



# **BEN FRANKLIN TRANSIT**

## **BOARD OF DIRECTORS REGULAR MEETING**

Thursday, May 14, 2026, 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***

**Meeting Link:**

**[Join Meeting](#)**

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

**Meeting ID: 989 6217 8731 / Password: 833979**

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If you'd like to share your thoughts with the Board in writing or speak during the Public Comments section of a Board meeting, please fill out and submit [this form](#). If you plan to speak at the meeting, you'll have up to **three minutes** to talk about items on the agenda or other topics that fall under the authority of the Ben Franklin Transit Board of Directors. To make sure written comments are received by the Board before the meeting, please send them at least **24 hours in advance**. The Public Comments section is usually limited to **30 minutes in total**, unless the Board decides to allow more time. **Priority will be given to those who sign up in advance.**

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## **AGENDA**

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- |  |                                     |
|--|-------------------------------------|
| <b>1. Convene Board Meeting</b>                              | Chair -Stephen Bauman               |
| <b>2. Roll Call</b>  | Clerk of the Board-Pauline Escalera |
| <b>3. Pledge of Allegiance</b>                               |                                     |
| <b>4. Public Comments</b>                                    |                                     |
| <b>5. Approval of the Agenda (page 1)</b>                    | Chair – Stephen Bauman              |
| <b>6. Citizens Advisory Network (CAN) Report (page 3)</b>    | CAN Chair-Dennis Kreutz             |
| <b>7. Consent Agenda</b>                                     | Chair – Stephen Bauman              |
| A. April 9, 2026, Regular Board Meeting Minutes (page 5)     |                                     |
| B. April Voucher Summary (page 8)                            |                                     |
| C. Resolution 13-2026 Brenda Vanderpool Retirement (page 33) |                                     |

D. Resolution 14-2026 Donald Britain Retirement *(page 34)*

E. Resolution 15-2026 EV Charger Project Closeout *(page 35)*

**8. Action Items**

None.

**9. Information & Discussion Items**

A. Q1 2026 Performance Report

Chief Planning & Development Officer, Kevin Sliger

**10. Staff Reports & Comments**

A. Legal Report

Legal Counsel, Jeremy J. Bishop

B. Interim Chief Executive Officer's Report

Interim CEO, Brian Lubanski

**11. Board Member Comments**

**12. Executive Session**

An Executive Session will be held under RCW 42.30.140(4)(b) collective bargaining with expected Action to follow.

**13. Other**

**14. Next Meeting**

Regular Board Meeting – June 11, 2026, at 6:00 p.m.

**15. Adjournment**

April 2026 CAN Meeting Report to May 2026 Board Meeting

Meeting was called to order by Chair Dennis Kreutz at 6:00 PM on April, 20, 2026.

Present:

Dennis Kreutz, Brandon Harbo, Frank Cuta, Bernie Vinther, Bill Barlow, Brooklyn Hustader

Excused : Erik Watkins, Laurie Price

BFT Staff in attendance:

Pauline Escalera CEO Representative

Gabe Martin Planning Manager

Epideh Acici Transit Planning

Old and New Business:

1. BFT Presentation regarding Three Rivers Community Foundation by Gabe Martin  
They manage nonprofit funds from various sources and through grants to distribute funds back into the community.  
CAN discussed how to get this information to the people who need it.  
Frank believes that there is presently no good way to reach this population in the Tri-Cities.
2. We are still discussing key performance indicators. Real numbers have more impact so the CAN has requested that they be used in KPS's instead of just percentage.  
The quantity of Fixed Route late to the bus stop (thus possibly missed rides) figure is in the hundred thousand and is a much more graphic detail than just stating 7%.  
If there are 3.2M Fixed Route boarding per year = 266K per month.  
7% late, possibly missed, stops is 224K per year, 18,620 per month.
3. Brandon Harbo suggests better lighting at bus stops and transit centers.
4. Brandon suggested that Security should be increased in areas where there are increased reports of problems not just uniformly across the properties.
5. It was noted that none of the CAN Members who ride frequently have witnessed issues on the buses.
6. Pauline reported that in the current stage of this project they have advanced to putting officers on board with the drivers.
7. Dennis Kreutz questioned if it is necessary to patrol in pairs? What is the cost benefit.
8. Brooklyn likes seeing the security presence at transit centers. She feels that there is a noticeable reduction in angry confrontations among the people waiting for rides.  
She also feels there are safety concerns associated with accessing the bus by walking on the shoulder of the road and crossing the road after leaving the bus. It was noted that BFT has been putting signage and audio messaging on the buses to warn against crossing in front of the bus.

9. Eric Watkins raised a concern that BFT not adopt cumbersome safety and security measures that make public transit less desirable.
10. Lori Price favors just a show of security at transit centers rather than an overly strong presence.

Report regarding the April Board Meeting: Dennis Kreutz

1. The Board made the decision at the April meeting to let CEO Tom Drozt go and keep Brian Lubanski as Interim CEO.
2. There was more discussion of the fare - no fare issue.
3. There was discussion of using benches at the transit centers with individual dividers to discourage people from sleeping on them. This is known as hostile architecture.

CAN Member Comments:

1. Dennis Kreutz suggested that the CAN should put more energy into thinking about the design concerns associated with future bus purchases. We understand that there is an extensive process done by BFT during bus purchases, but there may be some points that are brought up by CAN Members or those they communicate with.

Meeting adjourned at 7:30PM  
Minutes submitted by  
Frank Cuta, secretary



**BOARD OF DIRECTORS  
REGULAR MEETING**

Thursday, April 9 ,2026, at 6 p.m.  
Ben Franklin Transit Boardroom  
1000 Columbia Park Trail, Richland, Washington

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

**MINUTES**

**1. CONVENE BOARD MEETING**

Chair Stephen Bauman called the meeting to order at 6:00 p.m.

Clerk of the Board, Pauline Escalera, asked the Board of Directors to state their name after their jurisdiction had been called.

**2. ROLL CALL**

<b>Representing</b>	<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>
City of Pasco	Charles Grimm	Director	Present
City of Kennewick	Brad Beauchamp	Director	Present
City of Richland	Kurt Maier	Director	Present
City of West Richland	Kate Moran	Director	Present
Franklin County #2	Stephen Bauman	Vice Chair	Present
Franklin County #1	Clint Didier	Director	Absent
Benton County	Will McKay	Chair	Absent
City of Prosser	Steve Becken	Director	Present
City of Benton City	David Sandretto	Director	Present
Teamsters Union 839	Tracy Bronson	Union Representative	Present

**Present:** Brian Lubanski, Joshua Rosas, Kevin Sliger, Pauline Escalera, Marcus McCready

**Legal Counsel:** Jeremy J. Bishop

**3. PLEDGE OF ALLEGIANCE**

Chair Stephen Bauman led the meeting participants in the Pledge of Allegiance.

#### **4. PUBLIC COMMENTS**

Chair Bauman then opened the meeting to comments from the public.

One written public comment was received, and two oral public comments were made. Chair Bauman then closed public comments.

#### **5. APPROVAL OF AGENDA**

Chair Bauman asked for a motion to approve the agenda.

*Director Maier moved to approve the agenda; the motion was seconded by Director McKay and passed unanimously.*

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

CAN chair Dennis Kreutz mentioned the CAN members will discuss topics such as safety and recommendations they can offer the staff.

#### **7. CONSENT AGENDA**

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

**A.** *March 12, 2026, Regular Board Meeting Minutes*

**B.** *March Voucher Summary*

**C.** *Resolution 11-2026 Award to Rider Info Trip Planning Solution Contract 9280-0366 Quebec, Inc., d/b/a Transit*

**D.** *Resolution 12- Facilities Maintenance Building-Validation Report & Phase 1 Amendment Authorization*

*Director McKay moved to approve Consent Agenda Items A-D. The motion was seconded by Director Becken and passed unanimously.*

#### **8. ACTION ITEMS**

No report.

#### **9. INFORMATION & DISCUSSION ITEMS**

**A.** Update to 2026 Annual Service Plan

*Presented by Kevin Sliger, Chief Planning and Development Officer*

**B.** Huntington Training Facility Discussion

*Presented by Kevin Sliger, Chief Planning and Development Officer*

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

**A. Legal Report**

Legal report was made.

**B. Interim Chief Executive Officer's Report**

Interim CEO, Brian Lubanski, made a report highlighting various bus stop improvements and invited the board and the public to participate in Earth Day 2026.

**11. BOARD MEMBER COMMENTS**

Board member comments were made.

**12. EXECUTIVE SESSION**

Executive Session was held under RCW 42.31.110.1(I) for 15 minutes. No decisions were made.

**13. OTHER**

There were no other items.

**14. NEXT MEETING**

The next meeting will be held on Thursday, May 14, 2026, at 6:00 p.m.

**15. ADJOURNMENT**

Chair Bauman adjourned the meeting at 6:56 p.m.

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Pauline Escalera, Clerk of the Board

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Date



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

Thursday, May 14, 2026

To: Ben Franklin Board of Directors

From: Finance Department

RE: Vouchers for April 2026

April 2026 vouchers totaled **\$7,941,139.87**. An analysis of the vouchers had the following significant vendor payment amounts:

Vendor	Description	Amount
MODEL 1 COMMERCIAL VEHICLES INC	VEHICLES	\$ 1,951,063.80
INTERNAL REVENUE SERVICE	PAYROLL TAX SERVICES	\$ 565,093.25
N.W. ADMIN. TRANSFER	MEDICAL INS PAYABLE	\$ 550,901.00
DEPT LABOR & INDUSTRIES	WORKERS' COMPENSATION	\$ 535,479.11
COLEMAN OIL COMPANY LLC	FUEL	\$ 409,297.20
STATE OF WASHINGTON	MED INS PAYABLE	\$ 321,749.00
DEPT OF RETIREMENT SYSTEMS	PERS PAYABLE	\$ 267,123.17
WESTERN CONFERENCE OF	TMSTR PENSION	\$ 114,090.58
ARC OF THE TRI-CITIES INC	PURCHASED TRANSPORTATION	\$ 101,951.60
AVAAP USA LLC	CONTRACTED SERVICES	\$ 85,798.00
AT&T Mobility II, LLC	SERVICE	\$ 71,182.50
US BANK CORPORATE PAYMENT SYSTEMS	US BANK CREDIT CARD	\$ 69,286.53
Trapeze Software Group Inc	SOFTWARE	\$ 65,557.41
ASSETWORKS INC	SERVICE	\$ 65,205.97
EMPLOYMENT SECURITY DEPARTMENT	WACARES	\$ 57,011.40
CARPENTER DRILLING LLC	CONTRACTED SERVICES	\$ 51,738.54
Moses Lake Chrysler Dodge Jeep Ram LLC	DEALERSHIP	\$ 49,618.29
Phoenix Protective Corp	SERVICE	\$ 48,436.31
AVIDEX INDUSTRIES LLC	CONTRACTED SERVICES	\$ 47,506.25
WEX BANK	CONTRACTED SERVICES	\$ 45,210.81
WORKSPACE DEVELOPMENT LLC	OFFICE FURNITURE	\$ 35,957.94
CUMMINS INC	PARTS, EQUIP., BUS A/C	\$ 32,518.15
ROCKWALLA IT LLC	NETWORK SERVICES	\$ 32,472.95
BUSINESS RADIO INC	PARTS, EQUIP., BUS A/C	\$ 30,680.53
CHRISTENSEN INC	DIESEL EXHAUST FLUID	\$ 26,808.63
ALSC ARCHITECTS PS	A & E SERVICES	\$ 24,837.42
9280 0366 QUEBEC INC	SOFTWARE	\$ 22,544.93
GILLIG LLC	PARTS, EQUIP., BUS A/C	\$ 22,469.58
ROACH & BISHOP LAW LLP	LEGAL SERVICES	\$ 22,265.82
STACY A SHORT	CONSULTING	\$ 21,422.50
KPFF INC	CONSULTING	\$ 20,985.03
ANR GROUP INC	TEMPORARY STAFFING SERVICES	\$ 19,903.63
Sara Marshall CPA LLC	CONSULTING	\$ 18,882.50
BRIDGESTONE AMERICAS INC	BUS TIRE LEASE	\$ 17,293.58
TEAMSTERS UNION	UNION DUES	\$ 16,969.50
KING COUNTY DIRECTORS ASSOCIATION	PURCHASING COOPERATIVE	\$ 15,753.75
THE PRINT GUYS INC	PRINTING	\$ 15,621.76
WENHA GROUP INC	CONSTRUCTION MANAGEMENT	\$ 15,150.01
AUTOZONE INC	AUTO PARTS	\$ 15,073.76
CITY OF RICHLAND	UTILITY	\$ 14,791.17
PEAK INDUSTRIAL INC	PARTS EQUIP BUS A/C	\$ 14,656.59
MCCURLEY INTEGRITY DEALERSHIPS LLC	PARTS, EQUIP., BUS A/C	\$ 14,403.72
GARDA CL NORTHWEST INC	ARMORED CAR SERV.	\$ 13,949.41
DEPT OF RETIREMENT SYSTEMS - DCP	EMP DEFERRED COMP	\$ 13,099.45
NBS Promos Inc	MARKETING	\$ 12,650.86
BAKER TILLY ADVISORY GROUP PARENT LP	SERVICE	\$ 12,169.50
CARASOFT TECHNOLOGY CORPORATION	IT SOLUTIONS PROVIDER	\$ 11,687.00
Verizon Communications Inc	UTILITY	\$ 11,261.75
COMMERCIAL TIRE	TIRES	\$ 10,995.26
P & F AUTOMOTIVE WAREHOUSE INC	PARTS EQUIP BUS A/C	\$ 10,888.26
SCHETKY N.W. SALES INC.	PARTS, EQUIP., BUS A/C	\$ 10,642.08
GEM INC.	PARTS, EQUIP., BUS A/C	\$ 10,595.90
HRA VEBA TRUST	VEBA PAYABLE	\$ 10,200.00
<b>Total Significant Vendors</b>		<b>\$ 6,072,903.64</b>
<b>Payroll Total</b>		<b>\$ 1,647,230.91</b>
<b>Total Non-Significant Vendors</b>		<b>\$ 221,005.32</b>
<b>GRAND TOTAL</b>		<b>\$ 7,941,139.87</b>

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 **April 2026**.

**PAYROLL**

Check Register Number	Check Number	Check Number	Date of Issue	In the Amount
526-07	ACH	ACH	4/3/2026	\$ 819,314.34 Payroll
526-08	ACH	ACH	4/17/2026	\$ 827,916.57 Payroll

**Total \$ 1,647,230.91**

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AUTHORITY MEMBER  
5/14/2026

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 **April 2026**.

**ACCOUNTS PAYABLE**

Check Register Number	Check Number	Check Number	Date of Issue	In the Amount	
161-26	93972	93977	4/3/2026	1,638.02	MDSE
162-26	93978	94046	4/3/2026	577,756.78	MDSE
163-26	94047	94077	4/10/2026	2,172,797.56	MDSE
164-26	94078	94078	4/13/2026	1,201.75	MDSE
165-26	ACH	ACH	4/2/2026	280,564.52	ACH TRANS
166-26	ACH	ACH	4/3/2026	77,071.33	ACH TRANS
167-26	ACH	ACH	4/6/2026	133,203.87	ACH TRANS
168-26	ACH	ACH	4/17/2026	339,254.72	ACH TRANS
169-26	94079	94164	4/17/2026	1,054,460.13	MDSE
170-26	93873	93873	4/22/2026		VOID
171-26	93814	93814	4/24/2026		VOID
172-26	94018	94108	4/24/2026	(269,327.52)	VOID
173-26	93979	93979	4/24/2026	(15,753.75)	VOID
174-26	94010	94010	4/24/2026	(215.00)	VOID
175-26	ACH	ACH	4/20/2026	567,791.04	ACH TRANS
176-26	ACH	ACH	4/21/2026	134,666.82	ACH TRANS
177-26	ACH	ACH	4/24/2026	633,408.76	MDSE
178-26	ACH	ACH	4/25/2026	1,079.55	ACH TRANS
179-26	94231	94231	4/29/2026	535,479.11	MDSE
180-26	93813	93813	4/28/2026		VOID
181-26	ACH	ACH	4/28/2026	69,286.53	ACH TRANS
182-26	94057	94057	4/29/2026	(455.26)	VOID

**Total \$ 6,293,908.96**

\*voids and prior period removed from total

\_\_\_\_\_  
 AUTHORITY MEMBER  
 5/14/2026

April 2026 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 **May 14, 2026**.

**ACTION: As of this date, May 14, 2026, I, \_\_\_\_\_**  
 move that the following checks be approved for payment:

**PAYROLL**

Check Register Number	Check Number	Check Number	Date of Issue	In the Amount	
526-07	ACH	ACH	4/3/2026	\$ 819,314.34	Payroll
526-08	ACH	ACH	4/17/2026	\$ 827,916.57	Payroll
				<b>Total</b>	<b>\$ 1,647,230.91</b>

**ACCOUNTS PAYABLE**

Check Register Number	Check Number	Check Number	Date of Issue	In the Amount	
161-26	93972	93977	4/3/2026	1,638.02	MDSE
162-26	93978	94046	4/3/2026	577,756.78	MDSE
163-26	94047	94077	4/10/2026	2,172,797.56	MDSE
164-26	94078	94078	4/13/2026	1,201.75	MDSE
165-26	ACH	ACH	4/2/2026	280,564.52	ACH TRANS
166-26	ACH	ACH	4/3/2026	77,071.33	ACH TRANS
167-26	ACH	ACH	4/6/2026	133,203.87	ACH TRANS
168-26	ACH	ACH	4/17/2026	339,254.72	ACH TRANS
169-26	94079	94164	4/17/2026	1,054,460.13	MDSE
170-26	93873	93873	4/22/2026		VOID
171-26	93814	93814	4/24/2026		VOID
172-26	94018	94108	4/24/2026	(269,327.52)	VOID
173-26	93979	93979	4/24/2026	(15,753.75)	VOID
174-26	94010	94010	4/24/2026	(215.00)	VOID
175-26	ACH	ACH	4/20/2026	567,791.04	ACH TRANS
176-26	ACH	ACH	4/21/2026	134,666.82	ACH TRANS
177-26	ACH	ACH	4/24/2026	633,408.76	MDSE
178-26	ACH	ACH	4/25/2026	1,079.55	ACH TRANS
179-26	94231	94231	4/29/2026	535,479.11	MDSE
180-26	93813	93813	4/28/2026		VOID
181-26	ACH	ACH	4/28/2026	69,286.53	ACH TRANS
182-26	94057	94057	4/29/2026	(455.26)	VOID
				<b>Total</b>	<b>\$ 6,293,908.96</b>

Check Register Nos. 133-26, 134-26, 138-26, 141-26 to 159-26, 526-05, 526-06, 526-06 Supp in the total amount **\$ 7,941,139.87**

The motion was seconded by \_\_\_\_\_ and approved by a unanimous vote.

BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 165-26

**ACH WIRE TRANSFERS**

DATE EFFECTIVE IN BANK 4/2/2026

PURPOSE:

00430 IRS PAYROLL TAX	\$280,564.52
<b>TOTAL</b>	<b>\$280,564.52</b>

"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."

GEORGE KAFKALAS

AUDITOR

04/17/2026

DATE

BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 166-26

**ACH WIRE TRANSFERS**

DATE EFFECTIVE IN BANK 4/3/2026

PURPOSE:

02657 MOSES LAKE CLARY	\$49,618.29
01609 AW REHN	\$2,081.09
02672 COMMUNITY NATIONAL DRIVE	\$74.00
00441 ICMA MISSION SQUARE	\$3,307.25
00082 HRA VEBA	\$4,860.00
00532 DOR DEFERRED COMP	\$6,770.99
00286 UNION TEAMSTERS LOCAL 839	\$8,577.25
00262 WA DCS	\$1,782.46
<b>TOTAL</b>	<b>\$77,071.33</b>

"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."

GEORGE KAFKALAS  
AUDITOR

04/17/2026  
DATE

BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 167-26

**ACH WIRE TRANSFERS**

DATE EFFECTIVE IN BANK 4/6/2026

PURPOSE:

00432 DOR PERS 2&3	\$133,203.87
<b>TOTAL</b>	<b>\$133,203.87</b>

"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."

GEORGE KAFKALAS

AUDITOR

04/17/2026

DATE

BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 168-26

**ACH WIRE TRANSFERS**

DATE EFFECTIVE IN BANK 4/17/2026

PURPOSE:

02672 COMMUNITY NATIONAL DRIVE	\$88.00
00430 IRS	\$283,781.21
00286 TEAMSTERS UNION DUES 839	\$8,392.25
02072 WEX	\$45,210.81
00262 WA DCS	\$1,782.45
<b>TOTAL</b>	<b>\$339,254.72</b>

"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."

GEORGE KAFCALAS  
AUDITOR

05/08/2026  
DATE

BEN FRANKLIN TRANSIT  
 CHECK REGISTER CERTIFICATION  
 ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 175-26

**ACH WIRE TRANSFERS**

DATE EFFECTIVE IN BANK 4/20/2026

PURPOSE:

01609 AW REHN FSA	\$1,746.04
00532 DOR DEFERRED COMP	\$6,328.46
00441 ICMA MISSION SQUARE	\$3,475.54
00082 HRA VEBA	\$5,340.00
00014 NW ADMIN WA TMSTRS WEL TRST	\$550,901.00
<b>TOTAL</b>	<b>\$567,791.04</b>

"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."

*GEORGE KAFKALAS*

04/24/2026

AUDITOR

DATE

BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 176-26

**ACH WIRE TRANSFERS**

DATE EFFECTIVE IN BANK 4/21/2026

PURPOSE:

00432 DOR OASI	\$133,919.30
00430 IRS	\$747.52
<b>TOTAL</b>	<b>\$134,666.82</b>

"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."

GEORGE KAFKALAS

AUDITOR

04/24/2026

DATE

BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 178-26

**ACH WIRE TRANSFERS**

DATE EFFECTIVE IN BANK 4/25/2026

PURPOSE:

00414 EXCISE TAX	\$1,079.55
<b>TOTAL</b>	<b>\$1,079.55</b>

"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."

GEORGE KAFKALAS

AUDITOR

05/01/2026

DATE



## ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 172-26

CHECK NUMBERS 94108

VOID DATE 4/24/2026

CHECK DATE(S) 4/17/2026

AMOUNT (\$269,327.52)

PURPOSE AP VOID CHECK(S)

"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."

GEORGE KAFKALAS  
AUDITOR

04/24/2026  
DATE

## ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 173-26

CHECK NUMBERS 93979

VOID DATE 4/24/2026

CHECK DATE(S) 4/3/2026

AMOUNT (\$15,753.75)

PURPOSE AP VOID CHECK(S)

"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."

GEORGE KAFKALAS  
AUDITOR

04/24/2026  
DATE

## ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 174-26

CHECK NUMBERS 94010

VOID DATE 4/24/2026

CHECK DATE(S) 4/3/2026

AMOUNT (\$215.00)

PURPOSE AP VOID CHECK(S)

"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."

GEORGE KAFICALAS  
AUDITOR

04/24/2026  
DATE

BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER      182-26

CHECK NUMBERS                94057

VOID DATE                      4/29/2026

CHECK DATE(S)                4/10/2026

AMOUNT                         (\$455.26)

PURPOSE                        AP VOID CHECK(S)

"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."

GEORGE KAFKALAS  
AUDITOR

05/01/2026  
DATE

BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER      161-26

CHECK NUMBERS                93972      TO      93977

DATE                                4/3/2026

PURPOSE                         APAPR26A VOUCHERS

AMOUNT                          \$1,638.02

"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."

GEORGE KAFKALAS  
AUDITOR

04/08/2026  
DATE

BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER      162-26

CHECK NUMBERS                93978      TO      94046

DATE                                4/3/2026

PURPOSE                          APAPR26B VOUCHERS

AMOUNT                            \$577,756.78

"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."

GEORGE KAFKALAS  
AUDITOR

04/08/2026  
DATE

BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER      163-26

CHECK NUMBERS                94047      TO      94077

DATE                                4/10/2026

PURPOSE                          APAPR26C VOUCHERS

AMOUNT                            \$2,172,797.56

"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."

GEORGE KAFICALAS  
AUDITOR

04/17/2026  
DATE

BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER      164-26

CHECK NUMBERS                94078 TO \_\_\_\_\_

DATE                                4/13/2026

PURPOSE                         APAPR26D VOUCHERS

AMOUNT                         \$1,201.75

"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."

GEORGE KAFKALAS  
AUDITOR

04/17/2026  
DATE

BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER      169-26

CHECK NUMBERS                94079      TO      94164

DATE                                4/17/2026

PURPOSE                          APAPR26E VOUCHERS

AMOUNT                            \$1,054,460.13

"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."

GEORGE KAFKALAS  
AUDITOR

04/24/2026  
DATE

BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER      177-26

CHECK NUMBERS                94165      TO      94230

DATE                                4/24/2026

PURPOSE                          APAPR26F VOUCHERS

AMOUNT                            \$633,408.76

"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."

GEORGE KAFKALAS  
AUDITOR

05/01/2026  
DATE

BEN FRANKLIN TRANSIT  
CHECK REGISTER CERTIFICATION  
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER      179-26

CHECK NUMBERS                94231 TO \_\_\_\_\_

DATE                                4/29/2026

PURPOSE                         APAPR26G VOUCHERS

AMOUNT                         \$535,479.11

"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."

GEORGE KAFKALAS  
AUDITOR

05/01/2026  
DATE

# CHECK REGISTER CERTIFICATION

## PAYROLL

CHECK REGISTER NUMBER 526-07

CHECK NUMBER  
ACH TRANSFER

\$  
\$ 819,314.34

PAYROLL DATE April 3, 2026

PURPOSE: PPE 03/28/2026 AMOUNT: \$819,314.34

“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.”

*GEORGE KAFKALAS*

15/04/2026

\_\_\_\_\_  
AUDITOR

\_\_\_\_\_  
DATE

# CHECK REGISTER CERTIFICATION

## PAYROLL

CHECK REGISTER NUMBER 526-08

CHECK NUMBER  
ACH TRANSFER

\$  
\$ 827,916.57

PAYROLL DATE April 17, 2026

PURPOSE: PPE 04/11/2026 AMOUNT: \$827,916.57

"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

4/15/26  
\_\_\_\_\_  
DATE

**BEN FRANKLIN TRANSIT  
RESOLUTION 13-2026**

**A RESOLUTION RECOGNIZING THE RETIREMENT OF BRENDA VANDERPOOL  
AND HER 7.5 YEARS OF SERVICE**

WHEREAS Brenda Vanderpool has served our community for the last 7.5 years as a Ben Franklin Transit (BFT) Fixed Route driver. We would like to thank Brenda for her years of service and positive impact on our customers, the agency, and her fellow employees; and

WHEREAS Brenda Vanderpool submitted her notice of retirement to BFT with an effective date of April 12, 2026.

NOW, THEREFORE, BE IT RESOLVED BY THE BEN FRANKLIN TRANSIT BOARD OF DIRECTORS THAT:

1. Brenda Vanderpool served BFT and the Tri-Cities community as a Fixed Route driver for 7.5 years.
2. The Ben Franklin Transit Board of Directors affirms the recognition of Fixed Route driver Brenda Vanderpool for her professional efforts on behalf of the agency, its employees, and its customers. BFT wishes Brenda the best in all her future endeavors and congratulates her on her retirement.

APPROVED AT A REGULAR BEN FRANKLIN TRANSIT BOARD OF DIRECTORS meeting held May 14, 2026, at 1000 Columbia Park Trail, Richland, Washington.

ATTEST:

\_\_\_\_\_  
Pauline Escalera, Clerk of the Board

\_\_\_\_\_  
Stephen Bauman, Chair

APPROVED AS TO FORM BY:

\_\_\_\_\_  
Jeremy J. Bishop, Legal Counsel

**BEN FRANKLIN TRANSIT  
RESOLUTION 14-2026**

**A RESOLUTION RECOGNIZING THE RETIREMENT OF DONALD BRITAIN AND HIS 5 YEARS OF SERVICE**

WHEREAS Donald has served our community for the last 5 years as a Ben Franklin Transit (BFT) Fixed Route driver. We would like to thank Donald for his years of service and positive impact on our customers, the agency, and his fellow employees; and

WHEREAS Donald Britain submitted his notice of retirement to BFT with an effective date of April 30, 2026.

NOW, THEREFORE, BE IT RESOLVED BY THE BEN FRANKLIN TRANSIT BOARD OF DIRECTORS THAT:

1. Donald Britain served BFT and the Tri-Cities community as a Fixed Route driver for 5 years.
2. The Ben Franklin Transit Board of Directors affirms the recognition of Fixed Route driver Donald Britain for his professional efforts on behalf of the agency, its employees, and its customers. BFT wishes Donald the best in all his future endeavors and congratulates him on his retirement.

APPROVED AT A REGULAR BEN FRANKLIN TRANSIT BOARD OF DIRECTORS meeting held May 14, 2026, at 1000 Columbia Park Trail, Richland, Washington.

ATTEST:

\_\_\_\_\_  
Pauline Escalera, Clerk of the Board

\_\_\_\_\_  
Stephen Bauman, Chair

APPROVED AS TO FORM BY:

\_\_\_\_\_  
Jeremy J. Bishop, Legal Counsel

# Memorandum

---

Date: May 14, 2026

To: Brian Lubanski, Chief Executive Officer

From: Shane Anderson, Director of Facilities and Special Projects

RE: Resolution 15-2026 Recommendation to Accept Contract #1531 EV Bus Chargers Project as Complete

## **Background**

The Ben Franklin Transit (BFT) Board of Directors awarded the construction contract for the EV Charging infrastructure project to ESF Development LLC. in June 2025, at the regular Board meeting. The project began on November 17, 2025, and ESF Completed the project on April 4, 2026, with oversight by staff and Wenaha Construction Management.

The Project was to install EV Charging Infrastructure to support BFT electric bus operations. Funding was approved in the capital budget for this project in the amount of \$1,280,000.

## **Funding**

Budgeted: Yes

Budget Source: Capital Budget

Funding Source: Local

Contract Amount - excluding sales tax (CA)	\$147,220.00
Change Order Authority-10% (CO)	\$14,722
Contract Total after Change Orders	\$159,856.40
<b>Potential Contract Value</b>	<b>\$161,942</b>
<b>Remaining Under Budget</b>	<b>\$2,085.60</b>

## **Recommendation**

Staff recommend the Board approve Resolution XX-2026, granting the Chief Executive Officer the authority to accept Contract #1531 with ESF Development LLC as complete. This approval includes the authority to release retainage, performance, and payment bonds in compliance with federal, state, and local regulations.

Forward as presented:

---

Brian Lubanski, Chief Executive Officer

**BEN FRANKLIN TRANSIT**

**RESOLUTION 15-2026**

**A RESOLUTION AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO ACCEPT CONTRACT #1531 WITH ESF DEVELOPMENT LLC FOR EV BUS CHARGERS AS COMPLETE**

WHEREAS, the Board of Directors approved Resolution 17-2025 on June 12, 2025 to enter a contract with ESF Development LLC for installation of EV bus charging infrastructure; and

WHEREAS, ESF Development LLC reached completion on April 4, 2026, with oversight by staff. The quality of work performed was acceptable; and

WHEREAS, the original contract amount with change orders totaled \$159,856 (sales tax not included).

NOW, THEREFORE, BE IT RESOLVED BY THE BEN FRANKLIN TRANSIT BOARD OF DIRECTORS THAT:

The Chief Executive Officer is authorized to accept Contract #1531 with ESF Development LLC as complete and release retainage, performance, and payment bonds.

APPROVED AT A REGULAR BEN FRANKLIN TRANSIT BOARD OF DIRECTORS meeting held May 14, 2026, 1000 Columbia Park Trail, Richland, Washington.

ATTEST:

\_\_\_\_\_  
Pauline Escalera, Clerk of the Board

\_\_\_\_\_  
Stephen Baumen, Chair

APPROVED AS TO FORM BY:

\_\_\_\_\_  
Jeremy J. Bishop, Legal Counsel



**BEN FRANKLIN  
TRANSIT**

# Q1 2026 Agency Performance



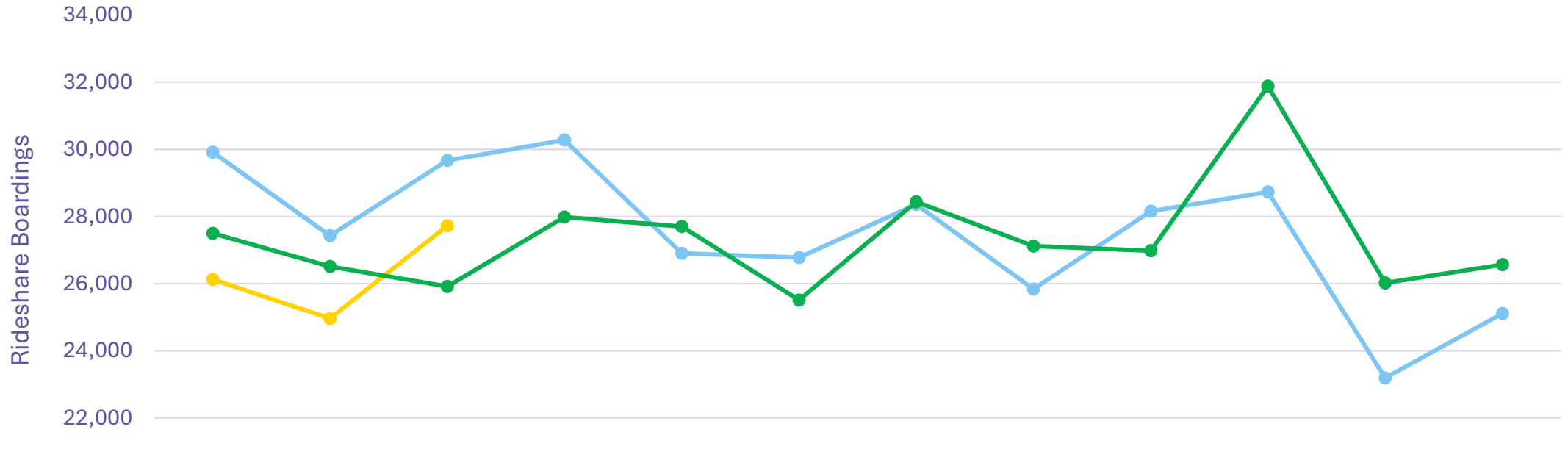






# Rideshare Ridership

Highlight: 9.43% decrease compared to 2025



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2026	26,124	24,964	27,724									
2025	29,914	27,427	29,671	30,278	26,902	26,778	28,364	25,838	28,159	28,731	23,193	25,112
2024	27,500	26,508	25,918	27,985	27,700	25,513	28,438	27,120	26,984	31,883	26,022	26,570
2026 vs 2025	-12.7%	-9.0%	-6.6%	-----	-----					-----		



# Fixed Route Key Performance Indicators (KPI's)



Key Performance Indicator (KPI) ▼	Monthly Goal	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	Jun 2026
KPI 1 On-Time Performance (OTP)	≥ 90.0%	▲ 91%	▼ 87%	▲ 92%	▬	▬	▬
KPI 2 Late Departures	≤ 8.0%	▲ 6%	▲ 8%	▲ 7%	▬	▬	▬
KPI 3 In-Service Early Departures	≤ 2.0%	▼ 3%	▼ 5%	▲ 2%	▬	▬	▬
KPI 4 % of Missed Trips	≤ 1.0%	▲ 0.7%	▲ 0.7%	▲ 0.6%	▬	▬	▬
KPI 5 OTP Pull Out %	≥ 94.0%	▲ 96%	▲ 95%	▲ 95%	▬	▬	▬
Win/Loss		4 - 1	3 - 2	5 - 0	0 - 0	0 - 0	0 - 0

# Dial-A-Ride Key Performance Indicators (KPI's)



Key Performance Indicator (KPI)	Monthly Goal	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	Jun 2026
▲							
KPI 1 On-Time Performance (OTP)	≥ 95.0%	▲ 97%	▲ 97%	▲ 98%	▬	▬	▬
KPI 2 Late Trips (Trips performed outside of 30 minute window)	≤ 5.0%	▲ 3%	▲ 4%	▲ 3%	▬	▬	▬
KPI 3 Average Passenger Trip Duration (Minutes)	≤ 30	▲ 24	▲ 24	▲ 24	▬	▬	▬
KPI 4 Missed Trips	≤ 2	▲ 0	▲ 0	▲ 0	▬	▬	▬
Win/Loss		4 - 0	4 - 0	4 - 0	0 - 0	0 - 0	0 - 0

# Rideshare Key Performance Indicators (KPI's)



Key Performance Indicator (KPI)	Monthly Goal	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	Jun 2026
KPI 1 Passenger Boardings	≥ 25,000	▲ 26,124	▼ 24,964	▲ 27,724	▬	▬	▬
KPI 2 Average Daily Boardings per Rideshare	≥ 10.0	▲ 11.0	▲ 10.9	▲ 10.9	▬	▬	▬
KPI 3 Average Riders per Rideshare	≥ 7.0	▲ 7.3	▲ 7.3	▲ 7.4	▬	▬	▬
KPI 4 Number of Active Vanpool Riders	≥ 1,000	▲ 1,096	▲ 1,098	▲ 1,076	▬	▬	▬
KPI 5 Active Vans in Service	≥ 150	▲ 151	▲ 150	▼ 146	▬	▬	▬
KPI 6 Greenhouse Gas Reduction (Tons)	None	▲ 309	▲ 293	▲ 335	▬	▬	▬
Win/Loss		6 - 0	5 - 1	5 - 1	0 - 0	0 - 0	0 - 0

# Safety Key Performance Indicators (KPI's)



Key Performance Indicator (KPI)	Monthly Goal	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	Jun 2026
▲							
KPI 1 AFR - Fixed Route	≤ 1.00	▼ 1.1	▲ 0.0	▼ 1.1	▬	▬	▬
KPI 2 AFR - DAR	≤ 1.00	▼ 1.6	▼ 2.2	▲ 0.0	▬	▬	▬
KPI 3 Days without Injury (Maintenance only)	≥ 30	▼ 12	▼ 12	▼ 28	▬	▬	▬
Win/Loss		0 - 3	1 - 2	1 - 2	0 - 0	0 - 0	0 - 0

# Maintenance Key Performance Indicators (KPI's)



Key Performance Indicator (KPI)	Monthly Goal	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026
▲						
KPI 1 Bus Cleanliness Score (1-10)	≥ 8	▲ 9	▲ 9	▲ 9	■	■
KPI 2 Mean Distance Between Failures (MDBF) - Fixed Route	≥ 13,465	▲ 73,205	▲ 57,438	▲ 52,873	■	■
KPI 3 Mean Distance Between Failures (MDBF) - Dial-A-Ride	≥ 41,648	▲ 95,797	▲ 93,626	▲ 70,750	■	■
Win/Loss		3 - 0	3 - 0	3 - 0	0 - 0	0 - 0

# Agencywide Software Implementations

## Workday Phase 1: COMPLETE AND OPERATIONAL

- HR Functions (Compensation, Benefits, Recruiting, Talent/Performance)
- Payroll
- Absence & Time Tracking

## Workday Phase 2: July 1, 2026 Go-Live

- Finance & Accounting
- Procurement
- Grants & Capital Projects
- Expenses

## AssetWorks: June 29, 2026 Go-Live

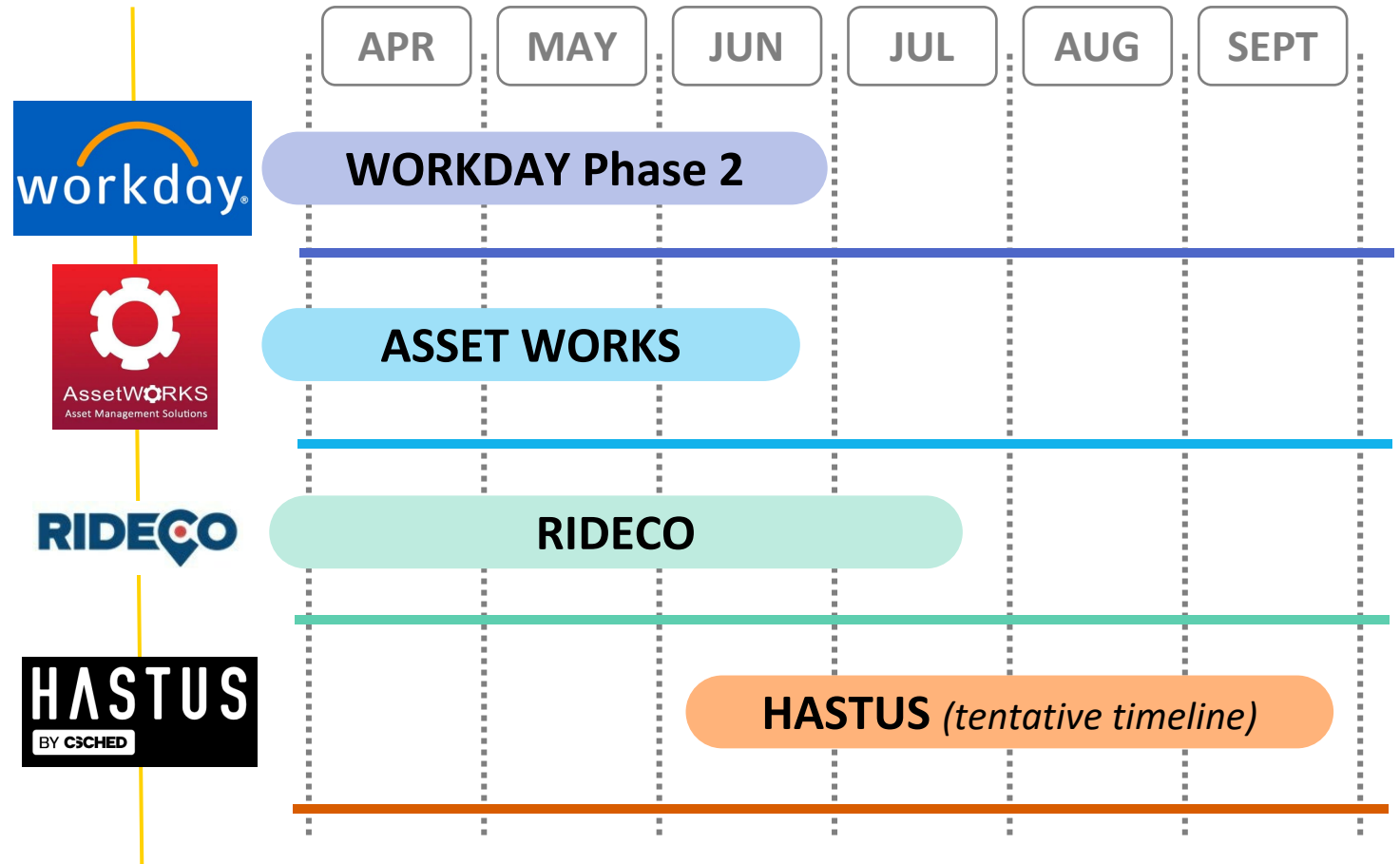
- Enterprise Asset Lifecycle Management
- Work Order and Materials Management

## RideCo: September 13, 2026 Go-Live

- Paratransit Dispatch and Scheduling

## Hastus by CSched: Sept 2026 Tentative Go-Live

- Fixed Route Operations Dispatch and Scheduling



# 2026 Q1 Marketing & Outreach Update

## January

- Security Enhanced
- End-of-Year Video
- Route 27X Post Card Mailing
- Van-Me-Down Application Period Closed January 18, 45 Received



## February

- Seahawks Big Game Potluck, Bus Signs, and Stickers
- Love Bus Videos
- Heaters Installed at Queensgate TC
- AdWheel Award Received at APTA MCX
- Driver Graduation



## March

- Customer Comments Cards Refreshed
- LVT Camera Installed at Three Rivers TC
- Facilities & Maintenance Appreciation Day
- Transit Employee Appreciation Week



**Thank you for riding with us today!**  
Please let us know how we did so we can better serve you. You may also email your comments to [CustomerComment@bft.org](mailto:CustomerComment@bft.org) or call 509.735.5100. We appreciate your time and feedback.



Date/Time: \_\_\_\_\_ Route#: \_\_\_\_\_ Vehicle#: \_\_\_\_\_

Rate your ride! How many stars did we earn? ☆ ☆ ☆ ☆ ☆

What did we do well? \_\_\_\_\_

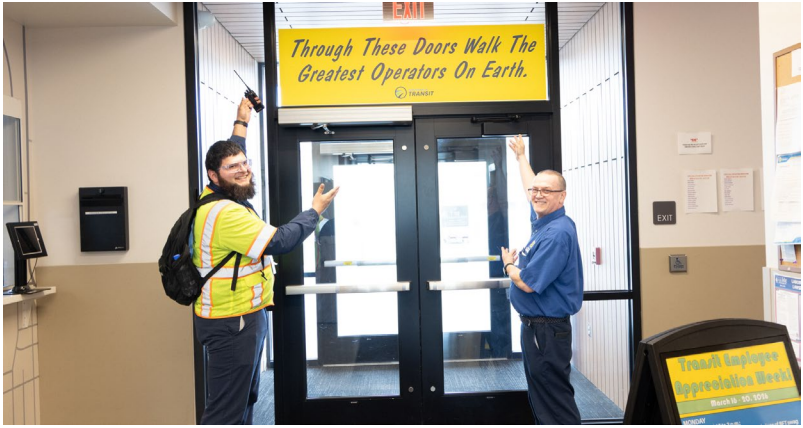
How can we improve? \_\_\_\_\_

Would you like a response?  Yes  No

Name: \_\_\_\_\_ Email: \_\_\_\_\_ Phone: \_\_\_\_\_

# Facilities & Fleet Maintenance Appreciation Day





# Transit Employee Appreciation Week

THANK  
YOU



BEN FRANKLIN  
***TRANSIT***



**BEN FRANKLIN**  
***TRANSIT***

## Additional Board Information

May 2026

1. Board Executive Committee Meeting Minutes of May 7, 2026
2. Upcoming Bids and Requests for Proposals
3. Sales Tax Comparison
4. Treasurer's Report
5. Grant Summary



## **BOARD EXECUTIVE COMMITTEE MEETING**

Thursday, May 7, 2026 – 4:00 p.m. GM Conference Room  
1000 Columbia Park Trail, Richland, Washington

*Notice: Meeting attendance options include in-person and virtual via Teams*

[Teams Meeting Link](#)

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### **Meeting Minutes**

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**Committee Members Present:** David Sandretto, Stephen Bauman, Will McKay

**Committee Member Absent:** Kurt Maier

**Legal Counsel Present:** Jeremy Bishop

**BFT Staff:** Brian Lumanski, Kevin Sliger, Joshua Rosas, Pauline Escalera, Shane Anderson, Rob Orvis

#### **Convene Committee Meeting**

Board Chair, Stephen Bauman, convened the meeting at 4:01 p.m.

#### **Proposed Board Agenda Action Items**

##### **1. Resolution XX-2026 Brenda Vanderpool Retirement**

Clerk of the Board, Pauline Escalera, presented a recommendation that the Board affirms the recognition of Fixed Route Driver, Brenda Vanderpool, for her 7.5 years of service.

Action: Moved forward on the consent agenda for the regular board meeting.

##### **2. Resolution XX-2026 Donald Britain Retirement**

Clerk of the Board, Pauline Escalera, presented a recommendation that the Board affirms the recognition of Fixed Route Driver, Donald Britain, for his 5 years of service.

Action: Moved forward on the consent agenda for the regular board meeting

##### **3. Resolution XX- 2026 EV Charger Project Closeout**

Director of Facilities Maintenance and Special Projects, Shane Anderson, presented a recommendation that the Board grants authority to the Chief Executive Officer to accept Contract #1531 with ESF Development LLC as complete.

Action: Moved forward on the consent agenda for the regular board meeting

##### **4. Resolution XX- 2026 Maintenance Contract**

Chief Operations Officer, Josh Rosas, presented a recommendation that the Board adopt the Collective Bargaining Agreement between Ben Franklin Transit (BFT) and Teamsters Local 839.

**Next Executive Committee Meeting – Thursday, June 4, 2026, at 4:00PM**

Action: Approved for recommendation to the full board. Moved to action item for the regular board meeting.

**5. Resolution XX- 2026 Supervisor Contract**

Executive HR Consultant, Mackenzie Millier, presented a recommendation that the Board adopt the Collective Bargaining Agreement between Ben Franklin Transit (BFT) and Teamsters Local 760.

Action: Approved for recommendation to the full board. Moved to action item for the regular board meeting.

**Additional Documents in Executive Committee Packet**

6. Q1 2026 Performance Report
7. Notification of Upcoming Bids and Requests for Proposals

There being no further business, the meeting was adjourned at 5:21 p.m.

As of: 4/28/2026	Budget	Estimated Cost	Contract Term	Type IFB/RFP	Estimated Release Date	Estimated Award Date	Executive Board Committee
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**In Progress**

**Color Code: Yellow - In Process**

Temporary Staffing & Recruitment Services	Operating	Est. \$300,000 Per Year	Up to 5 Years	RFP	1/22/2026	6/15/2026	X
Huntington Training Facility Progressive Design Build Procurement	Capital	\$7,850,000	12 Months	RFQ/RFP	2/17/2026	6/15/2026	X

May							
-----	--	--	--	--	--	--	--

**Color Code: Green - Recommendation for Award**

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June							
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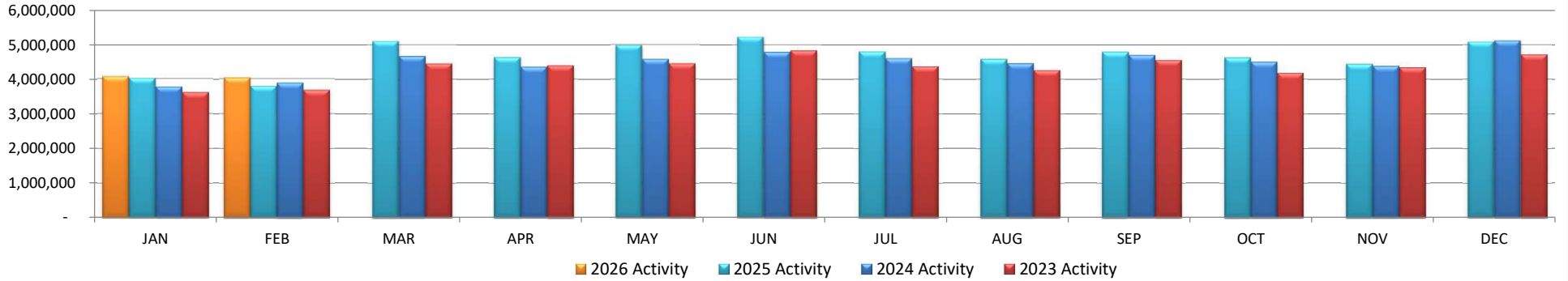
**Color Code: Grey - Future Procurement Awards**

Recommendation for Award: Temporary Staffing & Recruitment Services	Operating	Est. \$300,00 per Year	Up to 5 Years	RFP	1/22/2026	6/15/2026	X
Recommendation: Facilities Maintenance Building Validation Award	Capital	\$5,500,000	9 Months	RFQ/RFP	NA	NA	X
Recommendation to Award: Huntington Training Facility Progressive Design Build Project	Capital	\$9,800,000	12 Months	RFQ/RFP	2/17/2026	6/15/2026	X

July							
Radio Service Maintenance Agreement	Operating	Est. \$75,000 per Year	Up to 5 Years	RFP	5/12/2026	7/20/2026	X



### BFT Sales Tax Comparison 2023 to YTD 2026



	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL	YTD
2026 Activity	4,077,195	4,041,945											8,119,140	\$ 8,119,140
2025 Activity	4,028,139	3,801,594	5,109,334	4,638,629	4,990,190	5,237,821	4,806,653	4,595,278	4,797,932	4,634,421	4,450,997	5,095,641	56,186,630	\$ 7,829,733
2024 Activity	3,779,941	3,890,902	4,676,729	4,364,050	4,587,567	4,803,116	4,610,109	4,470,339	4,705,860	4,510,224	4,388,830	5,121,953	53,909,620	
2023 Activity	3,621,393	3,685,398	4,462,542	4,404,165	4,461,692	4,845,735	4,376,047	4,276,040	4,559,657	4,191,167	4,349,920	4,724,583	51,958,339	
Chg 26 to 25	49,056	240,351	-	-	-	-	-	-	-	-	-	-	289,407	
Chg 25 to 24	248,198	(89,308)	432,605	274,580	402,623	434,705	196,543	124,940	92,073	124,197	62,167	(26,312)	2,277,010	
Chg 24 to 23	158,549	205,504	214,187	(40,116)	125,875	(42,619)	234,062	194,299	146,203	319,057	38,909	397,370	1,951,280	
Chg 23 to 22	(97,068)	(133,162)	(65,409)	183,458	261,773	104,419	40,800	(201,724)	244,609	48,307	457,583	219,885	1,063,471	
% Chg 26 to 25	1.2%	6.3%											3.7%	
% Chg 25 to 24	6.6%	-2.3%	9.3%	6.3%	8.8%	9.1%	4.3%	2.8%	2.0%	2.8%	1.4%	-0.5%	4.2%	
% Chg 24 to 23	4.4%	5.6%	4.8%	-0.9%	2.8%	-0.9%	5.3%	4.5%	3.2%	7.6%	0.9%	8.4%	3.8%	
% Chg 23 to 22	-2.6%	-3.5%	-1.4%	4.3%	6.2%	2.2%	0.9%	-4.5%	5.7%	1.2%	11.8%	4.9%	2.1%	
2026 Budget	4,022,000	4,003,900	5,014,100	4,717,900	4,940,500	5,238,600	4,853,700	4,694,900	4,948,900	4,692,900	4,641,500	5,258,200	57,027,100	\$ 8,025,900
2025 Budget	3,738,700	3,748,300	4,690,300	4,528,500	4,529,100	4,965,400	4,499,800	4,484,000	4,607,600	4,403,500	4,381,400	4,942,200	53,518,800	\$ 7,487,000
2024 Budget	3,717,000	3,783,000	4,584,000	4,514,000	4,573,000	4,967,000	4,485,000	4,383,000	4,675,000	4,296,000	4,459,000	4,728,000	53,164,000	
2023 Budget	3,680,707	3,513,039	4,384,049	4,227,086	4,601,849	5,074,020	4,571,488	4,468,766	4,739,106	4,447,024	4,513,023	5,179,843	53,400,000	
Vs. 2026 Budget	55,195	38,045											93,240	1.2%
Vs. 2025 Budget	289,439	53,294	419,034	110,129	461,090	272,421	306,853	111,278	190,332	230,921	69,597	153,441	2,667,830	4.6%
Vs. 2024 Budget	62,941	107,902	92,729	(149,950)	14,567	(163,884)	125,109	87,339	30,860	214,224	(70,170)	393,953	745,620	1.4%
Vs. 2023 Budget	(59,315)	172,359	78,493	177,079	(140,157)	(228,285)	(195,440)	(192,726)	(179,449)	(255,857)	(163,103)	(455,260)	(1,441,661)	-2.7%



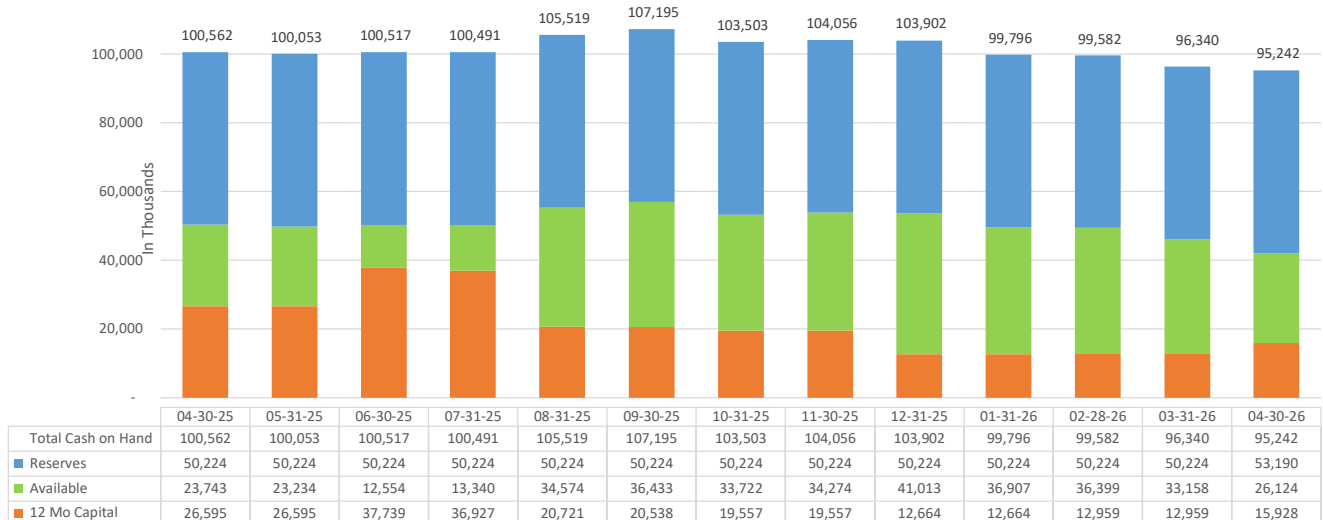
## Ben Franklin Transit Treasurer's Report

Date: May 14, 2026  
 To: Ben Franklin Transit Board of Directors  
 From: Finance Department  
 Subject: Treasurer's Report - As of Apr 30, 2026

The Investment Position of Ben Franklin Transit as of the Close of Business on Apr 30, 2026 is as follows:

ITEM	RATE	MATURITY	COST	% OF TOTAL
WA State Government Investment Pool	3.6992%	Open	\$ 86,768,083	91.1%
<b>Subtotal Investments</b>			<b>86,768,083</b>	<b>91.1%</b>
Check Book Balance, Petty Cash, & Travel Account			8,473,968	8.9%
			<u>8,473,968</u>	<u>8.9%</u>
			<u>95,242,051</u>	<u>100.0%</u>
<b>Total Cash and Equivalents on Hand</b>				
			<b>\$ 95,242,051</b>	
<b>Less Reserve Funds</b>				
Operating Reserves			(35,630,000)	
Fuel Reserves			(2,100,000)	
Fleet Replacement Reserves			(8,550,000)	
Non-Fleet Capital Reserves			(6,910,000)	
<b>Total Reserves</b>			<b>(53,190,000)</b>	
<b>Subtotal Funds Available</b>			<b>42,052,051</b>	
	<b>Local Funds Approved</b>	<b>12 Month Estimated</b>		
<b>Local Funds Obligated for Capital Projects (2024 - 2030)</b>	<b>Remaining Budget Authority</b>	<b>Outflows</b>	<b>(15,928,349)</b>	
Fleet Vehicles	(12,274,253)	1,489,245		
Facilities - Transit Centers & Amenities	(60,389,356)	(8,257,384)		
Equipment	(1,600,126)	(276,292)		
Facilities - MOA Campus	(14,147,104)	(5,661,574)		
Technology	(6,299,458)	(1,132,751)		
Other	(6,525,597)	(2,089,593)		
	<u>(101,235,894)</u>	<u>(15,928,349)</u>		
<b>Net Funds Available</b>			<b>\$ 26,123,702</b>	

Total Cash & Investments (in thousands) as of Apr 30, 2026



## GRANTS SUMMARY

Source	Grant	Total Awards	Total Funds Available
<b>Federal</b>			
	5307	71,551,261	50,888,248
	5310	2,364,007	2,364,007
	5339	<u>4,191,839</u>	<u>3,717,540</u>
	<b>Total Federal</b>	<b>78,107,107</b>	<b>56,969,795</b>
<b>State</b>			
	Formula Grants	13,947,411	10,706,029
	RMG Grants	6,845,000	6,294,309
	Rideshare Grants	958,207	706,988
	Move Ahead WA Grants	13,900,000	13,697,731
	World Cup Grants	<u>265,000</u>	<u>265,000</u>
	<b>Total State</b>	<b>35,915,618</b>	<b>31,670,057</b>
<b>Other</b>			
	WSTIP	<u>5,000</u>	<u>5,000</u>
	<b>Total Other</b>	<b>5,000</b>	<b>5,000</b>
<b>Total Grants</b>		<b>114,027,725</b>	<b>88,644,852</b>

Pending	Grant	Year	Total Requested
<b>Pending Apps</b>			
Federal	NEA - Art Bus Wraps	2026	60,000
	<b>Total Pending Apps</b>		<b>60,000</b>
<b>Total Pending</b>			<b>60,000</b>

## FEDERAL GRANTS

FUNDING SOURCE	AWARD YEAR	TOTAL AWARD/BUDGET	TOTAL FUNDS AVAILABLE
5307	2018	6,515,735	95,235
5307	2019	6,471,622	582,406
5307	2020	6,689,922	5,017,442
5307	2021	6,704,521	1,690,197
5307	2022	8,593,081	6,926,588
5307	2023	8,729,975	8,729,975
5307	2024	9,283,725	9,283,725
5307	2025	9,808,701	9,808,701
5307	2026	8,753,979	8,753,979
<b>TOTAL 5307</b>		<b>71,551,261</b>	<b>50,888,248</b>
			<i>50,888,248</i>
5310	2018	176,938	176,938
5310	2019	183,530	183,530
5310	2020	192,711	192,711
5310	2021	203,019	203,019
5310	2022	294,460	294,460
5310	2023	310,451	310,451
5310	2024	326,922	326,922
5310	2025	328,366	328,366
5310	2026	347,610	347,610
<b>TOTAL 5310</b>		<b>2,364,007</b>	<b>2,364,007</b>
			<i>2,364,007</i>
5339	2022	777,766	303,467
5339	2023	799,085	799,085
5339	2024	862,035	862,035
5339	2025	922,212	922,212
5339	2026	830,741	830,741
<b>TOTAL 5339</b>		<b>4,191,839</b>	<b>3,717,540</b>
			<i>3,717,540</i>
<b>TOTAL FED FUNDS</b>		<b>78,107,107</b>	<b>56,969,795</b>
			<i>56,969,795</i>

## STATE GRANTS

FUNDING SOURCE	AWARD YEAR	TOTAL AWARD/BUDGET	TOTAL FUNDS AVAILABLE
Transit Support	2025-2027	7,109,914	4,633,099
Special Needs	2025-2027	6,837,497	6,072,930
			-
			-
<b>TOTAL FORMULA</b>		<b>13,947,411</b>	<b>10,706,029</b>
			<i>10,706,029</i>
RMG - W. Pasco	2025-2027	3,713,000	3,641,293
RMG - 22nd Ave	2025-2027	1,852,000	1,517,998
RMG - Peak Serv.	2025-2027	1,280,000	1,135,018
			-
			-
<b>TOTAL RMG GRANTS</b>		<b>6,845,000</b>	<b>6,294,309</b>
			<i>6,294,309</i>
PT Rideshare	2025-2027	542,700	542,700
RS Subsidy	2025-2027	415,507	164,288
			-
			-
<b>TOTAL RIDESHARE GRANTS</b>		<b>958,207</b>	<b>706,988</b>
			<i>706,988</i>
Long Range Corridor	2025-2033	3,400,000	3,197,731
Fleet Electrification	2025-2027	10,500,000	10,500,000
			-
			-
<b>TOTAL MAWA GRANTS</b>		<b>13,900,000</b>	<b>13,697,731</b>
World Cup 2026	2026	265,000	265,000
		-	-
			-
			-
<b>TOTAL WORLD CUP</b>		<b>265,000</b>	<b>265,000</b>
<b>TOTAL STATE FUNDS</b>		<b>35,915,618</b>	<b>31,670,057</b>
			<i>31,670,057</i>

x  
x

## OTHER GRANTS

FUNDING SOURCE	AWARD YEAR	TOTAL AWARD/BUDGET	TOTAL FUNDS AVAILABLE
WSTIP - Risk Mngt.	2026	5,000	5,000
			-
<b>TOTAL WSTIP</b>		5,000	5,000
			<i>5,000</i>
		-	-
		-	-
		-	-
		-	-
		-	-
<b>TOTAL</b>		-	-
			-
		-	-
		-	-
		-	-
<b>TOTAL</b>		-	-
			-
<b>TOTAL STATE FUNDS</b>		5,000	5,000
			<i>5,000</i>

## PENDING GRANTS

FUNDING SOURCE	AWARD YEAR	TOTAL REQUESTED	TOTAL FUNDS PENDING
NEA - Federal	2026	60,000	60,000
			-
			-
<b>TOTAL OTHER</b>			60,000
			<i>60,000</i>
		-	-
		-	-
		-	-
		-	-
		-	-
<b>TOTAL STATE</b>			-
			-
		-	-
		-	-
		-	-
		-	-
<b>TOTAL FEDERAL</b>			-
			-
<b>TOTAL PENDING AWARDS</b>		60,000	60,000
			<i>60,000</i>