

BEN FRANKLIN TRANSIT
1000 Columbia Park Trail, Richland, WA
BOARD OF DIRECTORS MEETING MINUTES
Thursday, January 8, 2014/7:00 p.m.

VICE CHAIRMAN BOB OLSON called the meeting to order at 7:00pm

1. Convene/Roll Call – BOB OLSON, STEVE BECKEN, JEROME DELVIN, TERRY CHRISTENSEN, RICHARD BLOOM, LISA STADE, NORMA NELSON, RICK MILLER BOB KOCH (EXCUSED) & MATT WATKINS (EXCUSED)

Staff: Dennis Solensky, Gloria Boyce, Jerry Otto, Kathy McMullen, Terry DeJuan, Tony Kalmbach, Barb Hays, Debra Hughes, Katherine Ostrom, Rob Orvis, Tom Turner, Patrick Roach, Legal Counsel, Michaela Dimas/Scribe

2. Pledge of Allegiance

VICE CHAIRMAN OLSON invited RICK MILLER to lead the Pledge of Allegiance.

3. Citizens Public Comment/Introduction of Visitors

VICE CHAIRMAN OLSON invited public comment on any item that is not on the agenda. Please state name and address for the record. Please limit remarks to three minutes.

4. Approval of Agenda

VICE CHAIRMAN OLSON stated there are no changes to the agenda and called for a motion to approve the Agenda as presented.

VICE CHAIRMAN OLSON asked if there is a need of an Executive Session. Patrick T. Roach, BFT Legal Counsel, responded not to his knowledge.

ACTION: TERRY CHRISTENSEN made and RICHARD BLOOM seconded a motion to approve the Agenda as presented. MOTION CARRIED UNANIMOUSLY.

5. Board Committee Reports

VICE CHAIRMAN OLSON stated that Board/Staff Standing Committee meetings for January were canceled. No reports.

6. Consent Agenda
(Any item is open for discussion at Board or Public Request)
 - A. Minutes of January 8, 2014 Regular Board Meeting
 - B. Payroll/Voucher Summary

December 2014 vouchers audited and certified by Ben Franklin Transit's auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing which has been emailed to the Board members January 2, 2015.

ACTION: As of this date, January 8, 2015, I, _____ move that the following checks be approved for payment:

PAYROLL

Check Register Number	Check Number/ Number	Date of Issue	In the Amount	
553-14	76383 76427	12/12/2014	360,734.09	Payroll
554-14	Electronic File Payroll Taxes	12/12/2014	141,382.00	Payroll
555-14	76428 76467	12/26/2014	368,032.70	Payroll
556-14	Electronic File Payroll Taxes	12/26/2014	162,575.84	Payroll

Total \$ 1,032,724.63

NON-PAYROLL VOUCHERS

211-14	55504	55519	12/1/2014	164,482.78	Mdse
212-14	55520	55588	12/5/2014	421,917.92	Mdse
213-14	55589	55589	12/5/2014	79.64	Mdse
214-14	Electronic File November Excise Tax		12/8/2014	856.14	Mdse
215-14	55590	55590	12/11/2014	176.25	Mdse
216-14	55591	55660	12/12/2014	232,722.38	Mdse
217-14	55661	55670	12/15/2014	99,960.34	Mdse
218-14	55671	55671	12/17/2014	211.50	Mdse
219-14	ACH Electronic Payment		12/17/2014	988,463.00	Mdse
220-14	55672	55728	12/19/2014	195,463.16	Mdse
221-14	55729	55729	12/19/2014	2,717.00	Mdse
222-14	55574	VOID CK	12/22/2014	(13.25)	Mdse
223-14	55730	55796	12/26/2014	155,271.70	Mdse
224-14	55730	55812	12/29/2014	155,107.37	Mdse
225-14	55813	55864	12/31/2014	389,484.26	Mdse
226-14	55753	VOID CK	12/31/2014	(900.00)	Mdse

Total \$2,806,000.19

Check Register Nos. 553-14 to 555-14 and 211-14 to 226-14 in the total amount of: \$ 3,838,724.82

The motion was seconded by _____ and approved by a unanimous vote.

(BFT Board Standing Committees recommended approval of Consent Items to the Full Board of Directors)

VICE CHAIRMAN OLSON read aloud the items on the Consent Agenda. He called for a motion to approve the Consent Agenda as presented.

ACTION: JEROME DELVIN made and STEVE BECKEN seconded a motion to approve the Consent Agenda as presented. MOTION CARRIED.

7. Action Items

- A. Resolution 01-2015 – Authorizing the General Manager to enter into an Intergovernmental Cooperative Purchasing Agreement with Lake Transit Authority of Lower Lake County, CA enabling BFT to purchase three, 35’ Trolley Buses directly from Gillig, LLC.

Dennis Solensky, General Manger stated that as one of the strategies to increase ridership, staff purposes the introduction of trolley buses into its fleet. Across the nation, trolley buses are proven to promote and/or increase the use of public transit in core areas and at special events. While these vehicles will begin to create a new image for BFT, there is little financial impact in acquiring the trolley buses as they are built on the standard Gillig bus frame requiring the same parts and mechanical expertise as all of the Gillig fleet. The interior and exterior is changed by adding a “trolley package” to make them interesting and denote a different and fun travel option for passengers. Trolleys can be used for shuttles at special events as well as provide service to significant locations within our community such as the Columbia Center Mall, Richland’s Uptown Mall and the TRAC in Pasco. Additionally, recent participation in the Vista Field Visioning indicated that community leaders would like to see public transit assist in making the location a new focal point. BFT’s new trolleys will lend a visual presence in support of this and other similar undertakings. To purchase the trolleys changing BFT’s recent Gillig order of ten 40 foot buses to seven 40-foot and three 35-foot trolley buses. He also proposed to amend Federal Grant WA-90-X575 from ten 40-foot buses to seven, add three 35-foot trolleys, and decrease Van purchases from forty to twenty-seven to fund the additional cost of \$308,199. Lake Transit Authority has agreed to release three, 35-foot trolley bus options from their multi-year option contract with Gillig LLC.

RICHARD BLOOM being raised in New Orleans, one of the features of the trolleys you could rent them and hold parties on them.

Dennis Solensky, said one of the things I didn’t mention would maybe use the trolleys up in Prosser for the Wine Festivals, using them for special events. Trolleys become very popular with community.

LISA STADE when I was in Florida, they used the trolleys as tour bus for the people that were visitors could get an overview of the town. They had trolley passes that were good for three days and its really great way to develop commerce.

VICE CHAIRMAN OLSON called for a motion to approve Intergovernmental Cooperative Purchasing Agreement with Lake Transit Authority of Lower Lake County, CA enabling BFT to purchase three, 35’ Trolley Buses directly from Gillig, LLC.

ACTION: TERRY CHRISTENSEN made and JEROME DELVIN seconded a motion to Intergovernmental Cooperative Purchasing Agreement with Lake Transit Authority enabling BFT to purchase three, 35' Trolley Buses directly from Gillig, LLC as presented. MOTION CARRIED.

- B. Resolution 02-2015 – Authorizing the General Manager to enter into a contract with Gillig LLC to purchase three Trolley Buses utilizing the Lake Transit Authority contract option.

VICE CHAIRMAN OLSON called for a motion to approve

ACTION: TERRY CHRISTENSEN made and JEROME seconded a motion General Manager to enter into a contract with Gillig LLC to purchase three Trolley Buses utilizing the Lake Transit Authority contract option as presented. MOTION CARRIED.

- C. Resolution 03-2015 – Authorizing the General Manger to enter into a ten year lease agreement with WSDOT, “Operations and Maintenance of the Tulip Lane Park and Ride Lot” #955.

Jerry Otto stated that Pat Roach has reviewed the lease contract for the Tulip Lane Park N Ride. Pat Roach confirmed. Discussion was held.

VICE CHAIRMAN OLSON called for a motion to approve.

ACTION: TERRY CHRISTENSEN made and LISA STADE seconded a motion to approve to enter into a ten year lease agreement with WSDOT, “Operations and Maintenance of the Tulip Lane Park and Ride Lot” #955 as presented. MOTION CARRIED UNANIMOUSLY.

8. Discussion/ Information Items

A. CAC Meeting Minutes of December 8, 2014

The CAC meeting minutes for December were included in the packet. VICE CHAIRMAN OLSON asked if members of the CAC wish to comment.

B. APTA Legislative Conference, March 8-10, 2015 in Washington D.C

Dennis Solensky, General Manager asked for Board Members that are interested in attending will need to inform him, so that arrangements could be made. He also stated that he and Gloria are looking into BFT Travel Policy for Board Members and Staff.

C. DRAFTS- 2015 Board of Directors Roster, Activity Calendar

VICE CHAIRMAN stated the BFT Board Member Elections for Chair & Vice Chair will be next month.

9. Staff Reports & Comments

A. Legal Report

Pat Roach, stated that there is nothing to report for legal news. However, the elections for the Board Chair & Vice Chair.

B. Boarding Report- Tony Kalmbach

Tony Kalmbach, Transit Planner, reported Total Operational boardings for October, Fixed route was down slightly -0.8%, Dial-A-Ride is up 3.0% and Taxi Service (Taxi Feeder, Finely and Night and Sunday Service) was up 14.5% over October 2013. For September Vanpool was up 7.5% in comparison to September 2013.

C. Treasurer's/ Budget/Sales Tax Reports

Gloria Boyce, Administrative Services Manager, provided a summary report of the items listed in Agenda Item 9B. The Sales Tax by Local Jurisdiction and by PTBA December 2014 – Report for October 2014 Business was provided on the desk tonight.

VICE CHAIRMAN OLSON stated it is good to see we are on the plus side.

D. General Managers Report

Dennis Solensky, General Manager, presented his report to the Board as follows:

- Board Retreat is scheduled for January 10, 2015. It will be a very productive day.
- Excited to get Trolleys ordered, put in service for BFT and our community.
- Finished the Interviews for Stephen Covey Consultants, for our new Leadership Program. Excited to start this once we have completed our Strategic Plan.

10. Board Member Comments

11. Next Meeting Thursday, February 12, 2014, 7:00 p.m.
 BFT Administration Building Board Room,
 1000 Columbia Park Trail, Richland, WA

12. Executive Session

13. Adjourn- The meeting was adjourned at 7:53 P.M.

Meeting recorded by:
Michaela Dimas, Executive Assistant & Clerk of the Board
February 12, 2015