



BOARD OF DIRECTORS REGULAR MEETING

Thursday, September 11, 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 Hilary Carlson 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	Director	Present
City of Richland	Kurt Maier	Director	Absent
City of West Richland	Richard Bloom	Director	Present
Franklin County #2	Stephen Bauman	Vice Chair	Absent
Franklin County #1	Clint Didier	Director	Absent
Benton County	Will McKay	Chair	Present
City of Prosser	Steve Becken	Director	Present
City of Benton City	David Sandretto	Director	Present
Teamsters Union 839	Tracy Bronson	Union Representative	Present

Present: Thomas Drozt, Hilary Carlson, Brian Lubanski, Joshua Rosas, Kevin Sliger, 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 written public comments were received, and no oral public comments were made. Chair McKay then closed public comments.

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 Sandretto and passed unanimously.

6. CITIZENS ADVISORY NETWORK (CAN) REPORT

A CAN report was not given.

7. RECOGNITION

A. Resolution 27-2025 Retirement of Hugh Coffelt

Chief Operations Officer Joshua Rosas paid tribute to retired coach operator Hugh Coffelt, who was not present. He retired in August after eight years of service at BFT.

Director Bloom moved to approve Resolution 27-2025; the motion was seconded by Director Sandretto and passed unanimously.

B. Resolution 28-2025 Recognizing BFT's Employee of the Year – Team Category

Chief Executive Officer Thomas Drozt paid tribute to the BFT Marketing & Communications Team that received the Team of Year Award and was recognized at the WSDOT Wall of Fame Banquet.

Director Sandretto moved to approve Resolution 28-2025; the motion was seconded by Director Becken and passed unanimously.

C. Resolution 29-2025 Recognizing BFT's Employee of the Year – Support Staff

Mr. Drozt paid tribute to BFT Facilities Support Specialist, Noe Jimenez, who received the Employee of the Year - Support Staff Member Award and was recognized at the WSDOT Wall of Fame Banquet.

Director Sandretto moved to approve Resolution 29-2025; the motion was seconded by Director Becken and passed unanimously.

D. Resolution 30-2025 Recognizing BFT's Employee of the Year – Operator

Mr. Drozt paid tribute to BFT Coach Operator, Lynn Fleming, who received the Employee of the Year - Operator Award and was recognized at the WSDOT Wall of Fame Banquet.

Director Sandretto moved to approve Resolution 30-2025; the motion was seconded by Director Bloom and passed unanimously.

8. CONSENT AGENDA

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

A. August 14, 2025, Regular Board Meeting Minutes

B. August Voucher Summary

C. Resolution 31-2025, Authorization to Declare Vehicles Listed in Exhibit A as Surplus

D. Resolution 32-2025, Authorization to Declare Old and Failed Information Technology Items as Surplus

E. Resolution 33-2025, Authorization to Accept Server Room HVAC Project as Complete

F. Resolution 34-2025, Recommendation to Award the Vehicle Service Pit Upgrades

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

9. INFORMATION & DISCUSSION ITEMS

A. 2025 Benton Franklin Fair & Rodeo Update

Chief Planning & Development Officer Kevin Sliger presented an update of the 2025 Fair & Rodeo service, highlighting increased ridership.

10. STAFF REPORTS & COMMENTS

A. Legal Report

Legal Counsel Jeremy Bishop presented two items: the **CEO goal review process**, to be finalized with CEO Thomas Drozt in December; and a discussion on **RCW 36.57A.050**, which takes effect January 1, 2026. This statutory change allows the Board to elect to add two non-employee, transit-using members from the public. Mr. Bishop will follow up on the board composition decision at the next meeting.

B. Chief Executive Officer's Report

Mr. Drozt provided an update on ridership by jurisdiction and reviewed BFT's Key Performance Indicators (KPIs), noting the agency's continued success.

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, October 9, 2025, at 6:00 p.m.

15. ADJOURNMENT

Chair McKay adjourned the meeting at 7:39 p.m.



Hilary Carlson, Acting Clerk of the Board

10/9/2025

Date