



BENTON-FRANKLIN COUNCIL OF GOVERNMENTS

MINUTES

October 20, 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 President Bob Koch.
2. Roll Call – *completed through round-table introductions of Board Members and Guests*

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 (Present)	Shon Small
Benton PUD	Lori Sanders/Absent	Barry Bush
Connell	Bruce Blackwell (Present)	NONE
Franklin County	Brad Peck/Excused	Rick Miller/Bob Koch
Kahlotus	Dave Wooten/Absent	John Rogers
Kennewick	Matt Boehnke/Excused	Steve Young (Present)
Mesa	David Ferguson/Absent	NONE
Pasco	Matt Watkins (Present)	Rebecca Francik
Port of Benton	Bob Larson (Present)	Roy Keck
Port of Kennewick	Skip Novakovich (Present)	Don Barnes
Port of Pasco	(Vacant)	Jean Ryckman/Jim Klindworth
Prosser	Randy Taylor/Absent	Steve Becken
Richland	Dave Rose (Present)	Brad Anderson/Phil Lemley
West Richland	Brent Gerry (Present)	Gail Brown/Richard Bloom
WSDOT	Todd Trepanier (Present)	Randy Giles

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 (Present)	David Chavey-Reynaud
Prosser EDA	Deb Heinz/Excused	NONE
WorkSource Tri-Cities	Jack Fitzgerald (Present)	Tiffany Scott/Excused
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

Mr. Malley indicated a quorum present for both BFCG and BFEDD

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

3. Introduction of Visitors - Chris Herman/WPPA, Diahann Howard/Port of Benton, Roy Keck/Port of Benton, Bruce Mills/City of Kennewick, Zach Ratkai/City of Richland
4. Public Comment – (None)
5. Reports and Comments

A. EXECUTIVE DIRECTOR'S REPORT –

Agenda Revisions – Brian Malley indicated Agenda should reflect item 14B as an action item. Minutes within packet had two date revisions made earlier in the week – version upon site is accurate. The Voucher Summary was revised earlier in the week, to reflect late-arriving invoices.

Notes & Comments – Mr. Malley mentioned that staff met with Robin Priddy/Benton Clean Air Authority (BCAA) earlier in the week, indicating he wants to bring membership aware of the BCAA monitoring of Ozone levels in the region. Mr. Malley shared that Ms. Priddy informed staff that data are not yet official, but soon will be validated. She indicated to staff that data monitoring appears to indicate Ozone levels above federal thresholds, and that BCAA is exploring the likely sources. She indicated that an Ozone non-attainment designation could be placed upon the region as soon as the early 2020s. BCAA shared with BFCG staff some preliminary ideas upon how the region could approach taking proactive steps to avoid a non-attainment designation. Mr. Malley suggested a workshop might be appropriate, early in 2018, once the BCAA data is validated and they have their final report. He indicated BFCG could bring in subject matter experts from other areas who've dealt with such designations, to allow our membership a greater understanding of what this means for our region. He encouraged members to contact staff with any questions and committed to bringing more information, as it becomes available.

Mr. Malley shared dates and location of several upcoming area meetings: WSDOT Economic Vitality Workshop/Nov 7th, TCRCC Elected Officials Reception/Nov 15, WSDOT Innovations Conference/Dec 5th.

B. COMMITTEE REPORTS (NONE)

C. STAFF REPORTS (Not otherwise on the Agenda)

1. DRAFT Washington State Transportation Plan (WTP) Phase II – Tanna Dole explained that the final date for comments is November 6th. Phase I provided recommendations, with Phase II taking those recommendations aimed at focus areas of: Maintenance & Preservation, Manage Growth and Traffic Congestion, Enhance Multi-Modal connections, Align funding structure with multi-modal vision. Within the memo, links are provided to view document.
2. Development of the CTR Strategic Plan – Tanna Dole shared that the CTR Board has been working with stakeholders statewide, with intent of adopting a Strategic Plan by year-end. Workshops have been held across the state – with nine individuals from our region attending the workshop in Yakima. At the CTR Board meeting Sept 22nd, seven concepts were forwarded to CTR Board for further discussion. Mr. Malley added that this topic relates to Agenda item 14C (DOE Acquisition Strategy) and also potentially to the Ozone topic mentioned earlier.
3. WA State Transportation Commission/Road Usage Charge Pilot – Tanna explained the WTC desire to share their message through MPO/RTPOs. They are looking for two thousand participants, with incentives available. Please check the link or contact Tanna, for more information in participating.

6. Administration

A. INFORMATION ONLY (No action necessary)

1. BFCG Financials – Sep 30, 2017
2. BFCG/EDD Financials – Sep 30, 2017

B. CONSENT CALENDAR

1. MINUTES OF SEPT 15, 2017 BFCG BOARD MEETING
2. VOUCHER SUMMARY – OCTOBER, 2017

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

MOTION CARRIED UNANIMOUSLY.

7. Recess BFCG: 12:13 P.M.
8. Information Presentation: Marine Cargo Forecast – Chris Herman/Washington Public Ports Association (WPPA)
9. Convene Economic Development District (EDD): 12:46 P.M.
10. EDD Discussion Calendar
 - A. BFEDD Loan Activity & Trial Balance Report – Stephanie Seamans explained all loans are current, with payoff of Loren Austin Welding.

- B. BFEDDD Activity Report – Stephanie Seamans indicated one loan was considered this month, which did not move forward to Board.

Stephanie added that staff met with clients who inquired about financing over the last month – currently working with five applicants. Agency has entered into contractual arrangement with one packager, and looking to meet with 2-3 more.

She added that Lender’s Roundtable was held, with FUSE and State Labor Economist presenting information.

The Small Cities Group met and discussed the Benton City CPAT process at their meeting.

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

12. Adjourn Economic Development District: 12:48 P.M.

13. Reconvene BFCG

14. BFCG Discussion Calendar

- A. Transition2040 Travel Model Results – Brian Malley indicated that Jacob had presented the Travel Demand Model results to TAC/PAC on the 12th. He shared that the effort is a tremendous amount of work, commending Jacob for his efforts guiding the project.

Jacob provided a presentation detailing some of the inputs the model requires, the period and some details of the growth forecasted in Population and Employment areas, along with select forecast information for the region. Jacob indicated the ability to look at morning, mid-day, and evening commute patterns. He explained the Traffic Analysis Zones (TAZs) have been refined to a much more valuable size and added that public transit is also a component of the model. Jacob explained that this model provides planning staff to evaluate travel demand trends, and evaluate the effectiveness of proposed projects aimed at addressing congestion. Work will continue with TAC members, in evaluating areas forecasted for congestion, and appropriate strategies to address said congestion.

- B. Tri-Cities Legislative Council – Brian Malley explained that he’d spoken with Carl Adrian regarding the Tri-Cities Legislative Council, in the respect of communicating Transportation priorities to elected officials. Carl indicated Troy Berglund chairs the Tri-City Legislative Council, who Mr. Malley followed up with. Their discussion centered upon the desire to include a “one-pager” listing transportation priorities from the region – which Mr. Malley indicated the MPO/RTPO would be happy to work with members in preparing. Staff have mentioned to TAC/PAC and intend on working through Tri-MATS a DRAFT which will need to be adopted (at latest) in December. He explained that BFCG has assisted on this item in the past, and have provided a prior example within packet.

C. DOE Acquisition Strategy Committee – DRAFT input – Brian Malley explained that DOE major contracts are upcoming, and it is typical for DOE to approach local representatives to determine what areas are priorities for DOE communities. The four mayors formed a committee who've met recently on the subject. Mr. Malley mentioned that he'd urge mention of Transportation as an element of priorities, the local would like to see DOE sub-contractors engaged with MPO process. Primarily, this is focused on addressing the congestion related to Hanford-site efforts.

D. 2018 Regional/Metropolitan TIP

Resolution 03-17 Adoption of the 2018-2023 Metropolitan/Regional TIP – Tanna Dole explained that the 2018 Regional/Metropolitan TIP has gone through public comment, with an Open House held August 30th. The document is fiscally constrained at required to be adopted annually.

ACTION: Skip Novakovich made, and Brent Gerry seconded, a motion to approve Resolution 03-17, as presented.

MOTION CARRIED UNANIMOUSLY

E. 2018 Regional Traffic County Program - Tanna Dole explained that the memo details the Regional Traffic Count Program, and anticipated budget for the effort. TAC and PAC have unanimously recommended approval. This item is informational, with the action as TIP amendment following. Staff have moved this project up, to allow pursuit of contracts prior to year-end.

F. *BFCG Amd 17-Oct (2018 Regional Traffic County Program)

ACTION: Skip Novakovich made, and Brent Gerry seconded, a motion to approve TIP Amendment BFCG Amd 17-OCT, as presented.

MOTION CARRIED UNANIMOUSLY

14. Public and/or Board Comment – (NONE)

15. Date and Place of Next Meeting

Location: El Chappala

Friday, November 17, 2017

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

16. Adjourn: 1:04 p.m.

Approved at the November 17, 2017 meeting:



Bob Koch, Board President