

# Minutes

## CITIZENS ADVISORY NETWORK REGULAR MEETING

**Monday April 21, 2025 6:00 p.m.**  
**BFT Administration Bldg. GM Conference Room**  
**1000 Columbia Park Trail, Richland, WA**

### 1. CONVENE CAN MEETING

Chair, Dennis Kreutz

Convened at: 6:01 PM

### 2. ROLL CALL

Recording Secretary, Dennis Kreutz

Representing	Attendee Name	Title	Status
Citizen Advisory Network	Dennis Kreutz	Chair – Recording Secretary	Present
Citizen Advisory Network	Vanessa Pruitt	Vice Chair	Absent
Citizen Advisory Network	Dori Luzzo-Gilmour	Recruitment Committee Chair	Present
Citizen Advisory Network	Ed Frost	Past Chair	Present
Citizen Advisory Network	Amber Wissenbach	Member	Absent
Citizen Advisory Network	Bernie Vinther	Member	Present
Citizen Advisory Network	Brooklyn Hufstader	Member	Zoom
Citizen Advisory Network	Bill Barlow	Member	Present
Citizen Advisory Network	Frank Cuta	Recruitment Committee	Present
Citizen Advisory Network	Laurie Price	Member	Present
Citizen Advisory Network	Nayeli Aranda	Member	Absent
Citizen Advisory Network	Ulises Navarro	Member	Absent
BFT Staff	Janet Brett	Manager of Communications	Present
BFT Staff	Tom Drozdt	CEO	Present
BFT Staff	Kevin Sliger	Planning Manager	Present
BFT Staff	Alex Smith	CFO	Present

### 3. COMMENTS BY GUESTS:

Chair, Dennis Kreutz

Eric Watkins – Introduced himself, potential CAN Member

Brandon Harbo – Introduced himself, potential CAN Member

### 4. MARCH 2025 MEETING MINUTES APPROVAL:

Chair, Dennis Kreutz

Discussion: Frank Cuta pointed out that discussion regarding meeting times was for Regular CAN Meetings, change made to March Minutes.

Motion to Approve the Minutes by: Ed Frost

Second to Approve the Minutes by: Dori Luzzo-Gilmour

Minutes Approved Unanimously by a Voice Vote of the CAN Members: YES

### 5. OLD BUSINESS:

Chair, Dennis Kreutz

A. Issues with DAR scheduling and dispatch – Dennis Kreuz

1. BFT reported last month they hired a person to manage the proposed upgrade to the existing Scheduling, Dispatch, and Ranger in-vehicle electronics.

2. BFT – Kevin Sliger provided information that the issues are due to antiquated software, and operator error. Attention is being paid to improving the operator error rate and a Request For Proposal (RFP) is going to be sent soon to get input from potential vendors. CAN will be updated as this progresses.

## **6. NEW BUSINESS:**

Chair, Dennis Kreutz

- A. Report of the April BFT Board Meeting – Dennis Kreutz
  1. The main issue was the cost per ride of approximately \$11 as reported to the board by Tom Drozdt or is it approximately \$24 per ride as calculated by some Board members.  
Response to CAN Members by Tom Drozdt:  
The means of deriving the \$11 per ride is done by only using the Operating Expense, not including Capital Budget etc.  
This method shows a more accurate ongoing cost since it does not include one-time costs such as land purchases. Also this is the method used by all other transit agencies, so by using this method BFT can accurately compare the local cost against those agencies.
- B. Review of new CAN Membership applications: - Dori Luzzo-Gilmour
  1. Eric Watkins stated that he is in the Pasco City Planning Department and rides BFT every day and was involved in transit work groups in Utah .
  2. Brandon Harbo is a frequent BFT user and interested in being active in transit activities.
- C. CAN requested in the previous CAN Meeting that BFT Marketing get information to the various High Schools requesting students apply as CAN Members.
  1. BFT – Brian Lubanski not available to provide an update. Janet Brett will check with him to get status.
- D. Status of the Resignation of two existing CAN Members:
  1. Dori Luzzo-Gilmour has conflicts on Monday evenings but may be able to continue if CAN Meetings can be switched to a different night.  
Dennis Kreutz will send a questionnaire to each CAN Member to find out what nights are convenient for them.
  2. Vannessa Pruitt has notified the CAN Secretary/Recorder that she is no longer available to participate as a CAN Member. A Motion was made by Ed Frost to accept her resignation, the Motion was seconded by Dori Luzzo-Gilmour and Approved Unanimously with appreciation for her services.
- E. Review of BFT Events Schedule:  
Discuss CAN Involvement
  1. Friday, May 2 at 12 noon      Fixed Route Driver Graduation Class 2025-02  
Administration Building Boardroom
    - a. Dennis Kreutz will attend to represent Citizen Advisory Network
  2. Monday, May 19 at 6 p.m.      Art Bus Awards at CAN Meeting  
Three Rivers Transit Center
    - a. All CAN Members are attending
  3. Sunday, June 1 at 12 noon      BFT Dust Devils Baseball Brunch and Game

Dusty's Deck GESA Stadium

a. BFT will provide info to CAN in advance to attend.

4. Sunday, June 29 at 7 a.m.-3 p.m. BFT Roadeo & Employee Picnic  
Gesa Stadium in Pasco

5. Wednesday, July 30 at 6 p.m. BFT Dust Devils Baseball BBQ and Game  
Dusty's Deck GESA Stadium

a. BFT will provide info to CAN in advance to attend.

6. Saturday, August 16 at 10 a.m. Benton Franklin Fair Grand Parade  
Downtown Kennewick

a. BFT encouraged all CAN Members to attend

7. Saturday, September 6 at 5:30 p.m. BFT Dust Devils Baseball BBQ and Game  
Dusty's Deck GESA Stadium

a. BFT will provide info to CAN in advance to attend

8. Saturday, November 8 at 9:30 a.m. Veterans Day Parade  
Downtown West Richland

a. BFT encouraged all CAN Members to attend

9. Friday, December 5 at 5:45-6:15 p.m. Richland Lighted Vehicle Parade  
John Dam Plaza

a. BFT encouraged all CAN Members to attend

10. Saturday, December 6 at 10 a.m. Hometown Holiday Parade  
Historic Downtown Kennewick

a. BFT encouraged all CAN Members to attend

F. Dennis Kreutz brought up for CAN Member discussion to add an Item in the CAN Meeting Agenda to add Agenda Items for the subsequent CAN Meeting.  
This was seen by the CAN Members as worth trying, so it will be added to the May Agenda.

## **7. BFT BOARD / BFT STAFF COMMENTS:**

## **8. CAN MEMBER COMMENTS:**

Chair, Dennis Kreutz

1. Frank Cuta requested clarification from BFT as to how many new vehicles are on order and the anticipated delivery times.

BFT Response: Kevin Sliger clarified that the budget approval for new vehicles happens 1 to 2 years prior to Board approval of the actual purchase of the vehicles. The duration from the date of purchase until the vehicle is in service is six months to two years.

Frank Cuta followed up with questioning whether the CAN Members could participate in the selection process, such as features.

BFT Response: This is possible and encouraged, and the input would be taken into consideration by BFT.

2. Frank Cuta brought up the issue that the newer buses have smooth, somewhat slippery floor material and wants BFT to be aware so that, if possible, it can be corrected on new purchases.

3. Frank Cuta pointed out that on the newer DAR vehicles the shoulder upper attachment is not movable to match wheelchair placement, so it cannot be adjusted for optimum safety.

4. Frank Cuta noted that seating padding and cover materials are available in a wide range, and he requested that BFT order new buses with seating that are as comfortable, or better, than the existing buses.

5. Ed Frost asked if BFT would continue to issue printed book format bus route schedules since it can be difficult to view the schedule digitally while traveling.

BFT Response: That is seen as important so that all clients have access to a schedule so Kevin Sliger will discuss it with Brian Lubansky and get back to us with an answer.

6. Ed Frost pointed out how important it is to keep CAN Meeting flowing so that we can get done on time.

Dennis Kreutz asked if it would be beneficial to put the anticipated duration of each Agenda Item on future Agendas. Consensus was that it would be, so this will be done on the May CAN Meeting Agenda to see how it works out.

7. Dori Luzzo-Gilmour pointed out how important it would be for BFT to provide the same day On-Demand scheduling capabilities for Dial-A-Ride passengers. Having a service such as Connect with its quick response, but with access to more destinations, is important to those dependent upon DAR.

Kevin Sliger and Tom Drozdt responded that same day service is important, and it is being investigated by BFT to be provided when the new scheduling software is implemented.

## **9. OTHER:**

Chair, Dennis Kreutz

## **10. ASSIGN CAN MEMBER TO ATTEND NEXT BOARD MEETING:**

Board Meeting May 8, 2025                      6:00 PM                      BFT Board Room  
CAN Member Assigned: Bill Barlow

## **10. NEXT CAN MEETING:**

Monday May 19, 2025                      6:00 p.m.  
NOTE: Three Rivers Transit Center, Kennewick (Art Bus Awards)

## **11. ADJOURN:**

A. Meeting adjourned at: 7:26 PM