



BENTON-FRANKLIN COUNCIL OF GOVERNMENTS

MINUTES

April 21, 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 (Present)	NONE
Benton County	Jim Beaver/Absent	Shon Small
Benton PUD	Lori Sanders/Absent	Barry Bush
Connell	Bruce Blackwell (Present)	NONE
Franklin County	Brad Peck (Present)	Rick Miller/Bob Koch
Kahlotus	Dave Wooten/Absent	John Rogers
Kennewick	Matt Boehnke/Excused	Steve Young
Mesa	David Ferguson/Absent	NONE
Pasco	Matt Watkin/Absent	Rebecca Francik
Port of Benton	Bob Larson (Present)	Roy Keck
Port of Kennewick	Skip Novakovich (Present)	Don Barnes
Port of Pasco	Ron Reimann/Absent	Jean Ryckman/Jim Klindworth
Prosser	Randy Taylor/Excused	Steve Becken
Richland	Dave Rose/Excused	Brad Anderson/Phil Lemley (Present)
West Richland	Brent Gerry (Present)	Gail Brown
WSDOT	Todd Trepanier (Present)	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 (Present)
TRIDEC	Carl Adrian/Excused	David Chavey-Reynaud (Present)
Prosser EDA	Deb Heinz (Present)	NONE
WorkSource Tri-Cities	Jack Fitzgerald/Absent	Bill Watson
Baker Giles	Carol Woo (Present)	NONE
A.S. Klein Engineering	Andrew Klein/Excused	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 – Robin Priddy/Benton Clean Air Agency, and Tony Kalmbach/Ben Franklin Transit were introduced.
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 by Wednesday of this week - with BFCG Financials, EDD Financials, and monthly Voucher Summary all added in addition to slides for today's presentation.

Notes & Comments – Mr. Malley mentioned that NADO reached out to BFCG late last month, desiring to recognize BFCG's 2016 Active Transportation Plan for their Excellence in Regional Transportation Awards. Mr. Malley commended transportation staff, and specifically Len Pavelka for his efforts developing the plan.

Mr. Malley added that Jacob Gonzalez has been provided a TRB Fellowship award to assist covering expenses tied to upcoming TRB presentation. Mr. Gonzalez will be presenting at the national TRB conference discussing public outreach efforts tied to *Transition2040* plan.

Mr. Malley indicated staff have been very busy working on a wide variety of topics....several which will be covered in detail later in agenda.

B. COMMITTEE REPORTS (NONE)

C. STAFF REPORTS (Not otherwise on the Agenda)

1. DRAFT *Transition2040* – Tanna Dole indicated *Transition2040* is now entering the final public comment period. The plan can be found upon the agency website, and is anticipated for adoption in May. She added that Open Houses were held last month in both Kennewick and Pasco, in addition to many chamber/rotary events over the past several months. She urged member review and comment. Please contact Tanna with any questions.
2. WSDOT Corridor Sketch effort update – Tanna Dole shared that a workshop was held March 30th, focused upon SR 224, SR 240, and SR 395 in our region. Local attendance and participation was very good and workshop was productive. Local agencies anticipate seeing updated corridor sketches as their input is incorporated. At this time, a second workshop is tentatively set for June 7th – with the focus anticipated to be upon other corridors in the region. BFCG staff will provide information as it becomes available. At this time, please anticipate June 7th for member participation in Corridor Sketch workshop.

6. Administration

A. INFORMATION ONLY (No action necessary)

1. BFCG Financials – March 31, 2017
2. BFCG/EDD Financials – March 31, 2017

B. CONSENT CALENDAR

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

ACTION: Skip Novakovich made, and Bruce Blackwell seconded, a motion to approve the Consent Calendar, as presented.

MOTION CARRIED UNANIMOUSLY.

7. Informational Presentation – Robin Priddy/Benton Clean Air Agency (BCAA)

Ms. Priddy provided members a presentation upon the topic of elevated Ozone readings in the Tri-City area over the 2013-current period. She explained how Ozone is formed, where typically found, and the levels and locations observed in our region. The information provided showed that Ozone levels are approaching, or in some cases have exceeded, National Ambient Air Quality standards for Ozone. Due to these observations, BCAA and their partners have been working upon a study to determine most likely sources for observed Ozone levels.

Ms. Priddy detailed the most likely sources, indicating the study would help determine what actions (if any) may be considered to mitigate Ozone in the Tri-City area. She stated the study is anticipated to be completed August, 2017 at which time she would be willing to return to BFCG Board to present study results. Lastly, Ms. Priddy explained the timeline, boundaries, and thresholds associated with air-quality designations.

8. Recess BFCG: 12:45 P.M.

9. Convene Economic Development District (EDD): 12:45 P.M.

10. EDD Discussion Calendar

- A. BFEDD Loan Activity & Trial Balance Report – Stephanie Seamans mentioned the loan modification for Loren Austin Welding referenced at last months' meeting had received first payment and that remainder is expected by April 30. She added that IsoPacific financials have been provided and that they are still awaiting news upon a few contracts. They are due to begin regular payments on May 1, 2017. All other loans are current at this time. Staff will provide updates, as needed.
- B. BFEDDD Activity Report – Stephanie Seamans indicated that funds are currently available, that there were no payoffs in April, and that two packages are currently being reviewed by staff. For the month of March, six inquiries were met with.

The Comprehensive Economic Development Strategy (CEDS) Committee met April 13th and recommended approval of the 2017 CEDS.

Ms. Seamans indicated she had accompanied Port of Kennewick and Pasco representatives to visit EDA contact, David Porter, who desires to show a Portland area project (Hacienda CDC) of interest to Pasco Specialty Kitchen and Port/City of Kennewick. Staff continue to work with Greater Pasco Area Economic Visioning Project (Somos Pasco) and the B2B R2R Revitalization Plan. She shared Somos Pasco has a scholarship contest and urged eligible residents to consider application – information can be found upon the Somos Pasco website.

C. HAEIF Request for Qualifications & Quotations - UPDATE

Mr. Malley indicated that BFCG had provided a proposal to HAEIF for their RFQQ No. 16-10. He indicated that HAEIF Board, to his knowledge, received two proposals and had selected Clifton-Larson-Allen (CLA) for Loan/Grant Services. He added that the current BFCG agreement had been extended through April 30 and that CLA is expected to be under contract by May 1st.

Mr. Malley indicated BFCG's proposal paid great attention to the specific requirement of the RFQQ, and the scope of work detailed. He mentioned that BFCG staff had met with HAEIF representatives to debrief upon RFQQ. He expressed that the HAEIF selection was disappointing to staff, but that their approach has been to focus upon the positive aspects to the BFCG/EDD loan programs.

Mr. Malley added that he wants to ensure a smooth transition of materials to CLA and that staff will continue to refer (appropriate) clients toward HAEIF. He closed indicating that he'd discussed the need for "Transitory Services" during the time when CLA is under contract and BFCG staff can provide them HAEIF loan/grant portfolio materials. He is proposing a short-duration agreement to HAEIF that will be considered at their next meeting.

D. 2017 Comprehensive Economic Development Strategy (CEDs)

Resolution 01-17: Adoption of the 2017 Benton-Franklin Comprehensive Economic Development Strategy (CEDs) Annual Update

ACTION: Skip Novakovich made, and Amanda Jones, a motion to approve BFCG Resolution 01-17, as presented.
MOTION CARRIED UNANIMOUSLY.

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

12. Adjourn Economic Development District: 12:57 P.M.

13. Reconvene BFCG

14. BFCG Discussion Calendar

A. DRAFT STBG/TAP Project Application scoring results for FFY 2019-2021

Brian Malley indicated that TAC/PAC members held a joint meeting April 13th, to score and prioritize STBG/TAP project applications for FFY 2019-2021 funding. He thanked members for their participation in the process, indicating that process generally went very well and without complication. Mr. Malley indicated that there were many worthy projects submitted, and that funding is not sufficient to provide funds to all projects – he thanked members for their thoughtful consideration of the merits of all projects. Mr. Malley indicated the scoring results are provided within packet, and detailed the projects that were selected for funding. Information can also be viewed upon the agency website and comments are being collected at this time. He added that approval of the projects is anticipated at the May meeting.

B. Appointment of 2017 Standing Committees – Mr. Malley explained that BFCG Standing Committees are appointed each April, and that the current committees are listed within packet. Mr. Malley added that Elected BFCG Officers, by virtue of Bylaws, fill the Executive Committee and Budget Committees – with the Chair of Community Development Council

and Private Sector/EDD positions completed by appointment. He explained that both Chair of Community Development Council and Private Sector/EDD fill out the BFCG Executive and Budget Committees. He indicated that Amanda Jones is willing to continue to serve in Private Sector/EDD position and that he was confident Jim Beaver would be willing to serve in Chair of Community Development Council role.

Brad Peck inquired about whether RRLF Chair or CREDiT Chair positions are tied to Chair of Community Development Council appointment. Mr. Malley explained that, to the best of his knowledge and according to prior Executive Director Gwen Luper, that Community Development Council has largely been used as mechanism to ensure both Benton and Franklin County Commissions are able to serve jointly upon the BFCG Executive/Budget Committees. He added that Community Development Council has never met during his tenure, nor are there any archives indicating any actions in agency history.

Commissioner Peck indicated that as the current Chair for CREDiT, he would have interest in Chair of Community Development Council appointment and nominated himself. Board discussion followed, with Bruce Blackwell indicating a concern for procedural steps regarding "Appointment", as opposed to "Taking Nomination" from floor. Further discussion ensued. Following, Commissioner Peck removed himself for consideration as Chair of Community Development Council.

ACTION: Brent Gerry made, and Bob Larson seconded, a motion to approve the BFCG Standing Committees, as presented, on the condition that James Beaver is willing to serve as Chair of Community Development Council.

MOTION CARRIED (One opposed).

15. Public and/or Board Comment (NONE)

16. Date and Place of Next Meeting

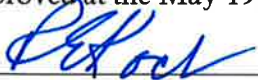
Location: TBD

Friday, May 19, 2017

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

17. Adjourn: 1:25 p.m.

Approved at the May 19, 2017 meeting:



Bob Koch, Board President