



BOARD OF DIRECTORS REGULAR MEETING

Thursday June 12, 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.

Clerk of the Board Shea Walter 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	Present
City of Kennewick	Brad Beauchamp	Vice Chair	Absent
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

Present: Shea Walter, Thomas Drozt, Jeremy J. Bishop, Kevin Sliger, Joshua Rosas, Alex Smith

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.

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 Maier moved to approve the agenda; the motion was seconded by Director Sandretto and passed unanimously.

6. CITIZENS ADVISORY NETWORK (CAN) REPORT

Dori Luzzo Gilmour presented a report on the May 19, 2025, Citizens Advisory Network meeting.

7. CONSENT AGENDA

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

A. May 8, 2025, Regular Board Meeting Minutes

B. May Voucher Summary

C. Resolution 17-2025 A Resolution Authorizing the Chief Executive Officer to Award Contract #1531 for Electric Vehicle (EV) Bus Chargers to ESF Development LLC

D. Resolution 18-2025 A Resolution Authorizing the Chief Executive Officer to Award Contract #1552 to Gillig LLC for the Purchase of up to Seven (7) 35-Foot Fixed Route Coaches Utilizing Washington State Contract #06719-01; Approving an Increase to Capital Project FLT0037 from \$4,994,920 to \$6,000,000; and Approving a Capital Budget Increase of \$1,005,080 for Project FLT0037

E. Resolution 19-2025 A Resolution Authorizing the Chief Executive Officer to Extend Contracts #1016 & #1129 by Sole Source with Trapeze Software Group, Inc. DBA TripSpark Technologies for up to an Additional Five (5) Years for the Continued Software Maintenance and Hosting Services for Fixed Route Management Software System

Director Bauman moved to approve Consent Agenda Items A-E. The motion was seconded by Director Bloom and passed unanimously.

8. ACTION ITEM

A. Resolution 20-2025 A Resolution Revising Procurement Policy & Procedures Manual (PPG #5000) Procurement Thresholds

Director of Contracts and Purchasing Rob Orvis presented a resolution for Board approval revising Procurement Policy and Procedure #5000, Procurement Thresholds.

Director Bauman moved to approve Resolution 20-2025. The motion was seconded by Director Grimm and passed unanimously.

9. STAFF REPORTS & COMMENTS

A. Legal Report

No legal report was provided.

B. Chief Executive Officer's Report

Chief Executive Officer Thomas Drozt provided a report highlighting progress on the following items:

- Created Project Management Office (PMO)
- Successful Bargaining for Fixed Route & Dial-A-Ride Collective Bargaining Agreements (CBAs)
 - Maintenance Group Negotiations have Begun
- Electric Buses and Chargers (on site)
- Fuel Island Software and Hardware Updated and Staffing Increased
- Workday / ERP Implementation
- New BFT Website
- Vehicle Donation
- Employee Salary Survey Completed
- Veterans Shuttle (in progress)
- Bus Rodeo & Employee Appreciation Picnic
- New Express Route 2X and 240X
- Increased Staffing to Approved Levels
- Third-Party Tester Trained for CDL testing
- Defensive Driving Program (implemented Smith Systems)

10. BOARD MEMBER COMMENTS

Board comments were made.

11. EXECUTIVE SESSION

No Executive Session was held.

12. OTHER

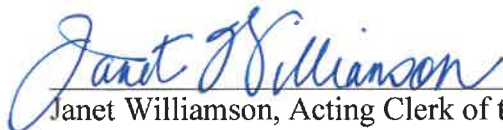
There were no other items.

13. NEXT MEETING

The next meeting will be held Thursday, July 17, 2025, at 6:00 p.m.

14. ADJOURNMENT

Chair McKay adjourned the meeting at 6:45 p.m.


Janet Williamson, Acting Clerk of the Board

7/17/2025
Date