



BEN FRANKLIN TRANSIT

BOARD OF DIRECTORS REGULAR MEETING

Thursday, February 12, 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

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.**

AGENDA

- | | |
|---|----------------------------|
| 1. Convene Board Meeting | Vice Chair- Stephen Bauman |
| 2. Roll Call | Pauline Escalera |
| 3. Pledge of Allegiance | |
| 4. Public Comments | |
| 5. Election of Officers | Jeremy J. Bishop |
| A. Chair | |
| B. Vice Chair | |
| C. BFCOG Representative | |
| 6. Approval of the Agenda (page 1) | Vice Chair- Stephen Bauman |
| 7. Citizens Advisory Network (CAN) Report (page 3) | Dennis Kreutz |

8. Consent Agenda

Vice Chair- Stephen Bauman

- A. January 15, 2025, Regular Board Meeting Minutes (*page 6*)
- B. January Voucher Summary (*page 9*)
- C. Resolution 04-2026 Authorizing to Award AE MOA Services to Meier (*page 32*)

9. Action Items

- A. Resolution 05-2026 Recommending CSched for the Operations Scheduling Software Solution (*page 35*) Michael Brown
- B. Resolution 06-2026 Authorizing the Adoption of the 2026 Long-Range Transit Plan (*page 38*) Kevin Sliger and Gabe Martin
 - 1. *Long Range Transit Plan presentation*
 - 2. *Public Hearing per RCW 84.55.120*
- C. Appeal of Travis Lehmann Jeremy J. Bishop
 - 1. *Incident Report*
 - 2. *Protection Order*
 - 3. *1-21-26 Letter to Mr. Lehmann*
 - 4. *Travis Lehmann Appeal Letter*
 - 5. *Resolution 17-2024 Resolution Regarding Public Participation at Public Meetings of The Board of Directors*

10. Information & Discussion Items

- A. 2026 Q4 Performance Report Kevin Sliger

11. Staff Reports & Comments

- A. Legal Report Jeremy J. Bishop

12. Board Member Comments

13. Executive Session

14. Other

15. Next Meeting

Regular Board Meeting – March 12, 2026, at 6:00 p.m.

16. Adjournment

Ben Franklin Transit Citizens Advisory Network Regular Meeting Minutes

Monday January 19, 2025 6:00 p.m. – 7:30 p.m.

BFT Administration Building – Room 304 1000 Columbia Park Trail, Richland, WA

[Join the meeting via Zoom](#)

Meeting ID: 881 6167 9988

The meeting was called to order by chair Dennis Kreutz at 6:00 PM on January 26, 2026. We met at the BFT Administration Building.

A. Attendance

Besides Dennis present and voting were Bill Barlow, Frank Cuta, Erik Watkins, Brooklyn Hufstader and Laurie Price

Absent but excused were Bernie Vinther and Brandon Harbo.

Attending as a guest was Ed Frost

Staff members in attendance included

pauline escalera

CEO Representative

Terry DeJuan

Sr. Manager of Fleet

Dennis immediately recessed the meeting and we all went outside to take a look at one of the new paratransit vehicles.

We returned and the meeting resumed at 6:25 PM.

Terry answered all of our questions regarding the vehicle. It is 26 feet long. It is based around a Ford E450 product on a Ford chassis. This has a more industrial engine than what had previously been purchased, and the ride may be a bit rougher. The seats have less padding but there have also been some improvements to the suspension so we will need to wait until we can ride in one to evaluate the ride. We liked the adjustable wheelchair restraints and were impressed by the inclusion of on spot tire chain systems.

Overall, the group was impressed and thanked Terry for his efforts on this project. However, it would be nice to have the addition of on board Wi-Fi someday.

The CAN has requested a standardized method for CAN and public to submit ideas and comments regarding desired features for consideration in future purchases.

B. Minutes

Frank made a motion that the minutes of the December CAN meeting be approved as distributed. The motion was seconded and passed.

C. Public comments:

Ed Frost reported that virtual attendees were continuing to find it difficult to follow the proceedings of the BFT Board meeting.

Too much camera time is devoted to the text of the agenda and not enough of the actions of the board members.

This issue has been raised in the past and Ed has not noticed any recent improvement. Pauline reported that this is something that she can personally control and barring resistance from higher authority she would attempt to produce a more balanced coverage in the future.

D. Old Business

1. Follow-up on status of Brooklyn Hufstader's report that nothing seems to be happening regarding repeated documented reports from her of missed connections she has experienced on Fixed Routes over the past three months. She stated that as of our December meeting nobody from BFT has contacted her. Gabe Martin had committed that he would contact Brooklyn to get the information. Pauline reported that the tracking issue is being addressed.

2. Dennis commented that a lot of funds are being applied to new construction and perhaps some of it might be better invested on bringing down the poor key performance indicator (KPI) statistics.

E. New Business

1. Report of the January BFT Board Meeting - Dennis Kreutz

At this board meeting Kevin's 2026 Survey plan was approved and a video was run showing off the highlights of 2024. .

2. We discussed the pros and cons of utilizing meeting transcripts generated by AI assistants.

3. CAN Recommendation 2026-01 January 26, 2026

It was moved by Frank and seconded that

The Citizens Advisory Network recommends that BFT Staff explore the feasibility of initiating a KPI to track the number of riders affected by missed connections via Route and Time of Day.

At a minimum there should be a KPI that shows by Route and Time of Day the quantity of buses with missed connections at Transit Centers. The information should show the quantity of buses, not just a percentage.

CAN Requests a written response from BFT Staff within ten (10) working days after the date (January 27, 2026) that CAN Recommendation 2026-01 has been submitted to BFT CAN CEO Representative.

Motion passed.

4. CAN Recommendation 2026-02

January 26, 2026

Eric moved and the motion was seconded that:

The Can recommends that staff Modify all fixed route and DAR performance reports that use general Key Performance Indicators (KPI) so that they show quantity of incidents not just percentages.

Of particular interest are quantities of riders that month and quantity of riders that received Late Trips are shown.

Response Requested: CAN Requests a written response from BFT Staff within ten (10) working days after the date (January 27, 2025) that CAN Recommendation 2026-02 has been submitted to BFT CAN CEO Representative.

The motion was passed

F. CAN member comments

1. Bill expressed a concern that BFT should be taking part in the regional coordination associated with clean energy considerations and climate studies that are currently underway. This could be an important part of long-range plans.

2. we discussed the possibility of augmenting the online documents related to board and can meetings with minutes and/or recordings. Pauline will see what she can do.

G. Other Staff Comments

No responses yet but our announcement of open positions on the CAN has been posted on most of the major social services.

H. Assign CAN Member to Attend next Board Meeting

Bill will do it with Dennis supporting.

**Next BFT Board Meeting February 12, 2026
BFT Board Room**

6:00 PM

**Next CAN meeting Monday February 16, 2026
BFT Admin Room 304**

6:00 p.m.

Meeting Adjourned: 7:44 PM.



BOARD OF DIRECTORS REGULAR MEETING

Thursday, January 15, 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**

Vice 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**

Representing	Attendee Name	Title	Status
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	Richard Bloom	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: Thomas Drozt, Joshua Rosas, Kevin Sliger, Pauline Escalera

Legal Counsel: Jeremy J. Bishop

3. **PLEDGE OF ALLEGIANCE**

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

4. PUBLIC COMMENTS

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

Three written public comments were received, and eight oral public comments were made. Vice Chair Bauman then closed public comments.

5. APPROVAL OF AGENDA

Vice Chair Bauman asked for a motion to approve the agenda.

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

6. CITIZENS ADVISORY NETWORK (CAN) REPORT

No report.

7. CONSENT AGENDA

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

A. *December 11, 2025, Regular Board Meeting Minutes*

B. *December Voucher Summary*

C. *Resolution 01-2026, Retirement of Barry Higgins*

D. *Resolution 02-2026, Purchase of 7 GILLIG 35' Buses*

Director Bloom moved to approve Consent Agenda Items A and B. The motion was seconded by Director Maier and passed unanimously.

8. ACTION ITEMS

A. 03-2026, Authorizing the Adoption of the 2026 Annual Service Plan and Service Equity Analysis

Presented by Kevin Sliger, Chief Planning & Development Officer

Director Bloom moved to approve Resolution 03-2026. This motion was second by Director Sandretto and passed unanimously.

9. INFORMATION & DISCUSSION ITEMS

A. 22nd Ave Pasco TC Jan 2026 Update

Presented by Kathryn Wall, Project Manager

10. STAFF REPORTS & COMMENTS

A. Legal Report

Legal report was made.

B. Chief Executive Officer's Report

Chief Executive Officer, Thomas Drozt, reported on 2025 accomplishments.

11. BOARD MEMBER COMMENTS

Board member comments were made.

12. EXECUTIVE SESSION

Executive Session was held under RCW 42.30.110.1(G)

13. OTHER

There were no other items.

14. NEXT MEETING

The next meeting will be held on Thursday, February 12, 2026, at 6:00 p.m.

15. ADJOURNMENT

Vice Chair Bauman adjourned the meeting at 7:30 p.m.

Pauline Escalera, Clerk of the Board

Date



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

Thursday, February 12, 2026

To: Ben Franklin Board of Directors

From: Finance Department

RE: Vouchers for January 2026

January 2026 vouchers totaled \$8,326,696.36. An analysis of the vouchers had the following significant vendor payment amounts:

Vendor	Description	Amount
WA STATE TRANSIT INS. POOL	MEMBERSHIP	\$ 1,741,702.00
N.W. ADMIN. TRANSFER	MEDICAL INS PAYABLE	\$ 602,991.30
INTERNAL REVENUE SERVICE	PAYROLL TAX SERVICES	\$ 538,142.45
RIVER NORTH TRANSIT LLC	CONTRACTED SERVICES	\$ 495,222.02
WORKDAY INC	SOFTWARE	\$ 398,156.14
COLEMAN OIL COMPANY LLC	FUEL	\$ 322,123.74
CDW GOVERNMENT INC.	COMPUTER SUPPLY	\$ 287,939.93
AVAAP USA LLC	CONTRACTED SERVICES	\$ 278,932.85
DEPT OF RETIREMENT SYSTEMS	PERS PAYABLE	\$ 189,725.91
MODEL 1 COMMERCIAL VEHICLES INC	SOFTWARE	\$ 163,523.64
STATE OF WASHINGTON	MED INS PAYABLE	\$ 158,615.43
CLARY LONGVIEW LLC	VEHICLES	\$ 128,016.06
CUMMINS INC	PARTS, EQUIP., BUS A/C	\$ 124,331.71
WESTERN CONFERENCE OF	TMSTR PENSION	\$ 111,487.42
BENTON-FRANKLIN COUNCIL	MEMBERSHIP	\$ 90,708.40
ARC OF THE TRI-CITIES INC	PURCHASED TRANSPORTATION	\$ 84,869.90
KPFF INC	CONSULTING	\$ 55,995.91
Tennant Sales and Service Company	SUPPLIES	\$ 55,270.12
NBS PROMOS INC.	MARKETING	\$ 48,477.03
GILLIG LLC	PARTS, EQUIP., BUS A/C	\$ 43,771.87
HEART AND HUNTER INC	CONTRACTED SERVICES	\$ 39,606.30
ALSC ARCHITECTS PS	A & E SERVICES	\$ 37,734.66
WEX BANK	CONTRACTED SERVICES	\$ 33,716.41
ROCKWALLA IT LLC	NETWORK SERVICES	\$ 32,104.61
WA STATE TRANSIT ASSOCIATION	MEMBERSHIP	\$ 32,000.00
Phoenix Protective Corp	TELEPHONE	\$ 30,654.69
SIERRA ELECTRIC INC.	ELECTRICAL SERVICES	\$ 26,532.58
CARPENTER DRILLING LLC	CONTRACTED SERVICES	\$ 25,312.96
TEAMSTERS UNION	UNION DUES	\$ 24,807.75
CITY OF RICHLAND	UTILITY	\$ 20,909.94
OGDEN MURPHY WALLACE PLLC	LEGAL SERVICES	\$ 20,030.00
STACY A SHORT	CONSULTING	\$ 19,628.75
ROACH & BISHOP LAW LLP	LEGAL SERVICES	\$ 19,373.02
DEPT OF RETIREMENT SYSTEMS - DCP	EMP DEFERRED COMP	\$ 17,401.57
BRIDGESTONE AMERICAS INC	BUS TIRE LEASE	\$ 16,718.71
KIRK'S AUTOMOTIVE INC	SUPPLIES	\$ 16,682.60
MCCURLEY INTEGRITY DEALERSHIPS LLC	PARTS, EQUIP., BUS A/C	\$ 14,946.74
BUSINESS RADIO INC	PARTS, EQUIP., BUS A/C	\$ 14,931.30
SCHETKY N.W. SALES INC.	PARTS, EQUIP., BUS A/C	\$ 14,015.05
WENHA GROUP INC	CONSTRUCTION MANAGEMENT	\$ 13,965.63
ANR GROUP INC	TEMPORARY STAFFING SERVICES	\$ 13,504.45
BUENAVISTA SERVICES INC	JANITORIAL SERV	\$ 13,464.36
GEM INC.	PARTS, EQUIP., BUS A/C	\$ 12,956.50
GARDA CL NORTHWEST INC	ARMORED CAR SERV.	\$ 10,881.10
EXPRESS SERVICES	TEMPORARY STAFFING SERVICES	\$ 10,642.50
AMAZON CAPITAL SERVICES	SERVICES	\$ 10,618.26
CHRISTENSEN INC	DIESEL EXHAUST FLUID	\$ 10,352.83
BAILEY CPA LLC	PROFESSIONAL SERVICES	\$ 10,142.50
Total Significant Vendors		\$ 6,483,639.60
Payroll Total		\$ 1,557,179.04
Total Non-Significant Vendors		\$ 32,375.46
GRAND TOTAL		\$ 8,073,194.10

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 [January 2026](#).

PAYROLL

Check Register Number	Check Number	Check Number	Date of Issue	In the Amount	
526-01	ACH	ACH	1/9/2026	\$ 737,888.87	Payroll
526-02	ACH	ACH	1/23/2026	\$ 817,433.92	Payroll
526-02 Supplement:	ACH	ACH	1/23/2026	\$ 1,856.25	Payroll
Total				\$ 1,557,179.04	

AUTHORITY MEMBER
2/12/2026

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 **January 2026**.

ACCOUNTS PAYABLE

Check Register Number	Check Number	Check Number	Date of Issue	In the Amount	
100-26	93071	93124	1/2/2026	437,788.47	MDSE
101-26	ACH	ACH	1/2/2026	189,725.91	ACH
102-26	ACH	ACH	1/9/2026	280,296.40	ACH
103-26	93125	93180	1/9/2026	676,985.84	MDSE
104-26	ACH	ACH	1/12/2026	33,716.41	ACH
105-26	93181	93181	1/9/2026	580.00	MDSE
106-26	93182	93183	1/12/2026	383.34	MDSE
108-26	93184	93260	1/16/2026	3,037,958.88	MDSE
109-26	ACH	ACH	1/16/2026	602,991.30	ACH
111-26	ACH	ACH	1/20/2026	13,466.28	ACH
112-26	93261	93322	1/23/2026	658,437.56	MDSE
113-26	ACH	ACH	1/22/2026	280,967.45	ACH
114-26	ACH	ACH	1/26/2026	165,233.10	ACH
115-26	93323	93323	1/26/2026	77,844.87	MDSE
116-26	93324	93390	1/30/2026	312,361.45	MDSE
118-26	ACH	ACH	1/30/2026	780.06	ACH

Total \$ 6,769,517.32

*voids and prior period removed from total

AUTHORITY MEMBER
 2/12/2026

January 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 **February 12, 2026**.

ACTION: As of this date, February 12, 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	
526-01	ACH	ACH	1/9/2026	\$ 737,888.87	Payroll
526-02	ACH	ACH	1/23/2026	\$ 817,433.92	Payroll
526-02 Supplement:	ACH	ACH	1/23/2026	\$ 1,856.25	Payroll
Total				\$ 1,557,179.04	

ACCOUNTS PAYABLE

Check Register Number	Check Number	Check Number	Date of Issue	In the Amount	
100-26	93071	93124	1/2/2026	437,788.47	MDSE
101-26	ACH	ACH	1/2/2026	189,725.91	ACH
102-26	ACH	ACH	1/9/2026	280,296.40	ACH
103-26	93125	93180	1/9/2026	676,985.84	MDSE
104-26	ACH	ACH	1/12/2026	33,716.41	ACH
105-26	93181	93181	1/9/2026	580.00	MDSE
106-26	93182	93183	1/12/2026	383.34	MDSE
107-26	93004	93004	1/14/2026	-	VOID
108-26	93184	93260	1/16/2026	3,037,958.88	MDSE
109-26	ACH	ACH	1/16/2026	602,991.30	ACH
110-26	ACH	ACH	1/19/2026	-	ACH
111-26	ACH	ACH	1/20/2026	13,466.28	ACH
112-26	93261	93322	1/23/2026	658,437.56	MDSE
113-26	ACH	ACH	1/22/2026	280,967.45	ACH
114-26	ACH	ACH	1/26/2026	165,233.10	ACH
115-26	93323	93323	1/26/2026	77,844.87	MDSE
116-26	93324	93390	1/30/2026	312,361.45	MDSE
118-26	ACH	ACH	1/30/2026	780.06	ACH
Total				\$ 6,769,517.32	

Check Register Nos. 100-26 to 118-26 and 526-01, 526-02 and 526-02 Supplemental in the total amount of: **\$ 8,326,696.36**

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

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER **100-26**

CHECK NUMBERS **93071** TO **93124**

DATE **1/2/2026**

PURPOSE **APJAN26A VOUCHERS**

AMOUNT **\$437,788.47**

"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."


Thomas Drozt (Jan 9, 2026 15:20:49 PST)
AUDITOR

01/09/2026

DATE

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 101-26

ACH WIRE TRANSFERS

DATE EFFECTIVE IN BANK 1/2/2026

PURPOSE:

00432 DRS PERS 2 & 3	\$189,725.91
TOTAL	\$189,725.91

"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."


Thomas Drozt (Jan 12, 2026 14:22:47 PST)
AUDITOR

01/12/2026
DATE

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 102-26

ACH WIRE TRANSFERS

DATE EFFECTIVE IN BANK 1/9/2026

PURPOSE:

00262 WA DCS	\$1,443.69
01609 AW REHN	\$1,900.00
02672 COMMUNITY NATIONAL DRIVE	\$78.00
00532 DRS DEF COMP PRGM	\$8,456.99
00441 ICMA MISSION SQUARE	\$2,983.91
00430 IRS	\$256,500.12
00430 IRS	\$334.44
00286 TEAMSTERS LOCAL 839	\$8,599.25
TOTAL	\$280,296.40

"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."


Thomas Drozt (Jan 12, 2026 14:22:23 PST)

AUDITOR

01/12/2026

DATE

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 103-26

CHECK NUMBERS 93125 TO 93180

DATE 1/9/2026

PURPOSE APJAN26B VOUCHERS

AMOUNT \$676,985.84

"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."


Thomas Drozt (Jan 12, 2026 14:21:54 PST)
AUDITOR

01/12/2026
DATE

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 104-26

ACH WIRE TRANSFERS

DATE EFFECTIVE IN BANK 1/12/2026

PURPOSE:

02072 WEX	\$33,716.41
TOTAL	\$33,716.41

"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."


Thomas Drozt (Jan 12, 2026 14:21:07 PST)
AUDITOR

01/12/2026
DATE

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 105-26

CHECK NUMBERS 93181 TO _____

DATE 1/9/2026

PURPOSE APJAN26C VOUCHERS

AMOUNT \$580.00

"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."


Thomas Drozt (Jan 12, 2026 12:58:14 PST)
AUDITOR

01/12/2026
DATE

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 106-26

CHECK NUMBERS 93182 TO 93183

DATE 1/12/2026

PURPOSE APJAN26D VOUCHERS

AMOUNT \$383.34

"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."


Thomas Drozt (Jan 12, 2026 12:57:10 PST)
AUDITOR

01/12/2026
DATE

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 108-26

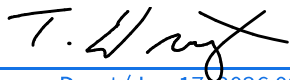
CHECK NUMBERS 93184 TO 93260

DATE 1/16/2026

PURPOSE APJAN26E VOUCHERS

AMOUNT \$3,037,958.88

"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."


Thomas Drozt (Jan 17, 2026 09:55:48 PST)
AUDITOR

01/17/2026

DATE

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 109-26

ACH WIRE TRANSFERS

DATE EFFECTIVE IN BANK 1/16/2026

PURPOSE:

00014 NW ADMIN WA TMSTRS WEL TRST	\$524,351.20
00014 NW ADMIN WA TMSTRS WEL TRST	\$78,640.10
TOTAL	\$602,991.30

"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."


Thomas Drozt (Jan 26, 2026 11:14:18 PST)
AUDITOR

01/26/2026

DATE

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 111-26

ACH WIRE TRANSFERS

DATE EFFECTIVE IN BANK 1/20/2026

PURPOSE:

02555 METLIFE BOON ADMIN SRVC JAN	\$1,043.20
02555 METLIFE BOON ADMIN SRVC FEB	\$1,206.20
02633 AHALIM ADVISORY	\$6,386.88
00082 HRA VEBA TRUST	\$4,830.00
TOTAL	\$13,466.28

"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."


Thomas Drozt (Jan 21, 2026 07:05:01 PST)

AUDITOR

01/21/2026

DATE

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 112-26

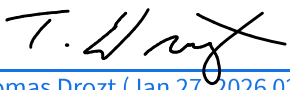
CHECK NUMBERS 93261 TO 93322

DATE 1/23/2026

PURPOSE APJAN26F VOUCHERS

AMOUNT \$658,437.56

"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."


Thomas Drozt (Jan 27, 2026 02:43:02 PST)
AUDITOR

01/27/2026

DATE

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 113-26

ACH WIRE TRANSFERS

DATE EFFECTIVE IN BANK 1/22/2026

PURPOSE:

00430 IRS	\$280,967.45
TOTAL	\$280,967.45

"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."


Thomas Drozt (Jan 28, 2026 19:31:12 PST)
AUDITOR

01/28/2026
DATE

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 114-26

ACH WIRE TRANSFERS

DATE EFFECTIVE IN BANK 1/26/2026

PURPOSE:

00286 TEAMSTERS LOCAL 839	\$16,208.50
00441 ICMA MISSION SQUARE	\$3,041.53
02134 CLARY LONGVIEW	\$128,016.06
02672 COMMUNITY NATIONAL DRIVE	\$78.00
01609 AW REHN	\$2,270.30
00532 DRS DEFERRED COMP	\$8,944.58
00262 WA DCS	\$1,443.69
00430 IRS	\$340.44
00082 HRA VEBA	\$4,890.00
TOTAL	\$165,233.10

"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."



Thomas Drozt (Jan 28, 2026 19:30:35 PST)

AUDITOR

01/28/2026

DATE

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 115-26

CHECK NUMBERS 93323 TO _____

DATE 1/26/2026

PURPOSE APJAN26G VOUCHERS

AMOUNT \$77,844.87

"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."


Thomas Drozt (Jan 27, 2026 02:42:05 PST)
AUDITOR

01/27/2026
DATE

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 116-26

CHECK NUMBERS 93324 TO 93390

DATE 1/30/2026

PURPOSE APJAN26H VOUCHERS

AMOUNT \$312,361.45

"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."


Thomas Drozt (Feb 2, 2026 06:01:29 PST)
AUDITOR

02/02/2026

DATE

BEN FRANKLIN TRANSIT
CHECK REGISTER CERTIFICATION
ACCOUNTS PAYABLE

CHECK REGISTER NUMBER 118-26

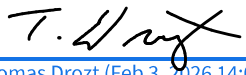
ACH WIRE TRANSFERS

DATE EFFECTIVE IN BANK 1/30/2026

PURPOSE:

00414 DPT OF REVENUE EXCISE	\$780.06
TOTAL	\$780.06

"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."


Thomas Drozt (Feb 3, 2026 14:05:29 MST)
AUDITOR

02/03/2026
DATE

CHECK REGISTER CERTIFICATION

PAYROLL

CHECK REGISTER NUMBER 526-01

CHECK NUMBER

\$

ACH TRANSFER

\$ 737,888.87

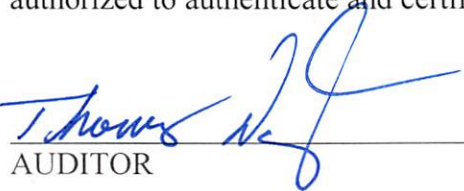
PAYROLL DATE

JANUARY 9, 2026

PURPOSE: PPE 01/03/2026

AMOUNT: \$737,888.87

"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

1-8-25

DATE

CHECK REGISTER CERTIFICATION

PAYROLL

CHECK REGISTER NUMBER 526-02

CHECK NUMBER
ACH TRANSFER

\$
\$ 817,433.92

PAYROLL DATE JANUARY 23, 2026

PURPOSE: PPE 01/17/2026 AMOUNT: \$817,433.92

"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

1-28-26
DATE

CHECK REGISTER CERTIFICATION

PAYROLL

CHECK REGISTER NUMBER 526-02Supplemental

CHECK NUMBER

\$

ACH TRANSFER

\$ 1,856.25

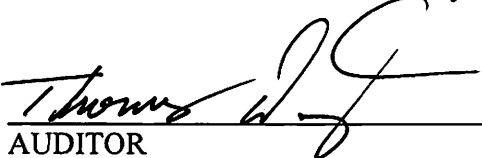
PAYROLL DATE

JANUARY 23, 2026

PURPOSE: PPE 01/17/2026

AMOUNT: \$1,856.25

"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."


AUDITOR

1-28-26
DATE

Memorandum

Date: February 12, 2026

To: Brian Lubanski, Interim Chief Executive Officer

From: Kevin Sliger, Chief Planning & Development Officer

Re: Resolution 04-2026 Authorization to Award On-Call Architecture & Engineering (A&E) Services for MOA Facilities contract to Meier Architecture & Engineering

Background

The Ben Franklin Transit (BFT) requires architecture and engineering services for designing new facilities and improvements to existing facilities. The selected firm will be primarily focused on projects for BFT's Maintenance, Operations, and Administration (MOA) facilities. BFT has secured funding for several capital projects (listed below and expects to receive additional grants for the remaining projects.

The selected A&E firm's scope will consist of the following:

- Security analysis and design – MOA and Three Rivers Transit Center
- MOA campus projects identified through the 2026 Facilities Condition Assessment
- Future approved MOA campus projects

Depending on the specific facility type and location, the projects may include analysis and designs for staff offices, security cameras, lighting, and traffic flow.

BFT staff solicited qualifications for a local on-call architecture and engineering services firm. BFT staff advertised in the Tri-City Herald, posted on BFT's website and sent the Request for Qualifications to eleven (11) potential A&E firms.

BFT received three (3) proposals, and they were determined to be responsive and responsible. Evaluators rated the three proposals and selected all three for oral interviews. Meier Architecture & Engineering received the highest overall rating from the evaluators.

EVALUATIONS (TOTAL POSSIBLE POINTS 130)			
A&E Firm	Initial Evaluation 100 Points Possible	Oral (30 Possible Points)	Total Points (Includes first and second round evaluations)
Meier Enterprises	74	28.33	$74 + 28.33 = 102.33$
CKJT Architects	82.67	15.33	$82.67 + 15.33 = 98$
Terence L. Thornhill	69	14	$69 + 14 = 83$

Task orders would be negotiated individually and approved by the Chief Executive Officer up to the contract not-to-exceed amount of \$2,500,000 over the term of the contract. Board of Directors have the option to increase the not-to-exceed amount of contract by \$1,250,000, during the contract term.

Funding

Budgeted: Yes

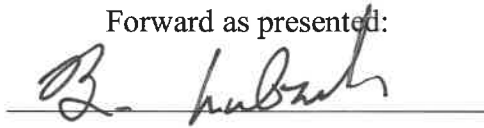
Budget Source: Capital Budget

Funding Source: Federal Transit Administration, Washington State WSDOT and Local

Recommendation

Authorization to award On-Call A&E Services for MOA Facilities Contract to Meier Architecture & Engineering.

Forward as presented:

A handwritten signature in black ink, appearing to read "B. Lubanski", is written over a horizontal line.

Brian Lubanski, Interim Chief Executive Officer

BEN FRANKLIN TRANSIT

RESOLUTION 04-2026

A RESOLUTION AUTHORIZING THE AWARD OF ON-CALL ARCHITECTURE & ENGINEERING SERVICES FOR MOA FACILITIES CONTRACT WITH MEIER ARCHITECTURE & ENGINEERING

- WHEREAS, Ben Franklin Transit (BFT) facilities capital projects require on on-call architecture and engineering (A&E) services firm; and
- WHEREAS, BFT staff requested qualifications from interested firms and advertised locally for on-call A&E services firm; and
- WHEREAS, BFT staff received three responsive and responsible proposals, and Meier Architecture & Engineering received the highest rating of the three firms; and
- WHEREAS, Project costs will be based on negotiated hourly rates as listed in Contract #1590 with the Chief Executive Officer's approval up to the contract not-to-exceed amount.

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

The Chief Executive Officer is authorized to enter into an on-call contract with Meier Architecture & Engineering for A&E MOA Facilities services, hereto and referenced herein by title: "Contract #1590 Meier Architecture & Engineering". The contract shall have a not-to-exceed amount of \$2,500,000 over the initial three (3)-year term. The Board of Directors may, at its option, increase the not-to-exceed amount by up to an additional \$1,250,000, for a total not-to-exceed amount of \$3,750,000, through two (2) one-year renewal options.

APPROVED AT A REGULAR BEN FRANKLIN TRANSIT BOARD OF DIRECTORS MEETING held Thursday, February 12, 2026, at 1000 Columbia Park Trail, Richland, Washington.

ATTEST:

Pauline Escalera, Clerk of the Board

Will McKay, Chair

APPROVED AS TO FORM BY:

Jeremy J. Bishop, Legal Counsel

Memorandum

Date: February 12, 2026

To: Brian Lubanski, Interim Chief Executive Officer

From: Michael Brown, Director of Transportation

RE: Resolution 05-2026 Recommending CSched for the Operations Scheduling Software Solution.

Background

The Ben Franklin Transit (BFT) Fixed Route Operations has experienced increasing operational complexity due to service growth, evolving rider expectations, and the limitations of its legacy software and hardware systems. These outdated tools have resulted in a cumbersome process for dispatchers, schedulers, and operators that ultimately affect the customer experience. They often require several steps and multiple software applications to complete one simple task. To address these challenges, BFT initiated a competitive procurement process to identify a modern, integrated solution capable of improving scheduling, dispatching, and customer service while supporting more efficient resource management.

HASTUS by CSched was selected as the recommended vendor based on its ability to provide a modular integrated suite of powerful scheduling and dispatching tools based on BFT's growing operational needs. These modules give BFT the ability to handle everything from timetable creation to crew rostering and daily dispatch within one system. Modules include:

Vehicle Scheduling, Runcutting and Crew Scheduling, Roster Management, GEO Mapping, Bidding/Self-Service Tools, Seamless Integration & Connectivity through Connect Suite, Analytics and Reporting.

Proposal Evaluation and Recommendation

BFT staff advertised proposals for the Operations Scheduling Software solution in the Seattle Daily Journal of Commerce and Transit Talent (National Transit publication) and BFT's website, where 32 contractors downloaded the proposal package. BFT also emailed the RFP directly to the eight (8) vendors on our vendors list.

BFT received three (3) proposals, and they were determined to be responsive and responsible. In Phase 1, Evaluators rated the initial proposals and then initiated Phase 2 to conduct interviews with the top two (2) highest-rated firms. Based on the two (2) phases of evaluations, HASTUS by CSched was selected as the highest-rated firm based on the evaluation criteria specified in the proposal.

Evaluations summary is listed below:

Consultant Firms	Initial Evaluation Points (Possible 100)	Phase 1 Evaluation Points plus Phase 2 Interview Points (Possible 30 for a Total of 130 Points)	Evaluated Cost Over Ten Years (includes change order & tax)
CSched	81.9	$81.9 + 24.38 = 106.28$	\$3,739,180.
Optibus, Inc.	78.5	$78.5 + 21 = 99.5$	\$847,538
Trapeze Software Group	63.9	Not Included in Phase 2	\$7,447,194 est. out for years 4-10

Labor Resources

Implementation of a technology lite solution is not expected to change approved headcount. A marketing outreach campaign for consumers and distribution networks will be developed.

Funding

Budgeted: Yes

Budget & Funding Source: Annual Operating

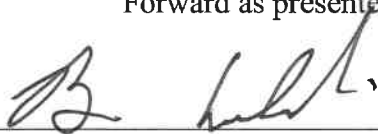
The estimated total cost for the initial three-year agreement is **\$1,225,734.79**, which includes **first-year implementation costs of \$542,512, operational costs for Years 2 and 3, and a 10% allowance for change orders and applicable taxes.**

The agreement also includes **optional one-year extensions for Years 4 through 10. The not-to-exceed (NTE) amount for the full ten-year term, including 10% change order allowance and applicable taxes, is \$3,739,180.**

Recommendation

The staff's recommendation is to award the Operations Scheduling Software Solution to HASTUS by CSched for up to a ten-year term.

Forward as presented:



Brian Lubanski, Interim Chief Executive Officer

BEN FRANKLIN TRANSIT

RESOLUTION 05-2026

A RESOLUTION AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO ENTER INTO A CONTRACT FOR ON-DEMAND PARATRANSIT ROUTE SCHEDULING & MANAGEMENT SOFTWARE & HARDWARE SOLUTION WITH RIDECO US INC.

WHEREAS, BFT is in need of a more capable fixed route software solution; and

WHEREAS, BFT staff advertised and requested proposals for Fixed Route Scheduling & Dispatching Management Software & Hardware Solution; and

WHEREAS, BFT received three (3) proposals, all three (3) proposals were determined to be responsive and responsible. Evaluators rated all three vendors in phase 1 and the top two (2) highest rated vendors participated in phase 2 interviews, with HASTUS by CSched receiving the highest number of points; and

WHEREAS, Funding for Fixed Route Scheduling & Dispatching Management Software & Hardware Solution be provided from the Operations Budget.

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

The Chief Executive Officer is authorized to enter into Contract #1570 for Fixed Route Scheduling & Dispatching Management Software & Hardware Solution with HASTUS by CSched in the amount not-to-exceed amount of \$3,739,180 for an up to ten-year contract, that includes 10% change order authority and sales tax.

APPROVED AT A REGULAR BEN FRANKLIN TRANSIT BOARD OF DIRECTORS MEETING held Thursday, February 12, 2026, at 1000 Columbia Park Trail, Richland, Washington.

ATTEST:

Pauline Escalera, Clerk of the Board

Will McKay, Chair

APPROVED AS TO FORM BY:

Jeremy Bishop, Legal Counsel

Memorandum

Date: February 12, 2026

To: Brian Lubanski, Interim Chief Executive Officer

From: Kevin Sliger, Chief Planning and Development Officer

Re: Resolution 06-2026 Authorizing the Adoption of the 2026 Long-Range Transit Plan

Background

The 2026 Long-Range Transit Plan (LRTP) represents a new guiding document for BFT priorities for the next 20 years, with a strong focus on the next 6-10 years. The LRTP will inform future Transit Development Plans and will be updated regularly to ensure BFT's priorities continue to reflect community and organizational changes. The LRTP's recommendations include those related to BFT services, BFT's organizational needs, and BFT's partnerships in the region. Recommendations were developed based on analysis of BFT's service and financial performance, analysis of current and future regional characteristics, public input, input from BFT staff and leadership, and input from BFT partner agencies. The final LRTP was released for public comment from December 15th, 2025, through January 16th, 2026.

Strategic Directions Guiding the LRTP

Early in the LRTP development process, three strategic directions were identified to guide LRTP efforts.

- **Getting the Service Right** - BFT provides the right mode of service at the right time and place.
- **Working Better Together** - BFT's internal and external relationships and processes are strong and support BFT's ongoing improvement and success.
- **Making Every Dollar Count** - BFT invests its resources (staff time, physical assets, and funding) to meet agency and community goals efficiently and effectively.

Rider Experience Recommendations:

- Buses come more frequently
- Buses start running earlier in the morning and run later at night
- More routes operate on Sundays
- Key corridors have faster, more direct bus service with fewer stops
- Riders have better access to information, more customer service options, and more fare payment options
- More bus stops have amenities (for example, shelters, benches, and trash cans)
- Added services and facilities meet the growing needs of the BFT service area
- Riders feel safer and more secure on the bus, getting to and from bus stops and transit centers, and waiting at bus stops and transit centers

BFT Organizational Improvement Recommendations:

- Implement Service Standards
- Stay up to date on asset management planning and maintenance

- Improve comprehensiveness of Bus Stop Guidelines
- Implement Technology Plan
- Implement Alternative Fuels Transition Plan
- Adopt clear, standardized process for developing, funding, and implementing plans
- Invest in employee recruitment, training, and retention

Local, Regional, and State Partnerships Recommendations:

- Regularly coordinate with jurisdiction partners through quarterly meetings
- Regularly coordinate with neighboring transit agencies through a Regional Transit Advisory Committee
- Strengthen BFT's relationship with major employers
- Follow standardized process for evaluating and implementing PTBA changes

Short-Term Foundations:

In support of the mid-term (6-10 year) and long-term (11-20 year) recommendations, the LRTP includes short-term efforts that BFT will undertake in each of the recommendation categories as well. These short-term efforts will be reflected in future Transit Development Plans and Annual Service Plans, as relevant, and are shared in the LRTP to present clear pathways for the success of the mid-term and long-term recommendations.

Tasks, Targets, & Timelines:

Each recommendation includes one or more specific tasks supporting the achievement of the recommendation. These tasks are presented as mid-term or long-term; for mid-term tasks, the LRTP includes performance targets, a timeline for completion, resources (new staff, vehicles, contracted support, facilities) needed, and a cost estimate for those new resources.

Stakeholder Engagement:

BFT conducted public and partner outreach on the LRTP in three phases. During the first phase, the project team introduced the project and gathered feedback from the community about how they use BFT services, what barriers they experience to using BFT services at all or more often, and what changes they would like to see to the service. Engagement efforts included a survey (online and printed) and online activities, tabling at local organizations, events, and transit centers, and presentations to jurisdiction partners.

In the second phase, community members received project progress updates, including the draft recommendations, and were asked to prioritize service and infrastructure recommendations and share their opinion of BFT's value. BFT shared draft recommendations with partners through workshops and presentations.

In the third phase, the draft LRTP was published to the project webpage, and community members were provided an opportunity to provide further comment. In advance of the public comment period, BFT shared the draft LRTP with partner agencies for feedback.

Below is a summary of key themes across the phases of engagement:

Service Top Priorities

- Across riders and non-riders, more frequent service rose as one of the most important

- priorities (consistently #1 or #2 depending on the outreach phase and demographic group).
- Other consistently high priorities included buses running later at night and earlier in the morning and more routes being available on Sundays.

Infrastructure & Technology Top Priorities

- Among riders, service requests were higher priority than infrastructure and customer service needs; among non-riders, better bus stop amenities were one of the top priorities.
- When asked to rank only these types of improvements, improved bus stop amenities rose as the top priority.

Other Improvement Requests

- While not the top priorities, several other recommendations emerged through public engagement, including expanding service to underserved areas, better alignment with employment hours, more direct cross-region routes, improved real-time customer information, and more fare payment options.

Coordination with Local Priorities and Plans

- Agency partners emphasized the need to update the LRTP once local Comprehensive Plan updates are completed.
- Partners also emphasized the need to keep the LRTP updated to reflect needs related to economic development, reducing greenhouse gas emissions, and reducing congestion.

Public Hearing:

February 12, 2026, at 6 p.m. during the BFT Board Meeting

*Location: Ben Franklin Transit Board Room located at 1000 Columbia Park Trail,
Richland, WA 99352*

The complete 2026 LRTP can be viewed on the LRTP project website at:

<https://movingtransitforward.mysocialpinpoint.com/>

While a public hearing is not required by statute for the 2026 Long Range Transit Plan, Ben Franklin Transit is committed to transparency and public engagement. In keeping with best practices, a voluntary public hearing will be held prior to Board approval to provide community members with an opportunity to share feedback.

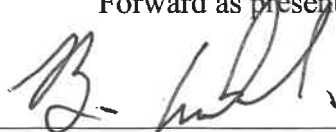
Funding

Budgeted: Yes
Budget Source: Capital and Operating Budget
Funding Source: FTA, State, and Local

Recommendation

Authorize the Chief Executive Officer to adopt the 2026 Long-Range Transit Plan.

Forward as presented:



Brian Lubanski, Interim Chief Executive Officer

**BEN FRANKLIN TRANSIT
RESOLUTION 06-2026**

A RESOLUTION AUTHORIZING THE ADOPTION OF THE 2026 ANNUAL SERVICE PLAN

WHEREAS, Planning staff have worked with Operations, Finance, and Marketing as well as the public and agency partners to identify mid- and long-term efforts to ensure that BFT services continue to effectively and efficiently meet the region's changing needs and have incorporated these recommendations into the 2026 Long-Range Transit Plan; and

WHEREAS, Planning staff have identified the estimated costs and timelines associated with mid-term recommendations outlined in the 2026 Long-Range Transit Plan; and

WHEREAS, Extensive public engagement was conducted to ensure that riders and non-riders had the opportunity to share their experiences and needs and to review Long-Range Transit Plan recommendations; and

WHEREAS, Planning and Marketing staff published and advertised the draft document and incorporated public comments into the 2026 Long-Range Transit Plan.

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

The Chief Executive Office is authorized to adopt the 2026 Long-Range Transit Plan and implement the outlined recommendations as detailed.

APPROVED AT A REGULAR BEN FRANKLIN TRANSIT BOARD OF DIRECTORS meeting held Thursday, February 12, 2026, at 1000 Columbia Park Trail, Richland, Washington.

ATTEST:

Pauline Escalera, Clerk of the Board

Will McKay, Chair

APPROVED AS TO FORM BY:

Jeremy J. Bishop, Legal Counsel



BEN FRANKLIN TRANSIT LONG-RANGE TRANSIT PLAN

AGENDA

1. Plan background
2. Overview of LRTP elements & recommendations
3. Q&A



LONG-RANGE PLAN INTRODUCTION

What's an LRTP?

A long-range transit plan provides guidance for BFT's future investments, based on current & anticipated community characteristics, agency goals and resources, and regional goals.

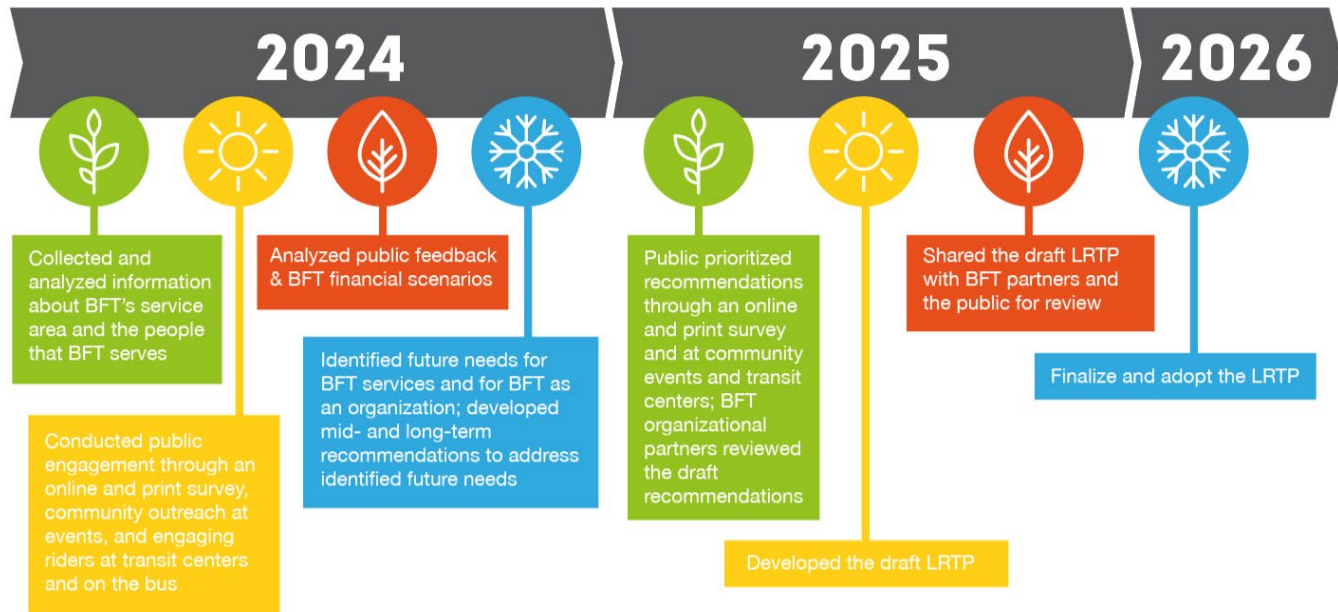
Why is BFT adopting an LRTP now?

Each year, BFT develops an Annual Service Plan (1-year) & a Transit Development Plan (5-year) to guide service changes and investments. With growth in the Tri-Cities expected to continue at a rapid pace, BFT needs to plan further in the future to ensure that services continue to effectively meet regional needs and that required investments are well understood and implemented.

How will BFT use & update the LRTP?

The LRTP will support BFT in prioritizing investments and in pursuing funding to implement recommended changes. The Plan will be regularly updated to ensure alignment with regional plans and needs.

LONG-RANGE TRANSIT PLAN ELEMENTS





LONG-RANGE TRANSIT PLAN ELEMENTS

LONG-RANGE TRANSIT PLAN ELEMENTS

- Executive summary
- Introduction
- Current & future area characteristics
- Community input & analysis
- Strategic direction
- Recommendations
- Mid-term recommendations – measuring success
- Mid-term recommendations – supporting resources
- Mid-term recommendations – schedule & cost
- Mid-term recommendations – updating & implementing the LRTP

CURRENT & FUTURE ACCESS TO TRANSIT SERVICE

If BFT only maintained existing services, by 2045, the proportion of households and jobs with transit access would go down as the community grows and changes.

	2025	2045
Households	111,854	139,826
% of households within ½ mile walk of fixed route bus stop	58%	51%
Jobs	119,804	157,697
% of jobs within ½ mile walk of fixed route bus stop	59%	53%

CURRENT TRANSIT SERVICE FREQUENCY

Weekday service

BFT operates 21 routes on weekdays, with 4 frequent routes



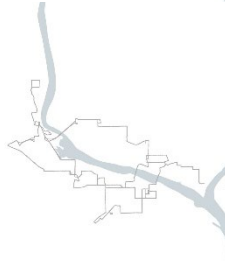
Saturday service

BFT operates 20 routes on Saturdays, with 3 frequent routes



Sunday service

BFT operates 7 routes on Saturdays, with no frequent routes



Although 58% of households and 59% of jobs are within ½ mile walk of fixed route service, fixed route services differ in how frequently they run and what days and hours of the day they run.

Higher frequency, earlier & later hours of service, and more Sunday service are high priorities for riders & non-riders alike.

AGENCY RESOURCES

Vehicles

71 
Buses
 (55 maximum operating at a time)

96 
Dial-A-Ride vehicles
 (61 maximum operating at a time)

201 
Rideshare vehicles
 (143 maximum operating at a time)

Facilities

850+ 
Bus stops

6 
Transit centers

9 
Facilities owned

Budget

\$65M Operating budget 

\$25M Capital budget

Staff

~400 
Employees

Passenger Trips

3.5M Total passenger trips

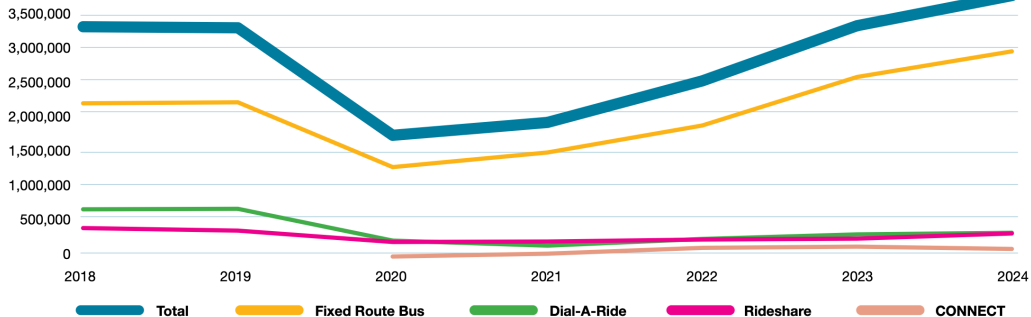
2.8M Fixed Route Bus

318,844 Dial-A-Ride

328,141 Rideshare

108,954 CONNECT

Passenger Trips Over Time by Mode



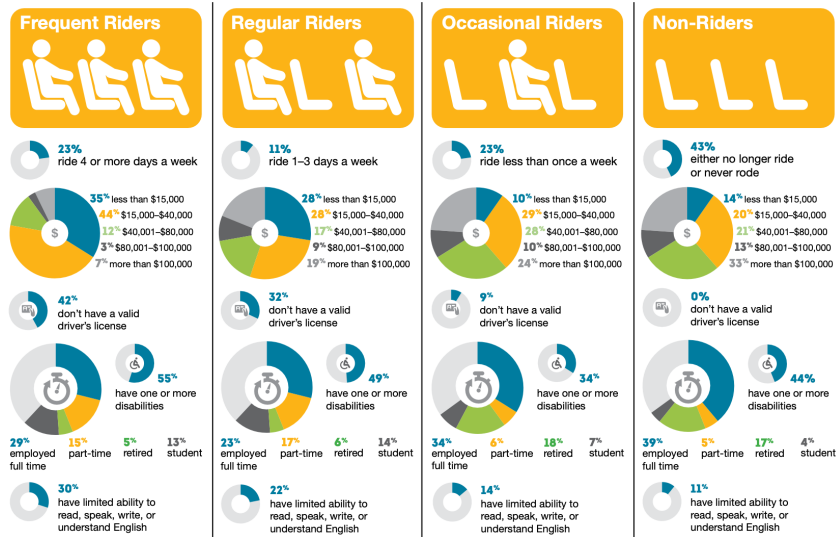
Maintaining BFT's current level of transit investment (about \$580/household each year) as the Tri-Cities grow would require about \$81.1 million (in 2025 dollars) by 2045.

COMMUNITY INPUT & ANALYSIS – PHASE 1

- Project website
- Print & online survey (English & Spanish) – over 500 responses
- Survey promotion through community-based partners, in-person tabling at community events, transit centers, and local service organizations
- BFCOG, jurisdiction planning commission presentations
- Increased frequency and service span highest priorities across riders & non-riders

Who did we hear from?

In late 2024, over 500 people completed a survey to share their experiences with BFT services. Of the survey respondents:



COMMUNITY INPUT & ANALYSIS – PHASE 2

- Project website
- Print & online survey (English & Spanish) to prioritize recommendations – nearly 700 responses
- Transportation Advisory Committee workshop
- Board presentation
- Top community service priorities spread almost evenly across later service, more frequent service, earlier service, and more Sunday service
- Top community infrastructure priority is better bus stop amenities



COMMUNITY INPUT & ANALYSIS – PHASE 3

- Draft Plan available online with opportunity to comment 12/15/25 through 1/16/26
- Plan review & feedback from jurisdictions
- Partner feedback themes included:
 - Timing of LRTP updates to ensure alignment with local planning efforts
 - Emphasis on how the LRTP supports goals related to regional economic development and greenhouse gas emissions reduction
 - BFT services are the backbone of the transportation system; ensure the agency is planning proactively for that role

Moving Transit Forward



The future of transit in Benton and Franklin counties continues to take shape!

BFT's Long-Range Transit Plan is now ready for community review! The Long-Range Transit Plan will guide BFT's investments over the next 6-20 years and will be updated regularly to ensure that BFT continues to meet the needs of our growing region.

Thank you to the hundreds of community members who have helped shape the plan by completing surveys or talking with our team.

BFT's Draft Long-Range Transit Plan Available

The Draft LRTP is complete and ready for public review through January 16, 2026.

[Review the Plan](#)

Timeline

- ✓ **Phase 1 - Share Current Needs and Future Visions**
The team will gather and analyze information, studies, and plans about current services and policies. The team will also gather information from the public and community partners to better understand what the community wants and needs from BFT.
- ✓ **Phase 2 - Review and Respond to Recommendations**
After gathering resources, the project team will complete an analysis to summarize current and future needs and provide draft recommendations on how to effectively meet community needs.
- ★ **Phase 3 - Review and Respond to the Final Plan**
BFT and the community will review these recommendations and have opportunities to provide feedback. The team will prepare a final LRTP to share with BFT and the community.

[See less](#)

STRATEGIC DIRECTION



Getting the Service Right

BFT provides the right mode of service at the right time and place.



Working Better Together

BFT's internal and external relationships and processes are strong and support BFT's ongoing improvement and success.



Making Every Dollar Count

BFT invests its resources (staff time, physical assets, and funding) to meet agency and community goals efficiently and effectively.

L RTP RECOMMENDATIONS

BFT identified these three strategic directions to guide the development of the Plan recommendations.

In the following section, recommendations for each category of Plan recommendation—Rider Experience, BFT Organizational Improvement, and Local, Regional, and State Partnerships—are presented, along with the strategic direction that each recommendation supports.

**Rider
experience**



**BFT
organizational
improvement**



**Local,
regional,
and state
partnerships**



For each type of recommendation, the plan includes:

- Alignment with strategic direction
- Overview of short-term efforts
- Mid- and long-term tasks supporting each recommendation
- For mid-term tasks, performance measures, required resources, and timeline

RIDER EXPERIENCE

	Recommendation	Tasks	Target	New Resources	Cost 2031-2035	Timeline
1	Buses come more frequently	Build out frequent corridor network	Among households within 1/2 mile of a fixed route stop, 35% have frequent service at any time	6-10 buses Facilities TBD	\$2,400,000 vehicle procurement/ year (2 buses/year)	on-going
		Complete comprehensive operations analysis	100% completion of COA & implementation plan	Consultant support	\$400,000	2032
2	Buses start running earlier in the morning and run later at night	Build out all-day (early morning through late evening service) network	70% households within 1/2 mile of a bus stop or within demand-response zone have early morning and late evening services	1-2 buses Microtransit vendor Facilities TBD	\$750,000/year microtransit \$2,400,000 vehicle procurement (2 buses)	on-going
3	More routes operate on Sundays	Build out core network (daily service) network	Among households within 1/2 mile of a fixed route stop, 95% receive Saturday service and 75% receive Sunday service	1-2 buses Facilities TBD	\$2,400,000 vehicle procurement (2 buses)	on-going
4	Key corridors have faster, more direct bus service with fewer stops	Build out express route network	20% of households within 1/2 mile of a bus stop have express service 35% of jobs within 1/2 mile of a bus stop have express service	1-2 buses Facilities TBD	\$2,400,000 vehicle procurement (2 buses)	on-going
5	Riders have better access to information, more customer service options, and more fare payment options	Add real-time information to transit centers	100% of transit centers have real-time information	IT vendor	\$100,000-\$150,000/ transit center (installation) \$15,000/transit center (operations)	2033
		Increase Spanish-speaking staff	100% of service hours have Spanish-speaking customer service coverage 20% of frontline staff are fluent in Spanish	Additional staff (employee or contracted)		on-going
		Expand customer service hours to match transit service hours	95% of service span has customer service coverage	Additional staff (employee or contracted)	\$348,000 additional labor/year	2031
		Monitor mobile fare solution	70% of fares are collected via mobile solution			on-going
		Evaluate & procure electronic fare payment option	New fare payment option 100% implemented	Equipment vendor	\$2,000,000 equipment & installation \$200,000/year operations	2035
		Enhanced travel training program	800 individuals trained per year 30 new trainers developed through "train the trainer" program	Additional staff	\$25,000 curriculum development	on-going
6	More bus stops have amenities (for example, shelters, benches, and trash cans)	Enhance Bus Stop Guidelines	Bus Stop Guidelines 100% updated	Consultant support	\$100,000	2034
7	Added services and facilities meet the growing needs of the BFT service area	Monitor regional land use, population, and travel demand changes	60% of households and 60% of jobs in the BFT service area are within a 1/2 mile walk of a fixed-route bus stop			on-going
		Design Amazon site end-of-line facility	Feasibility study 100% complete			2031
		Build Amazon site end-of-line facility	End of line facility 100% constructed	Construction support	\$1,000,000	2035
		Construct Prosser, Benton City, and Southridge transfer points & revise services	Facilities and service changes 100% implemented	Construction support	\$4,500,000 construction Land costs will vary	2031-2032
8	Riders feel safer and more secure on the bus, getting to and from the bus stops and transit centers, and waiting at bus stops and transit centers	Integrate BFT safety concerns into partner plans	100% of jurisdiction partners have identified a single point of contact Quarterly jurisdictional partner meetings are hosted by BFCOG			on-going
		Implement Bus Stop Guidelines	60% of stops are in compliance with guidelines	Construction support IT Vendor	\$750,000-\$1,000,000/year	on-going

RIDER EXPERIENCE

Recommendation	Tasks	Target	New Resources	Cost 2031-2035	Timeline
1 Buses come more frequently	Build out frequent corridor network	Among households within 1/2 mile of a fixed route stop, 35% have frequent service at any time	6-10 buses Facilities TBD	\$2,400,000 vehicle procurement/ year (2 buses/year)	on-going
	Complete comprehensive operations analysis	100% completion of COA & implementation plan	Consultant support	\$400,000	2032

Recommendation	Tasks	Target	New Resources	Cost 2031-2035	Timeline
2 Buses start running earlier in the morning and run later at night	Build out all-day (early morning through late evening service) network	70% households within 1/2 mile of a bus stop or within demand-response zone have early morning and late evening services	1-2 buses Microtransit vendor Facilities TBD	\$750,000/year microtransit \$2,400,000 vehicle procurement (2 buses)	on-going

Recommendation	Tasks	Target	New Resources	Cost 2031-2035	Timeline
3 More routes operate on Sundays	Build out core network (daily service) network	Among households within 1/2 mile of a fixed route stop, 95% receive Saturday service and 75% receive Sunday service	1-2 buses Facilities TBD	\$2,400,000 vehicle procurement (2 buses)	on-going

Recommendation	Tasks	Target	New Resources	Cost 2031-2035	Timeline
4 Key corridors have faster, more direct bus service with fewer stops	Build out express route network	20% of households within 1/2 mile of a bus stop have express service 35% of jobs within 1/2 mile of a bus stop have express service	1-2 buses Facilities TBD	\$2,400,000 vehicle procurement (2 buses)	on-going

RIDER EXPERIENCE

Recommendation	Tasks	Target	New Resources	Cost 2031-2035	Timeline
5 Riders have better access to information, more customer service options, and more fare payment options	Add real-time information to transit centers	100% of transit centers have real-time information	IT vendor	\$100,000-\$150,000/ transit center (installation) \$15,000/transit center (operations)	2033
	Increase Spanish-speaking staff	100% of service hours have Spanish-speaking customer service coverage 20% of frontline staff are fluent in Spanish	Additional staff (employee or contracted)		on-going
	Expand customer service hours to match transit service hours	95% of service span has customer service coverage	Additional staff (employee or contracted)	\$348,000 additional labor/year	2031
	Monitor mobile fare solution	70% of fares are collected via mobile solution			on-going
	Evaluate & procure electronic fare payment option	New fare payment option 100% implemented	Equipment vendor	\$2,000,000 equipment & installation \$200,000/year operations	2035
	Enhanced travel training program	800 individuals trained per year 30 new trainers developed through "train the trainer" program	Additional staff	\$25,000 curriculum development	on-going

Recommendation	Tasks	Target	New Resources	Cost 2031-2035	Timeline
6 More bus stops have amenities (for example, shelters, benches, and trash cans)	Enhance Bus Stop Guidelines	Bus Stop Guidelines 100% updated	Consultant support	\$100,000	2034

RIDER EXPERIENCE

Recommendation	Tasks	Target	New Resources	Cost 2031-2035	Timeline
7 Added services and facilities meet the growing needs of the BFT service area	Monitor regional land use, population, and travel demand changes	60% of households and 60% of jobs in the BFT service area are within a 1/2 mile walk of a fixed-route bus stop			on-going
	Design Amazon site end-of-line facility	Feasibility study 100% complete			2031
	Build Amazon site end-of-line facility	End of line facility 100% constructed	Construction support	\$1,000,000	2035
	Construct Prosser, Benton City, and Southridge transfer points & revise services	Facilities and service changes 100% implemented	Construction support	\$4,500,000 construction Land costs will vary	on-going

Recommendation	Tasks	Target	New Resources	Cost 2031-2035	Timeline
8 Riders feel safer and more secure on the bus, getting to and from the bus stops and transit centers, and waiting at bus stops and transit centers	Integrate BFT safety concerns into partner plans	100% of jurisdiction partners have identified a single point of contact Quarterly jurisdictional partner meetings are hosted by BFCOG			on-going
	Implement Bus Stop Guidelines	60% of stops are in compliance with guidelines	Construction support IT Vendor	\$750,000-\$1,000,000/year	on-going

ORGANIZATIONAL IMPROVEMENT

	Recommendation	Tasks	Target	New Resources	Cost 2031-2035	Timeline
1	Implement Service Standards	Evaluate Service Standards compliance	100% of Service Standard targets developed Decision-making process for service modifications 100% developed	Consultant support	\$75,000	2034
		Implement Service Standards	70% of services are in compliance with new Service Standards metrics	Additional vehicles & facilities TBD		on-going
		Revise Service Standards	Revision of Service Standards is 100% complete			2035
2	Stay up to date on asset management planning and maintenance	Build new facilities	To be determined	Design & construction support TBD		on-going
		Redevelop or relocate Dayton transfer point	Construction or relocation is 100% complete	Consultant support	\$45,000	2032
		Renovate Three Rivers Transit Center	Renovation is 100% complete	Design & construction support	\$5,000,000	2033
3	Implement Technology Plan	Monitor & evaluate real-time location data	ETA Accuracy Benchmark to be determined			on-going
		Implement Technology Plan	100% of technology investments and implementations are completed according to plan	IT vendor TBD		on-going
		Revise Technology Plan	Revision of Technology Plan 100% complete			2031
4	Implement Alternative Fuels Transition Plan	Implement Alternative Fuels Transition Plan	100% of alternative fuels transition investments and implementations are completed according to plan	Additional vehicles, equipment, and construction support TBD		on-going
		Revise Alternative Fuels Transition Plan	Revision of Alternative Fuels Transition Plan 100% complete			2035
5	Adopt clear, standardized process for developing, funding, and implementing plans	Monitor flow of plan recommendations into implementation	Targets to be established in the short-term performance measures effort			on-going
6	Invest in employee recruitment, training, and retention	Staff LRTP recommendations	90% of LRTP resource recommendations are met	Facilities expansion TBD		2031
		Plan for succession of key staff	Succession plans have been developed for 100% of key positions			2031
		Monitor training, succession, and redundancy plans	75% of positions have someone else trained to do key job functions 100% of critical roles are covered			on-going

ORGANIZATIONAL IMPROVEMENT

1	Recommendation	Tasks	Target	New Resources	Cost 2031-2035	Timeline
	Implement Service Standards	Evaluate Service Standards compliance	100% of Service Standard targets developed Decision-making process for service modifications 100% developed	Consultant support	\$75,000	2034
		Implement Service Standards	70% of services are in compliance with new Service Standards metrics	Additional vehicles & facilities TBD		on-going
		Revise Service Standards	Revision of Service Standards is 100% complete			2035

2	Recommendation	Tasks	Target	New Resources	Cost 2031-2035	Timeline
	Stay up to date on asset management planning and maintenance	Build new facilities	To be determined	Design & construction support TBD		on-going
		Redevelop or relocate Dayton transfer point	Construction or relocation is 100% complete	Construction support	\$45,000	2032
		Renovate Three Rivers Transit Center	Renovation is 100% complete	Design & construction support	\$5,000,000	2033

ORGANIZATIONAL IMPROVEMENT

3	Recommendation	Tasks	Target	New Resources	Cost 2031-2035	Timeline
	Implement Technology Plan	Monitor & evaluate real-time location data	ETA Accuracy Benchmark to be determined			on-going
		Implement Technology Plan	100% of technology investments and implementations are completed according to plan	IT vendor TBD		on-going
		Revise Technology Plan	Revision of Technology Plan 100% complete			2031

4	Recommendation	Tasks	Target	New Resources	Cost 2031-2035	Timeline
	Implement Alternative Fuels Transition Plan	Implement Alternative Fuels Transition Plan	100% of alternative fuels transition investments and implementations are completed according to plan	Additional vehicles, equipment, and construction support TBD		on-going
		Revise Alternative Fuels Transition Plan	Revision of Alternative Fuels Transition Plan 100% complete			2035

ORGANIZATIONAL IMPROVEMENT

	Recommendation	Tasks	Target	New Resources	Cost 2031-2035	Timeline
5	Adopt clear, standardized process for developing, funding, and implementing plans	Monitor flow of plan recommendations into implementation	Targets to be established in the short-term performance measures effort			on-going

	Recommendation	Tasks	Target	New Resources	Cost 2031-2035	Timeline
6	Invest in employee recruitment, training, and retention	Staff LRTP recommendations	90% of LRTP resource recommendations are met	Facilities expansion TBD		2031
		Plan for succession of key staff	Succession plans have been developed for 100% of key positions			2031
		Monitor training, succession, and redundancy plans	75% of positions have someone else trained to do key job functions 100% of critical roles are covered			on-going

LOCAL, REGIONAL, AND STATE PARTNERSHIPS

	Recommendation	Tasks	Target	New Resources	Cost 2031-2035	Timeline
1	Regularly coordinate with jurisdictional partners through quarterly meetings	Improve coordination with member jurisdictions	100% of jurisdiction partners have identified a single point of contact			on-going
			Quarterly jurisdictional partner meetings are hosted by BFCOG			
		Provide partners with Service Standards and Bus Stop Guidelines for coordination	Guidelines & Standards have been distributed to 100% of jurisdictional partners			2032
		Coordinate with partners to integrate projects into other plans to increase grant funding competitiveness	100% of jurisdiction partners have identified a single point of contact			on-going
			Quarterly jurisdictional partner meetings are hosted by BFCOG			
		Coordinate with intermodal facility partners	100% of intermodal facilities have bus route information	IT vendor TBD		on-going
		Coordinate with partners to address safety and operational concerns	100% of jurisdiction partners have identified a single point of contact			on-going
2	Regularly coordinate with neighboring transit agencies through Regional Transit Advisory Committee		Quarterly jurisdictional partner meetings are hosted by BFCOG			
		Explore TOD partnerships	BFT staff have identified and pursued 1-3 further TOD partnerships			on-going
3	Strengthen BFT relationship with major employers	Coordinate with transit partners on intercity bus routes and connections	Quarterly Regional Transit Advisory Committee meetings are hosted by BFT			on-going
		Market BFT's services to employers	At least 4 communications delivered/year			on-going
		Host major employer forum annually	Forum takes place every year			2031
4	Follow standardized process for evaluating and implementing PTBA changes	Implement service to Hanford	10% of eligible employees are using Rideshare or identified service solution	Charging & end-of-line facilities TBD		on-going
		Continue to present PTBA evaluation process to Board	BFT staff regularly present PTBA evaluation to Board			on-going

LOCAL, REGIONAL, AND STATE PARTNERSHIPS

Recommendation	Tasks	Target	New Resources	Cost 2031-2035	Timeline
1 Regularly coordinate with jurisdictional partners through quarterly meetings	Improve coordination with member jurisdictions	100% of jurisdiction partners have identified a single point of contact Quarterly jurisdictional partner meetings are hosted by BFCOG			on-going
	Provide partners with Service Standards and Bus Stop Guidelines for coordination	Guidelines & Standards have been distributed to 100% of jurisdictional partners			2032
	Coordinate with partners to integrate projects into other plans to increase grand funding competitiveness	100% of jurisdiction partners have identified a single point of contact Quarterly jurisdictional partner meetings are hosted by BFCOG			on-going
	Coordinate with intermodal facility partners	100% of intermodal facilities have bus route information	IT vendor TBD		on-going
	Coordinate with partners to address safety and operational concerns	100% of jurisdiction partners have identified a single point of contact Quarterly jurisdictional partner meetings are hosted by BFCOG			on-going
	Explore TOD partnerships	BFT staff have identified and pursued 1-3 further TOD partnerships			on-going

LOCAL, REGIONAL, AND STATE PARTNERSHIPS

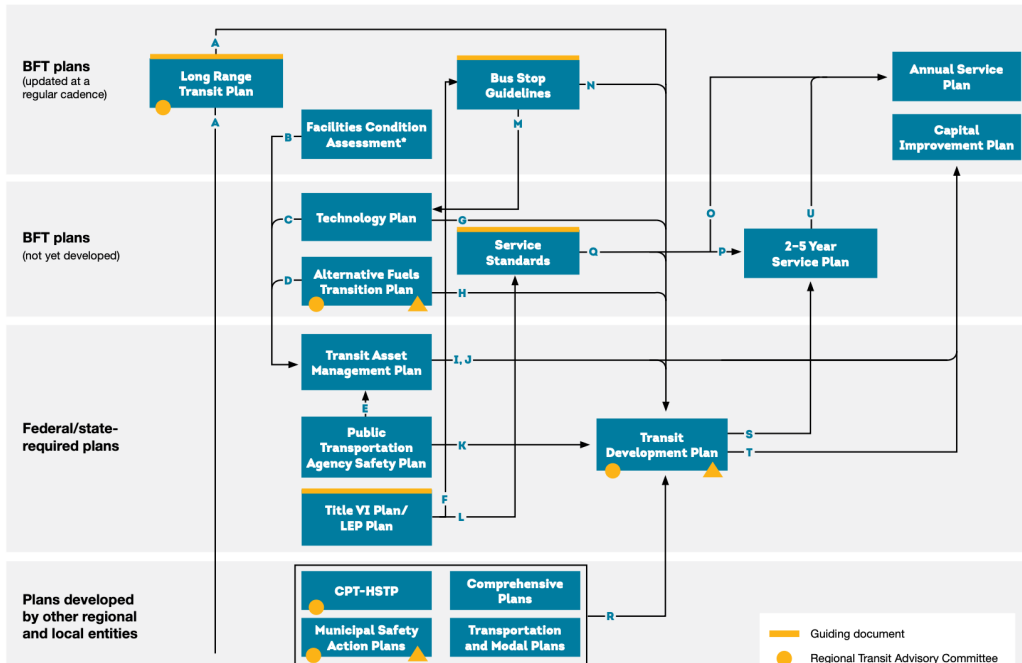
2	Recommendation	Tasks	Target	New Resources	Cost 2031-2035	Timeline
	Regularly coordinate with neighboring transit agencies through Regional Transit Advisory Committee	Coordinate with transit partners on intercity bus routes and connections	Quarterly Regional Transit Advisory Committee meetings are hosted by BFT			on-going

3	Recommendation	Tasks	Target	New Resources	Cost 2031-2035	Timeline
	Strengthen BFT relationship with major employers	Market BFT's services to employers	At least 4 communications delivered/year			on-going
		Host major employer forum annually	Forum takes place every year			2031
		Implement service to Hanford	10% of eligible employees are using Rideshare or identified service solution	Charging & end-of-line facilities TBD		on-going

4	Recommendation	Tasks	Target	New Resources	Cost 2031-2035	Timeline
	Follow standardized process for evaluating and implementing PTBA changes	Continue to present PTBA evaluation process to Board	BFT staff regularly present PTBA evaluation to Board			on-going

MID-TERM RECOMMENDATIONS

— Planning — Implementation —



*Going forward, facilities condition assessment should be incorporated into the Transit Asset Management Plan.



Moving Transit Forward

Long-Range Transit Plan
2026–2045



Table of Contents

Executive Summary.....3

Introduction.....6

Current & Future Area Characteristics9

Community Input & Analysis19

Strategic Direction31

Recommendations36

**Mid-Term Recommendations:
Measuring Success49**

**Mid-Term Recommendations:
Supporting Resources53**

**Mid-Term Recommendations:
Schedule & Cost60**

**Mid-Term Recommendations:
Updating and Implementing the LRTP66**

Conclusion70



Executive Summary

Executive Summary



This Long-Range Transit Plan provides direction for Ben Franklin Transit for the next 20 years, with a strong focus on the next 6-10 years. The recommendations in the Plan were shaped by extensive public input, partner agency plans and feedback, evaluation of BFT's current services, and analysis of the future needs of the region.

BFT Mission Statement

The mission of Ben Franklin Transit is to provide exceptional and cost effective transportation services that consistently exceed customer expectations while promoting the principles and practices of livable communities and sustainable development.

Strategic Directions & Key Plan Recommendations

Three strategic directions guided the development of the Plan.



Getting the Service Right



Working Better Together



Making Every Dollar Count



Executive Summary



Recommendations in the plan are organized into three categories, and there are 19 priorities across the categories. Highlights are included here.

Rider experience



Rider experience recommendations focus on the BFT services available to riders and how riders learn about, access, pay for, and use those services. Recommendations in this section will help BFT increase ridership and improve the rider experience. Key recommendations in this section include:

- Increase service frequency and service hours, including more routes that run on Sunday.
- Improve amenities at bus stops.

BFT organizational improvement



BFT organizational improvement recommendations relate to BFT's ability to meet the growing transit needs of the region, with a focus on clear policies and procedures, plans for future investments, and workforce and facilities that support planning and operations. Key recommendations in this section include:

- Improve and standardize processes for developing, funding, and implementing plans.
- Invest in employee recruitment, training, and retention.

Local, regional, and state partnerships



Local, regional, and state partnerships recommendations relate to BFT's role providing service across multiple jurisdictions, connections to neighboring transit services, and supporting regional economic development through access to jobs, recreation, and tourism. Key recommendations include:

- Regularly coordinate with jurisdiction partners and neighboring transit providers.
- Strengthen BFT's relationship with major employers.

Introduction

Introduction

As Benton County and Franklin County grow, so does the demand for transit. Ben Franklin Transit has developed this long-range transit plan (LRTP) to prepare for what services will look like between now and 2045. The LRTP will guide how BFT invests time and resources in the future.

Why BFT Needs an LRTP

BFT provides services to approximately 12,300* bus riders daily, and as the Tri-Cities attracts new jobs and residents, BFT understands that it will need a system that can continue to provide high-quality public transportation to our growing community. To accomplish that, BFT recognizes that the current transit services must grow between now and 2045. BFT developed the LRTP to prepare for the future by efficiently building on BFT's existing services. This guiding document identifies community priorities, will help BFT adapt current services and introduce new types of service, and will support BFT's efforts to strengthen local connections and connections to other neighboring transit options.

How the LRTP relates to BFT's other plans and projects

BFT regularly completes several planning efforts to improve service and to comply with state and federal requirements. Every year, BFT develops a Transit Development Plan that reflects planned service changes and capital investments for the next five years. In addition, BFT develops an Annual Service Plan to guide service changes each year. This LRTP considers the needs of the community and BFT beyond the horizon of the Transit Development Plan and will guide other future planning efforts.

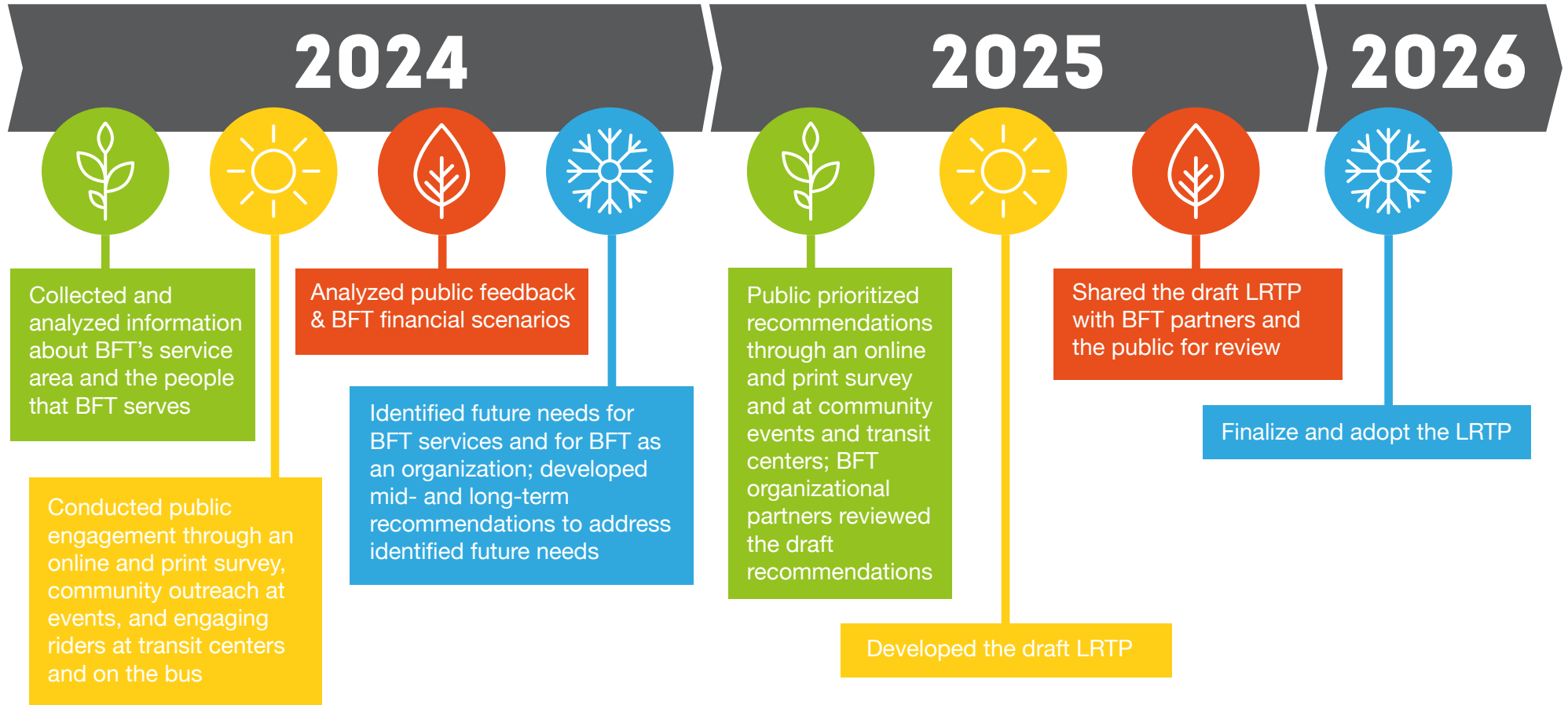
While this LRTP identifies recommendations in two phases – mid-term (2031-2035) and long-term (2036-2045), the Plan focuses a majority of effort on the mid-term needs and recommendations. BFT will regularly update the LRTP and may expand on long-term recommendations in the future.

* Approximate daily totals of 12,300 boardings on fixed route were reached during BFT's busiest months. This figure represents BFT's "unlinked passenger trips" - the national standard used by the Federal Transit Administration (FTA) to reflect public transit usage. FTA defines unlinked passenger trips as the number of passengers who board public transportation vehicles. Passengers are counted each time they board vehicles no matter how many vehicles they use to travel from their origin to their destination.

Introduction

LRTP Process and Organization

BFT began working on the LRTP in May of 2024, and the plan is expected to be adopted by the BFT Board early 2026.



Current & Future Area Characteristics

About BFT



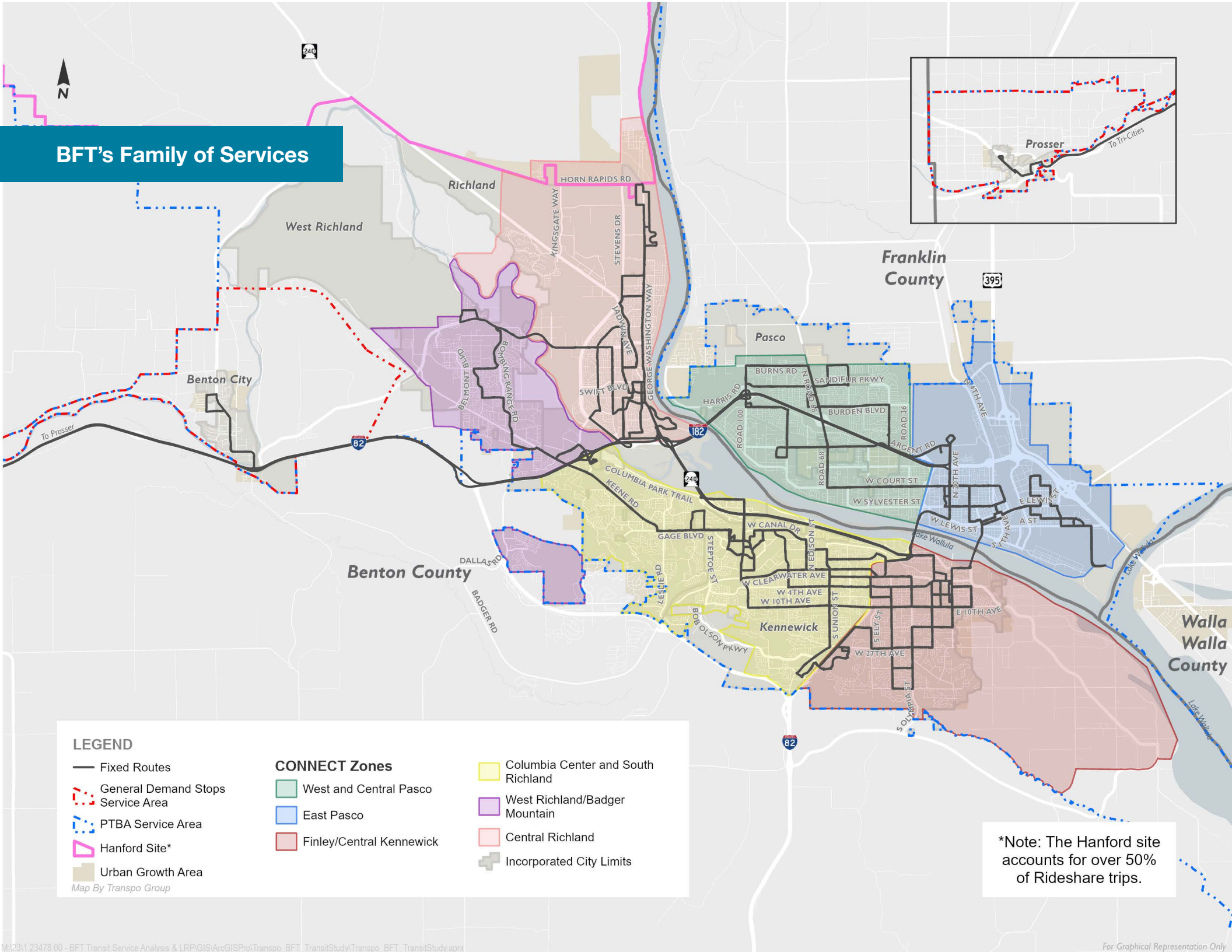
BFT offers services along 21 fixed routes Monday-Saturday and along 7 fixed routes on Sunday.

BFT's Dial-A-Ride service provides door-to-door service for eligible passengers whose disability prevents them from being able to use the fixed route services. Dial-A-Ride is available throughout BFT's full service area.

BFT's on-demand CONNECT service is offered in 6 zones. Riders can travel within the zones and connect to fixed route services.

To use BFT general demand services, riders in the Prosser and Benton City areas can call ahead to reserve a trip to and from designated points in the service area.

BFT Rideshare provides driver training, vehicles, and vehicle maintenance to help reduce the cost of your commute.



*Note: The Hanford site accounts for over 50% of Rideshare trips.

Current & Future Area Characteristics

As of 2025, just under 60% of households and jobs in the BFT service area were within a ½ mile walk of a fixed-route bus stop. As the region continues to grow, if BFT did not add any new services, by 2045 just over 50% of households and jobs would be within a ½ mile walk of a fixed route bus stop.

In 2025, BFT’s is budgeted to spend about \$580 per household per year on operations costs. To maintain that level of investment as the community grows through 2045, BFT’s operating budget would need to be around \$81.1 million in 2024 dollars.

BFT’s most recent Transit Development Plan (September 2025) and Capital Improvement Budget (July 2025) anticipate these budget needs associated with regional growth.

	2025	2045
Households	111,854	139,826
% households within ½ mile walk of fixed route bus stop	58%	51%
Jobs	119,804	157,697
% jobs within ½ mile walk of fixed route bus stop	59%	53%

These figures do not account for Prosser, which is not currently included in the Benton Franklin Council of Governments regional travel demand model. The model represents population growth as households, not individuals, and households can include several individuals.

Most areas of higher density residential development are served by BFT. As the region grows, many of these areas will remain high density but are expected to lose population, even as other parts of the BFT service area see growth in the number (and density) of households. For example, key growth areas include Richland’s Twin Bridges corridor, West Richland’s Lewis and Clark Ranch, Pasco’s expansions west and north of Burns Rd, and housing developments near Osprey Point. To meet the needs of the growing region, BFT and partners will need to strategically plan for transit-supportive infrastructure and transit service extensions.

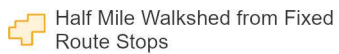
As with areas of higher residential density, areas with higher job density are mostly served by BFT. Some of the same areas of residential growth mentioned above are expected to also see an increase in the number of jobs available, further highlighting the need for proactive coordination between BFT and local partners, including major employers.



Students make up just under half of trips taken on BFT’s services, and Franklin County is one of five counties in Washington with a median age lower than 35. BFT’s youth ride free program and partnerships with local schools and colleges help get students where they need to go and help build a culture of transit ridership among youth.

Changes in Household Density 2019-2045

LEGEND

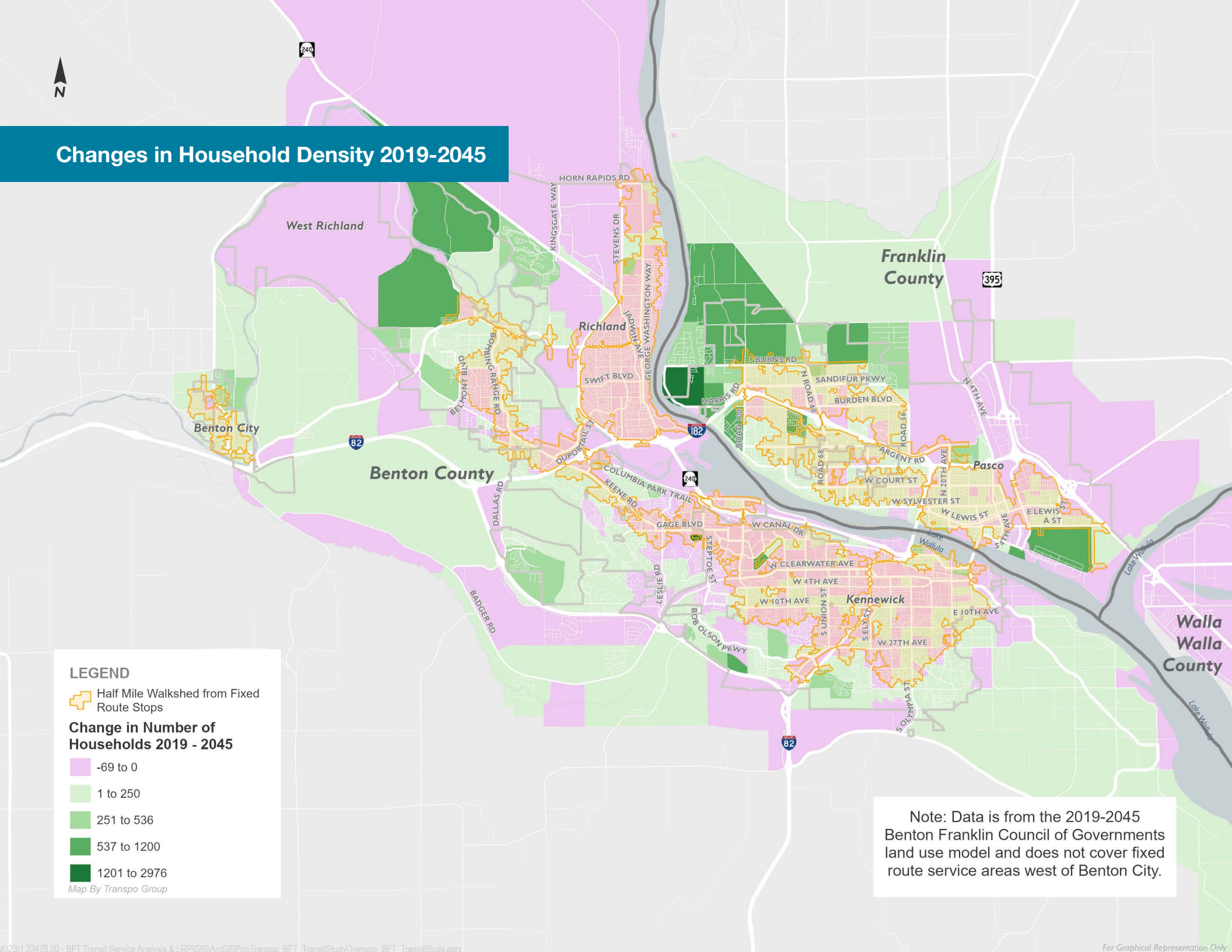


Change in Number of Households 2019 - 2045



Map By Transpo Group

Note: Data is from the 2019-2045 Benton Franklin Council of Governments land use model and does not cover fixed route service areas west of Benton City.



Current & Future Area Characteristics

How BFT Serves the Region

While 58% of households are within a ½ mile walk of a fixed-route bus stop, not all stops are served by frequent lines or served on Saturdays or Sundays. High frequency service to key destinations is one of the biggest factors that support increasing ridership. Currently, 23% of the population in BFT's service area are within a ½ mile walk to a bus stop with 15-minute service. BFT's goal is to increase that number to 35% of the population by 2035. Today, 95% of the residents within a ½ mile of a bus stop have Saturday service, and 67% of the residents within a ½ mile of a bus stop have Sunday service. By 2035, BFT's goal is to increase the proportion of residents with access to Sunday service up to 75%.*

* These figures do not account for Prosser, which is not currently included in the Benton Franklin Council of Governments regional travel demand model.

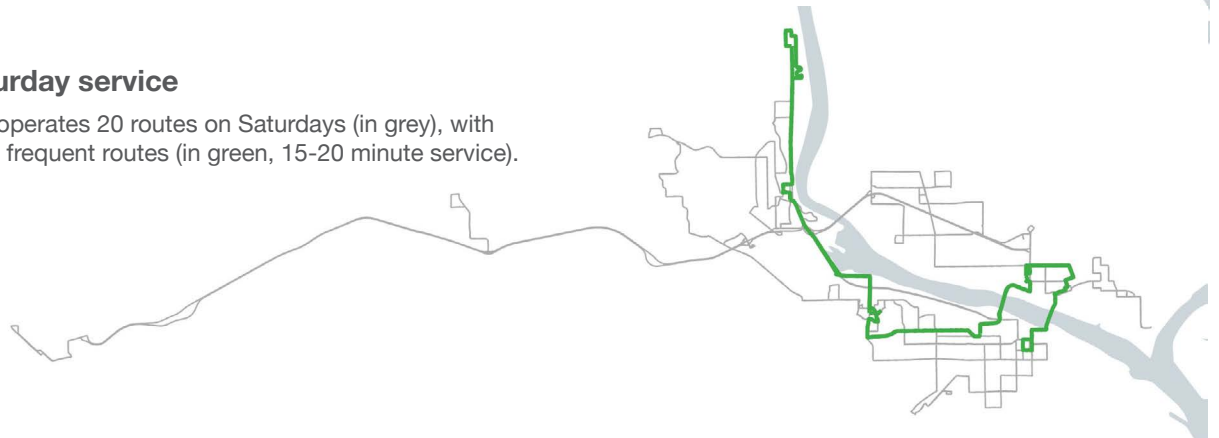
Weekday service

BFT operates 21 routes on weekdays (in grey), with four frequent routes (in green, 15-20 minute service).



Saturday service

BFT operates 20 routes on Saturdays (in grey), with three frequent routes (in green, 15-20 minute service).



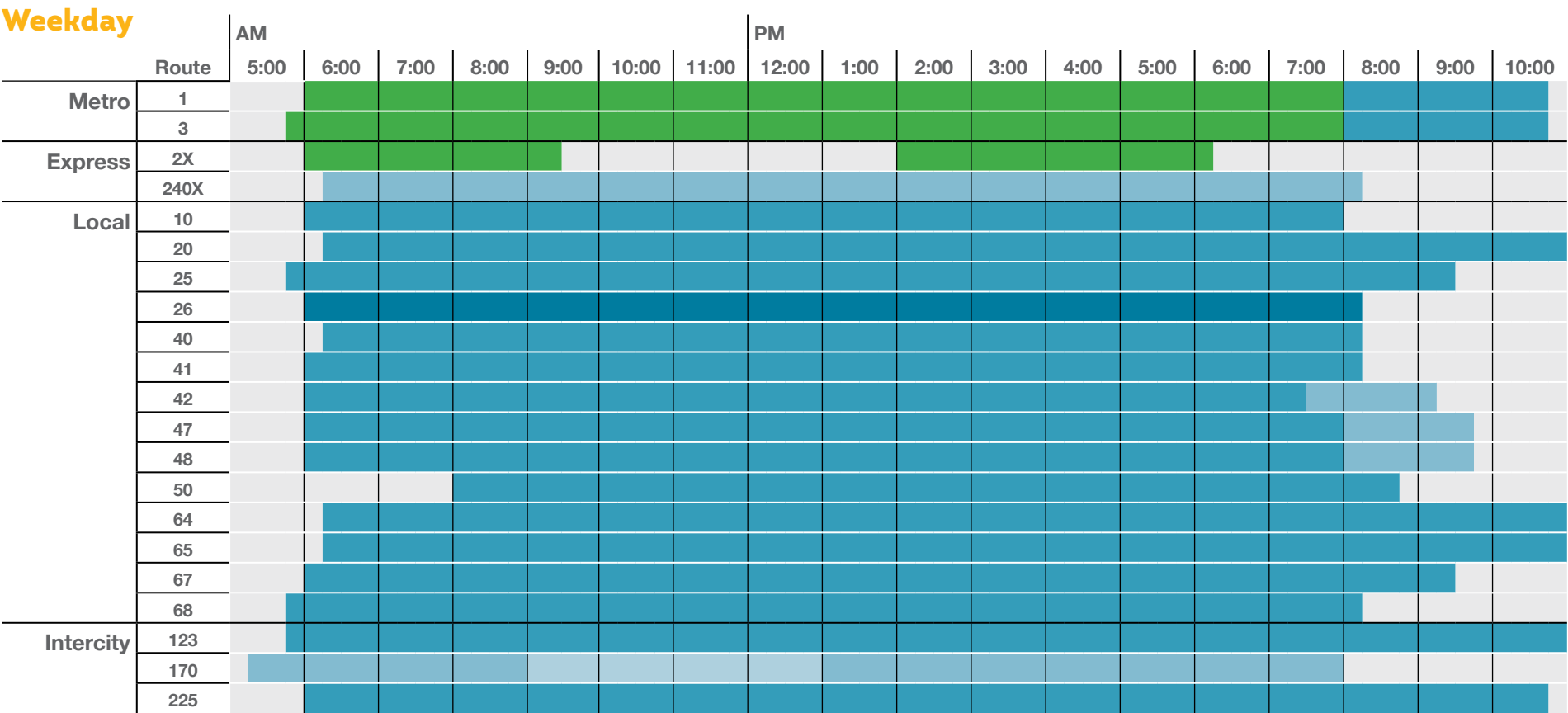
Sunday service

BFT operates 7 routes on Sundays (in grey), with no frequent service routes.

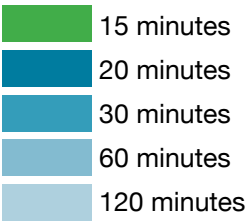


Current & Future Area Characteristics

Fixed Route Weekday Frequencies



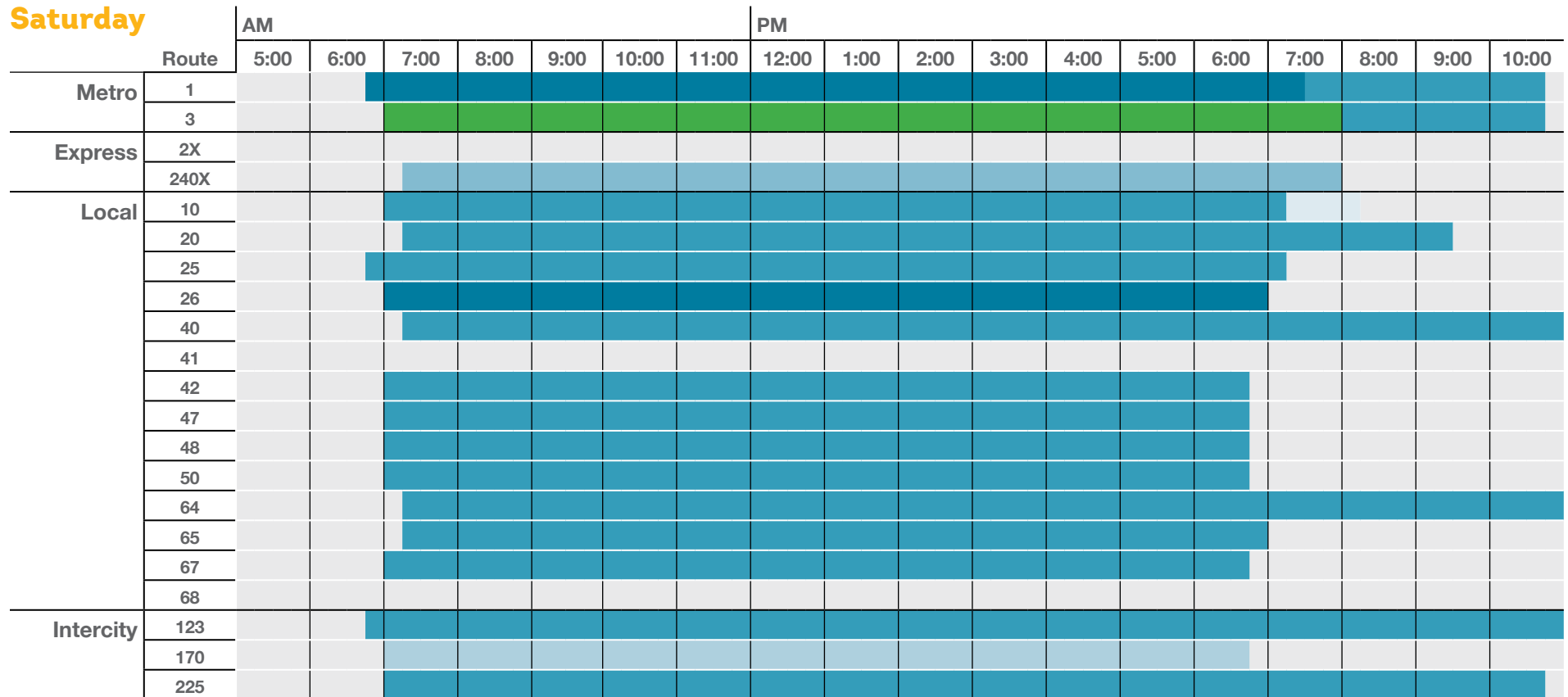
Frequency



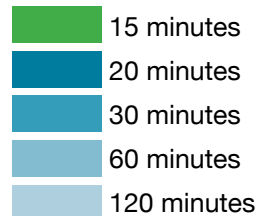
During the week, most BFT routes run at frequencies of 30 minutes or better. The routes with the shortest service spans include the 2x Express designed to provide high frequency commuter connections and line 50, which travels between the Three Rivers Transit Center through the Columbia Center Mall, ending in a loop that includes Gage Blvd at Bellerive. Most services begin around 6am and run at least through 8pm, with several providing service as late as 10pm.

Current & Future Area Characteristics

Fixed Route Saturday Frequencies



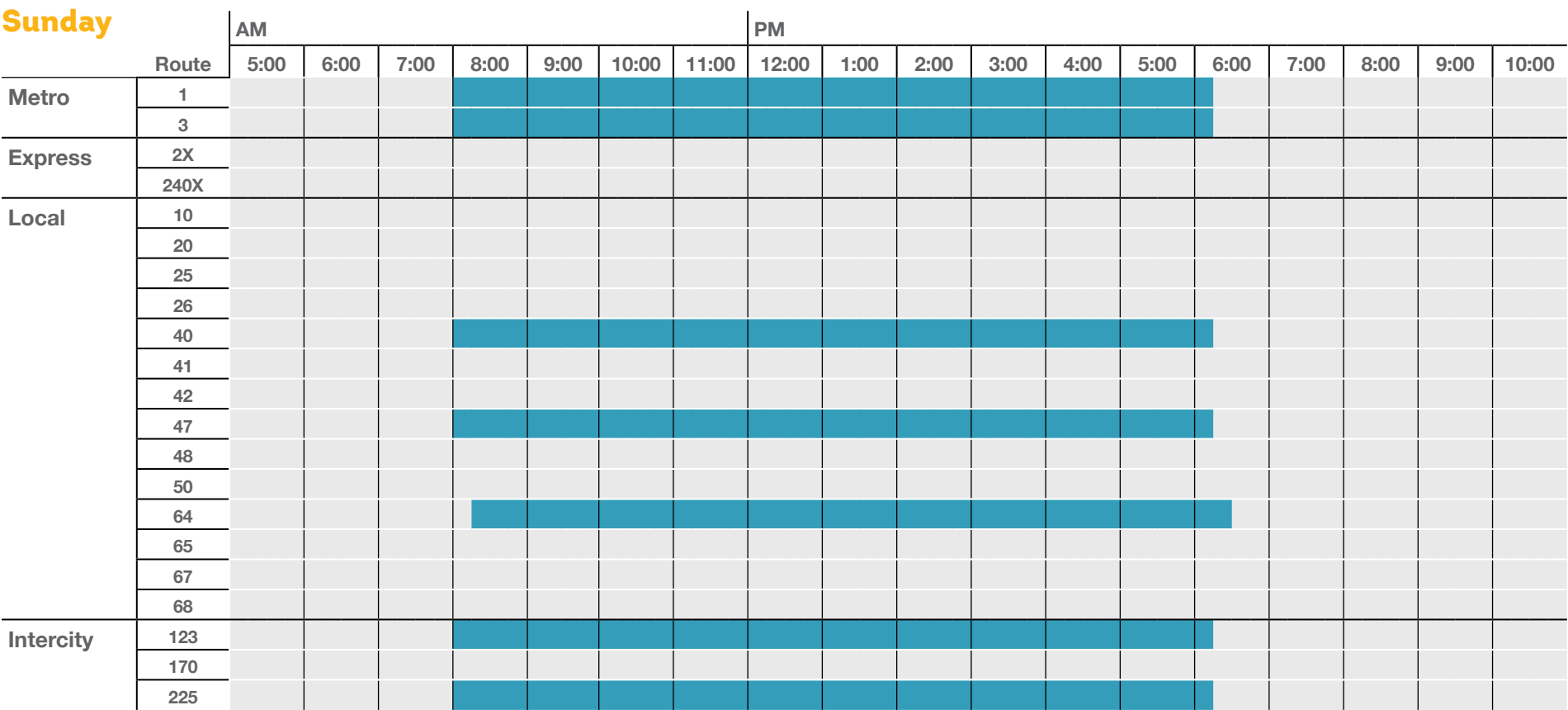
Frequency



On Saturday, all but three of BFT's weekday routes are in operation, and most run at frequencies of 30 minutes or better. Most services begin around 7am and run until about 6pm, with several providing service as late as 10pm.

Current & Future Area Characteristics

Fixed Route Sunday Frequencies



Frequency
 30 minutes

On Sunday, BFT operates seven routes from 8am to about 6pm with frequencies of 30 minutes.

Agency Resources

Vehicles

71 
Buses
(55 maximum operating at a time)

96 
Dial-A-Ride vehicles
(61 maximum operating at a time)

201 
Rideshare vehicles
(143 maximum operating at a time)

Facilities

850+ 
Bus stops

6 
Transit centers

9 
Facilities owned

Budget

\$65M **Operating budget** 
\$25M **Capital budget**

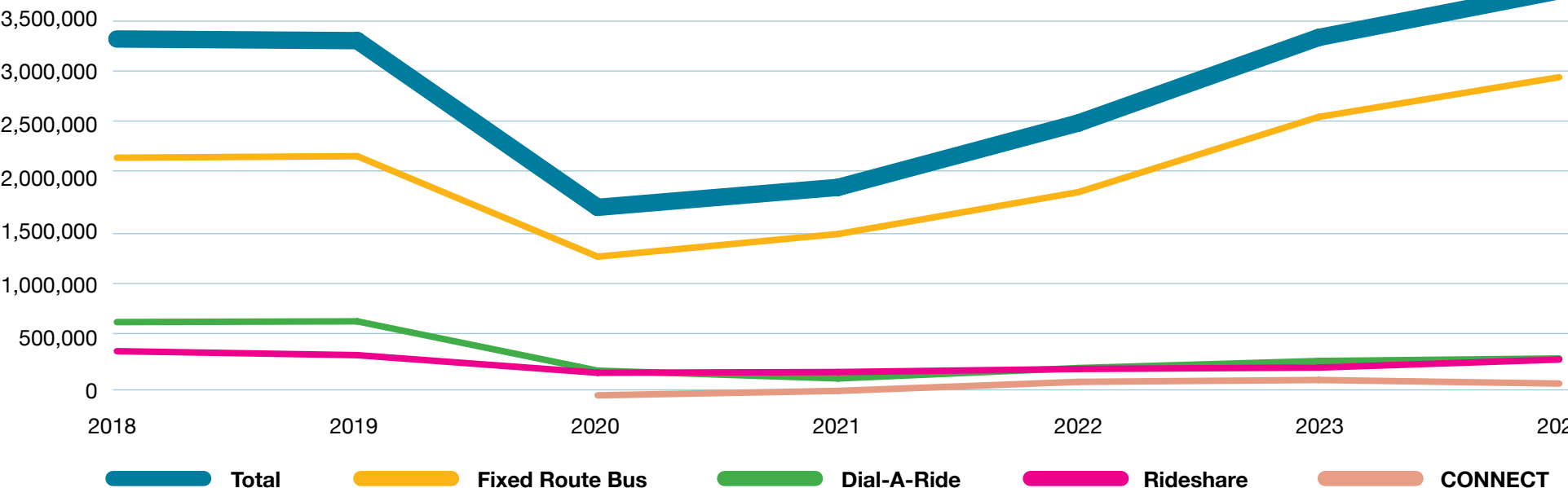
Staff

~400 
Employees

Passenger Trips

3.5M **Total passenger trips**
2.8M **Fixed route bus**
318,844 **Dial-A-Ride**
328,141 **Rideshare**
108,954 **CONNECT**

Passenger Trips Over Time by Mode



Community Input & Analysis

Community Input & Analysis

BFT completed three phases of community engagement during the development of the LRTP.

Public Engagement Phase 1—Introduction and Gathering Information

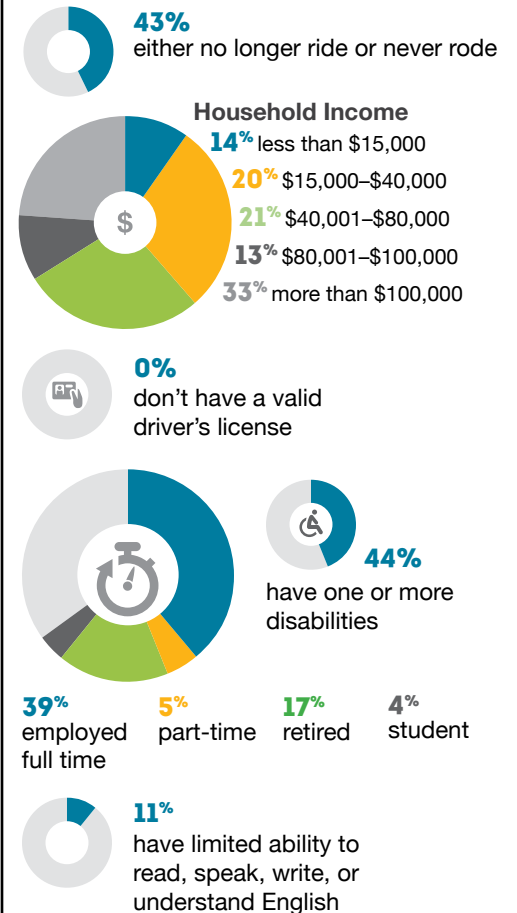
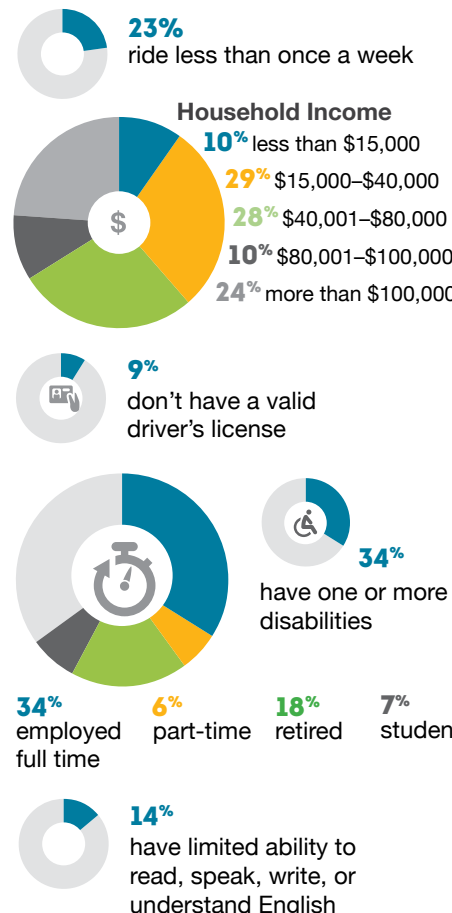
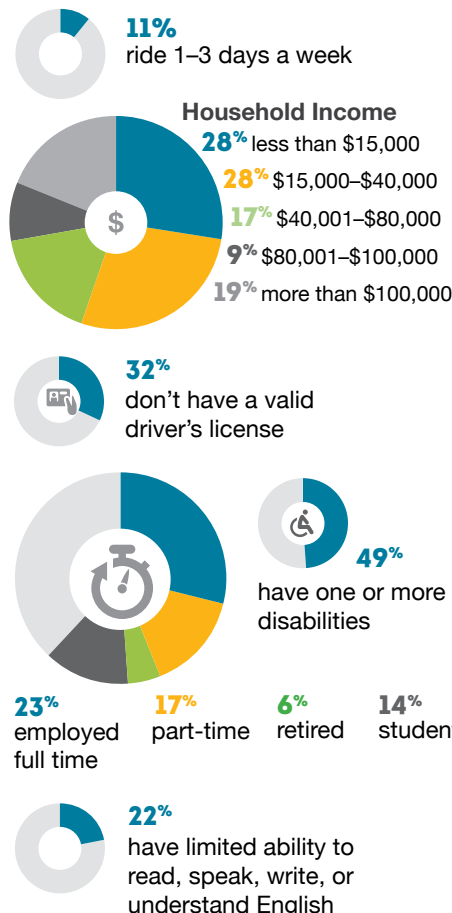
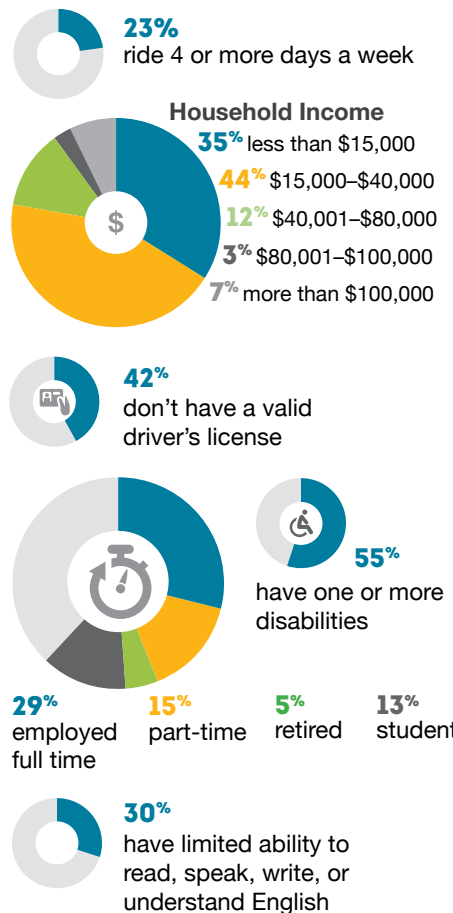
During the first phase of public engagement, BFT introduced the plan to the community. Outreach was centered around individuals completing a survey to help inform BFT's understanding of service challenges and opportunities from the perspective of community members—both riders and non-riders. Survey respondents shared information about how they use BFT services, what barriers they experience to using the service at all or using it more often, what changes they would like to see to improve the service, and more.

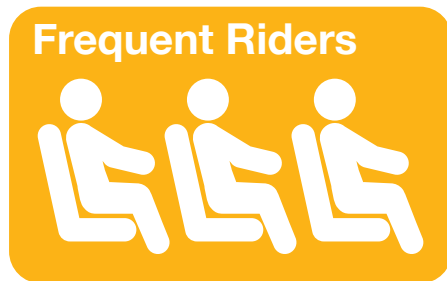
The survey was available online and printed in both English and Spanish, and BFT distributed flyers (including on BFT buses) in English and Spanish with the survey QR code. BFT also promoted the survey through community partners, including community-based organizations, major employers, and government partners. BFT also distributed and collected surveys at a dozen locations, including food banks, farmer's markets, transit centers, Art in the Park, the Pasco Flea Market, and the Benton Franklin Fair & Rodeo. Over 500 people completed the survey.



Who did we hear from?

In late 2024, over 500 people completed a survey to share their experiences with BFT services. Of the survey respondents:





What prevents you from using BFT services or from using them more often?

- 1 the buses don't come often enough
- 2 services do not go where I need to go
- 3 the route is too long or I have to transfer

- 1 the buses don't come often enough
- 2 the route is too long or I have to transfer
- 3 services do not go where I need to go

- 1 the buses don't come often enough
- 2 services do not go where I need to go
- 3 the route is too long or I have to transfer

- 1 I drive my own car
- 2 the buses don't come often enough
- 3 the route is too long or I have to transfer / service does not come close enough to my home (tied)

How would you improve BFT services?

- 1 buses come more often
- 2 buses run later on Sundays
- 3 buses run later on weekdays and on Saturdays (tied)

- 1 buses come more often
- 2 buses run earlier on weekdays
- 3 buses run later on weekdays and on Sundays (tied)

- 1 buses come more often
- 2 buses run earlier on weekdays
- 3 buses run later on weekdays and more routes operate on Sunday (tied)

- 1 buses come more often
- 2 buses run earlier on weekdays
- 3 more bus stops have amenities (for example, shelters, benches, and trash cans)

Why do you use BFT services?

- 1 I do not have a car or there is only one car in my household
- 2 I do not have a valid driver's license
- 3 using BFT saves me money
- 4 using BFT is good for the environment
- 5 BFT is convenient for my travel needs

- 1 I do not have a car or there is only one car in my household
- 2 using BFT saves me money
- 3 I do not have a valid driver's license
- 4 BFT is convenient for my travel needs
- 5 using BFT is good for the environment

- 1 using BFT is good for the environment
- 2 using BFT saves me money
- 3 BFT is convenient for my travel needs
- 4 using BFT is easier than driving
- 5 I do not have a car or there is only one car in my household

Community Input & Analysis

Public Engagement Phase 2—Feedback on Priorities

During the second phase of public engagement, community members received an update on project progress, which centered around sharing the proposed recommendations and sharing how initial community input to the phase one survey helped inform the LRTP recommendations. Phase 2 also included a short survey for community members to share their priorities for the proposed recommendations.

The survey was available online and printed in both English and Spanish. BFT also promoted the survey through community partners, including community-based organizations, major employers, and government partners. BFT also distributed and collected surveys at four locations, including the Knight Street Transit Center, the Pasco Cinco de Mayo festival, the Pasco Flea Market, and the Kennewick Food Bank. Nearly 700 people completed the survey.



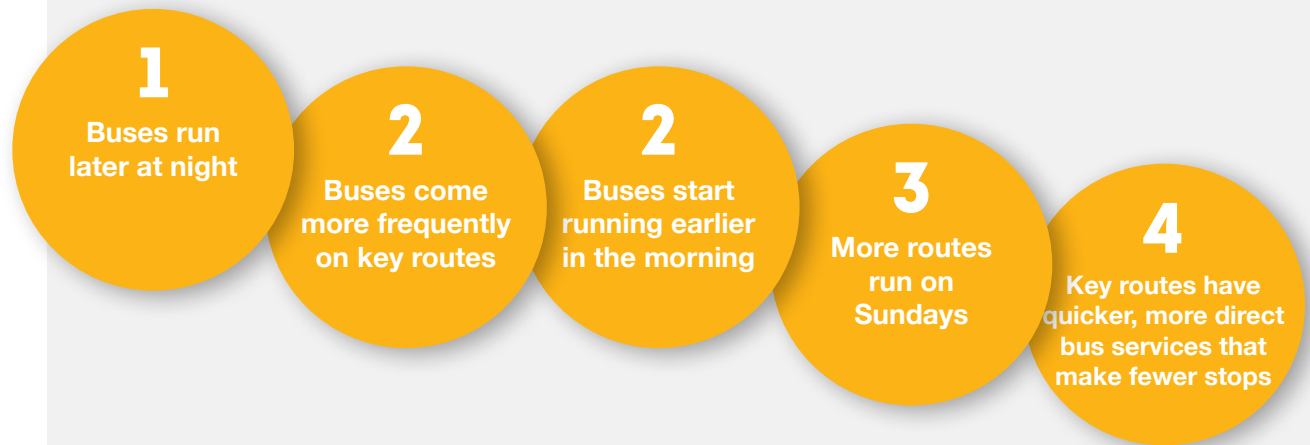
Community Input & Analysis

BFT Community Service Priorities

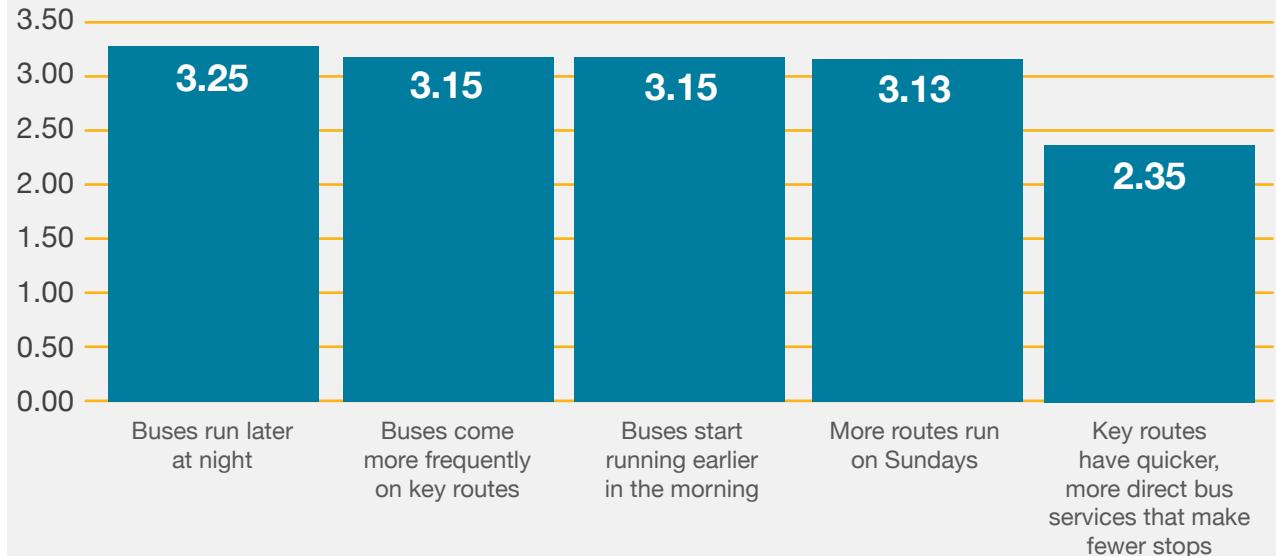
Survey participants were asked to rank service priorities included in the L RTP by their level of importance, with one being the most important and five being the least important. A total of 608 participants responded to this question, which includes survey responses submitted in both English and Spanish. Overall, participants demonstrated a preference for expanded service hours and increased frequency; they want buses that start earlier, end later, and run more often. While efficiency improvements, such as fewer stops, were considered nice-to-haves, they were not ranked as urgent as ensuring buses are available when and where riders need them.

Among respondents, 82% had used BFT services within the previous three months.

We also examined priorities by language spoken, since surveys were completed in both English and Spanish. Overall, English and Spanish-speaking participants aligned in their rankings of services with buses start running earlier in the morning in second place and buses come more frequently on key routes in third place. In contrast, they differed in how they ranked buses running later at night, with English-speaking participants ranking that first and Spanish-speaking participants ranking that last. Similarly, Spanish-speaking participants ranked more routes run on Sundays first, while English-speaking participants ranked that service priority last.



Service Priority Ranking Average – Overall



Rankings were calculated using a weighted average of survey respondents.

Community Input & Analysis

BFT Community Infrastructure & Technology Priorities

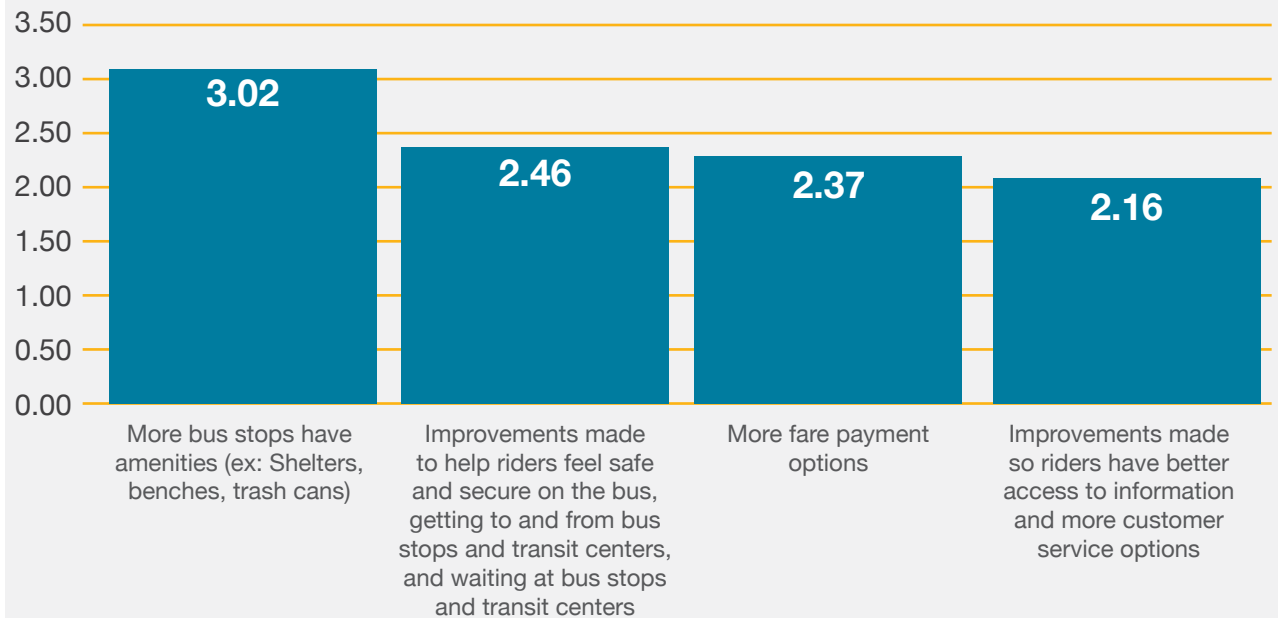
Survey participants were asked to rank infrastructure priorities included in the LRTP by their level of importance, with one being the most important and four being the least important. A total of 608 participants responded to this question, which includes survey responses submitted in both English and Spanish.

In general, participants placed the highest value on improvements that directly affect their daily experience of waiting for or riding the bus, such as amenities and safety features. While digital tools and customer service are helpful, they were not seen as immediate priorities compared to physical comfort and security.

As with service priorities, we examined infrastructure priorities by language spoken. Overall, English and Spanish-speaking participants agreed that the top infrastructure priority is to have more bus stop amenities. They also both placed “Improvements made to help riders feel safe and secure on the bus, getting to and from bus stops and transit centers, and waiting at bus stops and transit centers,” as more important than the infrastructure priority of “Improvements made so riders have better access to information and more customer service options. The infrastructure priority where they differed was more fare payment options, where English-speaking participants said it was the second most important, and Spanish-speaking participants said it was the least important.



BFT Infrastructure Priority Ranking Average—Overall

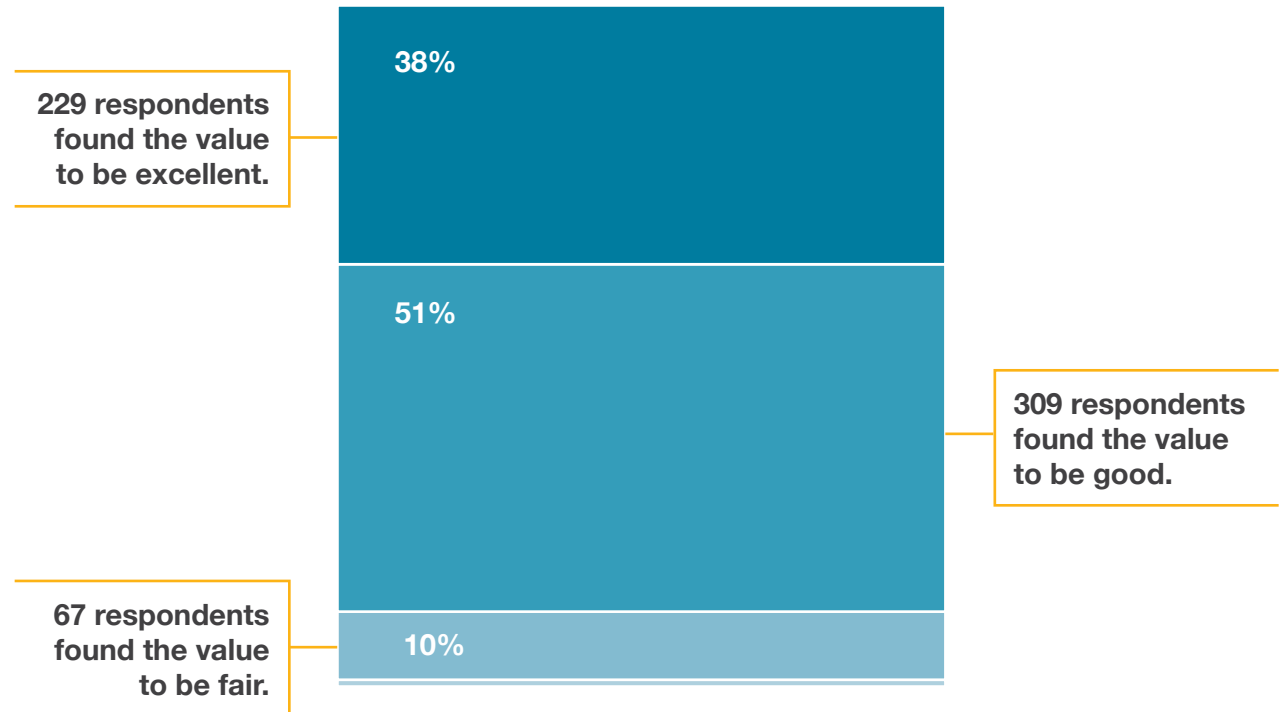


Rankings were calculated using a weighted average of survey respondents.

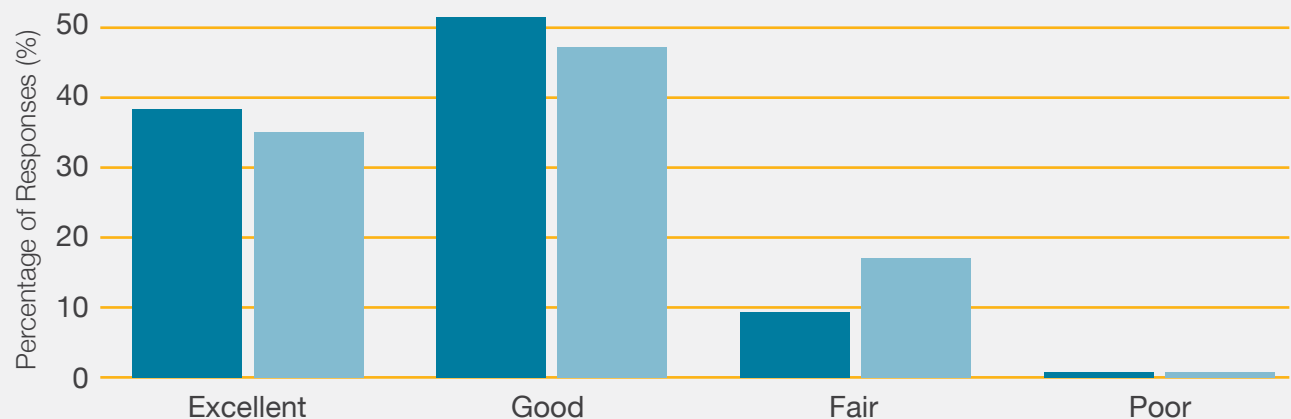
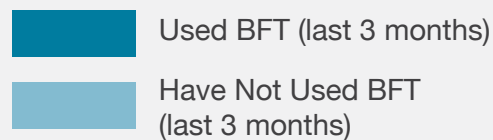
Community Input & Analysis

Value of BFT to the Community

Survey respondents learned that, on average, a person living in the BFT area contributes approximately \$15 a month towards funding BFT and were asked to rank the value of BFT transit services provided to the region using excellent, good, fair, and poor. 611 participants chose to respond and ranked BFT services as follows:



Of the 611 participants who chose to respond to and rank services, a total of 488 participants reported using BFT services in the past three months. These participants tended to rank BFT services higher than people who had not used BFT services.



Community Input & Analysis

Key themes from the open-ended comment summary

Participants were given the opportunity to share any other comments or questions they had for the Moving Transit Forward team. Five main themes emerged across participants.

More Frequent, Expanded, and Timely Service

Many survey respondents used the open-ended comment section to reinforce their service priority rankings and emphasize the need for more frequent services, earlier and later service hours, and Sunday and holiday service. Several also wanted 24/7 service or better alignment with shift work and airport schedules. Some noted the need for more direct routes to reduce travel time and improve convenience.

Bus Stop Amenities and Safety

As with service priorities, many survey respondents used the open-ended comment section to reinforce their infrastructure rankings and emphasized the need for improved amenities at bus stops and transit centers. Safety concerns were raised, especially for youth and vulnerable riders. Riders also asked for more patrols and cameras.

Positive Feedback and Appreciation for Drivers and Service

Many riders praised bus drivers as friendly, helpful, and safety conscious. Several respondents noted overall satisfaction with BFT service and appreciated affordable fares, free youth rides, and amenities like bike racks. While suggesting improvements, they also expressed gratitude for existing services.

Expanded Coverage to Underserved Areas

Multiple respondents asked for service to specific neighborhoods and growing areas (e.g., Horn Rapids, Canyon Lakes, Badger Mountain, rural areas, and east Pasco). Others mentioned the need for better connections between parts of the Tri-Cities, as well as services to destinations like schools, the airport, and employment centers.

Improved Rider Experience and Accessibility

Comments highlighted the importance of real-time arrival information, easier fare payment options (including mobile apps), more customer service locations, and better bilingual support. Many also called for improvements to Dial-A-Ride services, faster application processes, and attention to accessibility for seniors and riders with disabilities.



Passengers traveling through the Tri-Cities airport increased 9% from 2023 to 2024, due in part to an increase in the flights available through the airlines serving the airport. The airport also recently expanded parking to accommodate this growth. BFT will continue to coordinate with Port of Pasco to align transit services with new demand based on airport growth.

Community Input & Analysis

Public Engagement Phase 3—Review of Draft Plan

During the 3rd and final phase of public engagement, BFT posted the draft LRTP to the project website and invited the public to comment in December 2025 and January 2026. The plan was also shared with jurisdiction partners and BFT's Citizen Advisory Network for review and feedback. The LRTP was revised in response to comments received during Phase 3, and the final Long-Range Transit Plan was adopted by the BFT Board in February 2026.



The future of transit in Benton and Franklin counties continues to take shape!

BFT's Long-Range Transit Plan is now ready for community review! The Long-Range Transit Plan will guide BFT's investments over the next 6-20 years and will be updated regularly to ensure that BFT continues to meet the needs of our growing region.

Thank you to the hundreds of community members who have helped shape the plan by completing surveys or talking with our team.

BFT's Draft Long-Range Transit Plan Available

The Draft LRTP is complete and ready for public review through January 16, 2026.

[Review the Plan](#)

Timeline

- ✓ **Phase 1 - Share Current Needs and Future Visions**
The team will gather and analyze information, studies, and plans about current services and policies. The team will also gather information from the public and community partners to better understand what the community wants and needs from BFT.
- ✓ **Phase 2 - Review and Respond to Recommendations**
After gathering resources, the project team will complete an analysis to summarize current and future needs and provide draft recommendations on how to effectively meet community needs.
- ★ **Phase 3 - Review and Respond to the Final Plan**
BFT and the community will review these recommendations and have opportunities to provide feedback. The team will prepare a final LRTP to share with BFT and the community.

[See less](#)

Community Input & Analysis

Partner Support

Community Organizations

During community engagement, over 70 local, community-based organizations and major employers played a crucial role in helping BFT distribute surveys through in-person events and by sharing online surveys through social media and newsletters.

Partner Agencies

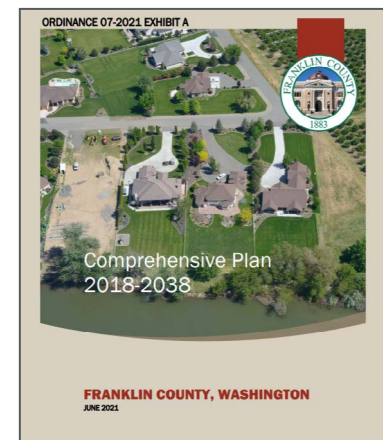
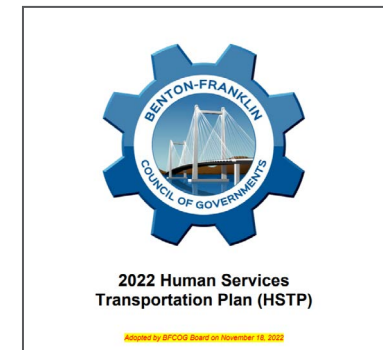
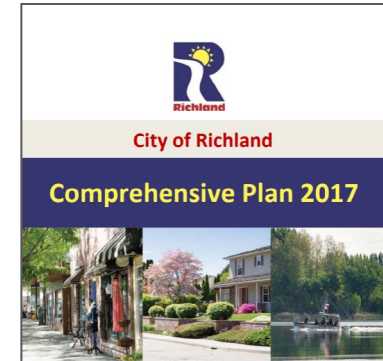
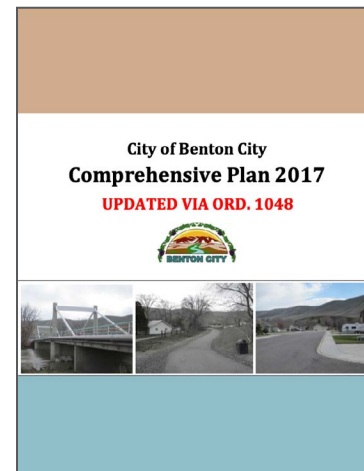
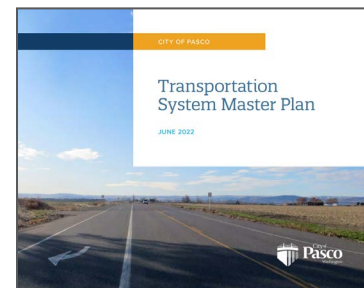
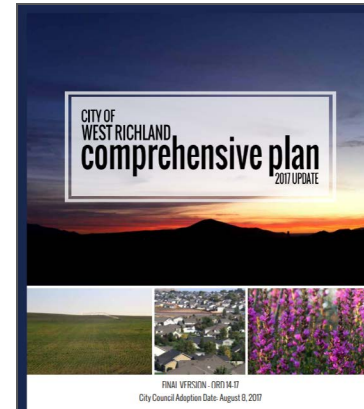
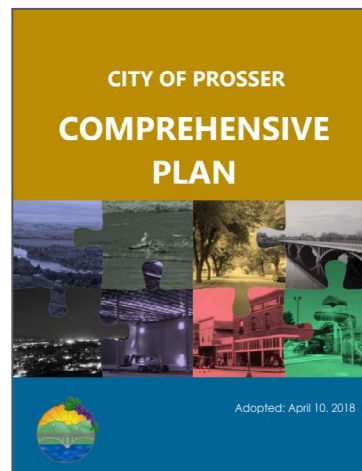
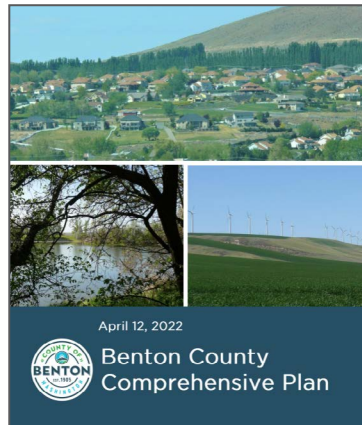
BFT engaged partner agencies, including local and regional governments, through presentations, workshops, and individual meetings. BFT cannot meet the future transit needs of the region alone, so it is critical that partner agencies support the Plan and take action to implement the recommendations. Partner agencies stressed the importance of clear communication processes, improved coordination as the area grows and new jobs and households are added, and the need to continuously monitor and evaluate service needs to ensure effective transit services.



Community Input & Analysis

Local and Regional Plans and Priorities

To ensure that LRTP recommendations align with local and regional plans and priorities, BFT reviewed over 20 plans, including those related to transportation investments, safety, public health, and economic development. As of the end of 2025, several jurisdictions are updating their comprehensive plans. BFT will participate in these update processes and review these updated plans as part of a future LRTP update process to ensure continued alignment with these plans. Overall, the recommendations of this LRTP support regional goals related to improving public transportation options, travel time reliability, travel, safety, regional access to employment, and support regional coordination related to reducing congestion, greenhouse gas emissions, and transportation system inefficiencies.



Strategic Direction

Strategic Direction

BFT identified these three strategic directions to guide the development of the Plan recommendations.



Getting the Service Right

BFT provides the right mode of service at the right time and place.



Working Better Together

BFT's internal and external relationships and processes are strong and support BFT's ongoing improvement and success.



Making Every Dollar Count

BFT invests its resources (staff time, physical assets, and funding) to meet agency and community goals efficiently and effectively.

In the following section, recommendations for each category—Rider Experience, BFT Organizational Improvement, and Local, Regional, and State Partnerships—are presented, along with the strategic directions that each recommendation supports.

Rider experience



BFT organizational improvement



Local, regional, and state partnerships



Rider Experience



Getting the Service Right



Working Better Together



Making Every Dollar Count

Buses come more frequently



Buses start running earlier in the morning and run later at night



More routes operate on Sundays



Key corridors have faster, more direct bus service with fewer stops



Riders have better access to information, more customer service options, and more fare payment options



More bus stops have amenities (for example, shelters, benches, and trash cans)



Added services and facilities meet the growing needs of the BFT service area



Riders feel safer and more secure on the bus, getting to and from bus stops and transit centers, and waiting at bus stops and transit centers



BFT Organizational Improvement



**Getting the
Service Right**



**Working Better
Together**



**Making Every
Dollar Count**

	Getting the Service Right	Working Better Together	Making Every Dollar Count
Implement Service Standards	●	●	●
Stay up to date on asset management planning and maintenance	●	●	●
Improve comprehensiveness of Bus Stop Guidelines	●	●	
Implement Technology Plan		●	●
Implement Alternative Fuels Transition Plan		●	●
Adopt clear, standardized process for developing, funding, and implementing plans	●	●	●
Invest in employee recruitment, training, and retention	●	●	●

Local, Regional, and State Partnerships



**Getting the
Service Right**



**Working Better
Together**



**Making Every
Dollar Count**

Regularly coordinate with jurisdiction partners through quarterly meetings



Regularly coordinate with neighboring transit agencies through a Regional Transit Advisory Committee



Strengthen BFT's relationship with major employers



Follow standardized process for evaluating and implementing Public Transit Benefit Area changes



Recommendations

Rider Experience



Rider experience recommendations focus on the BFT services available to riders and how riders learn about, access, pay for, and use those services. Recommendations in this section will help BFT increase ridership and improve the rider experience.

Short Term Efforts

The mid- and long-term recommendations are built upon current BFT planning and operations as well as efforts that will take place in the next 1-5 years. Those upcoming efforts include:

Develop and implement service to support a frequent corridor network.

Identify core network for daily service.

Identify and begin to build out all-day network of routes with longer service spans.

Identify express routes between key origins and destinations.

Pilot real-time information at 1-2 transit centers.

Increase the number of customer service staff and places to purchase fares.

Reintroduce travel training program; add ‘train the trainer’ program for community-based organizations.

Improve informational materials (in both English and Spanish) for riders.

Introduce new mobile fare payment option.

Plan and purchase land for new Prosser, Benton City, and Southridge transfer points.

Renovate 22nd Avenue Transit Center and build out West Pasco Transit Center.

Develop plan for Three Rivers Transit Center customer service center.

Begin implementing the new Bus Stop Design Guidelines systemwide.

Complete the Frequent Service Corridor Improvements Study and begin construction.

Expand services in West Richland.

Rider Experience



Developing the Network to Meet Different Travel Needs

What do we mean when we refer to different parts of the BFT network?

BFT's Service Network

Recommendations include enhancing BFT's services by focusing on several different, connected networks. Across BFT's services, there are routes that BFT will identify for higher frequency service, routes that should run every day of the week, routes that will serve limited stops, and routes that should start earlier in the day and/or end later in the day. Some routes may include all four of these characteristics, while others may only include one, two, or three.

Frequent corridor network

BFT's frequent corridor network represents services that will run frequently (every 15-20 minutes) along high-demand corridors. BFT is currently planning for a new frequent corridor with supporting infrastructure, and this Plan includes recommendations for adding routes to the frequent network over time. For example, BFT may increase frequency along a route at times when there is high travel demand or may increase the route's frequency during its whole service span.

Core network

The core network refers to those routes that operate every day of the week. Currently, most BFT routes operate Monday-Saturday, with only 7 routes operating on Sunday. Over time, BFT will add more routes to the core network, increasing the number that operate every day of the week.

All-day network

The all-day network refers to those routes that start running earlier in the day and stop running later at night. Most BFT routes start running by 6am and stop running between 8-10pm. As BFT looks to expand the all-day network, BFT will consider factors such as work shifts at major employers, connections to multimodal travel options, and more.

Express network

The express network refers to routes that provide faster trips by only serving key stops along the route. BFT currently has two express routes providing riders faster trips that connect across the service area. BFT plans to extend the express network to include more routes in the future; BFT's goal is for 20% of households and 35% of jobs to be within a 1/2 mile walk of an express route stop.

Rider Experience



Mid-term (6-10 years)



Long-term (11-20 years)



Buses come more frequently.

Improving frequency was the #1 priority of the public during Phase 1 outreach and tied for #2 service priority in Phase 2 outreach. Higher frequency service is a key factor in attracting new riders and making the service more useful for existing riders, increasing the number of riders per trip and decreasing the per-trip cost of fixed-route services.

Continue to build out the frequent corridor network.

Complete a comprehensive operations analysis that includes an examination of schedule efficiency, stop spacing, and rider transfer patterns.

Implement Service Standards.

Revisit the standards during the update of BFT's Title VI Plan.

Implement Service Standards.

Buses start running earlier in the morning and run later at night.

In Phase 1 outreach, providing earlier and later weekday services were tied for the #2 priority of the public during outreach, followed by providing later Sunday services (tied for #3) and later Saturday services (#4). During Phase 2 outreach, later evening services was the #1 service priority of survey respondents, with earlier services tied for #2.

Continue to build out all-day network to expand availability of transit service into the early morning and late evening on weekdays.

Implement Service Standards.

Implement Service Standards.

More routes operate on Sundays.

Expanding the number of routes that operate on Sunday was the #4 priority of the public during Phase 1 outreach and the #3 priority of survey respondents during Phase 2 outreach.

Continue to build out core network to increase the number of routes that operate on weekends, particularly Sundays.

Implement Service Standards.

Implement Service Standards.

Rider Experience



Mid-term (6-10 years)



Long-term (11-20 years)



Key corridors have faster, more direct bus service with fewer stops. With express service, riders travel across the service area more quickly, especially connecting workers to jobs.

Implement express route network and educate riders about how express routes work.

Implement Service Standards.

Implement transit signal priority along express routes.

Implement Service Standards.

Riders have better access to information, more customer service options, and more fare payment options.

BFT can improve rider experience and the ease of using BFT services by improving rider access to information, customer service staff, and fare payment options.

Add real-time information to all transit centers.

Increase hiring of bi-lingual staff.

Expand customer service hours to cover full span of BFT service hours.

Continue to monitor mobile fare solution.

Evaluate & procure electronic fare payment options.

Maintain and improve travel training program.

Continue to proactively monitor changes in regional languages spoken.

Add customer service location in Pasco.

With regional transit partners, design and implement a regional trip planner.

More bus stops have amenities (for example, shelters, benches, and trash cans).

After requests related to frequency and service span, improved amenities at bus stops was the next highest priority for the public during outreach.

Update BFT's Bus Stop Guidelines to include transfer centers, transit points, and express bus stops and to reflect real-time information and wayfinding needs.

Bring transit centers, transfer points, and bus stops in compliance with Guidelines.

Implement Bus Stop Guidelines.

Rider Experience



Mid-term (6-10 years)



Added services and facilities meet the growing needs of the BFT service area.

The BFT service area has experienced significant growth and is expected to continue to going forward. To ensure that BFT can plan for necessary investments in the future, BFT will need to have a clear process for identifying and prioritizing investments.

Monitor development of major employment centers and residential areas and updates to the BFCOG travel demand model to plan for service changes and transit centers.

Design end-of-line facility at Amazon site.

Build out end-of-line facility at Amazon site.

Construct Prosser, Benton City, and Southridge transfer points and revise service accordingly.

Long-term (11-20 years)



Evaluate travel demand in PTBA areas without service to identify needed expansions.

Continue to monitor development of major employment centers and residential areas.

Riders feel safer and more secure on the bus, getting to and from the bus stops and transit centers, and waiting at bus stops and transit centers.

During outreach, the public ranked safety and comfort concerns low. Among the types of safety and comfort concerns (on the bus, at the bus stop, getting to the bus stop), getting to the bus stop ranked highest. To maintain rider sense of safety on the bus and at the bus stops, BFT will need to continue to invest in safety and security measures.

Work with partners to incorporate rider safety concerns into jurisdiction Safety Action Plans.

Implement Bus Stop Guidelines.

Implement Bus Stop Guidelines.

BFT Organizational Improvement



To most effectively meet the growing transit needs of the region, BFT as an agency needs to have a workforce and facilities that support planning and operations, clear policies and procedures, and plans for future investments.

Short Term Efforts

The mid- and long-term recommendations are built upon current BFT planning and operations as well as efforts that will take place in the next 1-5 years. Those upcoming efforts include:

Develop Service Standards to guide BFT in:

- monitoring key factors that indicate a need for higher frequency,
- planning for and implementing higher-frequency routes, and
- monitoring performance of routes after improvements in frequency.

Explore Rideshare program enhancements by analyzing alternative models, best practices, and travel demand analysis.

Proactively plan for future needs for transfer points and transit centers by identifying, purchasing, and designing new locations and analyzing agency needs against capacity of existing locations.

Update Bus Stop Guidelines.

Develop Technology Plan and Alternative Fuels Transition Plan.

Develop Facility Expansion Plan to reflect mid- and long-term needs related to fleet expansion and fuel types (reflect vehicle storage, maintenance, and staffing space needs).

Complete audit of standard operating procedures (SOPs) and begin implementing audit recommendations.

Develop performance measures to evaluate how effectively investments move from planning to implementation.

Develop more detailed Transit Asset Management Plan.

Develop 2-5 year service plan to reflect Transit Development Plan and support Annual Service Plan development.

Update & improve Public Involvement Plan.

Build out Huntington location as a regional asset for training.

Initiate refresher training for all operators and evaluate system safety via reports and safety committee findings.

Measure near miss events, track and investigate accident/incidents to determine root cause. Develop mitigation strategies.

BFT Organizational Improvement



Mid-term (6-10 years)



Long-term (11-20 years)



Implement Service Standards.

Service Standards will help guide BFT in responding to changes in customer demand and travel patterns, land use, and funding in a transparent and standardized way.

Create metrics for Service Standards and formalize process for adding, modifying, and eliminating service.

Implement Service Standards & revise every 5 years.

Implement Service Standards & revise every 5 years.

Track Service Standards metrics and formalize process for adding, modifying, and eliminating service.

Stay up to date on asset management planning and maintenance.

Historically, BFT has, compared to peers, underinvested in capital. The enhanced TAM recommended in the short-term should provide a clear roadmap for BFT's future capital and maintenance investment needs to ensure that BFT can plan for major expenses and reduce the potential for the agency to fall behind on asset maintenance, replacement, and expansion.

Redevelop or relocate the Dayton transfer point, based on the outcome of the feasibility study.

Renovate bus platform and canopy of Three Rivers Transit Center. Implement plan for customer service center renovation.

Build expanded facilities based on Facility Expansion Plan.

Implement TAM & revise every 4 years.

Improve comprehensiveness of Bus Stop Guidelines.

BFT's Bus Stop Guidelines currently apply only to regular fixed-route bus stops. Adding in other types of stops and features, such as way finding and real-time information, will help standardize and prioritize ongoing planning for and implementation of stop amenities.

Update BFT's Bus Stop Guidelines to include transfer centers, transit points, and express bus stops and to reflect real-time information and wayfinding needs.

Implement Bus Stop Guidelines.

Implement Guidelines and revise every 5 years

BFT Organizational Improvement



Mid-term (6-10 years)



Long-term (11-20 years)



Implement Technology Plan.

Currently, BFT does not have a plan that identifies needed investments for maintenance, replacement, and procurement of new technologies. This plan will allow for a more realistic and comprehensive understanding of expected costs in the future and will help ensure BFT maintains up-to-date hardware as cellular and on-board technology improves.

Continue to monitor mobile fare solution.

Evaluate & procure electronic fare payment option.

Add real-time information to each transit center.

Monitor accuracy of real-time vehicle location data, projected arrival data, and passenger counts to inform hardware & software upgrades.

Implement Technology Plan and revise every 5 years.

Implement Technology Plan and revise every 5 years.

Implement Alternative Fuels Transition Plan.

Fuel costs accounted for 14% of BFT's expenditures in 2024.

An Alternative Fuels Transition Plan will allow BFT to understand opportunities for cost savings and improve BFT's competitiveness for federal and state funding, while helping meet regional GHG emissions reduction goals.

Implement Alternative Fuels Transition Plan and revise as needed.

Implement Alternative Fuels Transition Plan and revise as needed.

Adopt clear, standardized process for developing, funding, and implementing plans.

Currently, BFT has a combination of barriers to planning for and implementing the most cost-effective services. BFT is missing some key plans or plan elements, not all plans are well-connected to the development of the Capital Improvement Plan (CIP), and not all investments in the CIP are implemented. BFT has an opportunity to improve these processes at all stages and across all departments.

Monitor planning-to-implementation performance measures and revise processes as needed.

Continue to monitor performance and revise processes as needed.

BFT Organizational Improvement



Mid-term (6-10 years)



Invest in employee recruitment, training, and retention.

Historically, BFT has, compared to peers, underinvested in operations. This has resulted in reductions in efficiency and the development of a type of 'debt' related to high staff overturn. To remedy this, BFT will need to staff the LRTP recommendations to ensure improvement in future efficiency.

Ensure all recommendations in the LRTP are staffed.

Develop succession plans for key staff positions.

Monitor employee training and development plans, succession plans, and staffing redundancy and explore cross-training.

Long-term (11-20 years)



Monitor employee training and development plans, succession plans, and staffing redundancy.

Local, Regional, and State Partnerships



BFT provides service across multiple jurisdictions, provides connections to neighboring transit services, and supports regional economic development through access to jobs, recreation, and tourism. To ensure BFT services continue to support these outcomes, BFT needs to coordinate regularly with partners.

Short Term Efforts

The mid- and long-term recommendations are built upon current BFT planning and operations as well as efforts that will take place in the next 1-5 years. Those upcoming efforts include:

Meet quarterly with neighboring transit agencies to identify transfer points and improve schedule timing.

Meet quarterly with jurisdiction partners to discuss safety and infrastructure concerns.

- Develop workplan for the quarterly advisory group related to mid-range recommendations.
 - Identify bus rapid transit & express/limited stop routes for inclusion in area plans with respect to transit signal priority and infrastructure upgrades.
 - Review list of safety and service concerns to identify opportunities for inclusion in future planning, permitting, and projects.
-

Develop materials for employers and agency partners to promote BFT services.

Explore opportunities to incorporate transit-oriented wayfinding into regional wayfinding programs.

Coordinate with large employers, including Hanford, and assess the logistics of how service can be provided.

Work with Burbank & Wallula employers to complete a feasibility study evaluating solutions for Tri-Cities-based employees.

Establish formal process for jurisdictions to inform BFT of annexation.

Complete analysis of cost of service provided to each jurisdiction versus revenue provided.

Explore partnerships and build out TOD at 22nd Avenue Transit Center.

Identify single point of contact/transit liaison within each jurisdiction's public works or planning group.

Local, Regional, and State Partnerships



Mid-term (6-10 years)



Regularly coordinate with jurisdiction partners through quarterly meetings.

Quarterly jurisdiction partner meeting should include coordination with municipalities on capital projects (including future roadway connections), planned detours, prioritizing multimodal connections to transit stops, overall transit access and safety needs. These meetings will ensure that BFT can continue to meet the needs of the growing region in alignment with jurisdiction goals and investments.

Continue to improve coordination with member jurisdictions to proactively plan for transit-supportive infrastructure in growth areas and transit access as part of proposed development.

Provide partners with overview of BFT's Service Standards and Bus Stop Guidelines to support coordination.

Continue to coordinate with local partners to reflect potential grant-funded projects in other adopted plans.

Continue to coordinate with existing intermodal facilities not controlled by BFT (for example, Pasco Airport and Amtrak station) to enhance transit passenger amenities such as ticket sales.

Continue to coordinate with partners to address identified safety and operational concerns.

Explore further TOD partnerships beyond 22nd Ave Transit Center.

Construct Prosser, Benton City, and Southridge transfer points and revise service accordingly.

Long-term (11-20 years)



Encourage zoning updates to increase density along high frequency transit routes and relax parking regulations.

Continue coordination with intermodal facilities not controlled by BFT.

Work with jurisdictions to include transit-supportive design guidelines into planning and permitting process.

Regularly coordinate with neighboring transit agencies through Regional Transit Advisory Committee.

During initial LRTP outreach, the public identified needs for improved coordination among regional transit agencies. The Tri-Cities is a regional hub for services and for intercity and national travel, so BFT coordination with neighboring agencies can improve mobility within and beyond BFT's service area.

Continue to coordinate on intercity bus routes, including the need for any new routes.

Continue to coordinate on intercity bus routes, including the need for any new routes.

Local, Regional, and State Partnerships



Mid-term (6-10 years)



Strengthen BFT relationship with major employers.

The BFT service area is home to many large employers with different employee transportation needs. BFT wants to ensure that its family of services has the potential to flexibly and cost effectively meet more employer/employee needs in the future.

Continue to market BFT's services that reduce vehicle miles traveled and greenhouse gas emissions.

Host annual employer-focused forum to share near-future service changes and investment, hear about employer/employee transit needs, and explore public-private partnership opportunities.

Implement appropriate service to Hanford.

Long-term (11-20 years)



Continue to market BFT's services, monitor rideshare, host annual employer forum, and explore additional opportunities for Rideshare with major employers.

Follow standardized process for evaluating and implementing Public Transit Benefit Area (PTBA) changes.

As the Tri-Cities and surrounding area continue to grow, BFT will need to balance annexations and PTBA expansions with the need to effectively steward public investment.

Continue Board presentation of PTBA evaluation process.

Continue Board presentation of PTBA evaluation process.

Mid-Term Recommendations: Measuring Success

Mid-Term Recommendations: Measuring Success

Mid-term tasks are shown here with corresponding targets. These targets represent how BFT will measure success in the mid-term.



Tasks	Target
Rider Experience	
Continue to build out the frequent corridor network.	Among households within 1/2 mile of a fixed route stop, 35% have frequent service at any time
Complete a comprehensive operations analysis (COA) that includes an examination of schedule efficiency, stop spacing, and rider transfer patterns.	100% completion of COA & implementation plan
Continue to build out all-day network to expand availability of transit service into the early morning and late evening on weekdays.	70% households within 1/2 mile of a bus stop or within demand-response zone have early morning and late evening services
Continue to build out core network to increase the number of routes that operate on weekends, particularly Sundays.	Among households within 1/2 mile of a fixed route stop, 95% receive Saturday service and 75% receive Sunday service
Implement express route network and educate riders about how express routes work.	20% of households within 1/2 mile of a bus stop have express service 35% of jobs within 1/2 mile of a bus stop have express service
Add real-time information to all transit centers.	100% of transit centers have real-time information
Increase hiring of Spanish-speaking staff.	100% of service hours have Spanish-speaking customer service coverage 20% of frontline staff are fluent in Spanish
Expand customer service hours to cover full span of BFT service hours.	100% of service span has customer service coverage
Continue to monitor mobile fare solution.	70% of fares are collected via mobile solution
Evaluate & procure electronic fare payment option.	New fare payment option 100% implemented
Maintain and improve travel training program.	800 individuals trained per year 30 new trainers developed through “train the trainer” program
Update BFT’s Bus Stop Guidelines to include transit centers, transit points, express bus stops, and frequent service stops and to reflect real-time information and wayfinding needs. Add the process for updating service information at stops when services change. Set targets for compliance with guidelines.	Bus Stop Guidelines 100% updated
Monitor development of major employment centers and residential areas and updates to the BFCOG travel demand model to plan for service changes and transit centers.	60% of households and 60% of jobs in the BFT service area are within a 1/2 mile walk of a fixed-route bus stop BFCOG has identified a single point of contact as a liaison to BFT
Design end-of-line facility near Amazon site.	Feasibility study 100% complete
Build out end-of-line facility at Amazon site.	End of line facility 100% constructed
Construct Prosser, Benton City, and Southridge transfer points and revise service accordingly.	Facilities and service changes 100% implemented
Continue to work with partners to incorporate rider safety concerns into jurisdiction Safety Action Plans.	100% of jurisdiction partners have identified a single point of contact Quarterly jurisdiction partner meetings are hosted by BFCOG
Continue to implement Bus Stop Guidelines.	60% of stops are in compliance with guidelines

Mid-Term Recommendations: Measuring Success



Tasks	Target
BFT Organizational Improvement	
Create metrics for Service Standards and formalize process for adding, modifying, and eliminating service.	100% of Service Standard targets developed Decision-making process for service modifications 100% developed
Continue to implement Service Standards.	70% of services are in compliance with new service standards metrics
Revise Service Standards every 5 years.	Revision of Service Standards is 100% complete
Build expanded facilities based on Facility Expansion Plan.	To be determined
Redevelop or relocate the Dayton transfer point, based on the outcomes of the feasibility study.	Construction or relocation is 100% complete
Renovate bus platform and canopy of Three Rivers Transit Center. Implement plan for customer service center renovation.	Renovation is 100% complete
Monitor accuracy of real-time vehicle location data, projected arrival data, and passenger counts to inform hardware & software upgrades.	ETA Accuracy Benchmark to be determined*
Continue to implement Technology Plan.	100% of technology investments and implementations are completed according to Technology Plan
Revise Technology Plan every 5 years.	Revision of Technology Plan 100% complete
Continue to implement Alternative Fuels Transition Plan.	100% of alternative fuels transition investments and implementations are completed according to Alternative Fuels Transition Plan
Revise Alternative Fuels Transition Plan as needed.	Revision of Alternative Fuels Transition Plan 100% complete
Monitor planning-to-implementation performance measures and revise processes as needed.	Targets to be established in the short-term performance measures effort
Ensure all recommendations in the LRTP are staffed.	90% of LRTP resource recommendations are met
Develop succession plans for key staff positions.	Succession plans have been developed for 100% of key positions
Monitor employee training and development plans, succession plans, and staffing redundancy and explore cross-training.	75% of positions have someone else trained to do key job functions 100% of critical roles are covered

BFT's organizational improvement is also supported by recommendations in the rider experience section, including those related to bus stop guidelines, fare solutions, and real-time information.

*<https://github.com/TransitApp/ETA-Accuracy-Benchmark>

Mid-Term Recommendations: Measuring Success



Tasks	Target
Local, Regional, and State Partnerships	
Continue to improve coordination with member jurisdictions to proactively plan for transit-supportive infrastructure in growth areas and transit access as part of proposed development.	100% of jurisdiction partners have identified a single point of contact Quarterly jurisdiction partner meetings are hosted by BFCOG
Provide partners with overview of BFT's Service Standards and Bus Stop Guidelines to support coordination.	BFT Service Standards and Bus Stop Guidelines have been distributed to 100% of jurisdiction partners
Continue to coordinate with local partners to reflect potential grant-funded projects in other adopted plans.	100% of jurisdiction partners have identified a single point of contact Quarterly jurisdiction partner meetings are hosted by BFCOG
Continue to coordinate with existing intermodal facilities not controlled by BFT (for example, Pasco Airport and Amtrak station) to enhance transit passenger information.	100% of intermodal facilities have bus route information easily available to travelers
Continue to coordinate with partners to address identified safety and operational concerns.	100% of jurisdiction partners have identified a single point of contact Quarterly jurisdiction partner meetings are hosted by BFCOG
Explore further TOD partnerships beyond 22nd Ave Transit Center.	BFT staff have identified and pursued 1-3 further TOD partnerships
Continue to coordinate on intercity bus routes, including the need for any new routes.	Quarterly Regional Transit Advisory Committee meetings are hosted by BFT
Continue to market BFT's services that reduce vehicle miles traveled and emissions.	At least 4 communications delivered/year
Host annual employer-focused forum to share near-future service changes and investment, hear about employer/employee transit needs, and explore public-private partnership opportunities.	Forum takes place every year
Implement appropriate service to Hanford.	10% of eligible employees are using Rideshare or identified service solution
Continue Board presentation of PTBA evaluation process.	BFT staff regularly present PTBA evaluation to Board

Local, regional, and state partnerships are also supported by the recommendation in the rider experience section related to constructing new transfer points.

Mid-Term Recommendations: Supporting Resources

Mid-Term Recommendations: Supporting Resources

Costs are presented in 2025 dollars.



Tasks	Staff resources needed	Contract/ vendor	Vehicles/ equipment	Facilities
Rider Experience				
Continue to build out the frequent corridor network.	Facilities Operations Outreach/marketing Planning		6-10 fixed route buses	New bus stops will be determined through short-term frequent service network development. Expanded garage and maintenance facilities will be determined through the Facility Expansion Plan.
Complete a comprehensive operations analysis that includes an examination of schedule efficiency, stop spacing, and rider transfer patterns.	Finance Operations Outreach Planning Project Management Office	\$400,000 for COA		
Continue to build out all-day network to expand availability of transit service into the early morning and late evening on weekdays.	Operations Outreach/marketing Planning	\$750,000/year for microtransit operations	1-2 fixed route buses	Expanded garage and maintenance facilities will be determined through the Facility Expansion Plan.
Continue to build out core network to increase the number of routes that operate on weekends, particularly Sundays.	Operations Outreach/marketing Planning		1-2 fixed route buses	Expanded garage and maintenance facilities will be determined through the Facility Expansion Plan.
Implement express route network and educate riders about how express routes work.	Operations Outreach/marketing Planning		1-2 fixed route buses	New bus stops will be determined through short-term express network development. Expanded garage and maintenance facilities will be determined through the Facility Expansion Plan.

Mid-Term Recommendations: Supporting Resources

Costs are presented in 2025 dollars.



Tasks	Staff resources needed	Contract/ vendor	Vehicles/ equipment	Facilities
Rider Experience (Continued)				
Add real-time information to all transit centers.	Facilities IT	\$100,000-\$150,000 per transit center for installation \$15,000/year per transit center for operations (estimate to be updated after short- term pilot)	Electronic information displays	
Increase hiring of Spanish-speaking staff.	Customer service Human resources Operations	Additional contracted language service may be needed.		
Expand customer service hours to cover full span of BFT service hours.	Customer service Human resources	May need additional labor, especially for later hours/Sundays.		Will be located in existing facilities and in expanded 22nd Ave Transit Center customer service area.
Continue to monitor mobile fare solution.	Customer service Finance Planning Operations Outreach/marketing Training			
Evaluate & procure electronic fare payment option.	Customer service Finance Planning Operations Outreach/marketing Training	\$2,000,000 equipment and installation; \$200,000/year operations	Specific equipment will be determined through evaluation and procurement process, likely on-board and transit center validators.	
Maintain and improve travel training program.	2 new FTE travel trainers Customer service Outreach/marketing	\$25,000 for curriculum development		Staff will use Three Rivers and 22nd Ave Transit Centers for training.

Mid-Term Recommendations: Supporting Resources

Costs are presented in 2025 dollars.



Tasks	Staff resources needed	Contract/vendor	Vehicles/equipment	Facilities
Rider Experience (Continued)				
Update BFT's Bus Stop Guidelines to include transit centers, transfer points, express bus stops, and frequent service stops and to reflect real-time information and wayfinding needs. Add the process for updating service information at stops when services change. Set targets for compliance with guidelines.	IT Operations Outreach/marketing Planning Project Management Office	\$100,000 for consultant		
Monitor development of major employment centers and residential areas and updates to the BFCOG travel demand model to plan for service changes and transit centers.	Planning			
Design end-of-line facility near Amazon site.	Planning			
Build out end-of-line facility at Amazon site.	Operations Planning Project Management Office	\$1,000,000 passenger facility		Accessible passenger facility. Potential park & ride, shelter, bike repair station (coincide with bike trail/state park), and driver comfort station/restroom.
Construct Prosser, Benton City, and Southridge transfer points and revise service accordingly.	Operations Planning Project Management Office	\$1,500,000/transfer point construction. Land costs may vary.		Accessible passenger facilities with transfer space.
Continue to work with partners to incorporate rider safety concerns into jurisdiction Safety Action Plans.	Planning Safety			
Continue to implement Bus Stop Guidelines.	Operations Planning Project Management Office	\$750,000 - \$1,000,000 spent per year	Equipment (for example, real-time information displays) will be determined through short-term adoption of updated Bus Stop Guidelines and further 2034 revision.	Will be determined through short-term adoption of updated Bus Stop Guidelines and further 2034 revision.

Mid-Term Recommendations: Supporting Resources

Costs are presented in 2025 dollars.



Tasks	Staff resources needed	Contract/vendor	Vehicles/equipment	Facilities
BFT Organizational Improvement				
Create metrics for service standards and formalize process for adding, modifying, and eliminating service.	Operations Planning	\$75,000		
Continue to implement Service Standards.	Operations Planning		Additional vehicles will be determined through short-term adoption of Service Standards.	Additional passenger facilities will be determined through short-term adoption of Service Standards.
Revise Service Standards every 5 years.	Operations Planning			
Build expanded facilities based on Facility Expansion Plan.	Facilities Finance/Grants & Capital Maintenance Operations Planning Project Management Office	Multiple		Per the Facility Expansion Plan and Capital Improvement Plan
Redevelop or relocate the Dayton transfer point, based on the outcomes of the feasibility study.	Planning	\$45,000		Will be determined through short-term feasibility study.
Renovate bus platform and canopy of Three Rivers Transit Center. Implement plan for customer service center renovation.	Customer service Planning Project Management Office Operations	\$5,000,000		Will be determined through short-term plan for customer service center renovation.
Monitor accuracy of real-time vehicle location data, projected arrival data, and passenger counts to inform hardware & software upgrades.	IT Planning			
Continue to implement Technology Plan.	IT Operations		Software, hardware, and equipment purchases will be determined through short-term development of the Technology Plan.	
Revise Technology Plan every 5 years.	IT Operations			

Mid-Term Recommendations: Supporting Resources



Tasks	Staff resources needed	Contract/ vendor	Vehicles/ equipment	Facilities
BFT Organizational Improvement (Continued)				
Continue to implement Alternative Fuels Transition Plan.	Facilities Finance/Grants & Capital Maintenance Operations Planning	To be determined	Vehicles to be added or transitioned will be determined through short-term development of the Alternative Fuels Transition Plan.	Potential parking, storage, and fueling infrastructure will be determined through short-term development of the Alternative Fuels Transition Plan.
Revise Alternative Fuels Transition Plan as needed.	Facilities Finance/Grants & Capital Maintenance Operations Planning	To be determined		
Monitor planning-to-implementation performance measures and revise processes as needed.	Finance/Grants & Capital Planning Project Management Office			
Ensure all recommendations in the LRTP are staffed.	Human resources			Potential expansion of office spaces.
Develop succession plans for key staff positions.	Chief of Staff Human resources Planning			
Monitor employee training and development plans, succession plans, and staffing redundancy and explore cross-training.	Human resources Safety Training			

Mid-Term Recommendations: Supporting Resources



Tasks	Staff resources needed	Contract/vendor	Vehicles/equipment	Facilities
Local, Regional, and State Partnerships				
Continue to improve coordination with member jurisdictions to proactively plan for transit-supportive infrastructure in growth areas and transit access as part of proposed development.	Planning			
Provide partners with overview of BFT's Service Standards and Bus Stop Guidelines to support coordination.	Planning			
Continue to coordinate with local partners to reflect potential grant-funded projects in other adopted plans.	Finance/Grants & Capital Planning			
Continue to coordinate with existing intermodal facilities not controlled by BFT (for example, Pasco Airport and Amtrak station) to enhance transit passenger information.	Planning		Potential kiosks.	
Continue to coordinate with partners to address identified safety and operational concerns.	Operations Planning Safety			
Explore further TOD partnerships beyond 22nd Ave Transit Center.	Planning Project Management Office			Will be determined after short-term redevelopment of the 22nd Avenue Transit Center site.
Continue to coordinate on intercity bus routes, including the need for any new routes.	Operations Planning			
Continue to market BFT's services that reduce vehicle miles traveled and greenhouse gas emissions.	Marketing Planning Rideshare			
Host annual employer-focused forum to share near-future service changes and investment, hear about employer/employee transit needs, and explore public-private partnership opportunities.	Marketing Planning Rideshare			
Implement appropriate service to Hanford.	Operations Planning Rideshare		Will be determined through short-term exploration of feasible options.	Potential alternative fuel/charging solutions and/or turnaround facility.
Continue Board presentation of PTBA evaluation process.	Planning			

Mid-Term Recommendations: Schedule & Cost

Mid-Term Recommendations: Schedule

Tasks	2031	2032	2033	2034	2035
Expand customer service hours to cover full span of BFT service hours.	2031	2032	2033	2034	2035
Design end-of-line facility near Amazon site.	2031	2032	2033	2034	2035
Revise Technology Plan every 5 years.	2031	2032	2033	2034	2035
Ensure all recommendations in the LRTP are staffed.	2031	2032	2033	2034	2035
Develop succession plans for key staff positions.	2031	2032	2033	2034	2035
Host annual employer-focused forum to share near-future service changes and investment, hear about employer/employee transit needs, and explore public-private partnership opportunities.	2031	2032	2033	2034	2035
Construct Prosser, Benton City, and Southridge transfer points and revise service accordingly.	2031	2032	2033	2034	2035
Complete a comprehensive operations analysis that includes an examination of schedule efficiency, stop spacing, and rider transfer patterns.	2031	2032	2033	2034	2035
Redevelop or relocate the Dayton transfer point, based on the outcomes of the feasibility study.	2031	2032	2033	2034	2035
Provide partners with overview of BFT's Service Standards and Bus Stop Guidelines to support coordination.	2031	2032	2033	2034	2035
Add real-time information to all transit centers.	2031	2032	2033	2034	2035
Renovate bus platform and canopy of Three Rivers Transit Center. Implement plan for customer service center renovation.	2031	2032	2033	2034	2035
Update BFT's Bus Stop Guidelines to include transit centers, transfer points, express bus stops, and frequent service stops and to reflect real-time information and wayfinding needs. Add the process for updating service information at stops when services change. Set targets for compliance with guidelines.	2031	2032	2033	2034	2035
Create metrics for Service Standards and formalize process for adding, modifying, and eliminating service.	2031	2032	2033	2034	2035
Evaluate & procure electronic fare payment option.	2031	2032	2033	2034	2035
Build out end-of-line facility at Amazon site.	2031	2032	2033	2034	2035
Revise Service Standards every 5 years.	2031	2032	2033	2034	2035
Revise Alternative Fuels Transition Plan as needed.	2031	2032	2033	2034	2035
Rider Experience					
Continue to build out the frequent corridor network.	On-going				
Continue to build out all-day network to expand availability of transit service into the early morning and late evening on weekdays.	On-going				
Continue to build out core network to increase the number of routes that operate on weekends, particularly Sundays.	On-going				
Implement express route network and educate riders about how express routes work.	On-going				
Increase hiring of Spanish-speaking staff.	On-going				
Continue to monitor mobile fare solution.	On-going				
Maintain and improve travel training program.	On-going				

Mid-Term Recommendations: Schedule

Monitor development of major employment centers and residential areas and updates to the BFCOG travel demand model to plan for service changes and transit centers.	On-going
Continue to work with partners to incorporate rider safety concerns into jurisdiction Safety Action Plans.	On-going
Continue to implement Bus Stop Guidelines.	On-going
BFT Organizational Improvement	
Continue to implement Service Standards.	On-going
Build expanded facilities based on Facility Expansion Plan.	On-going
Monitor accuracy of real-time vehicle location data, projected arrival data, and passenger counts to inform hardware & software upgrades.	On-going
Continue to implement Technology Plan.	On-going
Continue to implement Alternative Fuels Transition Plan.	On-going
Monitor planning-to-implementation performance measures and revise processes as needed.	On-going
Monitor employee training and development plans, succession plans, and staffing redundancy and explore cross-training.	On-going
Local, Regional, and State Partnerships	
Continue to improve coordination with member jurisdictions to proactively plan for transit-supportive infrastructure in growth areas and transit access as part of proposed development.	On-going
Continue to coordinate with local partners to reflect potential grant-funded projects in other adopted plans.	On-going
Continue to coordinate with existing intermodal facilities not controlled by BFT (for example, Pasco Airport and Amtrak station) to enhance transit passenger information.	On-going
Continue to coordinate with partners to address identified safety and operational concerns.	On-going
Explore further TOD partnerships beyond 22nd Ave Transit Center.	On-going
Continue to coordinate on intercity bus routes, including the need for any new routes.	On-going
Continue to market BFT's services that reduce vehicle miles traveled and emissions.	On-going
Implement appropriate service to Hanford.	On-going
Continue Board presentation of PTBA evaluation process.	On-going

Mid-Term Recommendations: Schedule & Cost

Costs are presented in 2025 dollars.

Recommendation	Timeline					
	On-going	2031	2032	2033	2034	2035
Expand customer service hours to cover full span of BFT service hours.		Additional labor \$348,000	Additional labor \$348,000	Additional labor \$348,000	Additional labor \$348,000	Additional labor \$348,000
Construct Prosser, Benton City, and Southridge transfer points.		Construction \$3,000,000	Construction \$1,500,000			
Complete a comprehensive operations analysis.			Consultant \$400,000			
Redevelop or relocate the Dayton transfer point.			Construction \$45,000			
Add real-time information to all transit centers (four).				Installation & equipment \$100,000- \$150,000/transit center Operation \$15,000/ transit center	Operation \$15,000/ transit center	Operation \$15,000/ transit center
Renovate customer service center, bus platform, and canopy of Three Rivers Transit Center.				Construction \$5,000,000		
Update BFT's Bus Stop Guidelines.					Consultant \$100,000	
Create service standards metrics and formalize process for changing service.					Consultant \$75,000	
Evaluate & procure electronic fare payment option.						Equipment & installation \$2,000,000 Operations \$200,000/year
Build out end-of-line facility at Amazon site.						Construction \$1,000,000

Mid-Term Recommendations: Schedule & Cost

Costs are presented in 2025 dollars.

Recommendation	On-going	2031	2032	2033	2034	2035
Continue to build out the frequent corridor network.	6-10 buses (\$7.2-\$12 million); estimate of 2 buses/year New facilities as determined through Facility Expansion Plan	New buses \$2,400,000	New buses \$2,400,000	New buses \$2,400,000	New buses \$2,400,000	New buses \$2,400,000
Continue to build out all-day network.	1-2 buses (\$1.2-2.4 million); estimate of 2 buses over 5 years New facilities as determined through Facility Expansion Plan	Microtransit operator \$750,000	Microtransit operator \$750,000 New bus \$1,200,000	Microtransit operator \$750,000	Microtransit operator \$750,000	Microtransit operator \$750,000 New bus \$1,200,000
Continue to build out core network.	1-2 buses (\$1.2-2.4 million); estimate of 2 buses over 5 years New facilities as determined through Facility Expansion Plan	New bus \$1,200,000		New bus \$1,200,000		
Implement express route network.	1-2 buses (\$1.2-2.4 million); estimate of 2 buses over 5 years New facilities as determined through Facility Expansion Plan		New bus \$1,200,000		New bus \$1,200,000	
Increase hiring of Spanish-speaking staff.	Contracted labor, as needed.					
Maintain and improve travel training program.		Consultant \$25,000				
Continue to implement Bus Stop Guidelines.		Construction \$750,000- \$1,000,000	Construction \$750,000- \$1,000,000	Construction \$750,000- \$1,000,000	Construction \$750,000- \$1,000,000	Construction \$750,000- \$1,000,000

Mid-Term Recommendations: Schedule & Cost

Costs are presented in 2025 dollars.

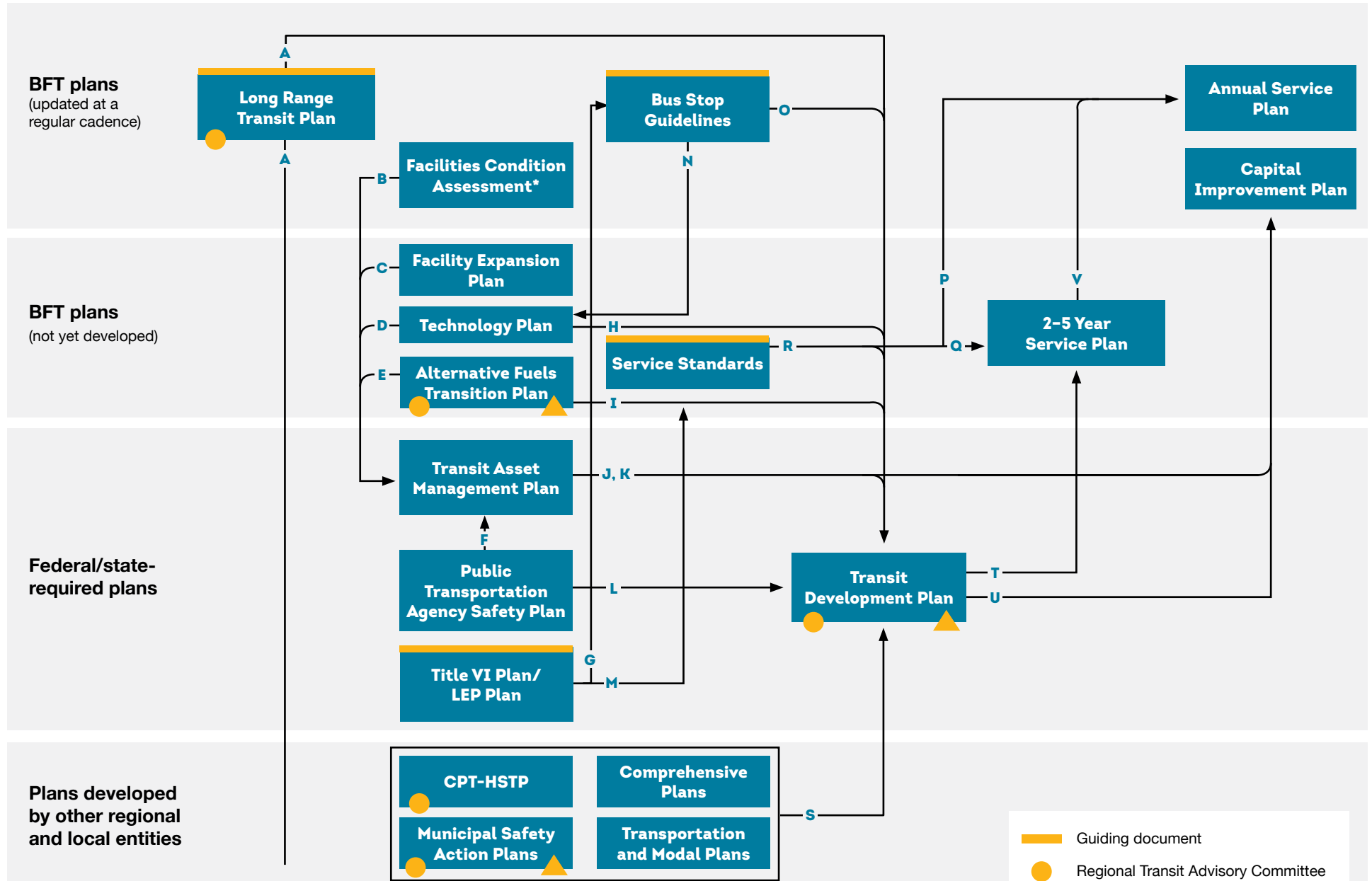
Recommendation	On-going	2031	2032	2033	2034	2035
Continue to implement Service Standards.	Additional vehicles and facilities to be determined through short-term adoption of Service Standards.					
Build expanded facilities based on facility expansion plan.	Additional facilities to be determined through facilities plan and CIP.					
Continue to implement Technology Plan.	Software, hardware, and equipment purchases will be determined through short-term development of the Technology Plan.					
Continue to implement Alternative Fuels Transition Plan.	Vehicles to be added or transitioned and parking, storage, and fueling infrastructure needs will be determined through short-term development of the Alternative Fuels Transition Plan.					
Continue to coordinate with existing intermodal facilities not controlled by BFT.	Kiosks potentially needed.					
Explore further TOD partnerships beyond 22nd Ave Transit Center.	Will be determined after short-term redevelopment of the 22nd Avenue Transit Center site.					
Implement appropriate service to Hanford.	Required vehicles and potential charging and/or turn-around facility will be determined through short-term exploration of feasible options.					
Summary of capital, consultant & contracted staff, and technology operations costs		\$8.73 million identified costs	\$7.85 million identified costs	\$11.35 million identified costs	\$5.94 million identified costs	\$8.96 million identified costs
		additional technology, vehicles, facilities, and contracted support to be determined	additional technology, vehicles, facilities, and contracted support to be determined	additional technology, vehicles, facilities, and contracted support to be determined	additional technology, vehicles, facilities, and contracted support to be determined	additional technology, vehicles, facilities, and contracted support to be determined

Mid-Term Recommendations: Updating and Implementing the LRTP

Mid-Term Recommendations: Updating and Implementing the LRTP

The Long-Range Transit Plan (LRTP) will guide the update of other key BFT plans and the development of new plans, as shown on the following page. LRTP recommendations include new plans and processes that will help BFT maintain a clear and transparent process for evaluating services, planning service changes, implementing service changes, and maintaining the staff, facilities, and vehicles needed to effectively meet the region's transit needs. BFT will update the LRTP regularly, ensuring that the plan reflects the changing needs of the community BFT serves.





*Going forward, facilities condition assessment should be incorporated into the Transit Asset Management Plan.

- A** The Long-Range Transit Plan, spanning 6-20 years, provides guidance for the Transit Development Plan and may inform any other BFT plans, depending on the LRTP's recommendations.
- B** The facility expansion needs identified in the Facility Expansion Plan will be included in the Transit Asset Management Plan.
- C** Facilities maintenance and needed upgrades identified through the Facilities Condition Assessment will be included in the Transit Asset Management Plan.
- D** The technology needs identified in the Technology Plan, particularly those related to technology purchases and technology upgrades/updates for vehicles and/or facilities will be included in the Transit Asset Management Plan.
- E** The facilities and vehicles needs identified in the Alternative Fuels Transition Plan will be included in the Transit Asset Management Plan.
- F** Facility and vehicle needs that support PTSAP requirements will be included in the Transit Asset Management Plan.
- G** The Title VI/LEP Plan's bus stop standards for Title VI populations should be integrated into and informed by the Bus Stop Guidelines.
- H** The operations, training, and passenger education/marketing needs identified in the Technology Plan will be included in the Transit Development Plan.
- I** The operations, training, and service planning needs identified in the Alternative Fuels Transition Plan will be included in the Transit Development Plan.
- J** Capital needs identified in the Transit Asset Management Plan will be included in the Capital Improvement Plan.
- K** Capital needs identified, for the next five years, in the Transit Asset Management Plan will be included in the Transit Development Plan.
- L** Programs, training, and education/outreach that support PTSAP requirements will be included in the Transit Development Plan.
- M** The Title VI/LEP Plan's service standards for Title VI populations should be integrated into and informed by the Service Standards.
- N** Technology purchases and upgrades, as identified through the application of the Bus Stop Guidelines, will be included in the Technology Plan.
- O** The Bus Stop Guidelines will inform the recommendations in the Transit Development Plan.
- P** The Service Standards will inform the changes included in the Annual Service Plan.
- Q** The Service Standards will inform the changes included in the 2-5 Year Service Plan.
- R** The Service Standards will inform the recommendations in the Transit Development Plan.
- S** Local and regional plans should be reflected, at a minimum, in BFT's Transit Development Plan, as relevant.
- T** Service changes in the 2-5 Year Service Plan should reflect the changes identified in the Transit Development Plan.
- U** Capital costs identified in the Transit Development Plan should be reflected in the Capital Improvement Plan.
- V** Service changes identified in year 2 of the 2-5 Year Service Plan should be reflected in the next year's Annual Service Plan.

Conclusion

Conclusion

This Long-Range Transit Plan sets the direction for BFT and partners for the next 20 years, guiding the agency towards improved rider experience, greater organizational capacity and consistency, and stronger partnerships. The LRTP reflects BFT's commitments to address the priorities identified by the community of BFT riders and the general public, grow with the region, and build on BFT's recent efforts to increase ridership and evaluate and improve service effectiveness.





Ben Franklin Transit (MOA)
1000 Columbia Park Trail
Richland Washington 99352
United States of America (the)

Incident Report	
Report #	6736942
Report Date	01/16/2026
Report Time	02:35pm
Created By	Nicholas Habakangas #11907
Position	Guard
Client	Ben Franklin Transit (MOA)

Report Summary

On January 15, 2026 at approximately 7:10 PM, Officer Nicholas Habakangas and Officer Braden were tasked with monitoring the departure of attendees from a board meeting at the Ben Franklin Transit (MOA) facility in Richland, Washington. They were notified that a meeting attendee, Travis Lehmann, had made a threat as he was leaving the building. Officer Habakangas observed Lehmann wandering the parking lot and speaking with an individual in a large white truck. Another individual informed Officer Habakangas that Lehmann was acting strangely. A verbal altercation then occurred between Lehmann and this individual, which the officers separated. Lehmann continued to make crude comments to passersby in the parking lot. The officers escorted a woman to her vehicle because Lehmann had made her uncomfortable. Lehmann eventually left the parking lot in a dark colored truck around 8:10 PM. No further incidents were reported. The officers' actions ensured the safety of the departing attendees and de-escalated the situation with the potentially threatening individual.

Information

Date of Incident	01/15/2026
Time of Incident	07:10pm
Reporting Officer	Nicholas Habakangas #11907
Incident Type	Trespassing
Site (if client site)	Ben Franklin Transit (MOA) 1000 Columbia Park Trail Richland Washington 99352 United States of America (the)
Site Location (where at the site)	
Incident Site (if not client) (Address/City/State/Zip)	
Supervisor Name	Roque Hernandez #11197
Time Notified	02:11pm
Officer's Report	At 1900 the January board meeting went into intermission and ended, Officer Braden and I were tasked with watching everyone walking out of the building to ensure that everyone leaves safely. We were notified by a member of BFT management that Travis Lehmann (DOB: 11/4/1988) made a threat as he was leaving, so I went outside and saw Travis wandering the parking lot and in-between vehicles in front of the Operations building. Travis was speaking to an individual in a large white truck and walking with it as it was rolling through the parking lot. Another individual standing in front of the operations building then called me over to inform me that Travis was acting strangely. I kept watch on Travis while Officer Braden kept an eye on the rest of the people leaving. A verbal altercation then occurred when Travis walked by the person who told me Travis was acting strangely in front of the Operations building. Officer Braden and I kept both parties separated and the individual who was arguing with Travis then left. We followed Travis to the east side parking lot near the administration building where he continued to speak with the individual in the large white truck. When people would walk by Travis would make crude comments, but overtly threatening. Officer Braden and I walked a woman to her vehicle because Travis made her uncomfortable. Travis eventually left the parking lot in a dark colored truck at approximately 2010.

Picture From Gallery (If applicable)	
Subject(s) Involved	
Subject 1: Last Name	Lehmann
Subject 1: First Name	Travis
Subject 1: Middle Initial	
Subject 1: Address	
Subject 1: City, State, Zip	
Subject 1: Phone Number	
Subject 1: Status	Suspect
Subject 1: Race/Ethnicity	Caucasian
Subject 1: Sex	M
Subject 1: Height	
Subject 1: Weight	
Subject 1: Hair	Brown
Subject 1: Eyes	Green
Subject 1: Clothing or other description	White hooded sweatshirt. Billed Hat.
Subject 2: First Name	
Subject 2: Middle Initial	
Subject 2: Last Name	
Subject 2: Address	
Subject 2: City, State, Zip	
Clothing or other description	
Subject 2: Zip Code	
Subject 2: Phone Number	
Officer Signature	<i>I hereby declare that all information provided is true to the best of my knowledge</i> 
Full Address (incl state, city, zip code)	1000 Columbia Park Trail, Richland Washington. 99352

This report contains text that was redacted by ReportPro AI.

Civil 040 Sealed Cover. If you want to seal explicit or intimate images, you must file a separate motion asking the court to seal these images. Use form PO 005, *Motion to Redact or Seal*.

- 18. Most Recent Incident.** What happened most recently that made you want a protection order? This could include violent acts, fear or threats of violence, coercive control, nonconsensual sexual conduct or penetration, sexual abuse, harassment, stalking, hate crimes. For a vulnerable adult, include incidents or threats of abandonment, abuse, neglect and/or financial exploitation. Include specific date/s and details of the incident.

I am an employee at Ben Franklin Transit. On 1/15/2026, I attended the meeting of the board of directors as part of my job. Travis attended as an attendee. During the executive session, we were asked to wait outside for 10 minutes. I was having a conversation with my colleagues when he came up to me and asked me if I was parked outside and where my car was. Two coworkers observed Travis walking around the parking lot with a hood on. A different witness overheard Travis say he was looking for my vehicle. After that, two security officers went to ask him to leave and he refused and began to argue with them. During the board meeting, he held up a sign that essentially said he was going to get me fired. At the December 2025 board meeting, he was observed via camera footage, spitting chewing tobacco on my vehicle. I do not feel safe with Travis coming around me or my place of work.

- 19. Past Incidents.** What happened in the past that makes you want a protection order? This could include violent acts, fear or threats of violence, coercive control, nonconsensual sexual conduct or penetration, sexual abuse, harassment, stalking, or hate crimes. For a vulnerable adult, include incidents or threats of abandonment, abuse, neglect and/or financial exploitation. Include specific date/s and details of the incidents.

As I mentioned before, at the December 2025 BFT board meeting, he spit chewing tobacco on my vehicle. I contacted Richland PD but nothing was done. He has continuously called me names like "spike" and has stated that he will do anything to get me fired.

- 20. Medical Treatment.** Describe any medical treatment you received for issues related to your request for protection.

N/A

- 21. Suicidal Behavior.** Describe any threats of self-harm or suicide attempts by the restrained person.

N/A

22. Restrained Person's Substance Abuse

Is substance abuse involved? ☐ Yes ☐ No ☒ Unknown
If yes, what type of substance abuse? ☐ Alcohol ☐ Drugs ☐ Other

- 23. Minors Needing Protection, if any** (If the information is not already included above.)

Has there been any violence or threats towards children? How have the children been affected by the restrained person's behavior? Were the children present during any of the incidents described above? (Describe and give details.)

My name is Michaela Dimas, and I serve as the Director of Rideshare & On-Demand Transportation at Ben Franklin Transit (BFT). I am submitting this statement regarding former BFT employee Travis Lehman and his escalating behavior toward Michelle Enciso, Senior Manager of Operations.

Our Board meetings take place in the evening, they are recorded, and the footage is posted publicly. I mention that only because it means there is a clear record of how people conduct themselves. This is not hearsay or speculation anyone can watch the December and January meetings on the BFT website and see exactly how Mr. Lehman behaved and the chaos he created in the room.

During the December Board meeting, he repeatedly disrupted the meeting, inserted himself at random moments, and behaved in a way that was intentionally immature and antagonistic. It was not advocacy. It was disruption. The video speaks for itself.

On a separate prior occasion, after a Board meeting, surveillance video captured Mr. Lehman walking up to the BFT vehicle assigned to Michelle and spitting chewing tobacco across the driver's window and door. That incident was reported as vandalism. In Washington, damaging or defacing another person's property — including a government-assigned vehicle — falls under malicious mischief (RCW 9A.48.090). That matters because it establishes that this is not just someone shouting at a podium; there is physical conduct directed at a female employee.

At the January Board meeting, the pattern continued. He interrupted and made comments out of turn, again creating a hostile and chaotic environment that is captured on video. Following that meeting, the Board entered executive session, and staff stepped out to the hallway area. As Mr. Lehman walked out of the building, he confronted Michelle in a loud and aggressive tone and said:

“Your van is parked out front.”

Right after saying that, he pulled his hood up and entered the employee parking lot, not the public lot, walking toward the area where staff vehicles, including Michelle's, were located. I witnessed this personally.

Considering the prior vandalism to Michelle's assigned vehicle, there is only one reasonable way to interpret that comment and his movement into the staff lot: it was meant to intimidate.

Washington law recognizes this dynamic. Harassing or threatening to cause harm to a person or their property is not protected speech under RCW 9A.46.020, and intimidating a public servant through threats or retaliation is a felony under RCW 9A.76.180. Public employees are allowed to perform their jobs without being targeted by former employees in parking lots after dark.

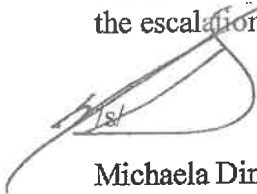
I want to be clear on one point: public meetings do not suspend basic safety. Women in government do not lose the right to personal security because the Open Public Meetings Act exists. When a former employee has already vandalized a female employee's assigned vehicle, then announces that he knows where her vehicle is parked, and then moves into the same parking area she must walk through, that crosses a line. It is targeted behavior.

After seeing this unfold, I immediately notified on-site security and told them directly that he had just threatened a female employee and that they needed to ensure safety. That was not an emotional reaction, it was a safety assessment. A former employee who has engaged in

disorderly conduct, vandalism, verbal targeting, and parking lot surveillance presents a credible safety threat.

Michelle continues to do her job because she is committed to public service and to this community. But commitment should not require exposure to risk. Washington's civil statutes recognize ongoing harassment and intimidation as legitimate grounds for a protection order (RCW 7.105) before violence occurs, not after.

For all of these reasons, I am submitting this statement so there is a clear record of the pattern, the escalation, the available video evidence, and safety concerns before it escalates further.

A handwritten signature in dark ink, appearing to read 'Michaela Dimas', with a large, sweeping loop at the end.

Michaela Dimas

I, Jose Garcia, declare as follows:

I am over the age of eighteen and have personal knowledge of the matters stated in this declaration. If called as a witness, I could and would testify competently to the facts set forth below:

On or about January 15, 2026, I personally witnessed an interaction in which Travis Lehmann ("Travis") asked Michelle Enciso ("Michelle") if her car was in the parking lot and that he would wait for her outside. I heard this statement directly. Based on the context and tone of the interaction, the statement appeared intended to intimidate or unsettle Michelle. Immediately after this interaction, I observed that Michelle appeared visibly distressed and fearful.

Immediately prior to this incident, I heard Travis state that he was going to "get 'Spike' (a known insult he uses for Michelle) fired." I understood this statement as a threat to Michelle's employment. After hearing this, I observed that Michelle became noticeably upset. In my presence, Michelle expressed concern for her personal safety and fear that Travis was targeting her.

Later that night, I was walking to my vehicle, accompanied by Michaela Dimas, and I observed Travis walking around the parking lot in a hooded sweater. I overheard a male, unknown to me, ask Travis to the effect of "what are you doing?" to which I overheard him state that he was "waiting for Spike." Security guards arrived to ask Travis to leave, and he began to argue with them. As I was driving off, I observed Travis walking towards Michaela's vehicle as she was backing out of a parking spot.

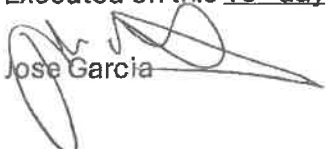
In addition, on or about December 12, 2025, it was reported to me by Michelle that someone had spit chewing tobacco on her vehicle on the night of December 11, 2025. I immediately contacted Marcus McCreedy, Director of Training & Safety, to pull the video footage from the parking lot surveillance cameras for the night of December 11, 2025. I observed Travis walk to Michelle's car without having a need, as his vehicle was parked on the other side of the parking lot, and spit on Michelle's car. Based on my observations and the surrounding circumstances, I understood this to be a hostile act directed at Michelle. I observed that this incident caused Michelle distress and concern, and it contributed to her fear of further escalation. At that time, I advised Michelle to contact the Richland Police Department and a report was made. The police did nothing to address Michelle's concerns. Since this date, Michelle has had to park immediately in front of a surveillance camera and under a light for clear visibility.

Based on my direct observations of these incidents and their effects, it is my belief that Travis's conduct caused Michelle emotional distress and made her reasonably fear for her safety.



I declare under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Executed on this 16th day of January 2026, at Richland, WA.

 Jose Garcia 01/16/26

 1/16/26

Tara Divers

Statement of Events 1/15/2026

On the evening of 1/15/2026 at about 7:30 PM I was talking with Michelle Enciso outside the board room and witnessed Travis come out of the board room at Ben Franklin Transit after the board of directors went into executive session and walk by Michelle Enciso and ask "is your car out there" in a threatening manner. He proceeded to the door and exited the building.



1/16/24



January 21, 2026

Travis Lee Lehmann
8527 W 6TH Avenue
Kennewick WA 99336

RE: Notice of Exclusion from Ben Franklin Transit Board Meetings

Dear Mr. Lehmann,

The purpose of this letter is to formally notify you that Ben Franklin Transit Board Vice Chair Bauman has, consistent with BFT's Policy Regarding Public Participation at Public Meetings, determined that you shall be excluded from future Board meeting attendance for one-year, beginning February 12, 2026, and ending February 11, 2027.

This exclusion is issued primarily under Article IV. Abusive and harassing Behavior During Board Meetings due to your abusive and harassing behavior toward BFT employee, Michelle Enciso, during the January 15, 2026, Board Meeting. Ms. Enciso and additional witnesses reported that you told Ms. Enciso you were looking for her car in the parking lot, that you knew her van was parked out front, and that you stated you would wait outside for her. You then pulled your hood up over your head and proceeded to enter the parking lot where Ms. Enciso's vehicle was parked and waited, with no apparent purpose. Your tone was clearly intended to harass and intimidate Ms. Enciso. You were further heard to say in the parking lot that you were "waiting for Spike", clearly referencing Ms. Enciso. This harassment was a continuation of the harassment you engaged in following the December 11, 2025 Board meeting, when you left the meeting and spit chewing tobacco over Ms. Enciso's vehicle. This was observed on video.

In addition to the abusive and harassing behavior during the January 2026 Board meeting, you were also disruptive during both the December 2025 Board meeting and the January 2026 Board meeting. During both meetings you used obscene language directed at the board, spoke out of turn, and had to be asked to cease your disruptive behavior on multiple occasions.

During your exclusion from BFT public meetings, you may submit written comments to the Board Clerk, or via the BFT website, for distribution to the Board at future public comment periods. Additionally, you have the right to appeal this decision by submitting a written appeal to me, General Counsel Jeremy Bishop at 9221 Sandifur Parkway, Suite C, Pasco, Washington 99301, or via email at



**BEN FRANKLIN
TRANSIT**

jbishop@roachlaw.com. Your appeal must be received no later than five business days after receipt of this notice. If you appeal, your appeal will be considered by the full Board of Directors at the next public meeting. Pending resolution of your appeal, this exclusion shall remain in full force and effect.

To be abundantly clear, if you attempt to attend any BFT public meeting between February 12, 2026 and February 11, 2027, without successfully appealing this notice, you will be asked to leave, escorted out of the building, and, if necessary, law enforcement will be contacted for trespassing.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jeremy Bishop'.

Jeremy Bishop
Attorney at Law

Approved by:

A handwritten signature in black ink, appearing to read 'Steven Bauman'.

Steven Bauman (Jan 22, 2026 08:32:05 PST)
Steven Bauman, Vice Chair
Ben Franklin Transit Board of Directors

Jeremy Bishop

From: Travis Lehmann <lehmann.travis@yahoo.com>
Sent: Monday, January 26, 2026 11:55 AM
To: Jeremy Bishop
Cc: Russell Union
Subject: Travis Lehmann Appeal

Good afternoon,

This is Travis Lehmann. I would like to appeal this decision to be excluded from board meetings. To be clear, me spitting chewing tobacco on her car was an accident, the wind took it. I would never intentionally do that to anybody's vehicle. I had no intentions to spit on her vehicle. It just so happens that I was talking to a friend, and her vehicle was right there. It was an accident. I read a news article that said she was trying to press charges, but Richland Police said that no crime had been committed.

As for the January board meeting, as I was leaving, all I said was "hey Michelle, where ya parked?" I said it kind of giggling as a joke.

Those are the only five words that I said to her. I had no idea whether she was parked outside or not. I had no idea where she was parked. I never said that I was looking for her car. When I exited the building, I walked through the parking lot because I worked there for 11 years and that's where I parked.

To paint a narrative that I put my hood on like a predator and walked through the parking lot is a complete joke. I put my hood on because it was freezing cold outside. It's funny because I kind of had to walk through the lot to get to my vehicle, right?

When I was walking to my vehicle I ran into my best friend Larry and we talked for 15-20 minutes.

This is just sad that this board is trying so hard to silence a tax paying citizen and wasting taxpayers money on this.

So to be clear, if they can pull a video of me accidentally spitting on a car; can't they pull the video of that night in the parking lot?

They can but they won't because it will totally debunk their false narrative of me looking for a vehicle.

You will see me talking with a friend. You will also see me being harassed by Michela's husband.

Harassed enough that security made the husband get into his truck and leave.

I am not a threat to anyone.

I will work on not talking out of turn.

Please accept this appeal as I am a tax paying citizen and have every right to attend a public meeting

Travis Lehmann

01/26/2026

Sent from my iPhone

**BEN FRANKLIN TRANSIT
RESOLUTION 17-2024**

**A RESOLUTION REGARDING PUBLIC PARTICIPATION AT PUBLIC MEETINGS OF
THE BOARD OF DIRECTORS**

WHEREAS, BFT is subject to the Open Public Meetings Act under RCW 42.30; and

WHEREAS, BFT permits public attendance at Board Meetings as required by law; and

WHEREAS, BFT permits public comment at Board Meetings as required by law; and

WHEREAS, BFT has experienced disruptions of the Board Meetings from the public;
and

WHEREAS, BFT has the authority under RCW 42.30.240(4) to place limitations on
public comment; and

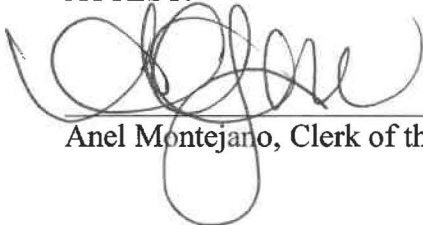
WHEREAS, BFT has the authority under RCW 42.30.050 to establish procedures for
addressing interruptions and disruptions of Board Meetings caused by the
public;

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

1. The Policy Regarding Public Participation at Public Meetings is hereby adopted and
approved.

APPROVED AT A REGULAR BEN FRANKLIN TRANSIT BOARD OF DIRECTORS meeting
held Thursday, April 11, 2024, 7122 W. Okanogan Place, Building E, Kennewick, Washington.

ATTEST:

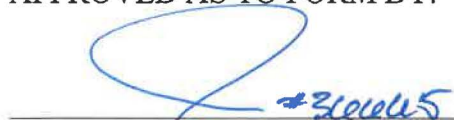


Anel Montejano, Clerk of the Board



William McKay, Chairman

APPROVED AS TO FORM BY:



Jeremy J. Bishop, Legal Counsel

POLICY REGARDING PUBLIC PARTICIPATION AT PUBLIC MEETINGS

I. Public Comment at Regular Board Meetings

- A. Public comment periods are opportunities for members of the public to comment on items on the meeting's agenda. The agenda for a particular Board meeting may specify the total time allotted for the public comment period and for time limits for individual comments. If no such designation is made on the agenda, the time limit shall be 30 minutes overall and 3 minutes per speaker.
- B. Public comment at Regular Board meetings shall be limited to matters on the Meeting Agenda and other matters directly related to, or under the direction of, the Ben Franklin Transit Board of Director's Authority; and
- C. The Board Chair shall ensure that all public comment is in accordance with this policy.
- D. Individuals who wish to speak will first be taken from those who sign up for public comment via the BFT website. Thereafter, if time permits, other members of the public who are present and request to speak will be selected by the Board Chair.
- E. When recognized by the Board Chair, the individual shall approach the podium (if capable), state the individual's name for the record, identify in which jurisdiction they reside, and identify the item to which the individual will speak. At the Board Chair's discretion, this Rule may be waived in the interest of personal safety of the person speaking.
- F. Board meetings are electronically recorded; therefore, speakers wishing to address the Board during the established public comment period shall speak only from the microphones provided for public speakers.
- G. If no speakers sign up to address the Board, or if the public comments conclude before the 30-minute time period has elapsed, the comment period shall be closed, and the Board shall resume its business, with no further opportunity for public comment at that meeting.

H. No public comments addressing the merits of a quasi-judicial action shall be permitted at any Board meeting.

I. Public Comment periods for the public to address the Board, but not for the Board to address the public.

II. Disruptions of Board Meetings

A. Disruptions of Board meetings are prohibited. Disruptions include but are not limited to the following:

1. Failure of a speaker to comply with the allotted time established for the individual speaker's public comment;
2. Outbursts from members of the public who have not been recognized by the Board Chair for public comment;
3. Comments that are not in compliance with these rules or on which a public hearing is being held;
4. Delaying the orderly conduct or progress of the public comment period, including a failure to respect the process of accommodating individuals who wish to provide public comment;
5. Use of an allotted individual comment period for purposeful delay, including remaining silent or engaging in other activity without conveying a discernible message;
6. Standing in the center aisle or front row of the audience unless speaking as recognized by the Board Chair, waiting to speak during the public comment period, or gathering meeting materials distributed by Legislative Department staff;
7. Holding or placement of a banner or sign in the Board Meeting room in a way that endangers others or obstructs the free flow of pedestrians or the view of others attending a meeting;

8. Behavior that intentionally disrupts, disturbs, or otherwise impedes attendance or participation at a meeting; or

9. Failure to follow the direction of a Board Chair or security official related to disruptions described herein.

B. Signs may be displayed during meetings in a manner consistent with these Rules. Any written communication intended for the Board of Directors may be submitted to the Board Clerk, or via the BFT website, for distribution to the intended recipient(s).

C. The Board Chair shall preserve the order and decorum of a meeting at all times. If an individual fails to comply with these rules, the Board Chair may issue an oral or written warning to the individual that the individual's behavior is out of order. An oral or written warning may be issued based on an individual's prior conduct at a meeting. If the individual continues to engage in activity that violates these rules, any Board Member may:

1. Terminate the individual's comment period;
2. Direct security staff to assist an individual to the individual's seat; or
3. Direct security staff to remove the individual from the meeting room.

D. Any individual ordered to be removed from a meeting pursuant to these rules shall be excluded from returning to that same meeting from which the individual was removed.

E. If an individual fails to comply with the requirements of these rules over the course of multiple meetings, any Board Member may exclude the individual from participation in future public comment periods before the Board or exclude the individual from attendance at future Board meetings.

F. The Board Member imposing the exclusion shall inform the individual of the specific reason for, and the specific terms of, the exclusion.

G. An initial and any subsequent exclusion of an individual from future participation in public comment periods or future attendance at Board meetings may be issued for up to 45 calendar days.

H. If an individual is subject to an exclusion from future attendance at Board meetings for a period of 45 calendar days, and further engages in activity that violates these rules, within 90 days after the termination of the exclusion period, an additional exclusion from future attendance at Board meetings may be issued for up to 90 calendar days.

I. If an individual is subject to an exclusion from future attendance at Board meetings for a period of 90 or more calendar days, and further engages in activity that violates these rules, within 90 days after the termination of the exclusion period, an additional exclusion from future attendance at Board meetings may be issued for up to 180 calendar days.

J. The preceding periods of exclusion are subject to increase, or decrease, at the discretion of the Board Chair, dependent upon the seriousness of the disruption, the number of disruptions, and the individual's prior record of conduct at Board meetings.

K. When issuing an exclusion from future public comment periods, or from future attendance at Board meetings, the Board Member shall include specific notification that the individual may submit written comments to the Board Clerk, or via the BFT website, for distribution to the Board at future public comment periods.

IV. Abusive and Harassing Behavior During Board Meetings

A. Engaging in abusive or harassing behavior may subject an individual to immediate removal from a meeting and an exclusion from future attendance at Board meetings for a period of up to one year.

B. Abusive and harassing behavior means actions that purposefully or recklessly alarm other individuals and serve no legitimate advocacy purpose. Abusive and harassing behavior includes but is not limited to the following:

1. The use of obscene language and gestures;
2. Assaults or threatening behavior; or
3. Sexual misconduct, such as indecent exposure, offensive touching, or sexual harassment, including threats of such behavior.

C. Engaging in abusive or harassing behavior may subject an individual to criminal sanctions in addition to enforcement of the Council Rules.

V. Appeals of Meeting Exclusions; Other Authority

A. The decision of any Board Member to impose a sanction or exclusion for disruptive activity may be overruled by a majority vote of those Board Members in attendance either at the meeting where the disruption took place or at the next regularly scheduled Board meeting.

B. Any individual excluded from participation in future public comment periods or from attendance at future Board meetings for a period of more than two calendar days may appeal the exclusion by submitting a written appeal to the General Counsel within five business days after receiving notice of the exclusion. Upon receipt of a written appeal, the Board of Directors shall consider the appeal at its next regularly scheduled open public meeting. The individual's exclusion from public comment periods or from attendance at Board meetings shall remain in effect during the Board's consideration of the appeal.

VI. Interruption(s) to Board Meetings and Committee Meetings.

A. It is the responsibility of the Board Chair to maintain order and adjourn any meeting as the Board Chair deems necessary.

B. Pursuant to RCW 42.30.050, If a meeting is interrupted by any person or by a group or groups of persons so as to render the orderly conduct of the meeting not feasible, and order cannot be restored by the removal of individuals who are interrupting the meeting, the members of the Board conducting the meeting may order the meeting room cleared and continue in session, or may adjourn the meeting and re-convene at another location selected by majority vote of the Board Members present. In such a session, final disposition may be taken only on matters appearing on the agenda. Representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this provision. The Board may establish procedures for re-admitting an individual or individuals not responsible for disturbing the orderly conduct of the meeting.



**BEN FRANKLIN
TRANSIT**

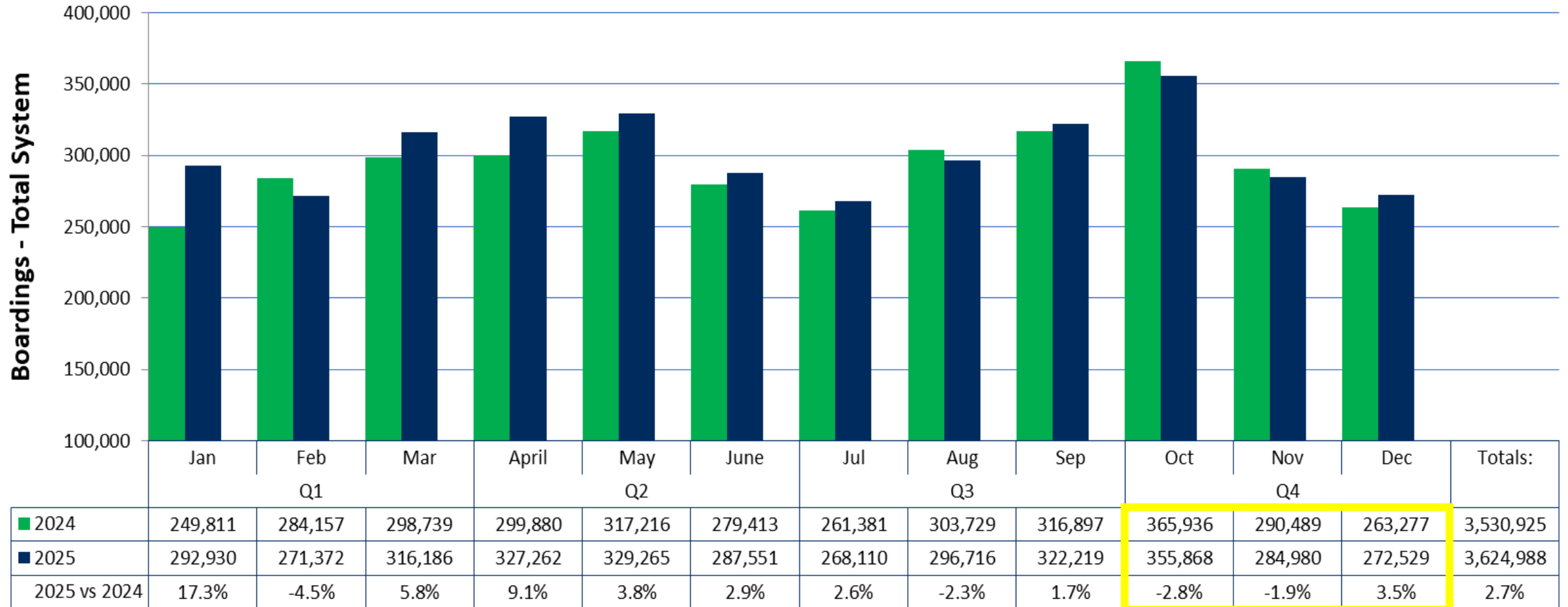
Q4 2025 Agency Performance



Total System Boardings

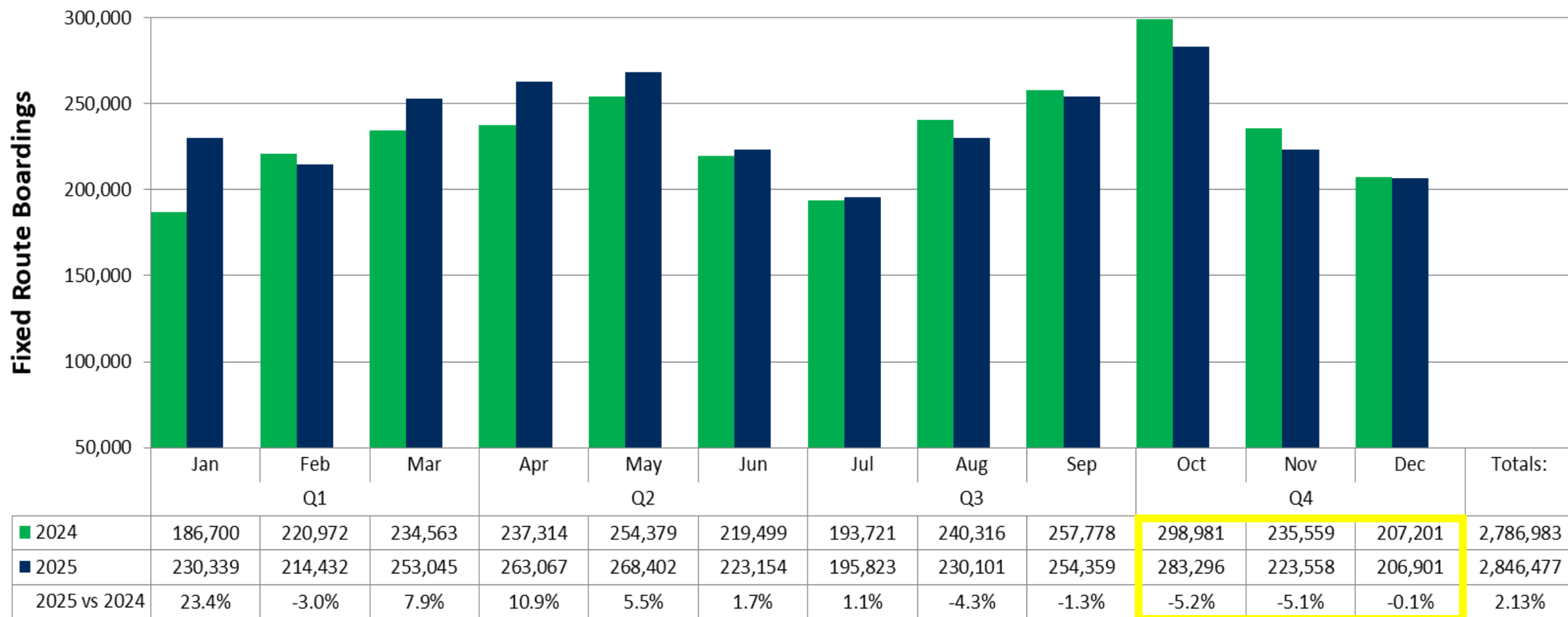


Highlight: 2.7% Increase compared 2024



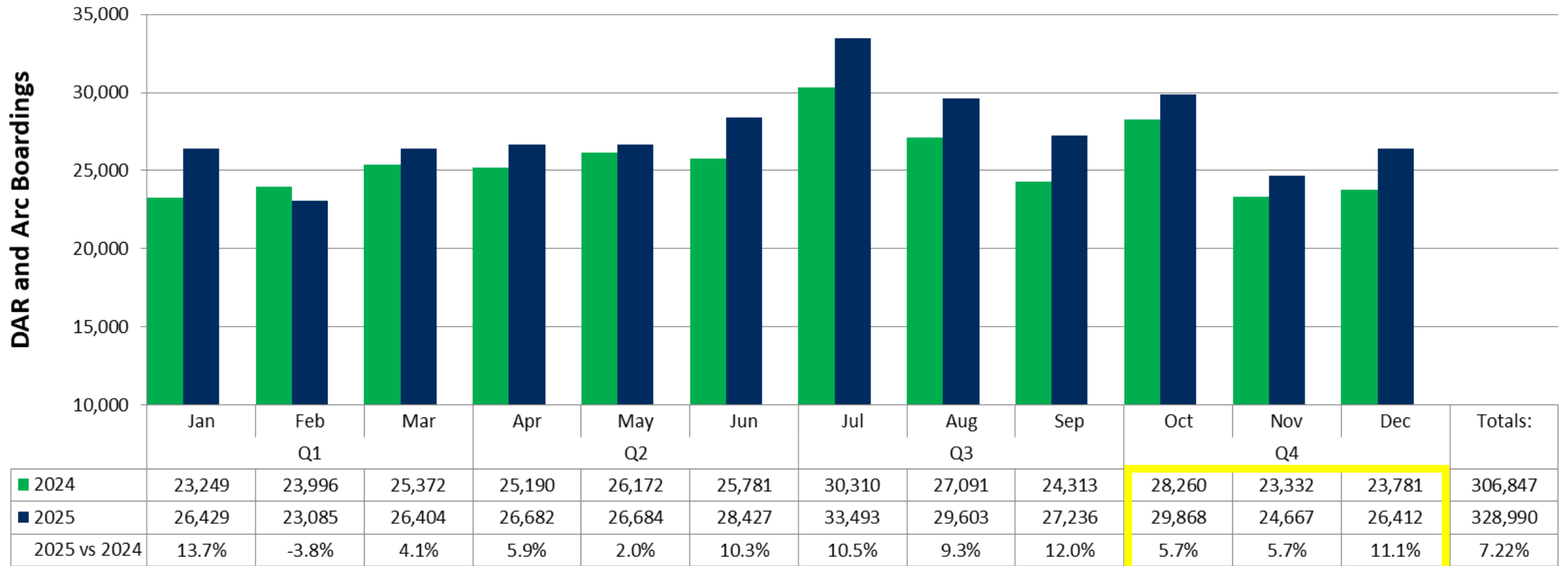
Fixed Route Ridership

Highlight: 2.13% Increase compared to 2024



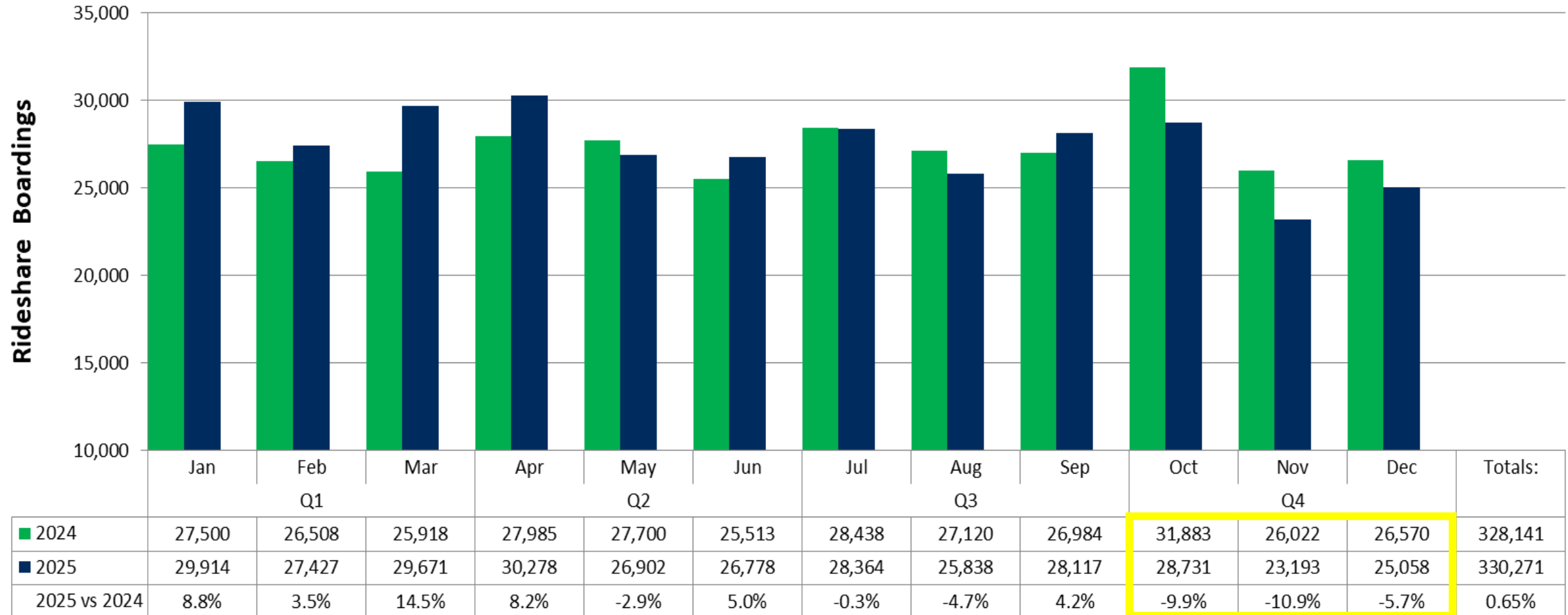
Dial-A-Ride Ridership

Highlight: 7.22% Increase compared to 2024



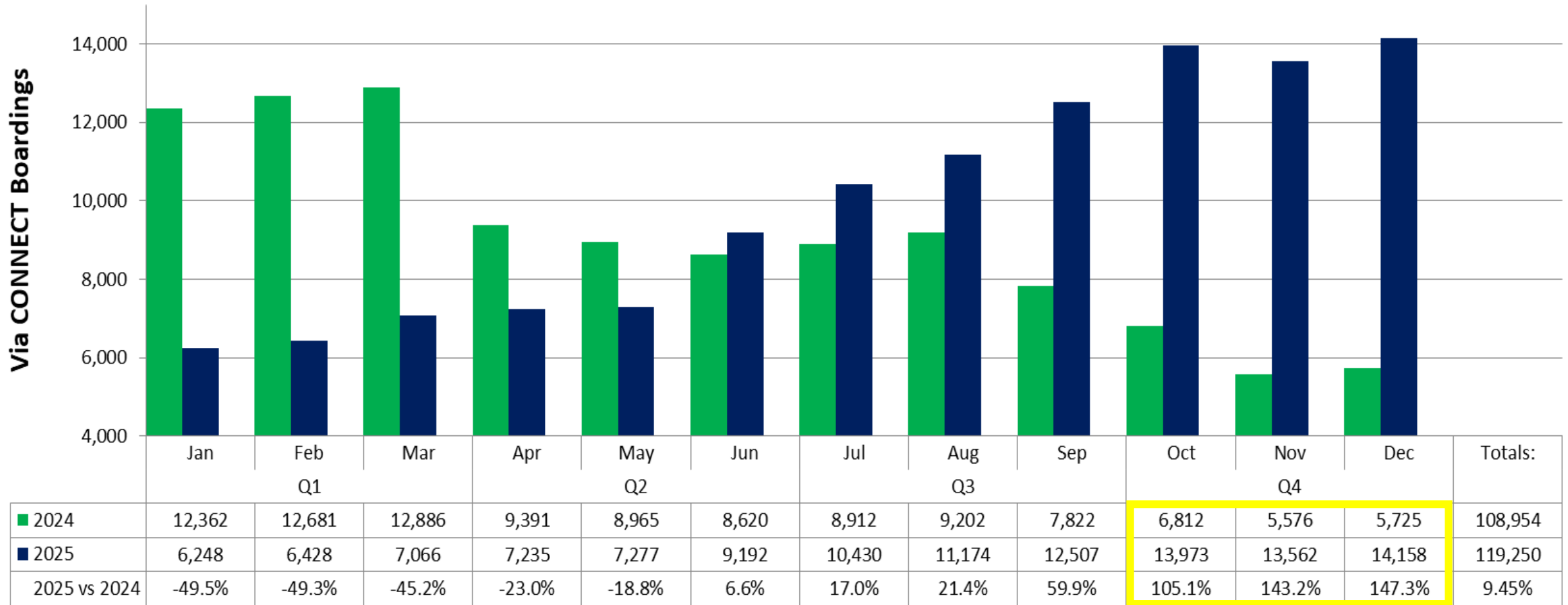
Rideshare Ridership

Highlight: 0.65% Increase compared to 2025



Via CONNECT Ridership

Highlight: 9.45% Increase since 2024



On-Time Performance



Fixed Route

1.0 OTP Performance	Monthly Goal	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025
▲													
KPI 1.1 On-Time Arrivals	≥ 90%	▲ 90%	▼ 89%	▲ 90%	▲ 90%	▲ 90%	▲ 91%	▲ 92%	▲ 92%	▼ 88%	▼ 86%	▼ 85%	▲ 94%
KPI 1.2 Early Arrivals	≤ 2%	▼ 5%	▼ 4%	▲ 2%	▲ 2%	▲ 2%	▼ 3%	▲ 2%	▲ 2%	▲ 2%	▲ 2%	▲ 2%	▲ 2%
KPI 1.3 Late Arrivals	≤ 8%	▲ 5%	▲ 7%	▲ 8%	▲ 8%	▲ 8%	▲ 8%	▲ 8%	▲ 8%	▼ 10%	▼ 12%	▼ 13%	▲ 4%

Dial-A-Ride

2.0 OTP Performance	Monthly Goal	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025
			▼										
KPI 2.1 On-Time Arrivals	≥ 95%	▲ 98%	▲ 97%	▲ 98%	▲ 96%	▲ 98%	▲ 97%	▲ 95%	▲ 98%	▲ 95%	▲ 97%	▲ 97%	▲ 97%
KPI 2.2 Late Arrivals	≤ 5%	▲ 2%	▲ 3%	▲ 2%	▲ 4%	▲ 2%	▲ 3%	▲ 5%	▲ 2%	▲ 5%	▲ 3%	▲ 3%	▲ 3%

Via CONNECT

Scheduled Arrival vs Actual Arrival (On Time is within 5 minutes). Completed rides only for both "Prebooked" and "On Demand" types.

3.0 OTP Performance	Monthly Goal	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025
▲													
KPI 3.1 On-Time Arrivals	≥ 90%	▲ 100%	▼ 70%	▲ 98%	▼ 89%	▼ 87%	▼ 86%	▼ 87%	▼ 85%	▼ 87%	▼ 83%	▼ 88%	▲ 91%
KPI 3.2 Early Arrivals	≤ 3%	■ 0%	▲ 3%	▲ 0%	▲ 0%	▲ 0%	▲ 0%	▲ 0%	▲ 0%	▼ 4%	▼ 6%	▼ 4%	▲ 2%
KPI 3.3 Late Arrivals	≤ 7%	■ 0%	▼ 27%	▲ 2%	▼ 11%	▼ 13%	▼ 14%	▼ 13%	▼ 15%	▼ 9%	▼ 11%	▼ 8%	▲ 7%

Q4 Marketing & Outreach Update

October

- River Fest / Columbia Park
- Therapy Dog Bus Training
- Touch a Truck / Prosser
- Senior Times Expo / Southridge Event Center
- Cold War Patriots / HAPO
- Amazon Trunk or Treat
- Boys & Girls Club Golf Car Service
- Halloween Costume Contest



November

- Ride Fare Free on Election Day
- Veterans Day Parade in West Richland
- Union Gospel Mission Resource Fair
- Veterans Day's Stand Down / Southridge Event
- Cancer Center Gala Golf Cart Service
- Sue's Turkey Drive



December

- Van-Me-Down
- Presentation to TC Futures
- Richland & Kennewick Holiday Parades
- BFT Holiday Open House
- 3 Rivers Community Foundation Golf Cart Service
- Cable Bridge Run





BFT's Holiday Events





THANK
YOU



BEN FRANKLIN
TRANSIT



BEN FRANKLIN
TRANSIT

Additional Board Information

February 2026

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



BOARD EXECUTIVE COMMITTEE MEETING

Thursday, February 5, 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](#)

Meeting Minutes

Committee Members Present: Will McKay, Kurt Maier, David Sandretto, Stephen Bauman

Committee Member Absent: none

Legal Counsel Present: Jeremy Bishop

BFT Staff: Thomas Drozt, Kevin Sliger, Joshua Rosas, Pauline Escalera, Brian Lumanski, Michael Brown, Tracie Boothe, Rob Orvis

1. Convene Committee Meeting

Board Chair, Will McKay, convened the meeting at 4:00 p.m.

Proposed Board Agenda Action Items

2. Resolution XX-2026 OPS Scheduling Software

Director of Transit Operations, Michale Brown, presented a recommendation to award the Operations Scheduling Software Solution to HASTUS by CSched for up to a ten-year term.

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

3. Resolution XX-2026 Authorization to Award AE MOA Services to Meier

Chief Planning and Development Officer, Kevin Sliger, presented a recommendation that the Board Adopt the 2026 Long Range-Transit Plan

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

4. Resolution XX-2026 Authorizing the Adoption of the 2026 Long-Range Transit Plan

Chief Planning and Development Officer, Kevin Sliger, presented a recommendation that the Board Adopt the 2026 Long Range-Transit Plan.

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

Additional Documents in Executive Committee Packet

5. Notification of Upcoming Bids and Requests for Proposals

6. Adjourn There being no further business, the meeting was adjourned at 4:22 p.m.

Next Executive Committee Meeting – Thursday, February 5, 2026, at 4:00PM

As of: 1/22/2026	Budget	Estimated Cost	Contract Term	Type IFB/RFP	Estimated Release Date	Estimated Award Date	Executive Board Committee
------------------	--------	----------------	---------------	--------------	------------------------	----------------------	---------------------------

In Progress

Color Code: Yellow - In Process

Rider Information & Trip Planning Platform Solution Software	Operating	Est. \$325,000 Per Year	Up to 5 Years	RFP	1/22/2026	3/15/2026	X
Temporary Staffing & Recruitment Services	Operating	Est. \$300,000 Per Year	Up to 5 Years	RFP	1/22/2026	4/15/2026	X
Supplemental Contract Services (VIA Connect)	Operating	\$2,500,00 per year	Up to 5 Years	RFP	1/30/2026	5/14/2026	X

February							
-----------------	--	--	--	--	--	--	--

Color Code: Green - Recommendation for Award

Operations Daily Scheduling & Time Keeping Solution Software RFP	Capital	\$3,739,180 over 10 Years	Up to 10 Years	RFP	9/10/2025	2/15/2026	X
Recommendation for Award: Architecture & Engineering Services for Maintenance, Operations & Administration Building	Capital	\$2,100,000 N.T.E.	Up to 5 Years	RFQ	10/27/2025	2/15/2026	X

March							
--------------	--	--	--	--	--	--	--

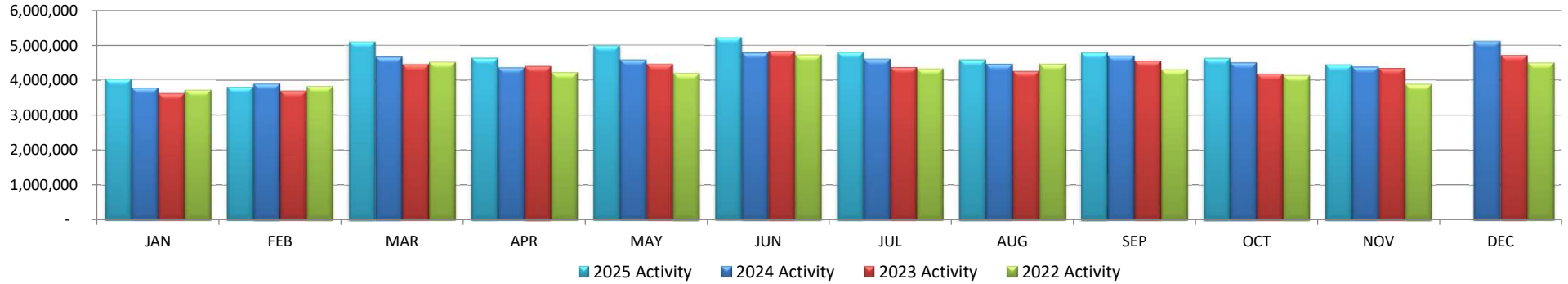
Color Code: Grey - Future Procurement Awards

Recommendation: Facilities Maintenance Building Validation & Design Phase Award	Capital	\$5,500,000	9 Months	RFQ/RFP	NA	NA	X
Operations Daily Scheduling & Time Keeping Solution Software RFP	Capital	\$3,500,000 over 10 years	Up to 10 Years	RFP	9/10/2025	2/20/2026	X
Rider Information & Trip Planning Platform Solution Software	Operating	Est. \$325,000 Per Year	Up to 5 Years	RFP	1/22/2026	3/15/2026	X

April							
Recommendation for Award: Temporary Staffing & Recruitment Services	Operating	Est. \$300,000 per Year	Up to 5 Years	RFP			



BFT Sales Tax Comparison 2022 to YTD 2025



	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL	YTD
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	5,121,953	51,090,989	\$ 51,090,989
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	4,724,583	53,909,620	\$ 48,787,667
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	
2022 Activity	3,718,461	3,818,560	4,527,951	4,220,707	4,199,919	4,741,316	4,335,247	4,477,763	4,315,048	4,142,860	3,892,338	4,504,698	50,894,868	
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	-	2,303,322	
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 22 to 21	500,991	738,291	274,103	58,223	72,428	307,145	340,156	569,799	178,872	42,300	(237,388)	(221,564)	2,623,356	
% 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%		4.7%	
% 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%	
% Chg 22 to 21	15.6%	24.0%	6.4%	1.4%	1.8%	6.9%	8.5%	14.6%	4.3%	1.0%	-5.7%	-4.7%	5.4%	
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	\$ 48,576,600
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	\$ 48,436,000
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	
2022 Budget	3,339,912	3,196,447	3,822,127	3,685,386	4,188,859	4,468,726	4,219,761	4,071,741	4,363,599	4,029,370	4,099,852	4,641,719	48,127,500	
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		2,514,389	5.2%
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	0.7%
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%
Vs. 2022 Budget	378,549	622,113	705,824	535,321	11,060	272,590	115,486	406,023	(48,551)	113,489	(207,515)	(137,021)	2,767,368	5.8%



Ben Franklin Transit Treasurer's Report

Date: February 12, 2026

To: Ben Franklin Transit Board of Directors

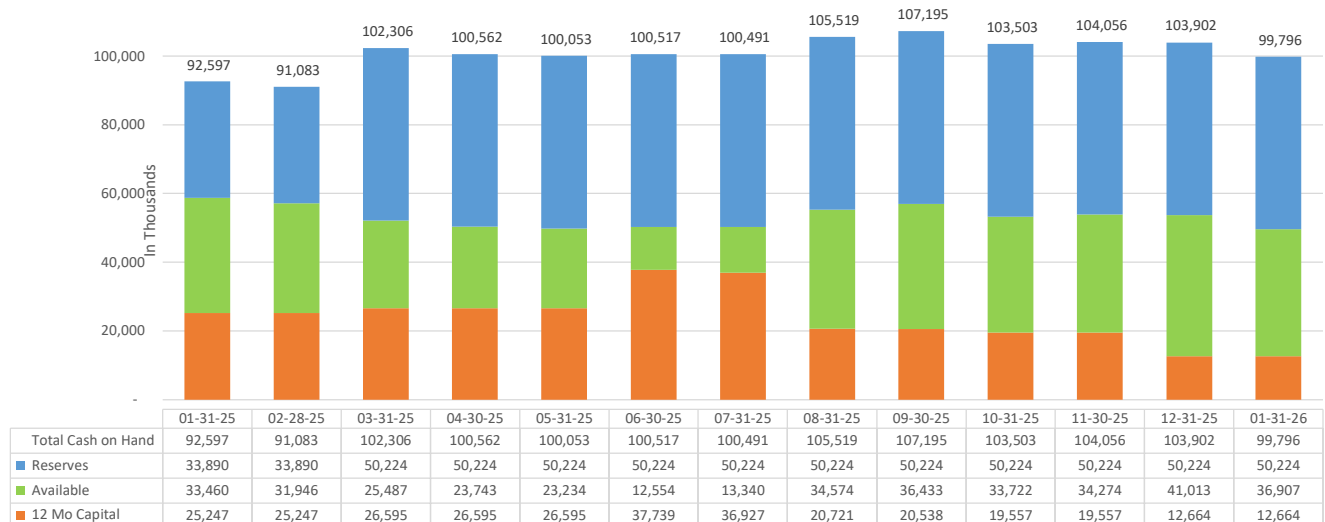
From: Finance Department

Subject: Treasurer's Report - As of Jan 31, 2026

The Investment Position of Ben Franklin Transit as of the Close of Business on Jan 31, 2026 is as follows:

ITEM	RATE	MATURITY	COST	% OF TOTAL
WA State Government Investment Pool	3.7752%	Open	\$ 93,952,505	94.2%
Subtotal Investments			93,952,505	94.2%
Check Book Balance, Petty Cash, & Travel Account			5,843,017	5.9%
				100.0%
Total Cash and Equivalents on Hand			\$ 99,795,522	
Less Reserve Funds				
Operating Reserves			(32,667,000)	
Fuel Reserves			(2,357,000)	
Fleet Replacement Reserves			(8,450,000)	
Non-Fleet Capital Reserves			(6,750,000)	
Total Reserves			(50,224,000)	
Subtotal Funds Available			49,571,522	
Local Funds Obligated for Capital Projects (2024 - 2030)	Local Funds Approved Remaining Budget Authority	12 Month Estimated Outflows	(12,664,483)	
Fleet Vehicles	(13,422,446)	(306,901)		
Facilities - Transit Centers & Amenities	(61,444,869)	(3,168,660)		
Equipment	(1,837,232)	(1,364,859)		
Facilities - MOA Campus	(10,588,437)	(962,134)		
Technology	(7,164,652)	(4,081,507)		
Other	(7,927,144)	(2,780,422)		
	(102,384,780)	(12,664,483)		
Net Funds Available			\$ 36,907,039	

Total Cash & Investments (in thousands) as of Jan 31, 2026



GRANTS SUMMARY

Source	Grant	Total Awards	Total Funds Available
Federal			
	5307	62,797,282	46,601,705
	5310	2,083,274	2,016,397
	5339	<u>3,361,098</u>	<u>2,886,799</u>
	Total Federal	68,241,654	51,504,901
State			
	Formula Grants	13,947,411	10,790,899
	RMG Grants	6,845,000	6,431,048
	Rideshare Grants	958,207	798,899
	Move Ahead WA Grants	13,900,000	13,728,431
	World Cup Grants	<u>265,000</u>	<u>265,000</u>
	Total State	35,915,618	32,014,277
Other			
	WSTIP	<u>58,802</u>	<u>5,000</u>
	Total Other	58,802	5,000
Total Grants		104,216,074	83,524,178

Pending	Grant	Year	Total Requested
Pending Apps			
Federal	NEA - Art Bus Wraps	2026	60,000
Other	<u>WSTIP - Risk Mngt.</u>	<u>2026</u>	<u>5,000</u>
	Total Pending Apps		65,000
Total Pending			65,000

Awarded 01.06.2026

FEDERAL GRANTS

FUNDING SOURCE	AWARD YEAR	TOTAL AWARD/BUDGET	TOTAL FUNDS AVAILABLE
5307	2018	6,515,735	98,210
5307	2019	6,471,622	2,386,934
5307	2020	6,689,922	5,017,442
5307	2021	6,704,521	4,350,130
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
TOTAL 5307			46,601,705
			46,601,705
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 (CRSSA)	2021	33,438	-
5310 (ARPA)	2021	33,439	-
5310	2022	294,460	294,460
5310	2023	310,451	310,451
5310	2024	326,922	326,922
5310	2025	328,366	328,366
TOTAL 5310			2,016,397
			2,016,397
5339	2022	777,766	303,467
5339	2023	799,085	799,085
5339	2024	862,035	862,035
5339	2025	922,212	922,212
TOTAL 5339			2,886,799
			2,886,799
TOTAL FED FUNDS			51,504,901

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	6,157,800
			-
			-
TOTAL FORMULA		13,947,411	10,790,899
			10,790,899
RMG - W. Pasco	2025-2027	3,713,000	3,644,629
RMG - 22nd Ave	2025-2027	1,852,000	1,576,639
RMG - Peak Serv.	2025-2027	1,280,000	1,209,780
			-
			-
TOTAL RMG GRANTS		6,845,000	6,431,048
			6,431,048
PT Rideshare	2025-2027	542,700	542,700
RS Subsidy	2025-2027	415,507	256,199
			-
			-
TOTAL RIDESHARE GRANTS		958,207	798,899
			798,899
Long Range Corridor	2025-2033	3,400,000	3,228,431
Fleet Electrification	2025-2027	10,500,000	10,500,000
			-
			-
TOTAL MAWA GRANTS		13,900,000	13,728,431
World Cup 2026	2026	265,000	265,000
		-	-
			-
			-
TOTAL WORLD CUP		265,000	265,000
TOTAL STATE FUNDS		35,915,618	32,014,277

OTHER GRANTS

FUNDING SOURCE	AWARD YEAR	TOTAL AWARD/BUDGET	TOTAL FUNDS AVAILABLE
WSTIP - Tech	2025	48,802	-
WSTIP - Risk Mngt.	2025	5,000	-
WSTIP - Risk Mngt.	2026	5,000	5,000
			-
TOTAL WSTIP			5,000
			5,000
		-	-
		-	-
		-	-
		-	-
		-	-
TOTAL			-
			-
		-	-
		-	-
		-	-
		-	-
TOTAL			-
			-
TOTAL STATE FUNDS			5,000

PENDING GRANTS

FUNDING SOURCE	AWARD YEAR	TOTAL REQUESTED	TOTAL FUNDS PENDING
NEA - Federal	2026	60,000	60,000
WSTIP - Risk Mngt.	2026	5,000	5,000
			-
			-
TOTAL OTHER			65,000
			65,000
		-	-
		-	-
		-	-
		-	-
		-	-
TOTAL STATE			-
			-
		-	-
		-	-
		-	-
		-	-
TOTAL FEDERAL			-
			-
TOTAL PENDING AWARDS		65,000	65,000