BEN FRANKLIN TRANSIT
BOARD OF DIRECTORS MEETING MINUTES
Thursday, August 9, 2012/7:00 p.m.
1000 Columbia Park Trail, Richland, WA

1. Convene/Roll Call: LEO BOWMAN, MATT WATKINS, RICHARD BLOOM, TERRY CHRISTENSEN, BOB OLSON, STEVE BECKEN, BOB KOCH, RICK MILLER, NORMA NELSON, (Lynn Johnson, excused)

Staff: Tim Fredrickson, Kathy McMullen, Rob Orvis, Gloria Boyce, Christy Watts, Dick Ciccone, Terry DeJuan, Katherine Ostrom, Barbara Hays, Debra Hughes, Susan Snowdy, Patrick T. Roach, Legal Counsel

2. Citizens Public Comment/Introduction of Visitors

Jerry Winkler/Principal, Integris Architecture, Spokane, WA, Lance Riniker, Jack Kalia, CAC Member, and a few members of Teamster’s Local 839 were in attendance (Dial-A-Ride Drivers/Coach Operators).

CHAIRMAN BOWMAN invited public comment on any item that is not on the agenda. Please state name and address for the record. Please limit remarks to three minutes. No public comment was given.

3. Approval of Agenda

CHAIRMAN BOWMAN stated there are no changes to the agenda. CHAIRMAN BOWMAN called for a motion to approve the agenda.

ACTION: MATT WATKINS made and BOB OLSON seconded a motion to approve the agenda as presented. MOTION CARRIED.

CHAIRMAN BOWMAN asked Legal Counsel if there is a need for an Executive Session. Patrick T. Roach, Legal Counsel, announced that there would not be an Executive Session tonight.

4. Presentation – Jerry Winkler, Principal Integris Architecture, Spokane, WA

LEED – Leadership in Energy & Environmental Design
Gold Certification for BFT Administration Building and
Re-modernization of the Operations Building

Timothy J. Fredrickson, General Manager, introduced Jerry Winkler, AIA, NCARB, President/Integris Architecture, Spokane, WA, who will present the Gold LEED Plaques and accompanying AIA Design Award certificates.

Jerry Winkler stated that BFT’s new Administration Building recently received the Citation Award from the American institute of Architects-Spokane Chapter Design Awards too.
Jerry Winker stated that he is pleased to be able to visit the BFT Board of Directors meeting and he is proud to present the Gold LEED Plaques and Design Certificates to BFT. BFT facilities have received Leadership in Energy and Environmental Design (LEED) Gold certification by the U.S. Green Building Council (USGBC). Both the award winning New Administration Building and the remodel of the existing administration received LEED Gold certification. Jerry Winker mentioned that in early conversations with BFT Staff about which level of certification they wished to achieve, Tim Fredrickson stated – Go for the Gold.

Jerry Winker stated that BFT encourages and supports the environment quality. Stated as part of their mission, BFT is committed to sustainability and defines it as “The ability to successfully serve the future needs of the people who live, work and play within the community with available resources.”

Jerry Winker stated that BFT achieved sustainable points in each of the six categories through a number of green design and construction features that positively impact the project itself and the broader community. Some of these features include:

- Sustainable Sites
- Water Efficiency
- Energy and Atmosphere
- Materials and Resources
- Indoor environmental Quality
- Innovation and Design Process

Jerry Winker stated his congratulations to BFT on both projects. They are the best return on the tax payer’s money. By using less energy, LEED-certified buildings save money for families, businesses, reduces greenhouse gas emissions, and contribute to a healthier environment for residents, workers and the larger community.

CHAIRMAN BOWMAN asked if BFT can lose the awards. Jerry Winker stated no. These recognitions are grand-fathered in, so to speak.

MATT WATKINS stated that there is a laundry list of things that contribute to LEED certification. He asked for an example of one or two of the larger items that contribute to the LEED status. Jerry Winker stated that a large part has to do with the energy qualities, heating and air-conditioning. There are features incorporated into those systems that make the building more energy efficient so it cuts dollars off the annual energy bill. The initial estimates indicated that about $10,000 a year would be saved in heating and air-conditioning, which is a return on the investment. Another activity that plays a large role in LEED status is the use of recycled materials. All the wood is cut from forests in the United States that are managed by environmentally sustainable practices.

CHAIRMAN BOWMAN stated that it was mentioned that $10,000 a year was an estimate of annual savings for heating and air-conditioning. He asked what the return is on the investment as it relates to time. Jerry Winker stated for the energy efficiency would be about a 10-year pay back.
A photo opportunity was taken at the time. Leo Bowman, Tim Fredrickson, Dick Ciccone, and Jerry Winkler displayed the plaques and certificates for photos.

Jerry Winkler stated that BFT is the 5th transit agency in the US to achieve Gold LEED status for building and design. Jerry Winkler stated his congratulations to BFT. CHAIRMAN BOWMAN kindly accepted and stated that he recalls how Staff and many others involved in the building and remodel projects reached out with the goal to achieve the ultimate LEED status and all those combined efforts paid off.

CHAIRMAN BOWMAN asked Jerry Winkler how many projects has Integrus built that have achieved Gold LEED status. Jerry Winkler stated that in their firm they have about 30. Integrus is the architects for Coyote Ridge which is the first prison in the US to achieve the Gold LEED certification.

Jerry Winkler expressed his thanks to the BFT Board and Staff for the time on tonight’s agenda. The BFT Board and Staff responded with their thanks to Jerry Winkler. The plaques and certificates will find a proper place in the public areas of each of the buildings for all to see and enjoy.

5. Board Committee Reports
   A. Planning & Marketing Committee/Bob Koch, Chair

Meeting canceled – no report.

   B. Operations & Maintenance Committee/Bob Olson, Chair

BOB OLSON, Chair, stated that the Committee met on Wednesday, August 1, 2012. He presented an overview of the items discussed. Most items are on either the Consent or Action agenda of tonight’s meeting. The meeting notes were provided in the Board packet.

   C. Administration & Finance Committee/Steve Becken, Chair

STEVE BECKEN, Chair, stated that the Committee met on Thursday, August 2, 2012. He presented an overview of the items discussed. The meeting agenda was full. A few of the items are on tonight’s agenda. Others were for discussion only at this time. Updates on sales tax and fuel risk management reports were given. The meeting notes were provided in the Board packet.

CHAIRMAN BOWMAN asked if Staff could give more detail about the FYI item in the Operations & Maintenance Committee report regarding a lease agreement between BFT and Columbia Center Mall for a bus shelter/stop.

Kathy McMullen, Service Development Manager, stated that the location is near the Sears store. This location is where Barbara Johnson, Manager/Columbia Center Mall, wants the shelter placed. The Mall is allowing BFT to build a pad for the shelter as well. It will be a nice addition for customers. This stop location will alleviate the buses from
traveling over a series of speed bumps, which is a big improvement for Operators and equipment. The lease is for at least 5 years at $1.00 per year. The agreement has been reviewed by Patrick T. Roach, BFT Legal Counsel. CHAIRMAN BOWMAN stated his thanks for the report.

6. Consent Agenda  
(Any item is open for discussion at Board or Public Request)  
A. Minutes of July 12, 2012 Board of Directors Meeting  
B. Payroll/Voucher Summary

Vouchers audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing which was mailed to the Board Members August 3, 2012.

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**Total $1,291,077.35**

Check Register Numbers 068-2012 to 077-12 in the total amount of $2,249,802.80

C. Approve APTA Annual Dues Assessment in the amount of $25,494  
D. Approve Membership Applications for Citizens Advisory Committee from:  
   Bill Hoage, Buddy Sosa, Diane Allen, Rachel Bowman  
E. Resolution 33-2012 – Declaring 9 Dial-A-Ride vehicles as surplus

CHAIRMAN BOWMAN read aloud the items on the Consent Agenda. He called for a motion to approve the Consent Agenda as presented.

**ACTION:** BOB OLSON made and RICHARD BLOOM seconded a motion to approve the Consent Agenda as presented. MOTION CARRIED.
(BFT Board Standing Committees recommended approval of Consent Items to the Full Board of Directors)

7. Action Items
   A. Resolution 34-2012 – Authorizing the General Manager to increase the Vanpool Fares

Tim Fredrickson stated that fare increase proposal and resolution has been prepared by Staff. A Public Hearing was held in July. He deferred additional comment to Terry DeJuan, Rideshare Supervisor.

Terry DeJuan presented an overview of the Vanpool fare increase proposal. He stated that since talks first began about a fare increase fuel has dropped about 60 cents per gallon. The decrease in fuel price was factored into the final proposal which amounts to an average 5.33 percent increase in Vanpool fares instead of the earlier proposed average increase of 9.6 percent. Terry DeJuan stated that Staff will continue to monitor fuel prices. Staff recommends that the Vanpool fare increase take effect October 1, 2012.

ACTION: MATT WATKINS made and BOB KOCH seconded a motion to approve Resolution34-2012 as presented. MOTION CARRIED.

B. Resolution 35-2012 – Authorizing the General Manager to transfer Ownership and sell 8 MCI Over the Road Transit Buses to Yakima Transit And Kitsap Transit

Tim Fredrickson stated that Yakima and Kitsap Transit agencies have expressed interest in acquiring BFT’s MCI over-the-road Coaches for their operational needs. As BFT acquires additional 40-foot Coaches from Sound Transit, we would be able to do a swap of vehicles for Yakima and Kitsap.

RICHARD BLOOM asked if BFT will sell all of the MCI Coaches. Tim Fredrickson responded, yes. Four MCI’s each to the two transit agencies. Tim noted that Yakima Transit will use the MCI’s on a commuter run between Yakima and Ellensburg to transport college kids to EWSU. Kitsap Transit will use the MCI’s to transport military personnel and others back and forth to the military base.

ACTIOIN: MATT WATKINS made and BOB OLSON seconded a motion to approve Resolution 35-2012 as presented. MOTION CARRIED.

C. Approve Agreement for 5309 Bus Livability Grant and WSDOT State Transportation Improvement Program (STIP)

Kathy McMullen stated that Staff recommends approving the Transit Development Plan (TDP) funding charts and approving the adjustment to the State Transportation Improvement Program (STIP) to match the upcoming grant agreements and proceeding with completion of the projects as outlined. BFT received one million dollars for the
purchase of buses. The TDP and STIP need to be adjusted accordingly to reflect the new funding award. With the $1 million and local match there would be $1,250,000 available with additional local funding possible. This will purchase up to 5 new vehicles depending upon the costs to be determined through the Federal Transit Administration (FTA) approved procurement process. Kathy McMullen noted that the $1 million award was from the 5309 Bus Livability Grant BFT applied for earlier this year.

ACTION: MATT WATKINS made and STEVE BECKEN seconded a motion to approve the revised Transit Development Plan (TDP) funding charts and approve the adjustment to the State Transportation Improvement Program (STIP) to match the upcoming grant agreements and proceed with completion of the projects as outlined. MOTION CARRIED.

D. Resolution 36-2012 – Authorizing the General Manager to execute and Manage an “All Electric Transit bus with Energy Storage” Demonstration Project

Tim Fredrickson stated that BFT Staff and Complete Coach Works have been in discussions regarding a demonstration project for a long range, electric energy, zero emission Bus program. Mach Neshati, with Complete Coach Works in Riverside, CA, and Dick Ciccone, Fleet/Facilities/Special Projects Manager, are friends, fellow pilots, etc., and began conversations about BFT’s interest in alternative fuels, sustainable practices.

The objective is that Complete Coach Works in collaboration with BFT proposes to set up a demo project of deploying an all-electric bus with energy storage capabilities. Complete Coach Works will utilize its remanufactured Zero Emission Propulsion System (ZEPS) bus and a high power fast charger installation to demonstrate the project.

The funding arm of the project is from a company named CalSTART in Pasadena, CA. They have a $750,000 grant available for the demonstration project.

Tim Fredrickson stated that the battery company is located in China. He and Dick Ciccone took this proposal to the Mid-Columbia Energy Initiative (MCEI) group. MCEI is very excited about this project and a MCEI member employed by PNNL noted that PNNL is working on battery development and storage too.

Tim Fredrickson stated that our region has access to hydro, nuclear, wind and solar energy. What better area to work on dumping energy into storage batteries that can then be dumped into vehicles. Tim Fredrickson stated that the Complete Coach ZEPS vehicle has a 120-150 mile range – a heavy-duty 40-foot bus. BFT has identified the vehicle to be used in the demonstration project – bus 248 that was damaged in an accident in Richland and is currently being restored in a facility in Las Vegas, NV. Tim Fredrickson stated that BFT’s Maintenance shop is very excited about this project. It will be of great benefit to the transit industry for years to come.

Dick Ciccone stated that the ZEPS bus is capable of running highway speeds loaded with the air-conditioning system on. It is a very straight forward project. A prototype Complete Coach Work’s Zero Emission Propulsion System (ZEPS) bus concept was
showcased at the Alternative Clean Transportation (ACT) Expo held at the Long Beach convention center in May 2012. Dick Ciccone stated that BFT is very innovative and the word is out about our zeal to be ahead of the game. He noted that the rebuild of the coach to be used in the demonstration project is new to the degree that the vehicle is issued a new VIN (Vehicle Identification Number) and title – totally new.

CHAIRMAN BOWMAN stated that in reading through the Complete Coach Works proposal he noticed the cost share for BFT is listed at $60,000. Tim Fredrickson stated that BFT’s donating Bus 248 for the project will suffice for the $60,000 cost share.

There was a brief discussion about timeframe for the demonstration project. Staff’s response was that the target is late fall or by the end of the year. There was a general discussion regarding possible modifications of BFT facilities, battery life, charging stations and costs, etc.

Tim Fredrickson stated that no modifications will be needed, except for charging stations. The cost is included in the grant. Tim Fredrickson stated that the old vehicle batteries may be used in building a battery bank. Dynamic Battery Banks is something that PNGL is working on. The electric charge would occur at night and then ready to go out in the morning. The group talked about a type of lithium battery, but the science and technology is different.

MATT WATKINS mentioned that there would e a second life for the batteries. Dick Ciccone stated yes. RICHARD BLOOM asked if training is provided as part of the grant. Dick Ciccone stated that Complete Coach Works will provide training. RICHARD BLOOM noted that he is reminded by this conversation that he used to experiment with batteries. It is interesting.

ACTION: TERRY CHRISTENSEN made and MATT WATKINS seconded a motion to approve Resolution 35-2012 as presented. MOTION CARRIED.

CHAIRMAN BOWMAN mentioned a different type of fuel that is in the talking stages. It was mentioned in the Operations & Maintenance Committee notes. Tim Fredrickson stated yes, this topic is in the preliminary talking stage only. The project is 90,000 energy generators otherwise known as cows. Methane gas could be filtered, processed, and blended to become Renewable Natural Gas (RNG). There are big costs in converting methane to natural gas. BFT is looking at that closely. CHAIRMAN BOWMAN stated – yet another alternative

(BFT Board Standing Committees recommended approval of Action Items to the Full Board of Directors)

8. Discussion/Information Items
   A. CAC & Dial-A-Ride Sub-Committee Meeting Notes July 9, 2012

The CAC meeting minutes were included in the packet. CHAIRMAN BOWMAN asked if members of the CAC wish to comment.
Jack Kalia, CAC member, stated the items of discussion that were on the July 9, 2012 CAC meeting agenda. He stated that Kathy McMullen talked about the CBC passes and Terry DeJuan talked about the Vanpool fare increase proposal. Jack Kalia announced that the August 13, 2012 CAC and Dial-A-Ride Sub-Committee meeting would provide an opportunity to ride Route 160 and participate in a picnic at Keewaydin Park in Kennewick.

CHAIRMAN BOWMAN thanked Jack Kalia for the report. He expressed his thanks to fellow Board members MATT WATKINS and BOB KOCH for agreeing to join the CAC group for the bus ride and picnic. He noted that he also plans to attend the picnic.

B. Washington State Public Transportation Conference/Rodeo, August 25-29, 2023, Bellevue, WA

Tim Fredrickson stated that this event is drawing near. If you have plans to attend please let Susan know.

Tim Fredrickson stated that he will serve on a panel discussion at the State Conference on Tuesday, August 28. The panel will consist of longer tenured General Managers who will embark on a question/answer session with the newer General Managers. It should be an interesting conversation.

C. APTA Annual Meeting, September 30-October 3, 2012, Seattle WA

Tim Fredrickson stated that the APTA Annual Meeting completes the APTA meeting calendar for 2012. If you have plans to attend please let Susan know.

9. Staff Reports & Comments
   A. Legal Report

Pat Roach, stated that there are no legal items to report.

B. Treasurer's/Budget/Boardings/Sales Tax/Fuel Management Reports.

Gloria Boyce, Administrative Services Manager, presented an overview of the following: Treasurer’s, Budget, Boarding, Sales Tax, and Fuel Management Reports. All reports were included in the Board packet. Gloria Boyce noted that the sales tax is good as far as Budget is concerned. We are still positive.

CHAIRMAN BOWMAN asked if there is a report from the Special Projects Manager. Dick Cicoone stated that the Dial-A-Ride modular building is going away very soon.

C. General Managers Report

ITEMS IN PACKET:
   • Email communication from Dale Learm, GTH, and Rebecca Thornton, Central Washington Director for Senator Murray’s Office regarding BFT’s Grant Award in
the amount of $1 million to be used in the BFT Transit Vehicle Fleet Modernization Project.

- APTA sends thanks to BFT for participating in the International Bus Roadeo in May of this year. Gabe Beliz, BFT Coach Operator, won 2nd Place in the 35-foot competition.
- BFCOG – Single Occupant vs High Occupant Vehicle Rates: Results of the 2012 Windshield Survey
- Carl Seip from Senator Cantwell’s local office will be here for a visit and tour next week.
- Staff is looking for consensus to hold a Budget Workshop Retreat prior to the October 11, 2012 Board meeting. The timeframe suggested is 5:30 p.m. with the Board meeting convening at 7:00 p.m. Staff would provide refreshment. CHAIRMAN BOWMAN suggested sending out a survey to members to check availability.

ITEMS ON DESK:
- Integrus Architecture handout regarding the Ben Franklin Transit Receives Gold Certification for Sustainable Design

CALENDAR ITEMS:
- On Agenda

10. Board Member Comments

RICHARD BLOOM – No comment.

TERRY CHRISTENSEN – He attended the APTA Board Member’s Seminar in July. It was a very good seminar, very useful. Lots of awesome peer exchanges, discussions and lots of very knowledgeable people with experience giving the presentations. It was very interesting and he would highly recommend to other Board members.

TERRY CHRISTENSEN stated that he has a suggestion for Board members consideration. He would like to see an American Flag present and after Roll Call, participate in a pledge of allegiance at each Board meeting that is conducted. This is standard practice and he thinks it is the right thing to do.

RICK MILLER – No comment.

BOB KOCH – Franklin County has opened a couple of roads: East Foster Wells and Road 100 North. We hope to have a new public works person on board soon.

NORMA NELSON – Thanks to everyone for attending tonight’s meeting. The recognition plaques are very gorgeous. Very nice! NORMA NELSON stated that when she attends Teamster Union meetings they do flag salute and pledge of allegiance. She agrees with Terry Christensen’s suggestion.
STEVE BECKEN – Prosser is almost done with the Sheridan Avenue and Sixth Avenue projects. The Wine and Food Fair is coming up this weekend. Transit is a part of that so hope to see you there.

BOB OLSON – The City is finally turning dirt on the Steptoe extension.

MATT WATKINS – Expressed his thanks to Franklin County for finishing Road 100. We are hopefully not too far behind on the Power Line Road which would be on the north end of town right on the edge of the city limits which would connect to Road 68. There are other extensions which will be phased in, still working on the funding.

MATT WATKINS reported that Pasco will be using the micro repurposing overlay. It is a much cheaper process than regular asphalt. It uses a water-based emulsion. He has had reports that it doesn’t look quite as good as traditional asphalt, but it is very cost effective and has similar life characteristics.

LEO BOWMAN – Called attention to Page 55 in the packet regarding a report – he believes the total should be for 7 years instead of an average per year in that report. It is probably just a typo. Kathy McMullen stated that she would revise the numbers.

CHAIRMAN BOWMAN stated that he agrees with NORMA NELSON about the glass plaques. They are very beautiful. CHAIRMAN BOWMAN stated that he is proud to have Carl Seip from Senator Cantwell’s office coming to BFT for a visit and tour next week.

CHAIRMAN BOWMAN stated that Benton County is muddling along as best we can.

11. Next Meeting – Thursday, September 13, 2012 – 7:00 p.m.
    BFT Administration Building Board Room, 1000 Columbia Park Trail,
    Richland, WA

12. Executive Session – None.

13. Adjournment

CHAIRMAN BOWMAN adjourned the regular meeting of the BFT Board of Directors at 7:57 p.m.

Meeting recorded by:
Susan Snowdy, CMC
Executive Assistant &
Clerk of the Board/September 13, 2012