potential of TARC funds being provided to either RRLF or CREDiT, with the possibility of \$75-\$100k perhaps available to be placed within those programs. Staff will prepare a proposal for Carl. Mr. Malley emphasized that staff are actively looking for funding sources to recapitalize the programs, particularly the CREDiT fund.

10. EDD Board – Comments/New Business (None)

11. Adjourn Economic Development District: 12:37 P.M.

12. Reconvene BFCG

13. BFCG Consent Calendar

A. 2017 Regional Transportation Improvement Program (TIP)

Resolution 05-16 Adoption of 2017-2022 Metropolitan/Regional TIP

B. 2016 TIP Amendment – BFCG Amend Oct -16

ACTION: Dave Rose made, and Matt Boehnke seconded, a motion to approve Consent Calendar, as presented.

MOTION CARRIED UNANIMOUSLY.

14. BFCG Discussion Calendar

A. *Transition2040* – DRAFT Chapters Two & Three

Tanna Dole indicated that the long-range plan is often discussed, and that comments are being requested on these items over the next several months. The MTP/RTP is in a more reader-friendly format, and does not resemble prior MTP/RTP efforts.

Jacob Gonzalez explained that Transition2040 is our MTP/RTP that is required to be updated every five years. Chapters 2 & 3 were largely data collection and information detailing our area, with regard to socioeconomics and natural resources in our area. Jacob provided some information about where new residents have been moving into region from. These chapters discuss commute trends, distance and public transit use, allowing the foundation for the planning efforts discussed throughout the remainder of plan. The materials are available upon the agency website and comments are appreciated.

- B. **Transition2040** – Public Involvement – Jacob Gonzalez provided a recap of the public involvement efforts taken throughout recent months, including the Transportation Fair which was well attended and co-hosted by Ben Franklin Transit and Tri-City Regional Chamber of Commerce. Continued outreach will be happening over the next few months, with plans to present information before a few rotary clubs, many chambers events, and the United Way.

15. Public and/or Board Comment –

Matt Boehnke shared that City of Kennewick held their ribbon-cutting of Edison project recently, indicating the safety of pedestrians are a great addition. He mentioned that CBC has announced plans to build within the Columbia Gardens project

Jim Beaver indicated that “.09 Funds” (Rural Economic Development) are now being shared with local partners, allowing economic development efforts in Benton County to move forward using these funds. The agreement is nearly in place and will be in place for the next 7-8 years. Brent Gerry added that these funds can be rolled over, used as match for other ED efforts, and are a real benefit to ED efforts in the region. He thanked Benton-County commission for their leadership on the topic.

Todd Trepanier mentioned the Innovations and Partnership in Transportation Conference which will be held in Tacoma and provided two handouts with information upon the conference. Mr. Malley added that he had attended the prior year, and found the sessions very informational and of interest. He added that he'd encourage attendance, if schedules allow.

16. Date and Place of Next Meeting

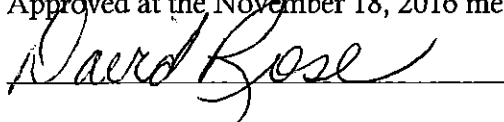
El Chapala, Kennewick

Date: November 18, 2016

Lunch at 11:30 a.m., Meeting starts promptly at 12:00 Noon

17. Adjourn: 1:12 p.m.

Approved at the November 18, 2016 meeting:



Dave Rose, Board Secretary