



BENTON-FRANKLIN COUNCIL OF GOVERNMENTS

MINUTES of BFCG
 January 17, 2020 - 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 10:04 a.m. by President Novakovich.
2. **Roll Call:** Geoff Wagner completed roll call by jurisdiction. Geoff Wagner indicated a quorum present for BFCG.

BFCG Board Members in Attendance	
Organization	Representative
Port of Kennewick	Skip Novakovich - President
Franklin County	Brad Peck - Vice President
Ben Franklin Transit	Bob Koch
City of Benton City	Linda Lehman
City of Connell	Lee Barrow
City of Kennewick	Chuck Torelli
City of Pasco	Ruben Alvarado
City of West Richland	Gail Brown
Port of Pasco	Vicki Gordon - Secretary
WSDOT	Todd Trepanier

BFCG Staff Present:

Stephanie Seamans, Executive Director
 Patrick Pittenger, Transportation Planning Director
 Tanner Martin, Transportation Planner
 Geoff Wagner, Transportation Planner

3. Introduction of Guests:

Ron Dunning, Port of Walla Walla
 Amanda Jones, Community First Bank (BFCG EDD Member)
 Spencer Montgomery, JUB Engineers
 Steve Worley, City of Pasco

4. Public Comment: None

5. **Approval of Agenda:** President Novakovich asked to add an action item for the BFCG Board President to be authorized to sign a Letter of Intent for a new BFCG office space. Another action item was added by President Novakovich to create a Nominating Committee for BFCG Board Officers. A MOTION was made by Chuck Torelli to approve the BFCG Board Agenda with additions, SECONDED by Ruben Alvarado. The motion passed unanimously.

6. **Consent Agenda:** The Consent Agenda consisting of three items: 6A, Voucher Summary December 21 – January 17, 2020 of \$69,490.55; 6B, Approval of Minutes from regular meeting held December 20, 2019; and 6C, Approval of Growth Management Act (GMA) certification of City of Connell's Comprehensive Plan was approved on a MOTION by Secretary Gordon and SECONDED by Chuck Torelli. The MOTION passed unanimously

7. **Reports and Discussion Items:**

A. Executive Director Report

Stephanie updated the group on the ongoing Dickey's BBQ loan issue. Collateral still needs to be sorted out with the bank on items that have been taken from the site.

Staff is still looking at new office space for the agency. Ben Franklin Transit has proposed BFCG share a space with them for three years while they expand their administration building to accommodate additional staff. There is an available office space staff has identified as an option that meets many of the agency's needs. Staff will be having a walkthrough after today's board meeting and if anyone would like to join in the walkthrough please do. Skip mentioned the lease amount of the possible space is expected to be less than the current space the BFCG occupies.

BFCG has been working with a human resources consultant on drafts of agency policies.

The BFCG Bylaws need to be rewritten and are currently being assessed by staff and will be brought to the Board in the near future. There will be BFCG Board elections in March.

Stephanie concluded her report.

President Novakovich introduced Port of Walla Walla Commissioner Ron Dunning to the group. Mr. Dunning spoke about being part of the BFCG Board before Walla Walla County became its own MPO after the 2010 Census. The Tri-City Metropolitan Planning Area (MPA) extends into Walla Walla County's Burbank area in which the Port of Walla Walla has property. Because the port's property is in the Tri-City MPA the Port of Walla Walla could have representation on the BFCG Board. President Novakovich thinks it's a good point and should be addressed in the bylaws. Vice President Peck suggested looking into having other public agencies on the Board including Walla Walla County which is what the Burbank jurisdiction falls under. The other question is whether to have them pay dues like the other jurisdictions and agencies on the Board.

It was decided to have the Port of Walla Walla as a non-dues paying ex-officio member on the BFCG Board for now while staff and the Board evaluate the agency's bylaws and options for representation for the Burbank area.

A MOTION was made by Gail Brown to approve the Port of Walla Walla representation on the BFCG Board for now as an ex-officio member, SECONDED by Chuck Torelli. The motion passed unanimously.

B. Transportation Tasks Completed in 2019

Patrick explained the document included in the packet lists accomplishments of the past year as well as some of the tasks coming up in 2020. The TMA Certification by USDOT will be this spring and the Metropolitan Transportation Plan will be starting this summer.

C. BFCG Active Transportation Plan (ATP) update

Patrick noted the creation of the Active Transportation Plan (ATP) will be starting soon. There will be a public open house on January 22nd at the Pasco Library for 4:00 p.m. to 7:00 p.m.

8. Action Items:

Additional Action Item

It was suggested that authorization for President Novakovich to be able to sign a letter of intent for potential office space in the upcoming weeks may be appropriate.

Vice-President Peck noted that it will be a non-binding agreement.

A MOTION was made by Secretary Gordon to authorize President Novakovich to sign a Non-Binding Letter of Intent for office space, SECONDED by Chuck Torelli. The motion passed unanimously.

Additional Action Item

President Novakovich asked for volunteers for a nominating committee and have a motion for volunteers and noted Amanda Jones had already volunteered. Linda Lehman and Chuck Torelli volunteered to be on the nominating committee.

A MOTION was made by Ruben Alvarado to approve Nominating Committee Volunteers Amanda Jones, Linda Lehman, and Chuck Torelli SECONDED by Secretary Gordon. The motion passed unanimously.

A. Award of contract with IDAX Data Solutions for the 2020 BFCG Regional Traffic Count Program

Geoff explained the contract this year is similar to the contracts in 2016 and 2018. There were three proposals submitted and scored. IDAX Data Solutions had the highest score. The counts will collect vehicle volume, classifications and speed starting in spring for the Tri-City area and in fall for the rural area. The TAC recommended approval of the contract.

A MOTION was made by Bob Koch to approve the IDAX Data Solutions contract, for the 2020 BFCG Regional Traffic Count Program. SECONDED by Chuck Torelli. The motion passed unanimously.

B. Approve the 2020-2025 TIP Amendments (BFCG Amd.20 JAN)

Patrick mentioned the TIP amendments for January include the projects from the call on December 5 as well as a few that needed to be reestablished into the 2020-2025 TIP. There is a listing and accompanying reports handed-out that came in after the Board packet was sent out (handout is attached to these minutes).

A MOTION was made by Lee Barrow to approve the 2020-2025 TIP Amendments (BFCG Amd.20-JAN), SECONDED by Bob Larson. The motion passed unanimously.

9. Presentation: North-South Capacity Study – Spencer Montgomery, JUB Engineers

Spencer Montgomery with JUB Engineers gave a presentation on the North-South Capacity Study which is a joint study sponsored by the City of Richland, City of West Richland, Benton County, and WSDOT. The presentation evaluated and compared various potential future projects that would relieve congestion to North Richland. The potential future projects evaluated included: Kingsgate Way Extension, Aaron Drive/SR 240/ I-182 Interchange Improvements, SR 240 By-pass grade separation, widen SR 240 Southbound, North Richland Bridge and the George Washington Way/Columbia Point Drive Intersection Improvements. Evaluation criteria were used and the estimated costs of the alternatives were also presented.

Linda Lehman asked about the sensitivity of the weighted criteria. Spencer noted as an example the difference in scoring between the SR 240 grade separation and the north Richland Bridge would not make a big impact because of the criteria used.

Bob Larson asked about the impact the north Richland Bridge would have if built. Spencer noted it would not have very much impact on reducing traffic on SR 240.

Vice President Peck asked if there is data on trips from Franklin County to north Richland. Patrick noted that data is available and modeling accounts for population growth.

Spencer mentioned the study did not consider Travel Demand Management (TDM) but it is part of the equation for traffic congestion.

Chuck Torelli mentioned that he believes traffic on SR 240 will be improved when the Hanford schedule moves to 24 hour operations.

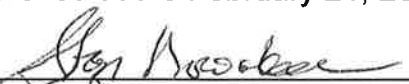
Todd Trepanier reminded the group that future funding for the alternatives listed will be hard to obtain through the state with the trend moving toward funding preservation of current facilities.

10. Comments/Announcements for the good of BFCG

11. Adjourned - 11:07 a.m.

Next Meeting: *Friday, February 21, 2020*
Location: *Ben Franklin Transit Board Room*
Meeting starts promptly at 10:00 a.m.

Approved at the February 21, 2020 meeting:



Nicholas (Skip) Novakovich, BFCG President