

## PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE MEETING

Wednesday, September 3, 2025

1:30 p.m. – 3:00 p.m.

**Northside Conference Room**  
**Spokane Transit Authority**  
**1230 W. Boone Avenue, Spokane, WA**  
*w/Virtual Public Viewing Option Link Below*

### AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report *(5 minutes)*
3. Committee Action *(15 minutes)*
  - A. Minutes of July 9, 2025, Committee Meeting - *Corrections/Approval*
  - B. Enterprise Asset Management – Scope of Work Approval *(Rapez-Betty)*
4. Committee Action *(15 minutes)*
  - A. Board Consent Agenda
    1. Millwood Transit Improvements Interlocal Agreement *(Poole)*
    2. Safety Telematics Services – Award of Contract *(Rapez-Betty)*
  - B. Board Discussion Agenda *(none)*
5. Reports to Committee *(30 minutes)*
  - A. 2025 Second Quarter Year-to-Date Performance Measures *(Rapez-Betty)*
  - B. 2025 Paratransit Survey Results Summary *(Cortright)*
  - C. 2024 State Audit Report *(Hamud)*
  - D. Citizen Advisory Committee Update *(Cortright)*
6. CEO Report *(Otterstrom) (10 minutes)*
7. Committee Information (no discussion/staff available for questions)
  - A. July 2025 Operating Indicators *(Rapez-Betty)*
  - B. July 2025 Financial Results Summary *(Hamud)*
  - C. August 2025 Sales Tax Revenue *(Hamud)*
  - D. June 2025 Semiannual Financial Reports *(Hamud)*
  - E. 2nd Quarter 2025 Service Planning Input Report *(Poole)*
  - F. September 2025 Service Change *(Poole)*
8. Review October 1, 2025, Meeting Draft Agenda *(5 minutes)*
9. New Business *(5 minutes)*
10. Committee Members' Expressions *(5 minutes)*
11. Adjourn

Next Committee Meeting: Wednesday, October 1, 2025, at 1:30 p.m.

Optional Virtual Link: [JOIN HERE](#)

Password: **Members:** 2025

**Guests:** 0925

Call-in Number: 1-408-418-9388

Event #: 2483 659 2686

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting at the STA's website: [www.spokanetransit.com](http://www.spokanetransit.com). Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend and participate. Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act. For more information, see [www.spokanetransit.com](http://www.spokanetransit.com). Upon request, alternative formats of this information will be produced for people who are disabled. The meeting facility is accessible for people using wheelchairs. For other accommodations, please call (509) 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.