



BOARD OF DIRECTORS REGULAR MEETING

**Thursday, September 5, 2024, at 6 p.m.
Benton County Administration Building, Room 303
7122 W. Okanogan Place Building E, Kennewick, Washington**

***Notice: Meeting attendance options include in-person and virtual via Zoom
Spanish language translation is available via Zoom***

Meeting Link:

<https://zoom.us/j/98962178731?pwd=OGg1amhEQXA0RG5QRTdqNnFpRGN5dz09>

Phone: 253-215-8782 / Toll Free: 877-853-5247

Meeting ID: 989 6217 8731 / Password: 833979

If you wish to provide written comments to the Board or speak during the Public Comments portion of a Board meeting, please submit [this form](#). If you wish to make public comments during the meeting, persons may speak for up to three minutes on matters related to agenda items only and other matters directly related to, or under the direction of the Ben Franklin Transit Board of Director's Authority. Submitting written public comments, no later than 24 hours in advance will ensure they are distributed to the Board before the upcoming meeting. The public comment portion of the meeting is generally limited to thirty minutes total, unless extended by the Board of Directors. Priority shall be given to those who have signed up for public comment in advance.

AGENDA

- | | |
|--|------------------|
| 1. Convene Board Meeting | Chair Will McKay |
| 2. Roll Call | Anel Montejano |
| 3. Pledge of Allegiance | Chair McKay |
| 4. Public Comments | Chair McKay |
| 5. Approval of Agenda (page 1) | Chair McKay |
| 6. Citizens Advisory Network (CAN) Report (page 5) | Laurie Price |
| 7. Consent Agenda | |
| A. August 8, 2024, Regular Board Meeting Minutes (page 6) | |
| B. August 20, 2024, Special Board Meeting Minutes (page 10) | |

C. August Voucher Summary (*page 12*)

8. Staff Reports & Comments

A. Legal Report

Jeremy Bishop

B. Chief Executive Officer's report

Thomas Drozt

9. Board Member Comments

10. Executive Session

An Executive Session will be held under RCW 42.30.110(1)(b) consideration of site or acquisition of real estate purchase or lease if likelihood that disclosure would increase price and RCW 42.30.140(4)(b) collective bargaining.

11. Other

12. Next Meeting

Regular Board Meeting – Thursday, October 10, 2024, at 6:00 p.m.

13. Adjournment



JUNTA DIRECTIVA REUNIÓN ORDINARIA

**Jueves, 5 de Septiembre, del 2024, a las 6 p.m.
Edificio de la Administración del Condado de Benton, Sala 303
7122 W. Okanogan Place, Edificio E, Kennewick, Washington**

***Aviso: Las opciones de asistencia a las reuniones incluyen en persona y
virtuales a través de Zoom
Traducción al Español está disponible a través de Zoom***

Enlace de la reunión:

<https://zoom.us/j/98962178731?pwd=OGg1amhEQXA0RG5QRTdqNnFpRGN5dz09>

Teléfono: 253-215-8782 / Número gratuito: 877-853-5247

ID de Reunión: 989 6217 8731 / Contraseña: 833979

Si desea proporcionar comentarios por escrito a la Junta o hablar durante la parte de Comentarios Públicos de una reunión de la Junta, favor envíe [este formulario](#). Si desea hacer comentario público durante la reunión, personas pueden hablar hasta tres minutos sobre asuntos relacionados únicamente sobre temas de la agenda y otros asuntos directamente relacionados con, o bajo la dirección de la Autoridad de la Junta Directiva de Ben Franklin Transit. Sometiendo comentarios públicos por escrito, a más tardar 24 horas en anticipación garantizará que sea distribuido a la Junta antes de la próxima reunión. Por lo general, la parte de la reunión dedicada a los comentarios del público se limita a un total de treinta minutos, a menos que la Junta Directiva la extienda. Se dará prioridad a quienes se hayan inscrito con anticipación para hacer comentarios públicos.

AGENDA

- | | |
|--|-----------------------|
| 1. Convocar reunión de la Junta | Presidente Will McKay |
| 2. Pase de lista | Anel Montejano |
| 3. Juramento de Lealtad | Presidente McKay |
| 4. Comentarios públicos | Presidente McKay |
| 5. Aprobación de la agenda (página 1) | Presidente McKay |
| 6. Reporte del Citizens Advisory Network (CAN) (página 5) | Laurie Price |

7. Agenda de consentimiento

- A. 8 de Agosto, Actas de la Reunión Ordinaria de la Junta (*página 6*)
- B. 20 de Agosto, 2024, Actas de la Reunión Extraordinaria de la Junta (*página 10*)
- C. Resumen de los Comprobantes de Agosto (*página 12*)

8. Informes y comentarios del personal

- A. Informe Jurídico Jeremy Bishop
- B. Informe del Director Ejecutivo Thomas Drozt

9. Comentarios de los miembros de la Junta

10. Sesión ejecutiva

Sesión ejecutiva se llevar a cabo bajo RCW 42.30.110(1)(b) la consideración del sitio o la adquisición de bienes raíces de compra o arrendamiento si la probabilidad de que la divulgación aumentaría el precio y RCW 42.30.140(4)(b) negociación colectiva.

11. Otro

12. Próxima reunión

Reunión ordinaria de la Junta - Jueves, 10 de Octubre, 2024, a las 6:00 p.m.

13. Aplazamiento

The BFT Citizen Advisory Network (CAN) is tasked in CAN Standing Rules – Section 1.1.a to assist BFT by serving as an advisory body to BFT Management and to the BFT Board of Directors. In that capacity the following recommendation is offered.

**CAN Advocacy Item - Recommendation 2024-07
BFT Board to issue Resolution to Vote NO on I-2117**

August 22, 2024

Issue:

Washington Initiative 2117 to Repeal the Climate Commitment Act is on the November ballot, and if passed will cause Ben Franklin Transit to lose approximately \$5M per year in funding.

Ben Franklin Transit had more than 1 million Youth Rides in 2023. In recent BFT Board Meetings it has been discussed by Directors and Public Comment that the Kids Ride Free Program provides vital transportation services to school age youth, especially to after hour activities.

The Citizen Advisory Network has previously brought to the Board attention that \$70 million over the next 13 years would be lost as revenue to Ben Franklin Transit and the local community if the Move Ahead Washington funds are not available.

One of the Mandatory Requirements for BFT to receive the Move Ahead Washington funds is that all riders 18 years and younger ride free. Another mandatory requirement is that the Transportation Sales Tax can not be reduced from the current 6/10 of 1 percent. Another requirement is that Initiative 2117 not pass.

In order to meet the first two requirements, the BFT Board wisely voted unanimously in April 2024 to table until 2026 a BFT Resolution to reduce 6/10 of 1 percent Transit Sales Tax. Now the funding of the Kids Ride Free Program is threatened to be lost if WA Initiative 2117 is passed.

This lost revenue to BFT likely will need to be made up either by increasing fares, reducing services, or both. In addition to reducing service coverage, it may be necessary for the BFT Board to eliminate the existing Kids Ride Free Program, and Seniors Ride Free, and Veterans Ride Free and Reduced Fare rates to disadvantaged riders. The Citizen Advisory Network believes that these services need to continue to be provided by BFT.

Additionally, if Initiative 2117 is passed the BFT Board may need to reconsider the previously announced Fare Reductions and introduce higher fares than currently in place. These reduced services, increased fares, and loss of free and reduced fares will significantly affect those people using BFT Services via the anticipated Four Million Rider Boardings in 2024.

Recommendation:

Therefore, the Citizen Advisory Network in our advisory capacity to the BFT Board as a voice for the Riders and Public, recommend to the Board that they immediately draft a Resolution and take a stance as advocates for Public Transportation, stating that they urge voters to vote NO to the Repeal of Initiative 2117.

Per CAN Recommendation 2024-04, approved by the Board May 9, 2024, when CAN submits an Advocacy Item to Ben Franklin Transit Management and/or Board, and requests a response, there shall be an initial response to CAN within ten (10) working days.

The Citizen Advisory Network requests a response from the Board as shown above.



BOARD OF DIRECTORS REGULAR MEETING

Thursday, August 8, 2024, at 6 p.m.

Benton County Administration Building, Room 303
7122 W. Okanogan Place Building E, Kennewick, Washington

Meeting attendance options included in-person and virtual via Zoom

MINUTES

1. CONVENE BOARD MEETING

Chair Will McKay called the meeting to order at 6:00 p.m.

Clerk of the Board Anel Montejano asked the Board of Directors to state their name when their jurisdiction was called.

2. ROLL CALL

| Representing | Attendee Name | Title | Status |
|-----------------------|-----------------|-----------|---------|
| City of Pasco | Charles Grimm | Director | Present |
| City of Kennewick | John Trumbo | Alternate | Present |
| City of Richland | Kurt Maier | Director | Present |
| City of West Richland | Richard Bloom | Director | Present |
| Franklin County #2 | Stephen Bauman | Director | Present |
| Franklin County #1 | Clint Didier | Director | Present |
| Benton County | Will McKay | Chair | Present |
| City of Prosser | Steve Becken | Director | Present |
| City of Benton City | David Sandretto | Director | Present |
| Teamsters Union 839 | Traci Bronson | Alternate | Present |

BFT Staff: Tina Braswell, Janet Brett, Terry DeJuan, Steve Frazier, Brian Lubanski, Gabe Martin, Shawna Munyan, Rob Orvis, Emily Pearce, Joshua Rosas, Megan Schmidt, Kevin Sliger, Solomon Torelli, Kathryn Wall, Wayne Welle

Legal Counsel: Jeremy Bishop

Interpreters: Ruth Medina, Ynez Vargas

3. PLEDGE OF ALLEGIANCE

Chair McKay led the meeting participants in the Pledge of Allegiance.

4. **PUBLIC COMMENTS**

Chair McKay then opened the meeting to comments from the public.

Solomon Torelli, a resident of Richland, addressed the board about the Annual Service Plan and increasing transit services.

Pierre Saget, a resident of Richland, spoke about sources of revenue for transit without increasing taxation.

Emily Pearce, a resident of Prosser, addressed the Board about putting community needs first when looking at the Annual Service Plan and the Long-Range Plan.

Michelle Andres, a resident of Pasco, and Jerry Martin, a resident of Kennewick, spoke in favor of improving and modernizing communication systems in Benton and Franklin Counties.

Kathryn Torelli, a resident of Richland, spoke in favor of fixed route services and how they work.

No Written Public Comments were received.

5. **APPROVAL OF AGENDA**

Chair McKay asked for a motion to approve the agenda.

Director Becken moved to approve the agenda, and Director Maier seconded the motion. It passed unanimously.

6. **CONSENT AGENDA**

Chair McKay presented the Consent Agenda items and invited a motion.

A. July 18, 2024, Special Board Meeting Minutes

B. July 18, 2024, Regular Board Meeting Minutes

C. July Voucher Summary

D. Resolution 38-2024 Authorizing the Interim General Manager to Declare the Items Identified on Exhibit A: “List of Surplus Information Technology Items” as Surplus and Dispose of per Resolution 62-2024

E. Resolution 39-2024 Authorizing the Interim General Manager to Enter into a Contract for Mobile Ticketing Services with Cubic Transportation Systems, Inc.

Director Becken moved for approval of the Consent Agenda items. The motion was seconded by Director Maier and passed unanimously.

7. **ACTION ITEMS**

A. Adoption of the 2024-2030 Transit Development Plan

i. Presentation

Chief Planning & Development Officer Kevin Sliger presented information on the Ben Franklin Transit (BFT) 2024-2030 Transit Development Plan, which is a state

requirement to project out services, capital improvement plans, and how to grow and maintain service as an agency for the next six years. He added that no comments were received, but modifications were made during the public comment period to include omissions that needed to be added.

ii. Public Hearing

Chair McKay opened the Public Hearing on the adoption of the TDP. No public comments were offered.

iii. Resolution 40-2024: Adoption of the 2024-2030 Transit Development Plan as Presented

Mr. Sliger asked the Board to adopt the 2024-2030 Transit Development Plan as presented.

Director Sandretto moved for approval of Resolution 40-2024. The motion was seconded by Director Maier and passed unanimously.

8. DISCUSSION & INFORMATIONAL ITEMS

A. Second Quarter 2024 Agency Performance Report

Mr. Sliger presented the Second Quarter 2024 Agency Performance Report highlighting ridership data, capital projects, and community events.

B. Long-Range Transit Plan

Mr. Sliger presented information on the Long-Range Transit Plan, which is meant to make sure that Ben Franklin Transit grows consistent with the jurisdictions it serves and provides a 20-year outlook.

9. STAFF REPORTS & COMMENTS

A. Legal Report

BFT Legal Counsel Jeremy Bishop stated he has been busy with staff working on RFP's and contracts and working with Prothman, our recruiter, on the recruitment of the Chief Executive Officer and will have an update in executive session. He announced there will be an executive session regarding an issue of potential litigation and an update on bargaining.

B. Interim General Manager's Report

Interim General Manager & Chief Financial Officer Sarah Funk stated we are kicking off this Sunday with the WSTA Conference and State Rodeo. You can see the cones and Ben Franklin Transit buses set up already behind the Toyota Center. Hundreds of people will be in attendance, and she invited the Board to attend if they can.

She stated new vans are coming in and will have a new look. It takes a lot of work and effort to get these vans out and thanked the Marketing and Maintenance teams.

Ms. Funk stated we have the parade in downtown Kennewick to kick off the fair and rodeo on Saturday, August 17, and if they are interested in riding along, they are welcome to join, as a number of people from the Citizens Advisory Network are going to be riding on one of the buses.

She stated we had a Dial-A-Ride hiring event, as we continue to get staffing levels back to where they need to be due to attrition and retirements and will be starting a new class in

September.

10. BOARD MEMBER COMMENTS

There was discussion among the Board members about what can or cannot be put on the ballot.

11. EXECUTIVE SESSION

Mr. Bishop announced an Executive Session would be held under RCW 42.30.140(4)(b), RCW 42.30.110(1)(g) and RCW 42.30.110(1)(i) for twenty (20) minutes. The Board recessed at 6:50 p.m. and returned to open session at 7:10 p.m., when they extended Executive Session for an additional 20 minutes. The Board returned to open session at 7:29 p.m. and announced that discussion was held, but no decisions were made, with motions following executive session.

Director Bauman moved to make Joshua Rosas the Interim General Manager effective August 9, 2024, through the October Board meeting, or until a Chief Executive Officer has been hired. The motion was seconded by Director Grimm and passed unanimously.

Director Bauman moved to authorize the Chair of the Board, as well as legal counsel, to negotiate a contract with one of the leading candidates for Chief Executive Officer. The motion was seconded by Director Grimm and passed unanimously.

12. OTHER

There were no other agenda items.

13. NEXT MEETING

The next meeting will be held Thursday, September 5, 2024, at 6:00 p.m.

14. ADJOURNMENT

Chair McKay adjourned the meeting at 7:32 p.m.

Anel Montejano, Clerk of the Board

Date



BOARD OF DIRECTORS SPECIAL MEETING

Tuesday, August 20, 2024, at 1 p.m.

Benton County Administration Building, Room 303
7122 W. Okanogan Place Building E, Kennewick, Washington

Meeting attendance options included in-person and virtual via Zoom

MINUTES

1. CONVENE BOARD MEETING

Chair Will McKay called the meeting to order at 1:00 p.m.

Clerk of the Board Anel Montejano asked the Board of Directors to state their name when their jurisdiction was called.

2. ROLL CALL

| Representing | Attendee Name | Title | Status |
|-----------------------|-----------------|----------------------|------------------|
| City of Pasco | Charles Grimm | Director | Present |
| City of Kennewick | Brad Beauchamp | Vice Chair | Present |
| City of Richland | Kurt Maier | Director | Present via Zoom |
| City of West Richland | Richard Bloom | Director | Present |
| Franklin County #2 | Stephen Bauman | Director | Present |
| Franklin County #1 | Clint Didier | Director | Present via Zoom |
| Benton County | Will McKay | Chair | Present |
| City of Prosser | Steve Becken | Director | Excused |
| City of Benton City | David Sandretto | Director | Present |
| Teamsters Union 839 | Traci Bronson | Union Representative | Present |

BFT Staff: Brittany Archibald, Janet Brett, Terry DeJuan, Michaela Dimas, Steve Frazier, Mackenzie Miller, Brittany Moore, Joshua Rosas, Kevin Sliger, Joe Willis

Legal Counsel: Jeremy Bishop

Interpreters: Ynez Vargas

3. EXECUTIVE SESSION

BFT Legal Counsel Jeremy Bishop announced an Executive Session would be held under RCW 42.30.110(1)(g) for ten (10) minutes with anticipated action afterwards. The Board recessed at

1:02 p.m. and returned to open session at 1:12 p.m.; no decisions were made.

4. **ACTION ITEMS**

Mr. Bishop presented the Chief Executive Officer Contract for approval. His start date is Monday, August 26, 2024.

Director Bauman moved for approval of the employment agreement between Ben Franklin Transit and Thomas Drozt. The motion was seconded by Director Grimm and passed unanimously.

5. **OTHER**

There were no other agenda items.

6. **NEXT MEETING**

The next regular Board meeting will be held Thursday, September 5, 2024, at 6:00 p.m.

7. **ADJOURNMENT**

Chair McKay adjourned the meeting at 1:17 p.m.

Anel Montejano, Clerk of the Board

Date



Additional Board Information

September 2024

1. 90-Day Procurement Outlook as of August 26, 2024.

