



# BENTON-FRANKLIN COUNCIL OF GOVERNMENTS

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## Technical Advisory Committee Meeting 11:00 a.m. - Thursday, June 6, 2019

West Richland City Hall, 3100 Belmont Blvd West Richland, WA 99353

### 1. CONVENE

TAC Chair Matt Rasmussen called the meeting to order at 11:10 a.m. at West Richland City Hall.

### 2. ROLL CALL

Jurisdiction	Agency
Benton County	Matt Rasmussen, Chairman
City of Richland	Pete Rogalsky, Vice Chairman
Ben Franklin Transit	Keith Hall
City of Benton City	
City of Connell	Hallie Tuck
Franklin County	Craig Erdman
City of Kahlotus	
City of Kennewick	Heath Mellotte
City of Mesa	
City of Pasco	Steve Worley
City of Prosser	Marty Groom
City of West Richland	Roscoe Slade
Mission Support Alliance	
PNNL Battelle	
Port of Pasco	
Port of Benton	Roger Wright
Port of Kennewick	
WSDOT - South Central	

BFCG Staff	Erin Braich Tony Kalmbach Patrick Pittenger Stephanie Seamans Geoff Wagner
Guests	Bill Barlow, Ben Franklin Transit Rick Dawson, Benton-Franklin Health District Jeff Peters, Lochner Bill Preston, WSDOT South Central Region Robin Priddy, Benton County Clean Air Agency

### **3. MINUTES OF PREVIOUS MEETING:**

Craig Erdman made a MOTION to approve the minutes of the previous meeting, Pete Rogalsky SECONDED. The motion passed unanimously.

### **4. DISCUSSION/INFORMATION ITEMS**

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

Erin gave a summary of the ADA policy recently drafted for BFCG. The ADA policy applies to BFCG planning activities and not member agencies.

#### B. Congestion Management Process (CMP) update

Patrick let the group know the CMP is going to be a priority in the coming months. During the last federal Transportation Management Area (TMA) certification in 2016, the CMP was evaluated and became a corrective action. The TMA certification indicated the need for a more robust multi-modal approach to the CMP corridors. Staff will consult with TAC to assemble a CMP working group.

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

Geoff discussed the 2020 TIP development schedule. It is basically the same as in the past and includes dates for public notice and an open house. The schedule will be emailed to the TIP preparers for each jurisdiction and agency later today. Two dates to be aware of are July 8<sup>th</sup> when TIPs need to be to BFCG and the last week in August for the TIP open house.

#### D. 2019 STIP obligation status – WSDOT target update

Geoff updated the group on the latest project obligations to date. The area is about 68% obligated since last April. Kennewick's West 10<sup>th</sup> widening project obligated \$1.28 million and Richland's Columbia Park Tail PE phase also obligated for \$55,000. The region is expected to meet its target by the end of the federal fiscal year (FFY).

### **5. ACTION ITEMS:**

#### A. Recommendation to approve Unified Planning Work Program (UPWP)

Patrick noted the UPWP review with FHWA, FTA and WSDOT went well with minor comments and associated modifications. BFCG Board President Novakovich attended the review and TAC Vice Chairman Rogalsky was able to attend part of the review. There were no public comments concerning the UPWP.

A MOTION was made by Vice Chairman Rogalsky and SECONDED by Craig Erdman to approve Unified Planning Work Program (UPWP). The motion passed unanimously.

#### B. Recommendation to award a travel demand modeling services contract

Patrick explained the need for a services contract for modeling. Modeling is very important to the agency as well as its member jurisdictions for transportation planning and service provided by BFCG needs to be improved and expanded. Having a consultant available for modeling issues would benefit the region. It was suggested to add TAC member

participation in the consultant selection process. Richland and Ben Franklin Transit have volunteered to be on that committee. If any other TAC members are interested in joining the committee please contact BFCG.

A MOTION was made by Vice Chairman Rogalsky and SECONDED by Keith Hall to award the travel demand services contract with the inclusion of interested TAC representatives to participate in the selection process of a consultant. The motion passed unanimously.

#### C. Recommendation to approve TIP amendment narrative for performance measures (BFCG Amd. 19-JUNE)

Geoff mentioned that FHWA is requiring text for each MPO in the state regarding performance measures and how they associate with TIP projects. This narrative was created by WSDOT and vetted through FHWA which has approved it as fulfilling the requirement.

A MOTION was made by Vice Chairman Rogalsky and SECONDED by Craig Erdman to approve TIP amendment narrative for performance measures. The motion passed unanimously.

#### D. Discussion and action on request for 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 group 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 a policy for addressing such requests, and the group asked staff to begin developing such a policy for TAC and Board consideration.

A MOTION was made by Steve Worley and SECONDED by Roscoe Slade to recommend approval of the request for an additional allocation of \$28,000 of TAP funds to Benton County. The motion passed unanimously.

### **6. MEMBER COMMENTS:**

#### Bill Preston – WSDOT South Central

Bill Preston gave an update on recent changes to chapter 26 of the LAG manual which will take effect August 1<sup>st</sup>. The Office of Equal Opportunity (OEO) needs more time in scheduling which will add an extra layer of delay and cost. There are new rules on bidding and contracts have to be entered in to the Diversity Management and Compliance System (DMCS). There is also a new OEO form for contractor trucking VIN verification. DBE needs a written agreement that states work is complete for a lesser amount because of high estimates.

There also needs to be onsite reviews of projects more regularly and not just at the end of the project.

As of June 1<sup>st</sup> 2019, all agencies must use the revised 03/2019 Local Agency Agreement (LAA) form. There is training planned for July on these subjects. The state has been underspending federal funds this year. Local programs want to get these funds spent so please contact Bill with any funding needs your jurisdiction may have for transportation projects. The deadline for this year's obligation packages is August 15<sup>th</sup> for WSDOT south central and September 10<sup>th</sup> for WSDOT headquarters local programs.

#### **7. NEXT MEETING: TAC Meeting**

July 3, 2019 – Ben Franklin Transit, 1000 Columbia Park Trail in Richland. Staff indicated plans to cancel the July meeting as it is unnecessary. TAC members would be contacted to confirm cancellation status of the July 3<sup>rd</sup> meeting.

#### **8. ADJOURNMENT:**

Chair Matt Rasmussen adjourned the meeting at 12:30 p.m.



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Matt Rasmussen, Chair TAC

Next meeting: August 1, 2019, at 11:00 a.m. at Ben Franklin Transit, 1000 Columbia Park Trail in Richland.