



BOARD OF DIRECTORS REGULAR MEETING

Thursday, June 12, 2025, at 6 p.m.
Ben Franklin Transit Boardroom
1000 Columbia Park Trail, Richland, Washington

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

Meeting Link:

[Join Meeting](#)

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

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| 1. Convene Board Meeting | Chair Will McKay |
| 2. Roll Call | Shea Walter |
| 3. Pledge of Allegiance | Chair McKay |
| 4. Public Comments | Chair McKay |
| 5. Approval of Agenda | Chair McKay |
| 6. Citizens Advisory Network (CAN) | Dennis Kreutz |
| A. May 19, 2025, Meeting Report | |
| 8. Consent Agenda | |
| A. May 8, 2025, Regular Board Meeting Minutes | |
| B. May Voucher Summary | |

8. Consent Agenda (Continued)

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| C. Resolution 17-2025 A Resolution Authorizing the Chief Executive Officer to Award Contract # 1531 to ESF Development LLC for EV Bus Chargers | Kevin Sliger |
| D. Resolution 18-2025 A Resolution Authorizing the Chief Executive Officer to Award Contract #1552 to GILLIG LLC for the Purchase of Up to Seven (7) 35-Foot Fixed Route Coaches Utilizing Washington State Contract #06719-01; Approving an Increase to Capital Project FLT0037 from \$4,994,920 to \$6,000,000; and Approving a Capital Budget Increase of \$1,005,080 | Terry DeJuan |
| E. Resolution 18-2025 A Resolution Authorizing the Chief Executive Officer to Extend Contracts #1016 & #1129 by Sole Source with Trapeze Software Group, Inc. D.B.A. as TripSpark Technologies for up to an Additional five (5) years for the Continued Software Maintenance and Hosting Services for Fixed Route Management Software System | Michael Brown |

9. Action Items

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| A. Revision of Procurement Policy & Procedures Manual (PPG#5000)
Procurement Thresholds | Rob Orvis |
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10. Informational Items

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| A. Release Title VI Program & Language Assistance Plan for Public Comment | Kevin Sliger |
| B. Sales Tax Comparison | Provided in Packet |
| C. 2025 Treasurer's Report | Provided in Packet |

11. Staff Reports & Comments

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| A. Legal Report | Jeremy J. Bishop |
| B. Chief Executive Officer's Report | Thomas Drozt |

12. Board Member Comments

13. Executive Session

14. Other

15. Next Meeting

Regular Board Meeting – Thursday, July 17, 2025, at 6:00 p.m.

16. Adjournment