



BENTON-FRANKLIN COUNCIL OF GOVERNMENTS

MINUTES

June 21, 2019 - 10:00 a.m. Meeting
Ben Franklin Transit Board Room
1000 Columbia Park Trail, Richland

1. Call to Order: Meeting was called to order at 10:00 a.m. by Board President Novakovich.
2. Roll Call: Stephanie Seamans completed roll call, by jurisdiction.

BFCG Board Members in Attendance		
Agency	Member	Alternate
Port of Kennewick	Skip Novakovich - President	
Franklin County	Brad Peck - Vice President	
Ben Franklin Transit	Bob Koch	
Benton City	Linda Lehman	
Benton County		
Benton PUD		
Connell		
Kahlotus		
Kennewick	Chuck Torelli	
Mesa		
Pasco		Ruben Alvarado
Port of Benton		
Port of Pasco	Vicky Gordon - Secretary	
Prosser	Mary Ruth Edwards	
Richland		Phil Lemley
West Richland		
WSDOT		Brian White
Economic Development District (EDD) Private Sector Members		
Representing	Member	Alternate
A.S. Klein Engineering		
Baker Giles		
Community First Bank	Amanda Jones	
Community First Bank		
Elite Construction & Dev.		
Prosser EDA	Deb Heintz	
TRIDEC		
Visit Tri-Cities		
Worksource Tri-Cities	Tiffany Scott	

BFCG Staff Present:

Stephanie Seamans, Executive Director
Patrick Pittenger, Transportation Programs Manager
Erin Braich, Transportation Planning Specialist II
Geoff Wagner, Transportation Planning Specialist II

Stephanie indicated a quorum present for BFCG.

3. Guests:

Joyce Newson, People for People
Robin Priddy, Benton Clean Air Agency

4. Public Comment: None

5. Approval of Agenda:

A MOTION was made by Bob Koch to approve the BFCG Board Agenda and SECONDED by Phil Lemley. The motion passed unanimously.

6. Approval of Minutes: Minutes were approved as presented.

7. Presentation: None

8. Consent Agenda:

A. Voucher Summary May 19, 2019 to June 20, 2019 in the amount of \$81,202.73 for warrants and direct deposits numbered 25637-25668. A MOTION was made by Phil Lemley to approve Consent Agenda and SECONDED by Ruben Alvarado. The motion passed unanimously.

9. Reports and Discussion Items:

A. BFCG Executive Director Report

Stephanie updated the group on the Ecology grant that the PS Media air quality campaign funded through an Ecology grant. She also noted Dickey's BBQ has closed its Tri-City locations. Stephanie will be meeting with a bankruptcy attorney next week. Dickey's currently owes \$212,000 in EDD loans. It would be difficult to open the locations under new ownership because there are also a substantial amount of taxes owed on top of the loans. Stephanie also gave of summary of the loan payoff from IsoRay. IsoRay is looking to pay off their loan by the end of the month and is a good example of a successful borrower.

B. Benton-Franklin Council of Governments Americans with Disabilities Act (ADA) policy

Erin gave a quick summary of the BFCG ADA policy. It is a federal requirement and is available for the public to view on the BFCG website.

C. Congestion Management Process (CMP) update

Patrick explained the importance of the CMP. The CMP identifies regional congested corridors and assesses strategies for congestion management. It was a corrective action from the Transportation Management Area (TMA) certification in 2016. It was indicated during the review the CMP needs a more robust approach. Staff is in the process of creating a CMP working group and seeking consultant assistance as well.

D. 2020 Metropolitan/Regional TIP (M/RTIP) development schedule

Geoff noted the 2020 TIP schedule has also been sent to TAC members and their staff. It is the same dates every year with adjustments as needed. The two dates that stand out are the July 8th date which is when jurisdiction and agency TIPs are due to BFCG and August 28th when the public TIP open house is held.

E. 2019 STIP Obligation Status – WSDOT target update

Geoff reported the region is on track to meet the obligation target. The City of Kennewick's 10th Avenue widening project obligated \$1.28 million and the City of Richland's \$55,000 PE phase for the Columbia Park Trail East project that is expected to obligate in June. The progress so far has been submitted to WSDOT Local Programs as being 68% obligated with more expected in the next two months.

10. **New Business:**

A. Resolution 06-19 Resolution of the Board of the Benton-Franklin Council of Governments Ratifying Executive Committee Action to Apply for EDA Grant

A MOTION was made by Secretary Gordon to approve Resolution 06-19 and SECONDED by Chuck Torelli. The motion passed unanimously.

B. Approve Unified Planning Work Program (UPWP)

Patrick noted the 2020 UPWP is required to be updated every year. It was released for public comment in May with no public comments received. On May 8th BFCG met with FHWA, FTA and WSDOT for review of the document. There were minimal edits suggested from that meeting. Suggestions were to add a task called Regional Transportation Plan, allocating work tasks by specific funding source and clarifying text in certain work tasks.

A MOTION was made by Bob Koch to approve the UPWP and SECONDED by Chuck Torelli. The motion passed unanimously.

C. Authorization for Executive Committee to award a travel demand modeling services contract

Patrick noted the travel demand modeling services contract will benefit member jurisdictions and agencies in their transportation planning efforts. A Request for Proposals (RFP) was issued which indicates the tasks to be accomplished and the available budget. A review panel will evaluate the proposals. Patrick indicated that at the request of the TAC, interested TAC members will be participating in the evaluation process. It was asked if the Executive Committee would be informed about all proposals. Patrick stated that the review panel would review all proposals and inform the Executive Committee about rankings and would provide a recommendation.

A MOTION was made by Chuck Torelli to authorize Executive Committee to award a travel demand services contract and SECONDED by Ruben Alvarado. The motion passed unanimously.

D. Approve TIP amendment narrative for performance measures (BFCG Amd. 19-JUNE)

Geoff explained the TIP is moving toward addressing performance measures. FHWA requires text addressing System Performance and Pavement Preservation. WSDOT created a narrative that has been reviewed by FHWA and is sufficient for addressing those measures. This action item is to approve the narrative and incorporate it into the region's 2019 TIP document.

A MOTION was made by Linda Lehman to approve the TIP amendment narrative for performance measures and SECONDED by Chuck Torelli. The motion passed unanimously.

E. Approve additional allocation of TAP funds

Patrick explained the request for use of additional carry-over TAP funds. There is an estimated \$562,000 in TAP funds currently available. The area receives \$338,000 per year in TAP funding on top of the carry-over. Benton County is requesting \$28,000 in TAP funding for their Badger Mountain-Candy Mountain connector pathway project. The project came in over budget and the funds would fill the gap by means of an administrative modification. The project was selected during the 2017 call for projects and is in the current STIP. The TAC was in agreement to let Benton County use \$28,000 in carry-over TAP funding for the pathway project. Patrick noted that BFCG currently does not have policy for addressing such requests.

Vice President Peck indicated that he would vote against this request because the funding amount could be beneficial to another jurisdiction. Vice President Peck suggested BFCG create TIP policies sooner than later and the creation of a sub-committee to evaluate funding requests would be a good idea. Chuck Torelli noted the policies need to be thought out and not rushed. Patrick noted a policy will be developed before the call for projects this fall. Vice President Peck also suggested having the call for projects sooner rather than later as well.

A MOTION was made by Chuck Torelli to approve the additional allocation of TAP funds and SECONDED by Ruben Alvarado. The motion passed with Vice President Peck and Mary Ruth Edwards voting no.

F. Resolution 07-19 to support the Washington State Department of Transportation targets for safety performance measures

Patrick mentioned the safety performance target WSDOT has adopted. Each MPO in the state has the option to create their own safety targets or support the WSDOT target. In 2018, BFCG supported the WSDOT target. It is required to notify the state each year to support the state's target or create its own. BFCG would like to support the state's target again this year.

A MOTION was made by Phil Lemley to support WSDOT performance targets for safety and SECONDED by Vice President Peck. The motion passed unanimously.

G. Approve Intergovernmental Review from the City of Prosser

Stephanie explained the City of Prosser is replacing the HVAC unit in the community center. The HVAC unit is being funded through a USDA Community Facilities Direct Loan and Grant. Deb Heintz noted the Prosser Community Center is under new leadership and they are doing a great job of re-branding the senior center as it was called in the past to the community center to reach out to all ages and more uses.

A MOTION was made by Vice President Peck to approve the Intergovernmental review from the City of Prosser and SECONDED by Ruben Alvarado. The motion passed unanimously.

H. Any other new business

None

11. **Comments/Announcements for the good of both BFCG/EDD**

Ruben Alvarez was recently in Denver for the All American City Award ceremony.

Robin Priddy stated that Benton County Clean Air is attending TAC meetings in anticipation of air quality issues in the region.

Linda Lehman thanked the Port of Kennewick for providing guidance in developing the city's waterfront plan.

Chuck Torelli was curious if TAP funding could be used for electric scooter development. Patrick stated that TAP funds can be used for multi-use trails.

Deb Heintz stated that the City of Prosser has received the Governor's Smart Communities Award for their comprehensive plan.

Adjourned - 11:00 a.m.

Next Meeting: Friday, August 16, 2019

Location: Ben Franklin Transit Board Room

Meeting starts promptly at 10:00 a.m.

Approved at the August 16, 2019 meeting:



Nicholas (Skip) Novakovich, BFCG President