

Ben Franklin Transit Citizens Advisory Network Regular Meeting MINUTES

Monday September 15, 2025 6:00 p.m. – 7:30 p.m.

BFT Administration Building - Board Room 1000 Columbia Park Trail, Richland, WA

1. Convene CAN Meeting: 6:00 PM

2. Attendance: 2 Min

Representing	Name	Position	Attendance
CAN MEMBER	DENNIS KREUTZ	CHAIR – RECORDING SECRETARY	PRESENT
CAN MEMBER	ED FROST	PAST CHAIR	PRESENT
CAN MEMBER	DORI LUZZO-GILMOUR	RECRUITMENT COMMITTEE CHAIR	ZOOM
CAN MEMBER	AMBER WISSENBACH	MEMBER	ABSENT
CAN MEMBER	BERNIE VINHER	MEMBER	PRESENT
CAN MEMBER	BILL BARLOW	MEMBER	ZOOM
CAN MEMBER	BRANDON HARBO	MEMBER	PRESENT
CAN MEMBER	BROOKLYN HUFSTADER	MEMBER	PRESENT
CAN MEMBER	ERIK WATKINS	MEMBER	ABSENT
CAN MEMBER	FRANK CUTA	RECRUITMENT COMMITTEE	PRESENT
CAN MEMBER	LAURIE PRICE	MEMBER	PRESENT
CAN MEMBER	NAYELI ARANDA	MEMBER	ABSENT
CAN MEMBER	ULISES NAVARRO	MEMBER	ABSENT
BFT STAFF	HILARY CARLSON	CHIEF OF STAFF	PRESENT
BFT STAFF	ALEX SMITH	CFO	PRESENT

3. Comments by Guests: 5 Min.

Doug Hester – Asked if he could get feedback from BFT regarding why smaller fixed route buses are not being used. Doug stated that he has previously requested information from BFT but has not received a response.

BFT – Hilary Carlson stated that she will have someone from BFT Management get back to Doug ASAP.

Mr. Hester was advised by CAN that if he submits a Customer Comment, he should request a BFT Customer Comment Tracking ID Number be assigned.

4. August 2025 Meeting MINUTES Approval: 2 Min.

Minutes were not available in print format to review, postponed until October.

5. Old Business: 10 Min.

6. New Business: 45 Min.

A. Report of the September BFT Board Meeting – Dennis Kreutz

1. Ben Franklin County Fair ridership report:

- Fixed Route from Park and Ride locations: 30,687 - Up 27% over 2024
- DAR: 199 – Up 42% over 2024
- Total Cost: \$147,201 – Down 2% from 2024

2. Legal Report:

- RCW allowing two non-elected voting members on Board after Jan. 1, 2026

BFT Counsel Jeremy Bishop advised Board regarding new RCW that allows the Board to appoint two non-elected voting Board Members. He stated that he sees three viable options that he will detail to the Board in the October Meeting

Option 1: Discuss process to appoint the two members during the October, November, and December Board Meeting.

Option 2: Delay discussions until after a new Board is in place in February 2026.

Option 3: Delay discussions until February 2027.

Discussion by CAN Members resulted in a consensus that Option 3 should not be adopted by the Board

3. Chief Executive Report:

a. Key Performance Indicators were reviewed.

A. Public Comments generally have to be made at the beginning of the

B. Board Meeting rather than after an Agenda Item has been presented by BFT Staff to the Board.

Subcommittee – Brandon Harbo, Dennis Kreutz

CAN Member discussion resulted in a request to reword the Recommendation and present in the October CAN Meeting.

C. The Revised Standing Rules will be present in the October CAN Meeting.

D. Presentation of a proposal for a CAN Recommendation to be presented to BFT Board regarding adding two non-elected Board Members to be done in October CAN Meeting.

Subcommittee – Dori Luzzo-Gilmour, Frank Cuta, Erik Watkins

E. Next CAN Meeting Proposed Agenda Items:

a. Public Comments in Board Meeting Recommendation by subcommittee.

b. Standing Rules change presentation by subcommittee.

c. Adding two non-elected Board members Recommendation by subcommittee.

7. BFT Board / BFT Staff Comments: 10 Min.

A. Distribution of new BFT Boarding Passes to CAN Members

Status is unknown, BFT – Hilary Carlson will check on them.

B. Display BFT Swag handed out at the Ben Franklin County Fair

Status is unknown, BFT – Hilary Carlson will check

8. CAN Member Comments: 10 Min.

Laurie Price commended BFT on the ease and speedy processing of DAR Eligibility for students.

Brooklyn Hufstader commented on the fixed route buses she rides being behind schedule on a regular basis, which results in her missing connections to work.

BFT – Hilary Carlson will have someone contact Brooklyn for specifics.

Frank Cuta expressed gratitude to BFT that so many ParaTransit Driver as being hired and trained.

9. Assign CAN Member to Attend next Board Meeting: 1 Min.

Board Meeting October 9, 2025 6:00 PM BFT Board Room
CAN Member Assigned: Bernie Vinther, with Brandon Harbo as backup

10. Next CAN Meeting: 1 Min.

Monday October 20, 2025 6:00 p.m. BFT Board Room

11. ADJOURN:

A. Meeting adjourned at: 7:02 PM

DRAFT