



BOARD OF DIRECTORS REGULAR MEETING

**Thursday, September 5, 2024, at 6 p.m.
Benton County Administration Building, Room 303
7122 W. Okanogan Place Building E, Kennewick, Washington**

***Notice: Meeting attendance options include in-person and virtual via Zoom
Spanish language translation is available via Zoom***

Meeting Link:

<https://zoom.us/j/98962178731?pwd=OGg1amhEQXA0RG5QRTdqNnFpRGN5dz09>

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

Meeting ID: 989 6217 8731 / Password: 833979

If you wish to provide written comments to the Board or speak during the Public Comments portion of a Board meeting, please submit [this form](#). If you wish to make public comments during the meeting, persons may speak for up to three minutes on matters related to agenda items only and other matters directly related to, or under the direction of the Ben Franklin Transit Board of Director's Authority. Submitting written public comments, no later than 24 hours in advance will ensure they are distributed to the Board before the upcoming meeting. The public comment portion of the meeting is generally limited to thirty minutes total, unless extended by the Board of Directors. Priority shall be given to those who have signed up for public comment in advance.

AGENDA

- | | |
|---|------------------|
| 1. Convene Board Meeting | Chair Will McKay |
| 2. Roll Call | Anel Montejano |
| 3. Pledge of Allegiance | Chair McKay |
| 4. Public Comments | Chair McKay |
| 5. Approval of Agenda (page 1) | Chair McKay |
| 6. Citizens Advisory Network (CAN) Report (page 5) | Laurie Price |
| 7. Consent Agenda | |
| A. August 8, 2024, Regular Board Meeting Minutes (page 6) | |
| B. August 20, 2024, Special Board Meeting Minutes (page 10) | |

C. August Voucher Summary (*page 12*)

8. Staff Reports & Comments

A. Legal Report

Jeremy Bishop

B. Chief Executive Officer's report

Thomas Drozt

9. Board Member Comments

10. Executive Session

An Executive Session will be held under RCW 42.30.110(1)(b) consideration of site or acquisition of real estate purchase or lease if likelihood that disclosure would increase price and RCW 42.30.140(4)(b) collective bargaining.

11. Other

12. Next Meeting

Regular Board Meeting – Thursday, October 10, 2024, at 6:00 p.m.

13. Adjournment



JUNTA DIRECTIVA REUNIÓN ORDINARIA

Jueves, 5 de Septiembre, del 2024, a las 6 p.m.

**Edificio de la Administración del Condado de Benton, Sala 303
7122 W. Okanogan Place, Edificio E, Kennewick, Washington**

***Aviso: Las opciones de asistencia a las reuniones incluyen en persona y
virtuales a través de Zoom
Traducción al Español está disponible a través de Zoom***

Enlace de la reunión:

<https://zoom.us/j/98962178731?pwd=OGg1amhEQXA0RG5QRTdqNnFpRGN5dz09>

Teléfono: 253-215-8782 / Número gratuito: 877-853-5247

ID de Reunión: 989 6217 8731 / Contraseña: 833979

Si desea proporcionar comentarios por escrito a la Junta o hablar durante la parte de Comentarios Públicos de una reunión de la Junta, favor envíe [este formulario](#). Si desea hacer comentario público durante la reunión, personas pueden hablar hasta tres minutos sobre asuntos relacionados únicamente sobre temas de la agenda y otros asuntos directamente relacionados con, o bajo la dirección de la Autoridad de la Junta Directiva de Ben Franklin Transit. Sometiendo comentarios públicos por escrito, a más tardar 24 horas en anticipación garantizará que sea distribuido a la Junta antes de la próxima reunión. Por lo general, la parte de la reunión dedicada a los comentarios del público se limita a un total de treinta minutos, a menos que la Junta Directiva la extiende. Se dará prioridad a quienes se hayan inscrito con anticipación para hacer comentarios públicos.

AGENDA

- | | |
|--|-----------------------|
| 1. Convocar reunión de la Junta | Presidente Will McKay |
| 2. Pase de lista | Anel Montejano |
| 3. Juramento de Lealtad | Presidente McKay |
| 4. Comentarios públicos | Presidente McKay |
| 5. Aprobación de la agenda (página 1) | Presidente McKay |
| 6. Reporte del Citizens Advisory Network (CAN) (página 5) | Laurie Price |

7. Agenda de consentimiento

- A. 8 de Agosto, Actas de la Reunión Ordinaria de la Junta (*página 6*)
- B. 20 de Agosto, 2024, Actas de la Reunión Extraordinaria de la Junta (*página 10*)
- C. Resumen de los Comprobantes de Agosto (*página 12*)

8. Informes y comentarios del personal

- A. Informe Jurídico Jeremy Bishop
- B. Informe del Director Ejecutivo Thomas Drozt

9. Comentarios de los miembros de la Junta

10. Sesión ejecutiva

Sesión ejecutiva se llevar a cabo bajo RCW 42.30.110(1)(b) la consideración del sitio o la adquisición de bienes raíces de compra o arrendamiento si la probabilidad de que la divulgación aumentaría el precio y RCW 42.30.140(4)(b) negociación colectiva.

11. Otro

12. Próxima reunión

Reunión ordinaria de la Junta - Jueves, 10 de Octubre, 2024, a las 6:00 p.m.

13. Aplazamiento

The BFT Citizen Advisory Network (CAN) is tasked in CAN Standing Rules – Section 1.1.a to assist BFT by serving as an advisory body to BFT Management and to the BFT Board of Directors. In that capacity the following recommendation is offered.

**CAN Advocacy Item - Recommendation 2024-07
BFT Board to issue Resolution to Vote NO on I-2117**

August 22, 2024

Issue:

Washington Initiative 2117 to Repeal the Climate Commitment Act is on the November ballot, and if passed will cause Ben Franklin Transit to lose approximately \$5M per year in funding.

Ben Franklin Transit had more than 1 million Youth Rides in 2023. In recent BFT Board Meetings it has been discussed by Directors and Public Comment that the Kids Ride Free Program provides vital transportation services to school age youth, especially to after hour activities.

The Citizen Advisory Network has previously brought to the Board attention that \$70 million over the next 13 years would be lost as revenue to Ben Franklin Transit and the local community if the Move Ahead Washington funds are not available.

One of the Mandatory Requirements for BFT to receive the Move Ahead Washington funds is that all riders 18 years and younger ride free. Another mandatory requirement is that the Transportation Sales Tax can not be reduced from the current 6/10 of 1 percent. Another requirement is that Initiative 2117 not pass.

In order to meet the first two requirements, the BFT Board wisely voted unanimously in April 2024 to table until 2026 a BFT Resolution to reduce 6/10 of 1 percent Transit Sales Tax. Now the funding of the Kids Ride Free Program is threatened to be lost if WA Initiative 2117 is passed.

This lost revenue to BFT likely will need to be made up either by increasing fares, reducing services, or both. In addition to reducing service coverage, it may be necessary for the BFT Board to eliminate the existing Kids Ride Free Program, and Seniors Ride Free, and Veterans Ride Free and Reduced Fare rates to disadvantaged riders. The Citizen Advisory Network believes that these services need to continue to be provided by BFT.

Additionally, if Initiative 2117 is passed the BFT Board may need to reconsider the previously announced Fare Reductions and introduce higher fares than currently in place. These reduced services, increased fares, and loss of free and reduced fares will significantly affect those people using BFT Services via the anticipated Four Million Rider Boardings in 2024.

Recommendation:

Therefore, the Citizen Advisory Network in our advisory capacity to the BFT Board as a voice for the Riders and Public, recommend to the Board that they immediately draft a Resolution and take a stance as advocates for Public Transportation, stating that they urge voters to vote NO to the Repeal of Initiative 2117.

Per CAN Recommendation 2024-04, approved by the Board May 9, 2024, when CAN submits an Advocacy Item to Ben Franklin Transit Management and/or Board, and requests a response, there shall be an initial response to CAN within ten (10) working days.

The Citizen Advisory Network requests a response from the Board as shown above.



BOARD OF DIRECTORS REGULAR MEETING

Thursday, August 8, 2024, 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

MINUTES

1. CONVENE BOARD MEETING

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

Clerk of the Board Anel Montejano asked the Board of Directors to state their name when their jurisdiction was called.

2. ROLL CALL

Representing	Attendee Name	Title	Status
City of Pasco	Charles Grimm	Director	Present
City of Kennewick	John Trumbo	Alternate	Present
City of Richland	Kurt Maier	Director	Present
City of West Richland	Richard Bloom	Director	Present
Franklin County #2	Stephen Bauman	Director	Present
Franklin County #1	Clint Didier	Director	Present
Benton County	Will McKay	Chair	Present
City of Prosser	Steve Becken	Director	Present
City of Benton City	David Sandretto	Director	Present
Teamsters Union 839	Traci Bronson	Alternate	Present

BFT Staff: Tina Braswell, Janet Brett, Terry DeJuan, Steve Frazier, Brian Lubanski, Gabe Martin, Shawna Munyan, Rob Orvis, Emily Pearce, Joshua Rosas, Megan Schmidt, Kevin Sliger, Solomon Torelli, Kathryn Wall, Wayne Welle

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 then opened the meeting to comments from the public.

Solomon Torelli, a resident of Richland, addressed the board about the Annual Service Plan and increasing transit services.

Pierre Saget, a resident of Richland, spoke about sources of revenue for transit without increasing taxation.

Emily Pearce, a resident of Prosser, addressed the Board about putting community needs first when looking at the Annual Service Plan and the Long-Range Plan.

Michelle Andres, a resident of Pasco, and Jerry Martin, a resident of Kennewick, spoke in favor of improving and modernizing communication systems in Benton and Franklin Counties.

Kathryn Torelli, a resident of Richland, spoke in favor of fixed route services and how they work.

No Written Public Comments were received.

5. APPROVAL OF AGENDA

Chair McKay asked for a motion to approve the agenda.

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

6. CONSENT AGENDA

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

A. July 18, 2024, Special Board Meeting Minutes

B. July 18, 2024, Regular Board Meeting Minutes

C. July Voucher Summary

D. Resolution 38-2024 Authorizing the Interim General Manager to Declare the Items Identified on Exhibit A: “List of Surplus Information Technology Items” as Surplus and Dispose of per Resolution 62-2024

E. Resolution 39-2024 Authorizing the Interim General Manager to Enter into a Contract for Mobile Ticketing Services with Cubic Transportation Systems, Inc.

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

7. ACTION ITEMS

A. Adoption of the 2024-2030 Transit Development Plan

i. Presentation

Chief Planning & Development Officer Kevin Sliger presented information on the Ben Franklin Transit (BFT) 2024-2030 Transit Development Plan, which is a state

requirement to project out services, capital improvement plans, and how to grow and maintain service as an agency for the next six years. He added that no comments were received, but modifications were made during the public comment period to include omissions that needed to be added.

ii. Public Hearing

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

iii. Resolution 40-2024: Adoption of the 2024-2030 Transit Development Plan as Presented

Mr. Sliger asked the Board to adopt the 2024-2030 Transit Development Plan as presented.

Director Sandretto moved for approval of Resolution 40-2024. The motion was seconded by Director Maier and passed unanimously.

8. DISCUSSION & INFORMATIONAL ITEMS

A. Second Quarter 2024 Agency Performance Report

Mr. Sliger presented the Second Quarter 2024 Agency Performance Report highlighting ridership data, capital projects, and community events.

B. Long-Range Transit Plan

Mr. Sliger presented information on the Long-Range Transit Plan, which is meant to make sure that Ben Franklin Transit grows consistent with the jurisdictions it serves and provides a 20-year outlook.

9. STAFF REPORTS & COMMENTS

A. Legal Report

BFT Legal Counsel Jeremy Bishop stated he has been busy with staff working on RFP's and contracts and working with Prothman, our recruiter, on the recruitment of the Chief Executive Officer and will have an update in executive session. He announced there will be an executive session regarding an issue of potential litigation and an update on bargaining.

B. Interim General Manager's Report

Interim General Manager & Chief Financial Officer Sarah Funk stated we are kicking off this Sunday with the WSTA Conference and State Rodeo. You can see the cones and Ben Franklin Transit buses set up already behind the Toyota Center. Hundreds of people will be in attendance, and she invited the Board to attend if they can.

She stated new vans are coming in and will have a new look. It takes a lot of work and effort to get these vans out and thanked the Marketing and Maintenance teams.

Ms. Funk stated we have the parade in downtown Kennewick to kick off the fair and rodeo on Saturday, August 17, and if they are interested in riding along, they are welcome to join, as a number of people from the Citizens Advisory Network are going to be riding on one of the buses.

She stated we had a Dial-A-Ride hiring event, as we continue to get staffing levels back to where they need to be due to attrition and retirements and will be starting a new class in

September.

10. BOARD MEMBER COMMENTS

There was discussion among the Board members about what can or cannot be put on the ballot.

11. EXECUTIVE SESSION

Mr. Bishop announced an Executive Session would be held under RCW 42.30.140(4)(b), RCW 42.30.110(1)(g) and RCW 42.30.110(1)(i) for twenty (20) minutes. The Board recessed at 6:50 p.m. and returned to open session at 7:10 p.m., when they extended Executive Session for an additional 20 minutes. The Board returned to open session at 7:29 p.m. and announced that discussion was held, but no decisions were made, with motions following executive session.

Director Bauman moved to make Joshua Rosas the Interim General Manager effective August 9, 2024, through the October Board meeting, or until a Chief Executive Officer has been hired. The motion was seconded by Director Grimm and passed unanimously.

Director Bauman moved to authorize the Chair of the Board, as well as legal counsel, to negotiate a contract with one of the leading candidates for Chief Executive Officer. The motion was seconded by Director Grimm and passed unanimously.

12. OTHER

There were no other agenda items.

13. NEXT MEETING

The next meeting will be held Thursday, September 5, 2024, at 6:00 p.m.

14. ADJOURNMENT

Chair McKay adjourned the meeting at 7:32 p.m.

Anel Montejano, Clerk of the Board

Date



BOARD OF DIRECTORS SPECIAL MEETING

Tuesday, August 20, 2024, at 1 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

MINUTES

1. CONVENE BOARD MEETING

Chair Will McKay called the meeting to order at 1:00 p.m.

Clerk of the Board Anel Montejano asked the Board of Directors to state their name when their jurisdiction was called.

2. ROLL CALL

Representing	Attendee Name	Title	Status
City of Pasco	Charles Grimm	Director	Present
City of Kennewick	Brad Beauchamp	Vice Chair	Present
City of Richland	Kurt Maier	Director	Present via Zoom
City of West Richland	Richard Bloom	Director	Present
Franklin County #2	Stephen Bauman	Director	Present
Franklin County #1	Clint Didier	Director	Present via Zoom
Benton County	Will McKay	Chair	Present
City of Prosser	Steve Becken	Director	Excused
City of Benton City	David Sandretto	Director	Present
Teamsters Union 839	Traci Bronson	Union Representative	Present

BFT Staff: Brittany Archibald, Janet Brett, Terry DeJuan, Michaela Dimas, Steve Frazier, Mackenzie Miller, Brittany Moore, Joshua Rosas, Kevin Sliger, Joe Willis

Legal Counsel: Jeremy Bishop

Interpreters: Ynez Vargas

3. EXECUTIVE SESSION

BFT Legal Counsel Jeremy Bishop announced an Executive Session would be held under RCW 42.30.110(1)(g) for ten (10) minutes with anticipated action afterwards. The Board recessed at

1:02 p.m. and returned to open session at 1:12 p.m.; no decisions were made.

4. **ACTION ITEMS**

Mr. Bishop presented the Chief Executive Officer Contract for approval. His start date is Monday, August 26, 2024.

Director Bauman moved for approval of the employment agreement between Ben Franklin Transit and Thomas Drozt. The motion was seconded by Director Grimm and passed unanimously.

5. **OTHER**

There were no other agenda items.

6. **NEXT MEETING**

The next regular Board meeting will be held Thursday, September 5, 2024, at 6:00 p.m.

7. **ADJOURNMENT**

Chair McKay adjourned the meeting at 1:17 p.m.

Anel Montejano, Clerk of the Board

Date



1000 Columbia Park Trail, Richland, WA 99352
509.735.4131 | 509.735.1800 fax | www.bft.org

Thursday, September 12, 2024

To: Ben Franklin Board of Directors

From: Rob Orvis, Interim Chief Financial Officer

RE: Vouchers for Aug 2024

Aug 2024 vouchers totaled \$6,300,153.75. An analysis of the vouchers had the following significant vendor payment amounts:

Vendor	Description	Amount
N.W. ADMIN. TRANSFER	Medical Insurance	\$ 859,449.70
NORTHSOUND AUTO GROUP LLC	VP Vans	\$ 788,320.00
COLEMAN OIL COMPANY LLC	Fuel	\$ 458,128.29
INTERNAL REVENUE SERVICE	Payroll Taxes	\$ 449,579.75
DEPT LABOR & INDUSTRIES	Quarterly Payroll Taxes	\$ 363,168.28
DEPT OF RETIREMENT SYSTEMS	PERS	\$ 307,231.20
ARC OF THE TRI-CITIES INC	Contracted Services	\$ 239,150.20
STATE OF WASHINGTON	Medical Insurance	\$ 214,299.29
IRIS GROUP HOLDINGS LLC	Contracted Services	\$ 117,085.23
CLARY LONGVIEW LLC	Vehicles	\$ 88,244.10
WESTERN CONFERENCE OF	Pension	\$ 84,239.19
STOEL RIVES LLP	Legal	\$ 79,660.35
TRAPEZE SOFTWARE GROUP INC	Software	\$ 77,220.48
SUMMIT LAW GROUP	Legal	\$ 69,884.82
US BANK CORPORATE PAYMENT SYSTEMS	Credit Card	\$ 54,427.11
ROCKWALLA IT LLC	Contracted Services	\$ 50,744.71
BUSINESS RADIO INC	Contracted Services	\$ 49,025.93
WEX BANK	Fuel	\$ 39,839.38
AMERICAN PUBLIC TRANSPORTATION ASSOC.	Membership	\$ 35,500.00
ROACH LAW OFFICES LLP	Legal	\$ 33,720.54
GILLIG LLC	Vehicle Parts	\$ 33,212.65
TEAMSTERS UNION	Union Dues	\$ 32,385.75
KPFF INC	Contracted Services	\$ 31,220.87
WENAHU GROUP INC	Contracted Services	\$ 27,675.21
ALSC ARCHITECTS PS	Contracted Services	\$ 24,297.81
CUMMINS INC	Vehicle Parts	\$ 23,382.39
ANR GROUP INC	Contracted Services	\$ 22,208.20
IDAHO IRRIGATION SUPPLY LLC	Supplies	\$ 16,850.53
THOMAS DROZT	Moving Expenses	\$ 16,000.00
P & F AUTOMOTIVE WAREHOUSE INC	Vehicle Parts	\$ 15,183.35
TRACKIT LLC	Software	\$ 15,140.00
APOLLO SHEET METAL INC.	Contracted Services	\$ 14,917.59
BRIDGESTONE AMERICAS INC	Tires	\$ 14,583.78
SMOOTH MOVES LLC	Moving Expenses	\$ 13,087.50
VERIZON WIRELESS	Wireless	\$ 12,080.81
CRYSTAL CRANES MEDIA	Contracted Services	\$ 12,000.00
COEUR D'ALENE SERVICE STATION EQUIPMENT	Inspections	\$ 11,186.02
CITY OF RICHLAND	Utilities	\$ 10,711.38
MYERS INDUSTRIES INC	Vehicle Parts	\$ 10,295.92
MCCURLEY INTEGRITY DEALERSHIPS LLC	Vehicle Parts	\$ 10,193.15
JRT MECHANICAL INC	Contracted Services	\$ 10,119.98

ROB ORVIS Interim Chief Financial Officer

Total Significant Vendors	\$	4,835,651.44
Payroll Total	\$	1,225,416.99
Total Non-Significant Vendors	\$	239,085.32
GRAND TOTAL	\$	6,300,153.75

I, the undersigned **CHAIRMAN/VICE-CHAIRMAN of BEN FRANKLIN TRANSIT**
Benton County, Washington, do hereby certify that the payroll related services, herein specified have been
received and that the following checks are approved for payment for the month of [Aug 2024](#).

PAYROLL				
Check Register Number	Check Number / Number		Date of Issue	In the Amount
516-24	ACH		8/9/2024	596,603.82 Payroll
517-24	ACH		8/23/2024	627,725.02 Payroll
533-24	80986	80986	8/9/2024	1,088.15 Payroll
Total				\$ 1,225,416.99

AUTHORITY MEMBER
09/12/2024

I, the undersigned **CHAIRMAN/VICE-CHAIRMAN of BEN FRANKLIN TRANSIT**
 Benton County, Washington, do hereby certify that the merchandise or services herein specified have
 been received and that the following checks are approved for payment for the month of [Aug 2024](#).

ACCOUNTS PAYABLE

Check Register Number	Check Number / Number	Date of Issue	In the Amount	
090-24	88047 88076	8/1/2024	\$ 458,971.76	MDSE
091-24	88077 88104	8/2/2024	\$ 229,462.25	MDSE
092-24	88105 88152	8/9/2024	\$ 740,022.58	MDSE
093-24	88153 88161	8/15/2024	\$ -	VOID
094-24	88162 88200	8/15/2024	\$ 170,707.56	MDSE
095-24	88201 88238	8/21/2024	\$ 456,310.45	MDSE
096-24	88239 88239	8/23/2024	\$ 525.83	MDSE
097-24	88240 88273	8/27/2024	\$ 278,813.81	MDSE
098-24	88274 88298	8/27/2024	\$ 149,547.21	MDSE
099-24	88299 88329	8/29/2024	\$ 847,501.78	MDSE
100-24	ACH	8/1/2024	\$ 425,838.60	ACH TRANS
101-24	ACH	8/2/2024	\$ 3,763.00	ACH TRANS
102-24	ACH	8/5/2024	\$ 5,738.00	ACH TRANS
103-24	ACH	8/6/2024	\$ 54,427.11	ACH TRANS
104-24	ACH	8/12/2024	\$ 242,675.24	ACH TRANS
105-24	ACH	8/13/2024	\$ 2,057.99	ACH TRANS
106-24	ACH	8/15/2024	\$ 7,545.12	ACH TRANS
107-24	ACH	8/19/2024	\$ 307,231.20	ACH TRANS
108-24	ACH	8/22/2024	\$ 2,776.91	ACH TRANS
109-24	ACH	8/23/2024	\$ 416,371.20	ACH TRANS
110-24	ACH	8/26/2024	\$ 246,465.41	ACH TRANS
111-24	ACH	8/27/2024	\$ 2,295.69	ACH TRANS
112-24	ACH	8/29/2024	\$ 25,340.78	ACH TRANS
113-24	ACH	8/30/2024	\$347.28	ACH TRANS
Total			\$ 5,074,736.76	

AUTHORITY MEMBER
 09/12/2024

[Aug](#) 2024 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 [September 12, 2024](#).

ACTION: As of this date, [September 12, 2024](#), I, _____
move that the following checks be approved for payment:

PAYROLL

Check Register Number	Check Number / Number	Date of Issue	In the Amount	
516-24	ACH	8/9/2024	596,603.82	Payroll
517-24	ACH	8/23/2024	627,725.02	Payroll
533-24	80986	80986	1,088.15	Payroll
Total			\$ 1,225,416.99	

ACCOUNTS PAYABLE

Check Register Number	Check Number / Number	Date of Issue	In the Amount	
090-24	88047	88076	8/1/2024	\$ 458,971.76 MDSE
091-24	88077	88104	8/2/2024	\$ 229,462.25 MDSE
092-24	88105	88152	8/9/2024	\$ 740,022.58 MDSE
093-24	88153	88161	8/15/2024	\$ - VOID
094-24	88162	88200	8/15/2024	\$ 170,707.56 MDSE
095-24	88201	88238	8/21/2024	\$ 456,310.45 MDSE
096-24	88239	88239	8/23/2024	\$ 525.83 MDSE
097-24	88240	88273	8/27/2024	\$ 278,813.81 MDSE
098-24	88274	88298	8/27/2024	\$ 149,547.21 MDSE
099-24	88299	88329	8/29/2024	\$ 847,501.78 MDSE
100-24	ACH		8/1/2024	\$ 425,838.60 ACH TRANS
101-24	ACH		8/2/2024	\$ 3,763.00 ACH TRANS
102-24	ACH		8/5/2024	\$ 5,738.00 ACH TRANS
103-24	ACH		8/6/2024	\$ 54,427.11 ACH TRANS
104-24	ACH		8/12/2024	\$ 242,675.24 ACH TRANS
105-24	ACH		8/13/2024	\$ 2,057.99 ACH TRANS
106-24	ACH		8/15/2024	\$ 7,545.12 ACH TRANS
107-24	ACH		8/19/2024	\$ 307,231.20 ACH TRANS
108-24	ACH		8/22/2024	\$ 2,776.91 ACH TRANS
109-24	ACH		8/23/2024	\$ 416,371.20 ACH TRANS
110-24	ACH		8/26/2024	\$ 246,465.41 ACH TRANS
111-24	ACH		8/27/2024	\$ 2,295.69 ACH TRANS
112-24	ACH		8/29/2024	\$ 25,340.78 ACH TRANS
113-24	ACH		8/30/2024	\$ 347.28 ACH TRANS
Total			\$ 5,074,736.76	

Check Register Nos. [516-24 to 517-24 and 533-24 and 090-24 to 099-24](#) in the total amount of: **\$ 6,300,153.75**

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

**BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE**

CHECK REGISTER NUMBER 090-24

CHECK NUMBERS 88047 to 88076

DATE 08/01/2024

PURPOSE AP AUG24A VOUCHERS AMOUNT \$458,971.76

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

ROB ORRIS

AUDITOR

Sep 2, 2024

DATE

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 091-24

CHECK NUMBERS 88077 to 88104

DATE 08/02/2024

PURPOSE AP AUG24B VOUCHERS AMOUNT \$229,462.25

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

AOB OR/LS

AUDITOR

Sep 2, 2024

DATE

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 092-24

CHECK NUMBERS 88105 to 88152

DATE 08/09/2024

PURPOSE AP JUN24C VOUCHERS

AMOUNT \$740,022.58

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."



AUDITOR

8/15/2024

DATE

Sub: 8/15/2024

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 093-24

CHECK NUMBERS 88153 TO 88161

DATE 08/15/2024

PURPOSE A/P VOID CHECK AMOUNT \$0.00

Vendor required separate checks for invoices.

"I, the undersigned, do hereby certify, under penalty of perjury under the laws of the State of Washington, that the original instrument(s) was (were) either, 1) based upon the attached Affidavit(s) from the vendor(s), lost or destroyed and has (have) not been paid, or 2) is (are) in Ben Franklin Transit's possession and has (have) been determined to be null-and-void and that I am authorized to authenticate and certify the above and hereby the instrument(s) is (are) canceled."

ROB ORLIS

Sep 2, 2024

AUDITOR

DATE

TEMPLATE: T:\USER\Accounting\Accounts Payable\AP\WARREGVOID

COMPLETE: T:\Admin Services\Finance\Accounts Payable (AP)\Payments Made\2023\Monthly Reports

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 094-24

CHECK NUMBERS 88162 to 88200

DATE 08/15/2024

PURPOSE AP JUL24F VOUCHERS

AMOUNT \$ 170,707.56

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."



AUDITOR



DATE

**BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE**

CHECK REGISTER NUMBER 095-24

CHECK NUMBERS 88201 to 88238

DATE 08/21/2024

PURPOSE AP AUG24E VOUCHERS **AMOUNT** \$456,310.45

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

ROB ORRIS

AUDITOR

Sep 2, 2024

DATE

**BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE**

CHECK REGISTER NUMBER 096-24

CHECK NUMBERS 88239 to 88239

DATE 08/23/2024

PURPOSE AP AUG24F VOUCHERS AMOUNT \$525.83

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

ROB ORRIS

Sep 2, 2

AUDITOR

DATE

**BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE**

CHECK REGISTER NUMBER 097-24

CHECK NUMBERS 88240 to 88273

DATE 08/27/2024

PURPOSE AP AUG24G VOUCHERS AMOUNT \$278,813.81

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

ROB ORRIS

AUDITOR

Sep 2, 2024

DATE

**BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE**

CHECK REGISTER NUMBER 098-24

CHECK NUMBERS 88274 to 88298

DATE 08/27/2024

PURPOSE AP AUG24H VOUCHERS AMOUNT \$149,547.21

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

ROB ORRIS

AUDITOR

Sep 2, 2024

DATE

**BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE**

CHECK REGISTER NUMBER 099-24

CHECK NUMBERS 88299 to 88329

DATE 08/29/2024

PURPOSE AP AUG24I VOUCHERS AMOUNT \$847,501.78

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

ROB ORRIS

AUDITOR

Sep 2, 2024

DATE

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER: 100-24

ACH WIRE TRANSFERS

DATE: 08/01/2024

PURPOSE:

NW ADMIN TRANSFER	\$425,838.60
TOTAL	\$425,838.60

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

ROB ORRIS

AUDITOR

Sep 2, 2024

DATE

TEMPLATE: T:\Admin Services\Accounting\Accounts Payable\AP\FINANCE FORMS\CHECK REGISTER CERTIFICATION
DOCS\WARREGACH
COMPLETE: T:\Admin Services\Finance\Accounts Payable (AP)\Payments Made\2023\Monthly Reports

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER: 101-24

ACH WIRE TRANSFERS

DATE: 08/02/2024

PURPOSE:

DEPT OF RETIREMENT – DCP	\$3,292.04
SAMBA HOLDINGS	\$470.96
TOTAL	\$3,763.00

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

ROB ORRIS

AUDITOR

Sep 2, 2024

DATE

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DOCS\WARREGACH
COMPLETE: T:\Admin Services\Finance\Accounts Payable (AP)\Payments Made\2023\Monthly Reports

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER: 102-24

ACH WIRE TRANSFERS

DATE: 08/05/2024

PURPOSE:

AW REHN & ASSOC.	\$5,738.00
TOTAL	\$5,738.00

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

ROB ORRIS

AUDITOR

Sep 2, 2024

DATE

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COMPLETE: T:\Admin Services\Finance\Accounts Payable (AP)\Payments Made\2023\Monthly Reports

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER: 103-24

ACH WIRE TRANSFERS

DATE: 08/06/2024

PURPOSE:

US BANK CREDIT CARD	\$54,427.11
TOTAL	\$54,427.11

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

ROB ORRIS

AUDITOR

Sep 2, 2024

DATE

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DOCS\WARREGACH
COMPLETE: T:\Admin Services\Finance\Accounts Payable (AP)\Payments Made\2023\Monthly Reports

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER: 104-24

ACH WIRE TRANSFERS

DATE: 08/12/2024

PURPOSE:

IRS – PAYROLL TAXES	\$202,835.86
WEX BANK	\$39,839.38
TOTAL	\$242,675.24

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

ROB ORLIS

AUDITOR

Sep 2, 2024

DATE

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DOCS\WARREGACH
COMPLETE: T:\Admin Services\Finance\Accounts Payable (AP)\Payments Made\2023\Monthly Reports

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER: 105-24

ACH WIRE TRANSFERS

DATE: 08/13/2024

PURPOSE:

WASHINGTON STATE SUPPORT	\$2,057.99
TOTAL	\$2,057.99

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

ROB ORRIS

AUDITOR

Sep 2, 2024

DATE

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DOCS\WARREGACH

COMPLETE: T:\Admin Services\Finance\Accounts Payable (AP)\Payments Made\2023\Monthly Reports

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER: 106-24

ACH WIRE TRANSFERS

DATE: 08/15/2024

PURPOSE:

HRA VEBA TRUST	\$3,960.00
IRS – PAYROLL TAXES	\$278.48
DEPT OF RETIREMENT – DCP	\$3,306.64
TOTAL	\$7,545.12

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

ROB ORLANDS

AUDITOR

Sep 2, 2024

DATE

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BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER: 107-24

ACH WIRE TRANSFERS

DATE: 08/19/2024

PURPOSE:

DEPT OF RETIREMENT - PERS	\$307,231.20
TOTAL	\$307,231.20

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

AOB ORK/JS

AUDITOR

Sep 2, 2024

DATE

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DOCS\WARREGACH
COMPLETE: T:\Admin Services\Finance\Accounts Payable (AP)\Payments Made\2023\Monthly Reports

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER: 108-24

ACH WIRE TRANSFERS

DATE: 08/22/2024

PURPOSE:

STATE OF WASHINGTON – EXCISE TAX	\$2,776.91
TOTAL	\$2,776.91

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

AOB OBA/IS

AUDITOR

Sep 2, 2024

DATE

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BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER: 109-24

ACH WIRE TRANSFERS

DATE: 08/23/2024

PURPOSE:

NW ADMIN TRANSFER	\$416,371.20
TOTAL	\$416,371.20

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

ROB ORRIS

AUDITOR

Sep 2, 2024

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BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER: 110-24

ACH WIRE TRANSFERS

DATE: 08/26/2024

PURPOSE:

IRS – PAYROLL TAXES	\$246,465.41
TOTAL	\$246,465.41

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

ROB OAKS

AUDITOR

Sep 2, 2024

DATE

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BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER: 111-24

ACH WIRE TRANSFERS

DATE: 08/27/2024

PURPOSE:

WASHINGTON STATE SUPPORT	\$2,295.69
TOTAL	\$2,295.69

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

ROB ORRIS

AUDITOR

Sep 2, 2024

DATE

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER: 112-24

ACH WIRE TRANSFERS

DATE: 08/29/2024

PURPOSE:

NW ADMIN TRANSFER	\$17,239.90
HRA VEBA	\$4,740.00
DEPT OF RETIREMENT – DCP	\$3,360.88
TOTAL	\$25,340.78

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

ROB ORRIS

AUDITOR

Sep 2, 2024

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DOCS\WARREGACH
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BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER: 113-24

ACH WIRE TRANSFERS

DATE: 08/30/2024

PURPOSE:

SAMBA HOLDINGS	347.28
TOTAL	\$347.28

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

ROB ORRIS

AUDITOR

Sep 2, 2024

DATE

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DOCS\WARREGACH
COMPLETE: T:\Admin Services\Finance\Accounts Payable (AP)\Payments Made\2023\Monthly Reports

CHECK REGISTER CERTIFICATION

PAYROLL

CHECK REGISTER NUMBER 516-24

CHECK NUMBER	80984	\$	1037.89
ACH TRANSFER		\$	595,565.93

PAYROLL DATE August 9, 2024

PURPOSE: PPE 08/03/2024 AMOUNT: \$596,603.82

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

ROB ORRIS

AUDITOR

Sep 2, 2024

DATE

CHECK REGISTER CERTIFICATION

PAYROLL

CHECK REGISTER NUMBER 517-24

CHECK NUMBER	\$	0.00
ACH TRANSFER	\$	627,725.02

PAYROLL DATE August 23, 2024

PURPOSE: PPE 08/09/2024 AMOUNT: \$627,725.02

“I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims.”

ROB ORRIS

AUDITOR

Sep 2, 2024

DATE

CHECK REGISTER CERTIFICATION

PAYROLL SUPPLEMENTAL 32

CHECK REGISTER NUMBER 533-24

CHECK NUMBER	80986	\$	1,088.15
ACH TRANSFER		\$	<u>0.00</u>

PAYROLL DATE AUGUST 9, 2024

PURPOSE: PPE 08/03/2024 AMOUNT: \$1,088.15

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claims are just, due and unpaid obligations against Ben Franklin Transit, and that I am authorized to authenticate and certify said claims."

ROB ORRIS

AUDITOR

Sep 2, 2024

DATE



Additional Board Information

September 2024

1. 90-Day Procurement Outlook as of August 26, 2024.

As of: 8/26/2024	Budget	Estimated Cost	Contract Term	Type IFB/RFP	Estimated Release Date	Estimated Award Date	Executive Board Committee
In Progress							
Color Code: Yellow - In Process							
Bus Tire Lease Contract	Operating	\$1,012,500	5 years	RFP	7/26/2024	10/15/2024	X

September							
Color Code: Green - Recommendation for Award							
October							

Color Code: Grey - Future Procurement Awards

Acceptance of Capital Project: Administration Building HVAC	Capital	\$116,045	6 Months	IFB	NA	NA	X
Acceptance of Capital Project: Operations Building	Capital	\$11,500,000	16 Months	IFB	NA	NA	X
Award of Contract - Bus Tire Lease	Operating	\$1,012,500	5 years	RFP	7/26/2024	10/15/2024	X
Award of Contract - Janitorial Services & Supplies (WA State Contract)	Operating	\$975,000	5 years	RFP	NA	NA	X

November							
Award of Contract - Grant-Funded Bus Stop & Sidewalk Improvements	Capital	\$1,590,507	Up to 2 Years	IFB	8/20/2024	11/20/2024	X