

Spokane Transit Authority  
1230 West Boone Avenue  
Spokane, Washington 99201-2686  
(509) 325-6000

## **BOARD OPERATIONS COMMITTEE MEETING**

Minutes of the June 11, 2025, Meeting

**Spokane Transit Authority, 1230 W. Boone Avenue, Spokane, WA**  
*w/ Virtual Public Viewing Option*

### **MEMBERS PRESENT**

Lance Speirs, Small Cities Representative  
(Medical Lake), *Chair Pro Tempore*  
Kitty Klitzke, City of Spokane  
Al French, Spokane County  
Tim Hattenburg, City of Spokane Valley  
*Non-Voting*  
Karl Otterstrom, Interim Co-CEO,  
*Ex Officio*  
Brandon Rapez-Betty, Interim Co-CEO,  
*Ex Officio*

### **MEMBERS ABSENT**

Pam Haley, City of Spokane Valley, *Chair*

### **STAFF PRESENT**

Carly Cortright, Chief Communications &  
Customer Service Officer  
Kade Peterson, Chief Information Officer  
Nancy Williams, Chief Human Resources Officer  
Tammy Johnston, Interim Chief Financial Officer  
Dana Infalt, Clerk of the Authority  
Amie Blain, Executive Assistant to the Chief Financial  
Officer and Chief Information Officer

### **STAFF ABSENT**

None

### **PROVIDING LEGAL COUNSEL**

Megan Clark, Etter, McMahon, Lamberson,  
Van Wert & Oreskovich, P.C.

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#### 1. **CALL TO ORDER AND ROLL CALL**

In the absence of Chair Haley, Chair Pro Tempore Speirs called the meeting to order at 1:30 p.m. Ms. Infalt conducted roll call.

#### 2. **APPROVE COMMITTEE AGENDA**

**Ms. Klitzke moved to approve the agenda as presented. Mr. French seconded, and the motion passed unanimously.**

#### 3. **CHAIR'S COMMENTS**

None

4. COMMITTEE ACTION

A. May 7, 2025, Committee Meeting Minutes

**Mr. French moved to approve the May 7, 2025, Committee meeting minutes as submitted. Ms. Klitzke seconded, and the motion passed unanimously.**

5. COMMITTEE CHAIR REPORTS

A. Tim Hattenburg, Chair, Planning & Development (P&D)

Mr. Hattenburg shared the items presented at the Planning & Development Committee meeting on June 4, 2025.

B. Lance Speirs, Chair, Performance Monitoring & External Relations

Chair Pro Tempore Speirs shared the items presented at the Performance Monitoring & External Relations meeting on June 4, 2025.

6. BOARD OF DIRECTORS AGENDA JUNE 26, 2025

Item 8G. Bus Stop Site Improvements Property Acquisition – Resolution was presented in May and will be removed from this agenda.

Item 12Aiii. Cheney Transit Improvements Interlocal Agreement will move to Board Consent Agenda.

**Ms. Klitzke moved to approve the Board of Directors agenda as amended. Mr. French seconded, and the motion passed unanimously.**

7. BOARD OPERATIONS COMMITTEE DRAFT AGENDA JULY 16, 2025

There were no questions or comments.

8. CEO REPORT

The Co-CEOs shared the May 2025 voter-approved sales tax revenues representing March 2025 sales. Actual was \$9.9M, compared to the budget of \$9.8M, for a 1.0% difference, or \$0.1M. Year-to-date results are 0.1% below budget.

The Co-CEOs presented the following items:

- APTA Legislative Conference

Attendees included Commissioner French, Council Member Zappone, Council Member Speirs, Interim Co-CEO Otterstrom, and Interim Co-CEO Rapez-Betty. Meetings attended in addition to the Conference included a briefing breakfast with Cardinal Infrastructure, an FTA meeting to discuss Division Street BRT and a Capitol Hill visit to the offices of Senator Murray, Senator Cantwell, and Congressman Baumgartner.

Chair Pro Tempore Speirs, Mr. French, and Mr. Rapez-Betty shared thoughts and insights from the conference.

- STA Rodeo – May 31

The event was held at the STA "Ballpark" property for the first time. It was staffed by STA volunteers and attended by STA employees and their families, Deputy Mayor Hattenburg and Council Member Cathcart. Hourly tours were provided on one of STA's new double-decker buses.

The Co-CEOs presented the Roadeo winners to the Committee.

- All Employee Meetings

Topics reviewed at the All Employee Meetings on June 3, 2025, included an employee Wellness Program update, the Division Street BRT project, the Facilities Master Plan, the new Safety Ambassador Program, the Low Income Fare Pilot, and the proposed Telematics Technology.

- A brief update was provided on the Division Street BRT Roundtable that occurred on June 6, 2025.
- Upcoming Open Houses include the following:
  - Argonne Station Park and Ride 30% Design on Wednesday, July 18, 2025, from 4:00 p.m. – 6:00 p.m. at the Spokane Valley Library
  - Division Street BRT Locally Preferred Alternative Amendment, Minimum Operable Segment Proposal on Tuesday, June 24, 2025, from 4:00 p.m. to 6:00 p.m. at the Hemmingson Center at Gonzaga University

9. NEW BUSINESS

None

10. EXECUTIVE SESSION

Ms. Clark advised the purpose of the Executive Session was in accordance with RCW 42.30.110(1)(b); *“considering the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.”*

The Committee entered Executive Session at 1:49 p.m., with a 10-minute projected timeframe. At 1:59 p.m., the Committee requested 5 additional minutes. At 2:04 p.m., the Executive Session ended, and the meeting was called back into open session.

11. ADJOURN

With no further business to come before the Committee, Chair Pro Tempore Speirs adjourned the meeting at 2:04 p.m.

Respectfully submitted,

*Amie Blain*

Amie Blain  
Executive Assistant to the Chief Financial Officer and Chief Information Officer