



**BOARD OF DIRECTORS  
REGULAR MEETING  
Thursday, July 8, 2021, at 7 p.m.  
1000 Columbia Park Trail  
Richland, Washington**

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**MINUTES**

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**1. CONVENE BOARD MEETING**

Chair Richard Bloom called the meeting to order at 7 p.m.

**2. ROLL CALL**

<b>Representing</b>	<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>
City of Pasco	Ruben Alvarado	Director	Present
City of Kennewick	Chuck Torelli	Director	Present
City of Richland	Phillip Lemley	Director	Present
City of West Richland	Richard Bloom	Chair	Present
Franklin County #2	Rocky Mullen	Director	Present
Franklin County #1	Clint Didier	Director	Present
Benton County	Shon Small	Director	Present
City of Prosser	Steve Becken	Director	Present
City of Benton City	Lisa Stade	Vice Chair	Present
The Union	Norma Nelson	Nonvoting Union Rep.	Present

**BFT Staff:** Gloria Boyce, Ayodeji Arojo, Janet Brett, Kelsey Buckner, Carina Cassel, Chad Crouch, Terry DeJuan, Bill Hale, Keith Hall, Lisa Larson, Rob Orvis, Jerry Otto, Rich Starr, Wendi Warner

**Legal Counsel:** Jeremy Bishop

**3. PLEDGE OF ALLEGIANCE**

Chair Bloom led the meeting participants in the Pledge of Allegiance.

**4. PUBLIC COMMENT**

Chair Bloom welcomed attendees to the first Ben Franklin Transit Board of Directors in-person meeting in 15 months. He then opened the meeting up to comments from the public.

Caleb Suttle, a BFT coach operator and citizen, spoke against reducing sales tax revenue and in favor of more financial support to allow for more supervision of and training for coach operators.

Odalys Gonzalez, a community organizer with UFCW 21, advocated for funding for mental health services, but not via revenue cuts to the Ben Franklin Transit budget.

Audrey Huff, a citizen and longtime transit customer, also spoke against cutting funding.

Dale Engles, a Dial-A-Ride driver, shared the needs of the people he picks up on his route and how their lives would be impacted by cutting funding and services.

Frank Cuta of United Blind of the Tri-Cities finds the proposed cuts to be a total denial of service. He needs transit to remain active in the community.

Mark Lampton, a coach operator, encouraged board members to tell the cities they represent to allow marijuana to be sold in their jurisdictions and collect taxes on it, then use that money to fund mental health services.

Russell Shjerven, Secretary-Treasurer of Teamsters Local Union No. 839, advocated against the proposed budget cuts, which would trigger staff layoffs.

## 5. APPROVAL OF AGENDA

Chair Bloom asked if there were any changes to the agenda. Director Alvarado said he would like to add an item 11B to the agenda for the Board to consider the request from the Benton and Franklin County Commissioners that BFT place a referendum on the November 2021 ballot reducing its sales tax collection by 0.10 percent. Director Lemley moved to amend the agenda after 11A; Director Alvarado seconded the motion. After discussion, it was decided to table a response to the county commissioners until August. This will give Board members an opportunity to meet with peers and constituents and share tonight's sales tax presentation with them. The motion to amend the agenda was withdrawn, and a motion to approve the agenda as presented was put forth.

<b>MOTION:</b>	<b>LEMLEY</b>
<b>SECOND:</b>	<b>STADE</b>
<b>RESULT:</b>	<b>APPROVED (Unanimously)</b>

## 6. RECOGNITIONS

Director of Transit Operations Ayodeji Arojo recognized four of his department members who have recently retired. The retirees were not in attendance.

### **Retirements:**

- A. Resolution 32-2021, A Resolution Recognizing BFT Employee Maurice Brown's Years of Service. Mr. Brown served BFT as a coach operator for ten years.
- B. Resolution 33-2021, A Resolution Recognizing BFT Employee Michelle Ives-Johnson's Years of Service. Ms. Ives-Johnson served as a coach operator for 17 years.

- C. Resolution 34-2021, A Resolution Recognizing BFT Employee Donna Suttle’s Years of Service. Ms. Suttle served as a coach operator for 27 years.
- D. Resolution 35-2021, A Resolution Recognizing BFT Employee Filemon Alvarez’s Years of Service. Mr. Alvarez served as a Dial-A-Ride driver for 17 years.

Chair Bloom asked for a motion to approve the four resolutions as presented.

<b>MOTION:</b>	<b>TORELLI</b>
<b>SECOND:</b>	<b>LEMLEY</b>
<b>RESULT:</b>	<b>APPROVED (Unanimously)</b>

General Manager Gloria Boyce presented the 2020 Employees of the Year awards, giving each recipient a framed certificate, cash award, and BFT Employee of the Year pin.

**Employees of the Year:**

- A. Resolution 36-2021, A Resolution Recognizing Operator of the Year Mary Gatrel
- B. Resolution 37-2021, A Resolution Recognizing Support Staff of the Year Andrea Benson
- C. Resolution 38-2021, A Resolution Recognizing Team of the Year Caleb Lenz, Jonathan Rider, Devin Roberts, and Richard Starr, IT Department

Chair Bloom asked for a motion to approve the three resolutions as presented.

<b>MOTION:</b>	<b>TORELLI</b>
<b>SECOND:</b>	<b>ALVARADO</b>
<b>RESULT:</b>	<b>APPROVED (Unanimously)</b>

**7. CITIZENS ADVISORY NETWORK (CAN) REPORT**

There was no CAN Report available.

**8. BOARD COMMITTEE REPORTS**

Chair Bloom stated the meeting minutes were in the Board packet.

- A. **Operations & Maintenance Committee** – This month’s meeting of June 30, 2021, was canceled due to a lack of agenda items.
- B. **Planning & Marketing Committee** – The June 30, 2021, meeting of this committee was also canceled due to a lack of agenda items.
- C. **Administration & Finance Committee** – Chair Bloom substituted for Committee Chair Steve Becken at the July 1 meeting of the committee. He reported they discussed Resolution 40-2021: Authorization to Approve Projects & Update BFT’s Capital Improvement Plan (CIP), which is an action item on today’s agenda.

**9. CONSENT AGENDA**

Chair Bloom presented the consent items and invited a motion.

**A. June 10, 2021, Regular Board Meeting Minutes**

**B. June Voucher Summary**

**PAYROLL**

Check Register Number	Check Number	Check Number / Number	Date of Issue	In the Amount
512-21	80801	80806	6/4/2021	555,504.67 Payroll
513-21	VOID	80707-80810	6/12/2021	0.00 Payroll
514-21	80811	80814	6/18/2021	547,617.20 Payroll

**Total \$ 1,103,121.87**

**ACCOUNTS PAYABLE**

Check Register Number	Check Number	Check Number / Number	Date of Issue	In the Amount
142-31	77940	77977	6/2/2021	349,230.43 MDSE
143-21	77978	78032	6/9/2021	73,262.43 MDSE
144-21	78033	78108	6/15/2021	152,051.33 MDSE
145-21	ACH TRANS		6/15/2021	588,811.71 ACH TRANS
146-21	78110	78181	6/22/2021	488,268.05 MDSE
147-21	VOID	77251	6/29/2021	(7,893.87) VOID
148-21	78182	78265	6/29/2021	285,511.59 MDSE
149-21	ACH TRANS		6/30/2021	590,398.53 ACH TRANS

**Total \$ 2,525,840.20**

**C. Resolution 39-2021: Recommending the Award of the Radio Maintenance Services Contract**

<b>MOTION:</b>	<b>SMALL</b>
<b>SECOND:</b>	<b>STADE</b>
<b>RESULT:</b>	<b>APPROVED (Unanimously)</b>

**10. ACTION ITEMS**

**A. Resolution 40-2021: Authorization to Approve Projects & Update BFT’s Capital Improvement Plan (CIP)**

Procurement Manager Rob Orvis presented a resolution to approve the 2022 Capital Improvement Plan. It was released for public comment at last month’s board meeting, and none was received. Chair Bloom invited a motion.

<b>MOTION:</b>	<b>SMALL</b>
<b>SECOND:</b>	<b>LEMLEY</b>
<b>RESULT:</b>	<b>APPROVED (Unanimously)</b>

**11. DISCUSSION & INFORMATIONAL ITEMS**

**A. Review and Discuss High-Level Impact of Sales Tax Revenue Reduction**

Ms. Boyce gave a presentation to Board members on the Impact of Sales Tax Revenue Reduction, which included a BFT Timeline; Funding Profile; Financial Status; and Impact of Sales Tax Reduction. Three scenarios were included to show the impact of the proposed sales tax reduction on BFT operations if: 1) the reduction was taken from service; 2) the reduction was taken from capital; and 3) the reduction was taken from a blend of service and capital.

**12. STAFF REPORTS & COMMENTS**

**A. Legal Report**

Jeremy Bishop, BFT legal counsel, reported he has been busy reviewing RFPs and confirmed the executive session later in the meeting.

**B. Financial Report**

Mr. Orvis presented a financial report, highlighting materials contained in the Board packet.

**C. General Manager’s Report**

Ms. Boyce reported the campus was opened last Thursday following the governor’s proclamation. She invited Board members to utilize BFT services to get to Art in the Park on July 23 and 24 and the Water Follies on July 24.

**13. BOARD MEMBER COMMENTS**

Director Torelli told the group he used the app to travel to Kennewick, Pasco, and Richland to experience transit operations. He had a positive experience as a rider of choice.

**14. EXECUTIVE SESSION**

The Board convened in executive session under RCW 42.30.140(4)(b) for review of labor negotiations at 9:32 p.m. and returned to open session at 9:53 p.m.

Chair Bloom stated he would entertain a motion to approve Resolution 41-2021 authorizing the General Manager to adopt the Collective Bargaining Agreement between Ben Franklin Transit and Teamsters Local 839, representing administrative assistants.

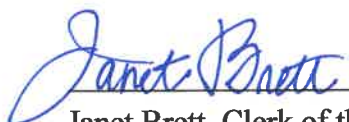
<b>MOTION:</b>	<b>SMALL</b>
<b>SECOND:</b>	<b>ALVARADO</b>
<b>RESULT:</b>	<b>APPROVED (Unanimously)</b>

**15. NEXT MEETING**

Regular Board Meeting – Thursday, August 12, 2021, at 7 pm.

**16. ADJOURNMENT**

Chair Bloom adjourned the meeting at 9:54 p.m.

  
Janet Brett, Clerk of the Board

  
Date