



BENTON-FRANKLIN COUNCIL OF GOVERNMENTS

MINUTES

March 17, 2017 – 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 – completed by Executive Director, Brian Malley.

BFCG Regular Board Members

<i>Jurisdiction</i>	<i>Delegate</i>	<i>Alternate</i>
Ben Franklin Transit	Bob Koch (Present)	Shon Small/Jim Beaver
Benton City	Linda Lehman/Excused	NONE
Benton County	Jim Beaver (Present)	Shon Small
Benton PUD	Lori Sanders/Excused	Barry Bush (Present)
Connell	Bruce Blackwell (Present)	NONE
Franklin County	Brad Peck (Present)	Rick Miller/Bob Koch
Kahlotus	Dave Wooten/Absent	John Rogers
Kennewick	Matt Boehnke (Present)	Steve Young
Mesa	David Ferguson/Absent	NONE
Pasco	Matt Watkin (Present)	Rebecca Francik
Port of Benton	Bob Larson/Absent	Roy Keck
Port of Kennewick	Skip Novakovich (Present)	Don Barnes
Port of Pasco	Ron Reimann/Absent	Jean Ryckman/Jim Klindworth
Prosser	Randy Taylor/Absent	Steve Becken
Richland	Dave Rose (Present)	Brad Anderson
West Richland	Brent Gerry (Present)	Gail Brown
WSDOT	Todd Trepanier/Excused	Troy Suing

Economic Development District (EDD) Private Sector Members

<i>Representing</i>	<i>Member</i>	<i>Alternate</i>
Visit Tri-Cities	Kris Watkins/Excused	Kim Shugart/Excused
TRIDEC	Carl Adrian/Excused	David Chavey-Reynaud (Present)
Prosser EDA	Deb Heinz/Excused	NONE
WorkSource Tri-Cities	Jack Fitzgerald/Absent	Bill Watson
Baker Giles	Carol Woo (Present)	NONE
A.S. Klein Engineering	Andrew Klein (Present)	NONE
Elite Construction & Dev.	Trini Garibay/Absent	NONE
U.S. Bank	Thomas Fisher (Present)	NONE
Baker Boyer Bank	Amanda Jones (Present)	NONE

A quorum was noted present for BFCG and EDD.

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

3. Introduction of Visitors (None)

4. Public Comment – (None)

5. Reports and Comments

A. EXECUTIVE DIRECTOR'S REPORT –

Agenda Revisions – Brian Malley indicated that late packet items were inserted to online packet early in week, with Voucher Summary only late addition. EDD Financials were revised late this week to reflect monthly interest earned.

Notes & Comments – Mr. Malley mentioned that staff have appeared at many Membership Outreach events over past month, with approximately 4-5 more presentations scheduled.

Mr. Malley added that he'd sent via email the Washington State Transportation Commission 2016 Annual Report, and urged members to review that document. He mentioned the content is interesting at our local level, but also contains statewide information that likely will be of interest.

B. COMMITTEE REPORTS (NONE)

C. STAFF REPORTS (Not otherwise on the Agenda)

1. Transition2040 Open Houses – Tanna Dole indicated that an Open House is scheduled for March 23rd from 4-7pm at the Mid-Columbia Library on Union in Kennewick. Another second is scheduled for March 28th 4-7pm at the Pasco Library on Hopkins St. Postcards are available for distribution today. These meetings have already been advertised in local publications.

Tanna added that the Benton Clean Air Authority is anticipated to make a presentation at next months' BFCG/EDD Board meeting. Mr. Malley added that the Tri-City area has seen exceedances of Ozone in our area and this will be the focus of the presentation.

6. Administration

A. INFORMATION ONLY (No action necessary)

1. BFCG Financials – February 28, 2017
2. BFCG/EDD Financials – February 28, 2017

B. CONSENT CALENDAR

1. MINUTES OF FEBRUARY 17, 2017 BFCG BOARD MEETING
2. VOUCHER SUMMARY – MARCH, 2017

ACTION: Brent Gerry made, and Matt Boehnke seconded, a motion to approve the Consent Calendar, as presented.

MOTION CARRIED UNANIMOUSLY.

7. Washington Intergovernmental Review Process (IGR)/District Clearinghouse
*IGR 01-2017 (Plymouth Water District – Drilling and Equipping Well No. 1)

Mr. Malley indicated that IGR reviews are to ensure funding applications are consistent with local planning efforts, and that regional agencies are aware of the level and use of funding requests in the region. He briefly explained project application and intent of funding request.

ACTION: Dave Rose made, and Matt Boehnke seconded, a motion to approve IGR 01-2017, as presented.

MOTION CARRIED UNANIMOUSLY.

8. Recess BFCG: 12:13 P.M.

9. Convene Economic Development District (EDD): 12:13 P.M.

10. EDD Discussion Calendar

- A. BFEDD Loan Activity & Trial Balance Report – Stephanie Seamans the loan modification for Loren Austin Welding was approved and that first payment was made March 7th. The remainder is due April 1st – delays due to delivery of equipment for project. That Place, LLC payments have been timely and in varying amounts. Staff will provide updates, as needed.

- B. BFEDDD Activity Report – Stephanie Seamans indicated that UpAngle request was filled through financing through another source, and application has been pulled. Art on the Columbia is still pending – we are working with local banks to partner on project. Staff have completed application for EDA grant.

CEDS committee meetings are being set, and limited number of projects have been submitted at this time. Regional statistics will be updates. It is expected CEDS Committee will meet first or second week of April.

Ms. Seamans indicated she'll accompany Port of Kennewick and Pasco representatives to visit EDA contact, David Porter, who desires to show a Portland area project (Hacienda CDC) that is of interest to Pasco Specialty Kitchen and Port/City of Kennewick.

Ms. Seamans added that Somos Pasco efforts have been active and staff have been involved participating within that effort. She shared Somos Pasco has a scholarship contest – information can be found upon the Somos Pasco website.

- C. HAEIF Request for Qualifications & Quotations Proposals (RFQQ) No. 16-10

Stephanie Seamans shared that HAEIF had gone out for RFQQ, which are due today. BFCG has prepared a proposal that meets a very extensive scope of work detailed within the RFQQ. She explained that HAEIF is a large loan fund, that also provides municipal loans and grants to our local communities. Staff will submit later today and hope to report good news at next meeting.

Brent Gerry indicated that the City of West Richland soon anticipates payoff of their HAEIF loan.

Mr. Malley indicated his appreciation to the staff of local agencies who provided letters of support for the HAEIF RFQQ. He added that local staff had some very complimentary things to say of BFCG's HAEIF efforts.

Amanda Jones inquired if IsoPacific has provided financials or contract updates. Stephanie indicated she'll provide an update at the next meeting.

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

12. Adjourn Economic Development District: 12:22 P.M.

13. Reconvene BFCG

14. BFCG Consent Calendar

A. 2017-2022 TIP Amendment (BFCG Amd. 17-MAR)

B. 2017 STBG-TAP Call for Projects (Program Years FFY 2019, 2020, 2021)

ACTION: Skip Novakovich made, and Brent Gerry seconded, a motion to approve consent calendar, as presented.

MOTION CARRIED UNANIMOUSLY

15.

A. SFY 2018 DRAFT UPWP – Tanna Dole indicated that the SFY 2018 UPWP is prepared and that Transportation Staff are anxious to move onto other interesting efforts. The schedule, outcomes, and budget are being completed. Some tasks have been expanded to include work efforts that will help address elements of concern from most recent TMA review. A pilot effort to evaluate sidewalk and pedestrian accessibility is planned, as are the 2018 Traffic Count program, Data analysis, and mapping efforts, All-Weather Road Report and a Travel Demand Model peer review. The final draft will be available next month.

Brad Peck inquired whether a review of Traffic Count Program expense was evaluated. Ms. Dole explained the funding of the effort.

Bob Koch asked what group of individuals will be expected to be involved within All-Weather Road effort. She indicated that large users (Ag users) may likely be invited to participate, but will begin at TAC level discussion.

Mr. Malley added the UPWP review meeting with FHWA/FTA/WSDOT is set for April 4th and TAC and PAC chairs have indicated they'll be present (at BFCG office).

B. WSDOT Corridor Sketch M3 Workshop – State Routes 224, 240, & 395 – Tanna Dole mentioned a 1:30-5pm meeting is scheduled for March 30th at Ben Franklin Transit. This workshop will focus upon SR 224, SR 240, and SR 395. WSDOT will bring their M3 team and is hopeful we will have ample participation from local agencies. Mr. Malley indicated this has been emphasized to TAC members, as these documents will become important planning documents going forward. Ms. Dole added that there are seventeen corridors in total in the region – all preliminary corridor sketches can be found on the BFCG website.

- C. Regional Project Listing for *Transition2040* – Tanna Dole indicated that TAC members have provided project listings, and detailed the funding associated with those listings and how it relates to the financial component of the plan. In essence, funding needs exceed the amount of funds expected to be available. Mr. Malley added that the financial plan limits to the number of projects that are “built” into the Travel Demand Model, but that there will be an Illustrative list of projects detailed in the MTP/RTP (those beyond the financial constraints of the plan). He added that while this plan demonstrates a shortfall, it is felt by staff a much more realistic approach to the MTP/RTP financial plan.
- D. Election of 2017 BFCG Officers – Brian Malley indicated that he’s spoken with all three current officers (Koch, Novakovich, & Rose) and they all are willing to continue their service. He added that nominations can also be taken from the floor. Mr. Malley explained that Dave Rose has indicated he does not intend to run for re-election past 2017. Mr. Malley expressed he enjoys the current slate of officers and that they’ve been supportive of agency efforts – these officers serve upon Executive Committee and Budget Committee.

ACTION: Brent Gerry made, and Matt Boehnke seconded, a motion to elect current officers to their respective positions, as presented.

MOTION CARRIED UNANIMOUSLY

16. Public and/or Board Comment – Stephanie Seamans mentioned that Executive Director had turned 50 the prior Saturday. Mr. Malley added that Ben Franklin Transit Member Outreach allowed an opportunity to see local artwork from students, and that he is anxious to see that selected artwork on a BFT bus in the near future. Matt Watkins expressed his appreciation for the Membership Outreach effort.

17. Date and Place of Next Meeting

Location: El Chapala, Kennewick

Friday, April 21, 2017

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

18. Adjourn: 12:48 p.m.

Approved at the April 21, 2017 meeting:



Bob Koch, Board President

