



BENTON-FRANKLIN COUNCIL OF GOVERNMENTS

MINUTES

March 16, 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 12:00 noon, by Vice President Skip Novakovich.
2. Roll Call – Brian Malley conducted roll-call of BFCG and BFEDD Members

BFCG Regular Board Members

<i>Jurisdiction</i>	<i>Delegate</i>	<i>Alternate</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 (Present)	Rick Miller/Bob Koch
Kahlotus	Dave Wooten/Absent	John Rogers
Kennewick	Matt Boehnke (Present)	Steve Young
Mesa	David Ferguson/Absent	NONE
Pasco	Blanche Barajas (Present)	Ruben Alvarado
Port of Benton	Bob Larson (Present)	Roy Keck
Port of Kennewick	Skip Novakovich (Present)	Don Barnes
Port of Pasco	Vicky Gordon/Absent	Jean Ryckman/Jim Klindworth
Prosser	Mary Ruth Edwards (Present)	Steve Becken
Richland	Brad Anderson/Absent	Phil Lemley
West Richland	Ken Stoker/Excused	Gail Brown
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 (Present)	NONE
WorkSource Tri-Cities	Tiffany Scott (Present)	NONE
Baker Giles	Carol Woo (Present)	NONE
A.S. Klein Engineering	Andrew Klein (Present)	NONE
Elite Construction & Dev.	Trini Garibay/Excused	NONE
U.S. Bank	Thomas Fisher/Absent	NONE
Community First Bank	Amanda Jones (Present)	NONE

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

3. Introduction of Visitors – Bruce Blackwell and Dawn Wellman/HAB Delegate (joined 12:25)
4. Public Comment (NONE)
5. Reports and Comments

A. EXECUTIVE DIRECTOR'S REPORT –

Agenda Revisions – Brian Malley indicated the last several weeks have been busy, and today's meeting has a full agenda of topics. The Voucher Summary was updated mid-week and inserted into meeting packet. All other materials were provided last Friday.

Notes & Comments – Mr. Malley mentioned that BFCG staff would be looking to organize an introductory meeting for new delegates to provide an overview of agency functions and activities – he indicated anyone with interest in attending should contact him directly. Mr. Malley shared that CBRC has been advised the agency wishes to extend the lease upon current building, and that 2-year extension should soon be signed. He added that staff have been working closely with A Street property tenants and BFCG would soon be renewing both 5yr. leases upon that property. Mr. Malley added that Regional Traffic County project received favorable bids, and that traffic counts would begin as soon as next week.

Lori Sanders added that a sign-up sheet would be distributed around the table, for those that have interest in a tour of Energy Northwest. Those interested should provide their name and email address, in anticipation of contact from Energy Northwest representative to provide further information about potential tour.

B. COMMITTEE REPORTS -

Mr. Malley indicated that a Nominating Committee had been formed in January, consisting of Blanche Barajas, Linda Lehman, and Amanda Jones. He thanked them for serving and asked committee to provide a report. Amanda Jones read a detailed report from the Nominating Committee, sharing information about the potential BFCG officers and a brief description of their recent roles within BFCG processes. The report concluded with a committee recommendation to nominate the following for 2018 BFCG slate of officers: Skip Novakovich as President, Brad Peck as Vice President, and Matt Boehnke as Secretary.

C. ELECTION OF 2018 BFCG OFFICERS

ACTION: Lori Sanders made, and Bob Larson seconded, a motion to nominate 2018 BFCG Officers as recommended in Nominating Committee report

MOTION CARRIED UNANIMOUSLY.

D. STAFF REPORTS (Not otherwise on the Agenda)

1. Obligation Authority (OA) Target Goal Status – Tanna Dole explained that the agency has \$2.1 million as target, and that jurisdictions are moving nicely toward that amount. She shared that she anticipates no issues in meeting targeted amount. She listed the projects that advanced in 2017, and indicated the region is working well to coordinate available funds to project needs.
2. Status of Tri-City Ozone Pre-Cursor Study – Tanna Dole expressed that the Board members are urged to review the study at link provided, and particularly the “Story Map” that explains the topic in more general terms. She explained that the region now has three permanent monitors in the area, and that the report provided provides great detail on the subject. She added that a workshop is anticipated in May, but that Dept. of Ecology staff will first present to TAC members in April, to gain greater understanding of the types of information and questions that might be asked during workshop setting. Ms. Dole explained that the workshop is anticipated to be half-day, and will extend to stakeholders of pertinence, including contacts from Walla Walla county. She urged any ideas upon stakeholders be communicated to Tanna directly.
3. Status of Inland Seaport – Tanna Dole shared that Port of Benton engineer, Roger Wright, provided a presentation to TAC members earlier in the month. She indicated Mr. Wright had conveyed a traffic study effort had begun, with truck counts completed at 28 locations within the region. Mr. Wright had explained that trial “Unit Train” runs had not yet begun.

Ms. Dole added that BFCG staff had recently conferenced with WSDOT Freight, Rail, and Ports Division – essentially confirming that neither party had information to provide the other as updated information. Matt Boehnke inquired what would next be expected – to which Ms. Dole indicated that Port of Benton and consultant, JUB, would likely progress their traffic study and provide information as it becomes available.

6. Administration

A. INFORMATION ONLY (No action necessary)

1. BFCG Financials – Feb 28, 2018
2. BFCG/EDD Financials – Feb 28, 2018

B. CONSENT CALENDAR

1. MINUTES OF JANUARY 19, 2018 BFCG BOARD MEETING
2. VOUCHER SUMMARY – MARCH, 2018

Amanda Jones mentioned minutes should be revised to reflect current employer.

ACTION: Matt Boehnke made, and Brad Peck seconded, a motion to approve the Consent Calendar, as amended.

MOTION CARRIED UNANIMOUSLY.

7. Recess BFCG: 12:30 P.M.

8. Information Presentation – Hanford Advisory Board/Dawn Wellman

Dawn Wellman indicated DOE Office of River Protection (ORP) had provided several graphics that are included within the packet presentation materials. Beginning first with Office of River Protection (ORP), Ms. Wellman indicated efforts are ongoing working toward processing tank waste into glass by 2022. DOE has unofficially set date of 2021 for this effort, and parallel paths (Low Activity Waste Processing System – LAWPS) are being developed to ensure this is achieved within desired timeline.

Ms. Wellman added that Richland Operations (RL) continue to make good progress upon treating ground water plumes, continuing to hit all milestones and protecting the Columbia River. Removal of contaminated soils continues to be done remotely, given the high contamination levels present. The Plutonium Finishing Plant (PFP) continues to be in the press – with new boundary lines established to address concerns to stabilize and predict any air dispersions. Once the readiness reviews are complete and air dispersion models are complete, these efforts should again be underway.

Lastly, Dawn Wellman shared an update of Purex tunnel concerns, indicating that tunnel #2 will likely undergo similar treatment as tunnel #1 previously received (grouting). This effort simply accelerates work that was already anticipated to stabilize the tunnels.

9. Convene Economic Development District (EDD): 12:41 P.M.

A. BFEDD Loan Activity & Trial Balance Report – Stephanie Seamans provided a recap of loans recently closed, indicating that recent RRLF loan had been dispersed. All clients are current with their loans. She indicated that Fatima is out of office, but that if there are any questions members could contact Stephanie directly.

B. BFEDDD Activity Report – Stephanie Seamans indicated that staff have been working closely with Loan Packager upon a financing request that has a few questions that need clarity, before bringing before Loan Review Committee. She added that Women and Minority Microloan has been picking up, with a recent loan provided to downtown Walla Walla business.

Stephanie added that the Comprehensive Economic Development Strategy (CEDS) has met and that the document is before the BFEDD Board for approval today. She indicated that next year CEDS will be a five-year update. She urged any members with input or questions to contact her.

10. EDD Discussion Calendar

A. **Resolution 02-18**/Adopting the 2018 Benton-Franklin Comprehensive Economic Development Strategy (CEDS) Annual Update

ACTION: Carl Adrian made, and Kim Shugart seconded, a motion to approve **Resolution 02-18**, as presented.

MOTION CARRIED UNANIMOUSLY

11. EDD Board – New Business (NONE)

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

13. Reconvene BFCG

14. BFCG Discussion Calendar

- A. REVISED TIP Amendment Schedule/Process – Tanna Dole explained that prior schedule contained an error, and that the information within packet has been communicated to TAC members.
- B. System performance, Freight and CMAQ, MAP-21 Performance Measures - Tanna Dole shared that performance rules are being set statewide, and that MPOs have agreed to work with WSDOT toward statewide goals. It is expected to be similar to Safety performance measure. BFCG staff have been reviewing potential available dataset proposed by WSDOT. RITIS dataset will be made available to MPOs, with a basic set of data. She explained that some state highways are not within the dataset. She added that current staff are not familiar with the tools, but will be gaining familiarity with it as schedules allow. She explained that the dataset coverage options could include Origin and Destination information, as well as other aspects. The folio within the packet does a nice job of summarizing the topic. Brian Malley added that SR 240 is within the dataset, but that SR 224, SR 225 and one other are noticeably lacking. Staff are exploring the process to see, at minimum, all state highways are included within dataset.

C. Freight Program Assessment

Tanna Dole told members that BFCG staff had recently completed a Freight Assessment to FHWA and informed members that Freight Planning has been an identified area of need for some time in our region. She explained that Freight Planning can be complicated and requires a certain level of expertise. She indicated that FHWA contact, Sharleen Bakeman, has some experience dealing with freight and has offered to discuss potential resources the MPO might be provided. Ms. Bakeman is the Planning and Freight Manager within FHWA and will be visiting soon with the UPWP review team. Initial intent is to have Ms. Bakeman to visit with TAC members at upcoming meeting to discuss potential Freight workshop. The upcoming UPWP review will provide to get initial discussions began.

D. BFCG STIP Amendment (BFCG Amd. 18-Mar)

Tanna Dole explained that STIP Amendment contains three WSDOT projects, and one Franklin County bridge project. She explained that the WSDOT projects are largely reflecting shifting of funds shown upon the project – but that these alterations are required to be brought through the MPO for approval. The Amendment was forwarded with recommendation for approval from both TAC and PAC. Skip Novakovich explained how STIP Amendments regularly proceed through TAC and PAC for recommendations, with approval required of the BFCG Board.

ACTION: Matt Boehnke made, and Linda Lehman seconded, a motion to approve STIP Amendment (BFCG Amd. 18-Mar), as presented.

MOTION CARRIED UNANIMOUSLY

15. Public and/or Board Comment

Deb Heinz shared that Prosser Economic Development Association (PEDA) is hosting their annual meeting on the 21st, and members are encouraged to attend. Bob Larson indicated he recently attended Pacific NW Waterways conference in Washington D.C. He indicated that one of the more interesting sessions addressed Dan Newhouse’s bill aimed at saving the Snake River dam system. He indicated there have been three Bi-Op (Biological Opinions) over twenty years – and that the Snake River system should be receiving support from our membership. He urged all to make contact to support Congressman Newhouse’ bill and inquired if BFCG should take stance on the topic. Mr. Malley indicated formal resolution has been approved some time ago in support of retaining the Snake River Dam system. Mr. Malley added that eight different delegates are on the BFCG/EDD Board – and that a “BFCG 101” would soon be scheduled. He added that anyone with interest in attending, to contact him for inclusion. He also added that Tri-City Regional PFD had undergone high turnover and that activities appear to be picking up with new TCRPFD Board members. The next meeting of TCRPFD is April 11th. Brad Peck explained that the Regional PFD is widely supported, but that individual city PFD have attempted to expand their authority, essentially undermining the abilities of the Regional PFD.

16. Date and Place of Next Meeting

Friday, April 20, 2018

Location: El Chappala

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

17. Adjourn: 1:11 p.m.

Approved at the April 20, 2018 meeting:

Skip Novakovich, Board President