



AGENDA

BOARD OF DIRECTORS REGULAR MEETING

Thursday, November 12, 2020 at 3:30 p.m.

Remote Meeting via Zoom

Phone: 253-215-8782 / Toll free: 877-853-5247

Meeting ID: 968 9109 2364 / Password: 921930

Per the Governor's COVID-19 Proclamation 20-28 Open Public Meetings Act, a physical meeting location will not be provided for this meeting. The public is welcome to participate in the meeting via "listen-only" mode by calling the number listed above, then enter the information as prompted. The agenda is available on the website at BFT.org

Public comment to the Board will be accepted by email at Execoffice@bft.org. In the subject line, write "Public Comment". Comments must be received 24-hours prior to the meeting to ensure distribution to the Board.

1. **Convene Board Meeting** Chair Koch
2. **Roll Call** Gladys Diaz
3. **Pledge of Allegiance** Chair Koch
4. **Public Comment** Chair Koch
5. **Approval of Agenda**
6. **Recognitions**
 - A. Resolution 33-2020: Recognizing BFT Legal Counsel Patrick T. Roach Years of Service
7. **Citizen's Advisory Network (CAN) Report** Karyn Vandecar
8. **Board Committee Reports**
 - A. Operations & Maintenance Committee Ruben Alvarado, Chair
 - B. Planning & Marketing Committee Richard Bloom, Chair
 - C. Administration & Finance Committee Steve Becken, Chair
9. **Consent Agenda:**
 - A. October 8, 2020 Budget Workshop Minutes – Approve
 - B. October 8, 2020 Regular Board Meeting Minutes – Approve
 - C. October 27, 2020 Special Board Meeting Minutes – Approve
 - D. October Voucher Summary – Approve

- E. Resolution 34-2020: Authorizing the General Manager to Declare Vehicles Identified in Exhibit “A” as Surplus and Dispose per Resolution 62-2014 Bill Hale
- F. Resolution 35-2020: Authorizing the General Manager to Release Request for Proposals for Janitorial Services Bill Hale
- G. Resolution 36-2020: Authorizing the General Manager to Release Request for Proposals for Landscaping Services Bill Hale
- H. Resolution 37-2020: Authorizing the Award of the Replacement of Rotary Two Post Hydraulic Lift Project to Northwest Lift & Equipment, LLC Bill Hale

10. Action Items

- A. Resolution 38-2020: Adopt the 2020-2025 Transit Development Plan (TDP) Keith Hall
- B. Resolution 39-2020: Authorizing the Award of Bus Stop Concrete Pad Construction Project to ESF Development, LLC Keith Hall
- C. Resolution 40-2020: Authorizing the General Manager to Grant a Water & Sewer Easement to the City of Kennewick Keith Hall
- D. Resolution 41-2020: Approving the Updated Capital Improvement Plan, Adopting the Fiscal Year (FY) 2021 Operating & Capital Budgets, and Authorizing the General Manger to file all FY 2021 Federal and State Grants Jeff Lubeck
- E. Resolution 42-2020: Authorizing the Ben Franklin Transit Board of Directors to Adopt the Revised Tuition Reimbursement Policy Wendi Warner

11. Discussion & Informational Items

- A. Ridership and Service Update Keith Hall

12. Staff Reports & Comments

- A. Legal Report Jeremy Bishop
- B. Financial Report Jeff Lubeck
- C. General Manager’s Report Gloria Boyce

13. Board Member Comments

14. Executive Session

15. Next Meeting

Regular Board Meeting – Thursday, December 10, 2020 at 7:00 p.m.
1000 Columbia Park Trail, Richland, WA 99352

16. Adjournment