



## BOARD OF DIRECTORS REGULAR MEETING

Thursday, July 17, 2025, at 6 p.m.  
Ben Franklin Transit Boardroom  
1000 Columbia Park Trail, Richland, Washington

*Notice: 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.

Acting Clerk of the Board Janet Williamson asked the Board of Directors to state their name after their jurisdiction had been called.

#### 2. ROLL CALL

Representing	Attendee Name	Title	Status
City of Pasco	Charles Grimm	Director	Absent
City of Kennewick	Brad Beauchamp	Director	Present via Zoom
City of Richland	Kurt Maier	Director	Present
City of West Richland	Richard Bloom	Director	Present
Franklin County #2	Stephen Bauman	Vice Chair	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

**Present:** Thomas Drozt, Hilary Carlson, Joshua Rosas, Alex Smith, Janet Williamson

**Legal Counsel:** Jeremy J. Bishop

#### 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.

Transportation Supervisor Caleb Suttle made a public comment.

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; the motion was seconded by Director Maier and passed unanimously.***

#### **6. CITIZENS ADVISORY NETWORK (CAN) REPORT**

CAN Member Brandon Harbo presented a report on the June 16, 2025, Citizens Advisory Network meeting.

#### **7. CONSENT AGENDA**

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

A. June 12, 2025, Regular Board Meeting Minutes

B. June Voucher Summary

***Director Maier moved to approve Consent Agenda Items A-B. The motion was seconded by Director Sandretto and passed unanimously.***

#### **8. ACTION ITEMS**

A. Resolution 21-2025 Updating Ben Franklin Transit's Capital Improvement Plan and Capital Budget

Chief Financial Officer Alex Smith presented an updated Capital Improvement Plan (CIP), and Chief Executive Officer Thomas Drozt highlighted the projects to be completed if the Board approved the increase to the budget authority requested.

***Director Maier moved to approve Resolution 21-2025. The motion was seconded by Director Bloom and passed with 6 votes in favor and 2 against.***

B. Resolution 22-2025 Approving Ben Franklin Transit's 2025 Title VI Program Update and Resolution 23-2025 Adopting Ben Franklin Transit's 2025 Language Assistance Plan and Associated Policy

Transit Planning Manager Gabe Martin presented information on the 2025 Title VI Program Update and the accompanying 2025 Language Assistance Plan and associated policy. Chair McKay opened a public hearing on the agenda item. There were no public comments, and the hearing was then closed.

***Director Bauman moved to approve Resolutions 22-2025 and 23-2025. The motion was seconded by Director Maier and passed unanimously.***

**9. INFORMATIONAL ITEM**

**A. Release of the 2025-2031 Transit Development Plan for Public Comment**

Mr. Martin informed Board members that the 2025-2031 Transit Development Plan had been released on July 13, 2025, for its required 30-day public comment period and provided a presentation on its development and approval process.

**10. STAFF REPORTS & COMMENTS**

**A. Legal Report**

No legal report was provided.

**B. Chief Executive Officer's Report**

Mr. Drozt updated Board members on the Key Performance Indicators (KPIs) through June.

**11. BOARD MEMBER COMMENTS**

Board member comments were made.

**12. EXECUTIVE SESSION**

No Executive Session was held.

**13. OTHER**

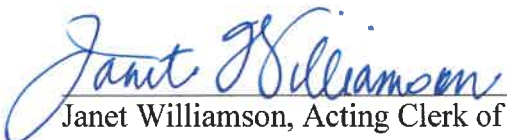
There were no other items.

**14. NEXT MEETING**

The next meeting will be held Thursday, August 14, 2025, at 6:00 p.m.

**15. ADJOURNMENT**

Chair McKay adjourned the meeting at 7:30 p.m.

  
Janet Williamson, Acting Clerk of the Board

  
Date