



# BENTON-FRANKLIN COUNCIL OF GOVERNMENTS

## MINUTES

June 15, 2018 - 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 p.m., by Board President Skip Novakovich.
2. Roll Call – Brian Malley first introduced Commissioner Vicky Gordon representing the Port of Pasco, and asked her to provide a little information about her background. Mr. Malley then completed roll-call by identification of those present, and the agency representing, right-to-left in the room.

### BFCG Regular Board Members

<i><b>Jurisdiction</b></i>	<i><b>Delegate</b></i>	<i><b>Alternate</b></i>
Ben Franklin Transit	Bob Koch/Excused	Shon Small/Jim Beaver
Benton City	Linda Lehman (Present)	NONE
Benton County	Jim Beaver/Absent	Shon Small
Benton PUD	Lori Sanders (Present)	Barry Bush
Connell	Lee Barrow/Excused	NONE
Franklin County	Brad Peck/Excused	Rick Miller/Bob Koch
Kahlotus	Dave Wooten/Excused	John Rogers
Kennewick	Matt Boehnke (Present)	Steve Young
Mesa	Patti Bailer/Excused	NONE
Pasco	Blanche Barajas/Absent	Ruben Alvarado
Port of Benton	Bob Larson (Present)	Roy Keck
Port of Kennewick	Skip Novakovich (Present)	Don Barnes
Port of Pasco	Vicky Gordon (Present)	Jean Ryckman/Jim Klindworth
Prosser	Mary Ruth Edwards (Present)	Steve Becken
Richland	Brad Anderson/Absent	Phil Lemley (Present)
West Richland	Ken Stoker (Present)	Gail Brown
WSDOT	Todd Trepanier (Present)	Troy Suing

### Economic Development District (EDD) Private Sector Members

<i><b>Representing</b></i>	<i><b>Member</b></i>	<i><b>Alternate</b></i>
Visit Tri-Cities	Michael Novakovich	Kim Shugart (Present)
TRIDEC	Carl Adrian /Excused	David Chavey-Reynaud (Present)
Prosser EDA	Deb Heinz (Present)	NONE
WorkSource Tri-Cities	Tiffany Scott/Excused	NONE
Baker Giles	Carol Woo/Excused	NONE
A.S. Klein Engineering	Andrew Klein (Present)	NONE
Elite Construction & Dev.	Trini Garibay/Absent	NONE
U.S. Bank	Thomas Fisher (Present)	NONE
Community First Bank	Amanda Jones/Excused	NONE

Staff Present: Brian Malley, Tanna Dole, and Stephanie Seamans. Mr. Malley indicated a quorum present for BFCG and BFEDD.

3. Introduction of Visitors (NONE)
4. Public Comment (NONE)
5. Reports and Comments

A. EXECUTIVE DIRECTOR'S REPORT –

*Agenda Revisions* – Brian Malley indicated that copies of the agenda, and a few complete packets were available in hard copy format. He mentioned that the Voucher Summary (6B2) was inserted into the online packet earlier in the week, as were the financials for BFEDD (6A2) and prior meeting minutes (6B1).

*Notes & Comments* – Mr. Malley mentioned that the July meetings of the TAC and PAC will be held jointly on July 12<sup>th</sup>, both to facilitate discussion with both PAC and TAC members, but also due to scheduled date of TAC meeting being on July 5<sup>th</sup> when many are anticipated to be unavailable. He mentioned one topic upon that joint agenda to be discussion of a request from WSDOT to complete Columbia River Crossing alternatives using the latest iteration of the Travel Demand Model.

Mr. Malley explained that submittals have been provided the State Auditor's Office for BFCG (including both RRLF and CREDiT), as well as for Benton PFD and Tri-City Regional PFD. He expressed thanks to Stephanie Seamans for her assistance in reviewing and preparing the BFCG submittal.

Mr. Malley added that improvements are underway outside of the agency office, including installation of a sidewalk, landscaping improvements, and parking lot repairs. He explained that this work will stretch over three weeks, during which time meetings are likely to be scheduled offsite.

Mr. Malley shared that he will be attending the Pacific Northwest COG Director's meetings next Thursday and Friday, indicating these meetings are beneficial in learning what services COGs are providing, what issues and challenges they face, and how they address varying topics of importance. He added that these meetings have most recently all been hosted within Oregon, but he believes the group would be interested in a Washington location soon. He added that Yakima Valley COG had recently made contact regarding a "Regional Solutions Summit" that they held last year focused on issues of importance in the Yakima valley. He indicated they plan to host in the Tri-City area, and have indicated a desire to pull attendees from throughout Oregon and Washington. He indicated he believes there will be request to perhaps co-host this event,

and indicated he's communicate to Executive Committee any developments regarding those two topics.

B. COMMITTEE REPORTS (NONE)

C. STAFF REPORTS

1. 2018 Obligation Report

Tanna Dole shared that this report has been updated, and reflects the obligation of funds at \$4.4 million. She detailed specific projects that have moved forward, indicating that our region is doing well with obligation of funds. She urged anyone with questions to contact her.

2. Travel Demand Model Documentation

Tanna Dole explained that the updated Travel Demand Model now is accompanied by a detailed documentation of assumptions, and operational information that consultants would require should they desire to use the model. She explained that anyone with additional questions should contact Jacob for assistance.

3. Human Services Transportation Plan (HSTP)

Tanna Dole explained that Len Pavelka has been leading the HSTP effort, with a survey prepared by the HSTP committee, which will be made available in the very near future. There will be some outreach, attempting to get this survey available through membership websites.

6. Administration

A. INFORMATION ONLY (No action necessary) – Mr. Malley clarified that these do not reflect expenses for the month, as those invoices are actually going to be prepared this afternoon, after return from this meeting.

1. BFCG Financials – May 31, 2018
2. BFCG/EDD Financials – May 31, 2018

B. CONSENT CALENDAR

1. MINUTES OF MAY 18, 2018 BFCG BOARD MEETING
2. VOUCHER SUMMARY – JUNE, 2018

ACTION: Motion made by Phil Lemley, seconded by Bob Larson, to approved consent calendar, as presented.

MOTION CARRIED UNANIMOUSLY.

7. RECESS BFCG

8. INFORMATIONAL PRESENTATION (NONE)

9. Convene Economic Development District (EDD)

- A. BFEDD Loan Trial Balance Report – Stephanie Seamans indicated that all existing loans are current, and that the Educational Technology loan was closed this last week.
- B. BFEDD Activity Report – Stephanie Seamans shared that agency loan programs continue to have funding available and that BFEDD has contacted with Rick Peenstra to provide loan packaging services. She added that staff met upon three inquiries during the past few weeks, through a variety of referrals. There were a total of nine inquiries in May – explaining that normally a meeting is initially held with client, then if a good fit to program a checklist of materials is provided client to provide to staff. This sometimes results in immediate information, and other times several months may pass before materials are received.

Stephanie added that staff held a booth at recent TCRCC “State of the Cities” event showcasing available resources through BFEDD. She mentioned attending SCORE event where many potential clients were in attendance. Staff efforts continue upon coordinating EDA projects and locally proposed efforts seeking either planning or construction funding.

10. BFEDD – New Business (NONE)

11. Adjourn Economic Development District (EDD)

12. Reconvene BFCG

13. BFCG Discussion Calendar

- A. North Horn Rapids Area Master Plan/Truck Evaluation Study – Brian Malley begin that the TAC was provided this study through presentation, and that PAC had healthy discussion upon this topic just yesterday. He indicated that several were in attendance to TAC presentation, as they had expressed interest on the Inland Seaport Concept. Mr. Malley provided a general recap of the concept being considered, both for the benefits anticipated and also the impacts in the area that may accompany. He urged continued transparency upon the subject between area partners.

Phil Lemley clarified that there is no project, yet.

Matt Boehnke expressed City of Kennewick concern over mitigation of the impacts that may come, and urged continued sharing of information.

Skip Novakovich indicated he believes City of Kennewick concerns lie with rail traffic resulting from this concept, and suggested continued collaboration and distribution of information is appreciated. He indicated the study presented indicated impacts would be negligible, and thinks it warrants a deeper look.

Phil Lemley responded that this concept was not developed in a silo, and that the city will continue to be forthcoming with information going forward.

Mr. Malley summarized that this concept is perceived to be of a magnitude that it may have impacts that effect a much larger area than the Tri-City metro. He indicated this concept could help relieve truck volumes across I-90, and also at the Ports of Seattle and Tacoma and, in doing so, may result in allies from those well outside our metro area. He felt it important that discussions continue to evaluate what impacts may be associated, to be prepared to identify those should the concept come to fruition.

Bob Larson reiterated that Port of Benton has not heard from Seaport Alliance on the concept recently, but that Port of Benton will advise membership should the concept move forward.

Mr. Malley closed with recapping the number of meetings and presentations upon this topic – indicating at least 4-5 TAC level presentations, a PAC level presentation, a workshop on the subject held in the Bechtel Board Room...all in an eighteen-month span. He stated the job of MPO/RTPO staff is to exactly convene membership on topics of this nature, and thanked everyone for their continue participation and sharing of information.

- B. Status – Regional Ozone Informational Workshop – Tanna Dole explained a “Save the Date” has been sent to some and will be distributed more widely on Monday. She indicated the presentation will be largely informational upon the Ozone Precursor Study, with experts from health, business, transportation anticipated to be in attendance. She shared that contacts are also being invited from Walla Walla area.

Mr. Malley emphasized the importance of this topic, and encouraged those able to attend to be prepared to discuss and act in manners to help address the conditions being seen.

Following discussion centered upon if workshop will include mandates, or decisions desired that date, with input that we do not have “I-5, California like issues” – Tanna explained that the workshop is informational, though vehicle emissions are likely to be mentioned as a likely source to consider addressing.

Mr. Malley indicated that the number of days of high ozone are currently in the mid-teens each year. He added that trip reduction is a potential strategy, that time-of-day lawn mowing, and information campaigns could all be ideas that could be discussed. Ultimately, he believes that working alongside EPA and Benton Clean Air on this topic is likely to be better-received than avoidance on the subject.

- C. FFY 2018 Final Allocations for STBF and TAP – Tanna Dole explained that final allocation have been received, with amounts varying only slightly from previous estimates. She added that a new “one-time” appropriation will be received...\$739k of Highway

Infrastructure Program (HIP) that will be split into appropriate geographical areas. Staff will prepare memo on distribution options next month, for member's consideration.

- D. Ben Franklin Transit requests Ad Hoc Committee – Tanna explained that Ben Franklin Transit has requested a TAC-level committee to assist with Amenities desired in the area. They would like to connect with appropriate staff at the local jurisdictions, to assist with planning and engineering of these desired amenities. Please contact Tanna with interest in participating.
- E. 2019 Unified Planning Work Program (UPWP) Approval – Tanna indicated the SFY 2019 UPWP has been available for review and comment, and that TAC/PAC have both recommended approval. Mr. Malley explained that this is an annual exercise detailing desired work efforts for the coming year.

ACTION: Motion made by Bob Larson, seconded by Matt Boehnke, to approved SFY 2019 UPWP, as presented.

MOTION CARRIED UNANIMOUSLY.

- F. 2018-2023 TIP Amendments (BFCG Amd. 18-JUN) – Tanna explained that this amendment is for Ben Franklin Transit, and includes general funding adjustments to existing projects within the STIP.

ACTION: Motion made by Bob Larson, seconded by Matt Boehnke, to TIP Amendment BFCG Amd. 18-JUN.

MOTION CARRIED UNANIMOUSLY.

#### 14. Public and/or Board Comment –

Deb Heinz thanked Lori Sanders for organizing the tour of Energy Northwest, stating this she found that tour fascinating and informative. Lori indicated about twenty has signed up, though only seven actually attended. Todd Trepanier indicated he's shared about the tour with his Yakima staff, and that none were aware there is an active energy-producing reactor in our region. Lori Sanders explained that this tour was aimed at creating greater awareness. Mr. Malley expressed that if the opportunity ever available, for membership to tour the facility.

Deb Heinz indicated that Prosser EDA will be hosting the Summer Washington EDA (WEDA) Conference, to be held in Prosser August 22-23<sup>rd</sup>. Stephanie Seamans added that east-side conferenced for WEDA are somewhat rate, and it will be nice to bring those from across the state to our region. Information will be distributed on the conference.

Mr. Malley that the MyTri2030 visioning exercise summary is anticipated for late July, according to TCRC.

Linda Lehman shared that she recently returned from Ireland, touring Smithwick brewery that had been producing beer since the 17<sup>th</sup> century. She shared that most of their hops are from the state of Washington.

**15. Date and Place of Next Meeting**

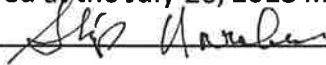
Friday, July 20, 2018

Location: El Chappala

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

**16. Adjourn: 12:57 p.m.**

Approved at the July 20, 2018 meeting:

  
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Skip Novakovich, Board President