



BENTON-FRANKLIN COUNCIL OF GOVERNMENTS

MINUTES

October 19, 2018 - 10:00 p.m. Meeting
Ben Franklin Transit Board Room
1000 Columbia Park Trail, Richland

1. Call to Order: Meeting was called to order at 10:05 p.m., by Board President Skip Novakovich.
2. Roll Call – Stephanie Seamans completed roll call, by jurisdiction.

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 (Present)	Barry Bush
Connell	Lee Barrow/Absent	NONE
Franklin County	Brad Peck (Present)	Rick Miller/Bob Koch
Kahlotus	Chad Davis/Excused	John Rogers
Kennewick	Matt Boehnke/Absent	Steve Young
Mesa	Patti Bailey/Excused	NONE
Pasco	Blanche Barajas (Present)	Ruben Alvarado
Port of Benton	Bob Larson /Excused	Roy Keck
Port of Kennewick	Skip Novakovich (Present)	Don Barnes
Port of Pasco	Vicky Gordon/Excused	Jean Ryckman (Present)/Jim Klindworth
Prosser	Mary Ruth Edwards/Absent	Steve Becken, Taylor
Richland	Brad Anderson/Absent	Phil Lemley (Present)
West Richland	Ken Stoker (Present)	Gail Brown
WSDOT	Todd Trepanier/Excused	Troy Suing (Present)

Economic Development District (EDD) Private Sector Members

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

Staff Present: Stephanie Seamans and Tanna Dole. Ms. Seamans indicated a quorum present for BFCG and BFEDD.

3. Introduction of Visitors – Dan Ford, P.E., City Engineer, Pasco
4. Public Comment (NONE)
5. Reports and Comments

A. EXECUTIVE DIRECTOR'S REPORT –

Agenda Revisions – Voucher Summary added.

Notes & Comments –

B. COMMITTEE REPORTS (NONE)

C. STAFF REPORTS

1. 2019 Legislative Priorities

Tanna Dole brought members attention to a copy of the 2018 Legislative Priorities for Transportation included in the meeting materials. Ms. Dole stated both the TAC and PAC were requested in September and October to provide transportation priorities for the 2019 legislative session. Input has been slow in coming and she encouraged members to send her their priorities as soon as possible.

6. Status of Transportation Staff Recruitment

Tanna Dole reported recruitment for two planning staff positions has went well and offers will be made for both vacant positions. Both individuals are from the Tri-Cities and have family here. The recruitment for Transportation Programs Manager will begin reviewing application.

Administration

A. INFORMATION ONLY (No action necessary)

1. BFCG Financials – Aug 30, 2018
2. BFCG/EDD Financials – Aug 30, 2018

B. CONSENT CALENDAR

1. Minutes of October, 2018 BFCG Board meeting
2. Voucher Summary – September 22 – October 18, 2018

ACTION: Motion made by Phil Lemley, seconded by Jim Beaver, to approve 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 reported that Provisional Nutrition has paid off their loan early. This was the only significant activity through September 30. She added that BFCG is working with some other borrowers through the loan officer when needing information and guidance. ISO Pacific is struggling and recently offered a tour and demonstrated some of their equipment. They had a lot of interest from contractors and are hopeful.

B. BFEDD Activity Report

Ms. Seamans indicated there is a loan in review and could not make the deadline for the October RRLF meeting. She expects it will be ready for the RRLF meeting in November. Ms. Seamans discussed the update of the CEDS, explaining the need for additional information including the Strategic Plan(s) of the jurisdictions regarding disaster/emergency preparedness and community resiliency. Ms. Seamans also discussed the EDA disaster relief grant awarded to the Port of Pasco. BFCG was very happy to hear of the \$7.1M grant to construct new infrastructure for the warehouse units at the Big Pasco location. This was a project that Port of Pasco was planning to complete over a period of many years and because of the EDA grant will be completed much sooner. The City of Pasco is hoping to see some EDA funding for a new wastewater treatment lift station and pipeline. Dan Ford, Pasco city engineer added there was a ground breaking last week.

10. BFEDD – New Business – NONE

11. Adjourn Economic Development District (EDD)

12. Reconvene BFCG

13. BFCG Discussion Calendar

A. Resolution 03-18 Adopt 2019 -2024 Regional/Metropolitan Transportation Improvement Program (TIP)

Phil Lemley MOVED to approve Resolution 03-18, SECONDED by Lori Sanders; motion UNANIMOUSLY APPROVED.

B. Resolution 04-18 Ratification of Executive and Policy Committee Personnel Action

C. Resolution 05-18 Ratification of Executive and Policy Committee Action appointing Interim Executive Director

D. Resolution 06-18 Ratification of Executive and Policy Committee Action Regarding Financial Matters

E. Resolution 07-18 Approval to Add Executive and Policy Committee Members as Signer on all BFCG accounts

F. Resolution 08-18 Approval of Executive and Policy Committee authorization to act on behalf of the Board to perform necessary and/or required activities between Board Meetings

Bob Koch MOVED to approve Resolution 04-18, Resolution 05-18, Resolution 06-18, Resolution 07-18 and Resolution 08-18, SECONDED by Jim Beaver; motion UNANIMOUSLY APPROVED.

- G. Transfer of STBG funds – City of Richland
Phil Lemley MOVED to approve the transfer request of STBG funds by the City of Richland, Troy Suing SECONDED; motion UNANIMOUSLY APPROVED.
- H. Transfer of BFCG funds – City of Pasco
Jean Ryckman MOVED to approve the transfer request of STBG funds by the City of Pasco, Lori Sanders SECONDED; motion UNANIMOUSLY APPROVED.
- I. BFCG October 2018 TIP Amendments
Troy Suing MOVED to approve BFCG October 2018 TIP Amendments, Phil Lemley SECONDED; motion UNANIMOUSLY APPROVED.
- J. Highway Infrastructure Program (HIP) Funding Distribution
Lori Sanders MOVED to approve the HIP Funding Distribution, Jim Beaver SECONDED; motion UNANIMOUSLY APPROVED
- K. 2018 Annual Performance and Expenditure Report
Jean Ryckman MOVED to approve the 2018 Annual Report, SECONDED by Jim Beaver; motion UNANIMOUSLY APPROVED
- L. Secretary Boehnke resignation from BFCG Executive Committee – ACCEPTED

14. Public and/or Board Comment – NONE

15. Date and Place of Next Meeting

Friday, November 16, 2018
Location: Ben Franklin Transit Board Room
Meeting starts promptly at 10:00 a.m.

16. Adjourn: 12:39 p.m.

Approved at the November 16, 2018 meeting:



Nicholas (Skip) Novakovich, BFCG President