

STA BOARD MEETING

Approved Minutes of February 19, 2026, Meeting
STA Boardroom with Virtual Joining Option

MEMBERS PRESENT

Lance Speirs, Small Cities Medical Lake, *Chair*
Pam Haley, City of Spokane Valley
Josh Kerns, Spokane County
Kitty Klitzke, City of Spokane
Sarah Dixit, City of Spokane
Tim Hattenburg, City of Spokane Valley
Zack Zappone, City of Spokane
Michael Cathcart, City of Spokane
Dan Dunne, Small Cities Liberty Lake *ex-officio*
Dan Sander, Small Cities Millwood-*ex-officio*
Elsa Martin, Small Cities Cheney-*ex-officio*
Bill Campbell, Small Cities Airway Heights-*ex-officio*
Rhonda Bowers, Labor Representative, *Non-Voting*

MEMBERS ABSENT

Al French, Spokane County

STAFF PRESENT

Karl Otterstrom, Chief Executive Officer
Brandon Rapez-Betty, Chief Operations Officer
Carly Cortright, Chief Communications & Customer Service Officer
Emily Poole, Chief Planning & Development Officer
Kade Peterson, Chief Information Officer
Nancy Williams, Chief Human Resources Officer
Robert Hamud, Chief Financial Officer
Dana Infalt, Clerk of the Authority

PROVIDING LEGAL COUNSEL

Megan Clark, Etter, McMahon, Lamberson,
VanWert and Oreskovich, P.C.

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1. Call to Order and Roll Call - Chair Speirs advised that the Board meeting would begin later than scheduled following the Workshop which ended late, allowing for a brief ten-minute break for Board members. He called the meeting to order at 1:44 p.m., and the Clerk conducted roll call.
 2. Pledge of Allegiance - Board Members, staff, and guests stood for the Pledge of Allegiance.
 3. Excused Absences - Mr. Speirs requested an excused absence for Mr. French. Ms. Klitzke moved to approve an excused absence for Mr. French. Mr. Hattenburg seconded and the motion passed unanimously.
 4. Approve Board Agenda - **Ms. Klitzke moved to approve the Board Agenda as presented. Mr. Hattenburg seconded, and the motion passed unanimously.**
 5. Public Expressions: Mr. Salvador Diaz expressed his thoughts about people camping at bus stops, youth riding, and security. He encouraged the Board to look for ways to change or create rules that would help address these issues.

Mr. Erik Lowe provided the board with a pamphlet and shared his thoughts about bus benches, community partners, and his desire to collaborate with STA.

Mr. Theo Monet expressed support for STA's discussion of using holistic, non-policing approaches to assist people in need at their facilities and bus stops.

Chair Speirs called three times for public or virtual attendees who wished to provide comments. There were none.

6. Public Hearing

- A. Connect Spokane Minor Update: Draft Review - Chair Speirs opened the Public Hearing at 1:57 PM and requested Ms. Poole provide a presentation.

Ms. Poole presented an overview of the proposed minor updates to STA's 30-year comprehensive plan, Connect Spokane, explaining that the plan serves as the foundational policy document for all other agency plans, including the 10-year strategic plan, Connect 2035, the annual Transit Development Plan, the Action Plan, and the Budget. She outlined that although the plan's major update took place in October 2024, minor amendments are permitted so long as they do not change the plan's scope or direction.

The proposed updates focus on maintaining consistency across STA planning documents, updating high performance transit content (including revised maps and route expansions), revising fixed- route- performance standards to match current service types, and clarifying several policies such as community vans, community hubs, bench procurement flexibility, joint development, and multimodal connectivity.

Ms. Poole reported that public outreach showed strong support for the proposed changes, particularly around benches, updated development policies, and the community hub concept, and explained that next steps include incorporating public testimony and returning to the Planning & Development Committee and the full Board for action.

The Chair invited Board members to offer any questions or clarifying comments regarding the proposed minor updates to the Comprehensive Plan. A Board member asked how frequently minor updates occur, and staff explained that while there is no fixed schedule, minor updates may be made as often as annually, with major updates beginning three years after the last major change is adopted and typically taking about a year to complete.

With no further Board member questions, the Chair opened for public testimony both in person and online.

Mr. Eric Lowe provided comments seeking clarification on the draft's bench-related language, specifically asking how STA defines "community partners," what the coordination process looks like, and how he can work collaboratively with STA on bench installations.

The Chair called three times for public comments from in-person and virtual guests. Confirming no additional comments, the Chair closed the public hearing at 2:07 PM.

7. Recognitions & Presentations

- A. FTA Section 5310 Subrecipient Recognition: Ms. Poole recognized the Arc of Spokane for its work as a 5310 grant subrecipient, explaining that the federal program funds transportation services for seniors and people with disabilities when fixed route and paratransit options are insufficient. The Arc received \$91,547 in grant funding and has provided nearly 11,000 rides since October 2023, supporting access to community activities with ADA- accessible vehicles and transportation programs. Corey Horstman, the Arc's Inclusive Community Programs Manager, was present to accept the recognition.

Ms. Horstman thanked STA for the grant funded- van that helped advance her career from driver to program manager and highlighted the program's strong community impact, including visits to over 550 local businesses, nearly 11,000 rides, hundreds of free outings, and increased engagement with local shops, all of which he credited to STA's support.

- B. Robert Setterlund, Journeyman Vehicle Technician, Retirement: Mr. Rapez-Betty honored Robert “Bob” Setterlund for his 27 years of distinguished service, highlighting his progression from cleaner to journeyman technician and transmission department lead. He praised Bob’s unmatched expertise- in bus maintenance, his willingness to help others, and the strong relationships he built across STA, noting that his presence will be deeply missed.
- C. CTR Award Presentation: Mr. Otterstrom introduced Kim Stolz from the Spokane County Commute Smart Northwest. Ms. Stolz recognized Janet Stowe as one of Commute Smart Northwest’s honored Champion Business Leaders, noting that she had previously earned the distinction in 2020 but did not receive full recognition due to the pandemic. Kim emphasized that Janet uses Rideshare herself and consistently supports the Commute Trip Reduction (CTR) program, providing strong leadership and essential backing to her worksite’s Employee Transportation Coordinator (ETC), Jan Dormandy. She also highlighted that Paratransit has achieved the Platinum award level for three consecutive years, thanks in part to Janet’s dedication.

Staff and the Board members recognized and congratulated Arc of Spokane, Bob Sutterland, and Janet Stowe.

8. **Board Action - Consent Agenda – Ms. Klitzke moved to approve the Consent Agenda Items 7A-7H as presented. Mr. Hattenburg seconded.**

Chair Speirs asked if anyone had interest in reviewing any of the Consent Agenda items. Mr. Zappone requested additional information on item 9G. Board Member Travel-American Public Transportation Association (APTA) Conferences. Discussion ensued regarding who is traveling to each conference, the number of Board members at each conference, along with the fact that the Board is not approving specific members traveling, just the budgeting for Board travel as required by the STA Bylaws. Board members were reminded that the schedule of the meetings is included in the packet.

Chair Speirs called for the question; the motion, having been duly moved and seconded, passed unanimously.

- A. Minutes of January 19, 2026, STA Board Meeting – Corrections/Approval – Approved as presented.
- B. January 2026 Vouchers – Approved claims as listed.

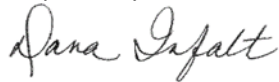
DESCRIPTION	VOUCHER/ACH NUMBERS	AMOUNT
Accounts Payable Vouchers (January)	Nos. 636014 – 636484	\$ 12,670,559.39
Worker’s Comp Vouchers (January)	ACH – 2286	\$ 129,247.82
Payroll 01/09/2026	ACH – 01/09/2026	\$ 3,056,359.14
Payroll 01/23/2026	ACH – 01/23/2026	\$ 2,342,956.97
WA State – DOR (Excise Tax)	ACH – 1767	\$ 18,290.84
WA State – DOR (Leasehold Tax)	ACH – 1767	\$ 2,099.62
JANUARY TOTAL		\$ 18,219,513.78

- C. Public Works Contracts under \$35,000: Final Acceptance - Approved acceptance of the contracts below as complete and authorize release of retainage security subject to receipt of Department of Labor & Industries approved prevailing wage affidavits.
- D. South Union Fence Repair & Replacement: Final Acceptance - Approved acceptance of the contract with Moran Fence 1, LLC, for the S. Union Fence Repair & Replacement project as complete and authorize release of retainage security subject to the receipt of such certificates and releases as are required by law.

- E. High Performance Transit Markers & Light Poles: Award of Contract - Approved the award of contract for HPT Markers and Light Poles and authorize the CEO to execute a five-year contract with Future Systems, Inc. for a total estimated cost of up to \$4,132,695.
 - F. Technology Strategic Plan: Award of Contract – Approved the award of contract for Technology Master Plan Development Services and authorize the CEO to execute a one-year contract with Eagle Hill Consulting, LLC for a total estimated cost of \$343,669.92.
 - G. Board Member Travel – APTA Conference – Approved travel for Board Member to attend APTA conferences in 2026.
 - H. Facilities Department Print Shop Relocation Lease - Authorized the CEO to negotiate and execute a lease agreement for the STA Facilities Print Shop for a five-year term, plus two (2) three-year extension options, with an initial rate not to exceed \$8,000 per month, with 3% annual escalation thereafter.
9. Board Operations Committee
- A. Chair Report - Chair Speirs reported on the February 11 meeting. He noted the Board Operations committee recommended approval of the Board Travel and the Print Shop Relocation Lease, as well as discussion regarding the Committee Work Program.
10. Planning & Development Committee
- A. Chair Report – Committee Chair Klitzke reported on the P&D Committee meeting.
11. Performance Monitoring & External Relations Committee
- A. Chair Report - Committee Chair Hattenburg reported on the PMER Committee meeting.
12. CEO Report – Mr. Otterstrom reported on the following:
- January ridership saw a slight decrease in Fixed Route of 1.5%. He noted that the number of Zero Fare for Youth continues to increase. Paratransit and Rideshare had strong increases. He mentioned that Fixed Route ridership was affected by the number of weekdays in a month and January 2026 had one fewer weekday than January 2025, which accounted for some if not all of the decline.
 - Voter approved Sales Tax for January, received from November sales, was above budget 2.3%.
 - Monthly Fare Revenue by month for Fixed Route, Paratransit, and Rideshare.
 - STA sent a letter to Kootenai County Commissioners proposing to begin a conversation about a cross-state transit pilot program. He advised it was discussed at the Kootenai County Commissioners’ meeting, and they concluded a letter will be sent to STA basically saying they have no interest in discussing it. Effectively, without a partner in Kootenai County, the project will not move forward, unless the Board directs otherwise. Mr. Otterstrom noted this pilot program is a project of STA Moving Forward, and the only one of 27 distinct projects that was expressly conditioned in the plan on an external partner. It will be considered unfinished as part of STA Moving Forward but could be pursued again at some future date.
 - State Legislative update was provided, noting bills that STA is tracking, including several which are considered procedurally dead.
 - STA held four All Employee Meeting on February 17, attended by approximately 348 employees in the Boone Northwest Garage. Topics discussed included Employee Recognition Committee awards; the new STA Frontline app; Operations update: Double Decker incident update, Staffing update, Plaza smoking section closure; workforce development, Safety & Security update: Telematics implementation, Pathfinders Mentorship program, Recruitment & Retention Task Force; Facilities Master Plan Phase 2 update; Connect 2035 update; and an Employee Q&A session.
 - Double Decker incident update was shared indicating reinforced safety measures, ongoing efforts, and a target reintroduction into service of Saturday, February 21.
 - Mr. Otterstrom offered to answer questions. None were forthcoming

13. Board Information
- A. Committee Minutes
 - B. January 2026 Sales Tax Revenue
 - ~~C. December 2025 Financial Results Summary~~
 - D. December 2025 Operating Indicators
 - E. 2025 Fixed Route Rider Survey Results
 - F. 2026 Board Operations Committee Work Program
 - G. 2026 Planning & Development Committee Work Program: Review
 - H. 2026 Service Revisions Outreach Update
 - I. 2027-2032 Transit Development Plan: Overview
 - J. 4Q 2025 Service Planning Public Input Report
 - K. Connect 2035 Funding Requirements Public Outreach Plan Update
 - L. Legislative Update
 - M. Redistribution of FTA Section 5310 Funds for 2021-2024
 - N. Transit Oriented Development Pilot Update
 - O. Wellesley Corridor Development Plan: Report on Existing Conditions and Upcoming Engagement
14. Executive Session - The Board adjourned into Executive Session at 2:44 for 16 minutes, expecting to return at 3:00 pm, pursuant to the following:
- 1) RCW 42.30.110(1)(b): To consider 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; and
 - 2) RCW 42.30.110(1)(i): To discuss with legal counsel litigation or potential litigation.
 - At 3:00, the Clerk advised the Board requested an additional 5 minutes and would reconvene at 3:05 pm.
 - At 3:05, the Clerk advised the Board requested an additional 2 minutes and would reconvene at 3:07 pm.
- The Board reconvened in open session at 3:07 pm. There was no action as a result of the Executive Session.
15. New Business - none
16. Board Member Expressions – Board members offered their thoughts on a variety of topics.
17. Adjourn - There being no further business to come before the Board, the Chair adjourned the meeting at 3:10 pm.

Respectfully submitted,



Dana Infalt
Clerk of the Authority