



## BOARD OF DIRECTORS REGULAR MEETING

Thursday, August 10, 2023, at 6 p.m.

Benton County Administration Building, Room 303  
7122 W. Okanogan Place Building E, Kennewick, Washington

*Meeting attendance options included in-person and virtual via Zoom*

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### MINUTES

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#### 1. CONVENE BOARD MEETING

Chair Will McKay called the meeting to order at 6:00 p.m.

#### 2. ROLL CALL

Representing	Attendee Name	Title	Status
City of Pasco	Joseph Campos	Director	Present
City of Kennewick	Brad Beauchamp	Director	Present via Zoom
City of Richland	Terry Christensen	Director	Excused
City of West Richland	Richard Bloom	Vice Chair	Present
Franklin County #2	Rocky Mullen	Director	Absent
Franklin County #1	Clint Didier	Director	Present via Zoom
Benton County	Will McKay	Chair	Present
City of Prosser	Steve Becken	Director	Present
City of Benton City	David Sandretto	Director	Present via Zoom
Teamsters Union 839	Caleb Suttle	Union Representative	Present

**BFT Staff:** Rachelle Glazier, Janet Brett, Imelda Collop, Michaela Dimas, Steven Frazier, Sarah Funk, Brian Lubanski, Gabe Martin, Tom McCormick, Anel Montejano, Frank Moreno, Rob Orvis, Joshua Rosas, Kevin Sliger, Rich Starr, Jenny Stenkamp, Joe Willis

**Legal Counsel:** Jeremy Bishop

**Interpreters:** Ruth Medina, Ynez Vargas

#### 3. PLEDGE OF ALLEGIANCE

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

#### 4. PUBLIC COMMENTS

Chair McKay opened the meeting to comments from the public. Allison Parnell, a resident of Richland, United States Army Veteran, and board member of the Columbia Basin Veterans Center

(CBVC), addressed the Board. She asked that a bus stop be added near the Center on the corner of Ainsworth and 7th Avenue in Pasco. This bus stop would positively impact the veterans in the community by offering a reliable option for transportation to CBVC.

The Board agreed to give direction to staff to get this worked out with Columbia Basin Veterans Center.

Mill Lewis, the current board chair of the Columbia Basin Veterans Center, then addressed the Board. They are getting back to standards before COVID, and the biggest complaint has been that they don't have a bus stop.

**5. APPROVAL OF AGENDA**

Chair McKay asked for a motion to approve the agenda.

*Director Bloom moved to approve the agenda, and Director Becken seconded the motion. It passed unanimously.*

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

Ms. Dori Luzzo Gilmour provided a report on the Citizens Advisory Network, which started to meet again about three months ago. They have a very diverse group of representatives from the community. They have had some things implemented that they suggested, such as the QR codes on the new route cards. They are looking to expand the board by adding more members from the community that are not being represented currently, such as a youth member going to CBC and WSU, or perhaps a high school student.

**7. CONSENT AGENDA**

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

**A. July 13, 2023, Regular Board Meeting Minutes**

**B. July Voucher Summary**

**C. Resolution 36-2023 Authorizing the General Manager to Adopt Revised Citizens Advisory Network (CAN) Standing Rules**

*Director Becken moved for approval of the Consent Agenda items. The motion was seconded by Director Bloom and passed unanimously.*

**8. ACTION ITEMS**

**A. Adoption of the 2023-2028 Transit Development Plan**

**i. Presentation**

Chief Planning & Development Officer Kevin Sliger presented information on the Ben Franklin Transit (BFT) 2023-2028 Transit Development Plan.

**ii. Public Hearing**

Chair McKay opened the Public Hearing on the adoption of the TDP. No public comments were offered.

**iii. Resolution 37-2023: Adoption of the 2023-2028 Transit Development Plan**

Mr. Sliger asked the Board to adopt the 2023-2028 Transit Development Plan as presented.

*Director Bloom moved for approval of Resolution 37-2023, and the motion was seconded by Director Becken; it passed unanimously.*

- B. Resolution 38-2023 Authorizing the General Manager to purchase (80) eighty replacement Vanpool vehicles; Authorize the General Manager to enter into a contract with Northside Dwane Lane to purchase up to thirty-two (32) 7-passenger vehicles utilizing Washington State Contract #05916; Authorize the General Manager to enter into contract with Bud Clary Chevrolet to purchase up to forty-eight (48) 12- and/or 15-passenger full-size vehicles utilizing Washington State Contract #05916.**

Mr. Sliger presented a resolution to authorize the General Manger to enter into contract with Northside Dwane Lane to purchase up to thirty-two (32) 7-passenger vehicles and enter into a contract with Bud Clary Chevrolet to purchase up to forty-eight (48) 12- and/or 15-passenger full-size vehicles utilizing Washington State Contract #05916.

*Director Bloom moved for approval of Resolution 38-2023. The motion was seconded by Director Sandretto and passed unanimously.*

## **9. DISCUSSION & INFORMATIONAL ITEMS**

### **A. Q2 2023 Agency Performance Report**

Mr. Sliger presented the Second Quarter 2023 Agency Performance Report highlighting ridership data, capital projects, and community events.

## **10. STAFF REPORTS & COMMENTS**

### **A. Legal Report**

BFT Legal Counsel Jeremy Bishop announced an executive session will be taking place tonight.

### **B. General Manager's Report**

General Manager Rachelle Glazier reported that the state bus rodeo is this weekend in Vancouver. We have several participants traveling up for that.

She stated that we have the fair coming up, and we are all preparing for that.

Representative Stephanie Barnard will be doing a bus ride-along to the fair with staff.

Ms. Glazier stated that we had over 2,000 participants use the shuttle for Art in the Park. We will be donating those proceeds to CBVC.

She reported that there were 1.5 million riders from the beginning of the year to June.

She stated the Marketing and Communications team have started customer pulse surveys out on the platforms at 22<sup>nd</sup>, Knight Street, and Three Rivers. We are looking for opportunities on how we can better serve the public and trying to get more frequent touch points with our passengers.

Ms. Glazier reported that on Tuesday, Senior Manager of Operations Tom McCormick went to Spokane to accept an award that we received for Dial-A-Ride services, which is the Business Education Partnership Category Award for the Washington Association for Career and Technical Education (ACTE). We were nominated by Ms. Laurie Price, a Richland special education teacher, who also sits on the CAN.

She reported that Gabe Beliz, who is a four-time champion, is representing us in the state rodeo, together with Nate Miller, Del Long, and the Maintenance team.

**11. BOARD MEMBER COMMENTS**

Director Campos reported that a route was put in front of the Lakeview Mobile Home Park in Pasco and, as we saw, there was a huge increase in ridership. He spoke with some of the youth at one of the National Nights Out, and they were very pleased and expressed a lot of gratitude to the Board and staff.

Director Bloom stated he shared a picture with Rachelle that he took in 2013 of Senator Murray and E-1, the first BFT electric bus. He reported that Prottera just filed for Chapter 11 Bankruptcy and asked if the two buses we are purchasing are Prottera but was assured by staff that they were not.

Director Suttle reported that he attended the APTA Board Member Seminar in Alabama, which was good. He brought back a lot of information and provided it to the proper staff. One of the things he wanted to talk about was transit-oriented development and how we need to keep this in mind when talking to developers. He also reported that three departments successfully petitioned to go union.

**12. EXECUTIVE SESSION**

Mr. Bishop announced an Executive Session would be held under RCW 42.30.110(1)(g) and RCW 42.30.110(1)(i) for 15 minutes. The Board recessed into Executive Session at 6:43 p.m. The Board returned to open session at 7:00 p.m.

**13. OTHER**

There were no other agenda items.

**14. NEXT MEETING**

The next meeting will be held Thursday, September 14, 2023, at 6 p.m.

**15. ADJOURNMENT**

Chair McKay adjourned the meeting at 7:00 p.m.



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Anel Montejano, Clerk of the Board



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Date