



**BOARD OF DIRECTORS
REGULAR MEETING
Monday, December 16, 2024, at 6 p.m.
Ben Franklin Transit Boardroom
1000 Columbia Park Trail, Richland, 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 Shea Walter 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
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	Union Representative	Present

BFT Staff: Thomas Drozt, Shea Walter, Josh Rosas, Kevin Slinger, Anel Montejano, Michael Brown, Terry DeJuan, Julie Thompson, Brian Lubanski, Janet Brett, Marcus McCreedy, Rob Orvis, Kathryn Wall, Gabe Martin

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.

No Public Comments were made.

No Written Public Comments were received.

5. APPROVAL OF AGENDA

Chair McKay asked for a motion to approve the agenda.

Director Bloom moved to approve the agenda, this motion was seconded by Director Sandretto and passed unanimously

6. RECOGNITIONS

A. Resolution 45-2024 Retirement of Kathy Rosinski

Director Sandretto moved to move Resolution 54-2024 to consent agenda. This Motion was seconded by Director Beauchamp and passed unanimously

7. CITIZENS ADVISORY NETWORK (CAN)

Mr. Edwin Frost presented and highlighted items in the minutes from their November 18, 2024, Citizens Advisory Network meeting.

8. CONSENT AGENDA

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

A. November 14, 2024, Regular Board Meeting Minutes

B. November Voucher Summary

Director Bloom moved to approve the Consent Agenda. This Motion was seconded by Director Myer and passed unanimously

9. ACTION ITEMS

A. Resolution 55-2024 A Resolution Authorizing the Chief Executive Officer (CEO) to Update BFT Policy ADM-105 Public use of Board Room and make Changes to the Policy in the future (page 57)

Director Bloom moved to approve Resolution 55-2024. This Motion was seconded by Director Sandretto and passed unanimously

B. Resolution 56-2024 A Resolution Authorizing the Chief Executive Officer to Declare Vehicle Surplus and Dispose of per Resolution 59-2018 (page 61)

Director Sandretto moved to approve Resolution 56-2024. This Motion was seconded by Director Bloom and passed unanimously

C. Resolution 57-2024 A Resolution Authorizing the Chief Executive Officer to Declare Surplus of Vanpool Vehicles (page 65)

Director Bloom moved to approve Resolution 57-2024. This Motion was seconded by Director Sandretto and passed unanimously

D. 2025 Operating Budget & Capital Budget

i. Budget Presentation (page 68)

Chief Executive Officer Thomas Drozt, Chief of Planning & Development Officer Kevin Sliger and Director of Finance and Accounting Julie Thompson the 2025 Budget for Board approval.

ii. Public Hearing per RCW 84.55.120

Mr. Dennis Kreutz requested more detail on 23.4 million, types of vehicles and 30.9 million for facilities MOA projects

iii. Resolution 58-2024 A Resolution Adopting the Fiscal Year 2025 Operating & Capital Budgets, and Authorizing the Chief Executive Officer to File all FY 2025 Federal and State Grants (page 82)

Director Bloom moved for approval of Resolution 58-2024. This motion was seconded by Director Becken and passed unanimously

10. STAFF REPORTS & COMMENTS

A. Legal Report

BFT Legal Counsel Jeremy Bishop had no updates and stated there will be a quick 10-minute Executive Session

B. Chief Executive Officer's Report

Chief Executive Officer Thomas Drozt thanked Edwin Frost for his kind words and thanked his BFT team. Mr. Drozt provided an update on budget delivery as promised and mentions BFT continues to do a deep dive in each department including insurance

Mr. Drozt also touched on KPI's stating BFT has a finished product and plans to post live data by January 2025. He also stated that BFT is updating the website with beta testing beginning January, also mentions staffing in Dial-A-Ride & upcoming Fixed Route classes.

Mr. Drozt introduces our newest Directors Michael Brown, Director of Transportation and Marcus McCready Director of Safety & Operations with a combined experience of over 25 years and provides a brief background for each.

Mr. Drozt informed Board of Directors that VIA is now up and running. Also, BFT Fleet is expecting two more electric buses in the near future with charging stations on site.

Mr. Drozt touches on recent BFT events such as the Richland and Kennewick Parades, BFT's

Holiday Open House and Operations building ribbon cutting is looking forward to next year.

12. BOARD MEMBER COMMENTS

Board comments were made.

13. EXECUTIVE SESSION

Mr. Bishop announced an Executive Session would be held under RCW 42.30.110
6:52 PM to 7:06 PM

14. OTHER

There were no other agenda items.

15. NEXT MEETING

The next meeting will be held Thursday, January 9, 2025, at 6:00 p.m.

16. ADJOURNMENT

Chair McKay adjourned the meeting at 7:07 p.m.

Shea Walter, Clerk of the Board

Date