



1230 W. Boone Avenue, Spokane, WA 99201
(509) 328-RIDE | www.spokanetransit.com

BOARD OPERATIONS COMMITTEE MEETING

Wednesday, March 11, 2026
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

AGENDA

1. Call to Order and Roll Call
2. Approve Committee Agenda (*Speirs*)
3. Chair’s Comments (*Speirs*) (5 minutes)
4. Committee Action/Discussion (5 minutes)
 - A. Minutes of the February 11, 2026, Committee Meeting – Corrections/Approval
5. Board Operations Policy Review Cycle (*Otterstrom*) (15 minutes)
6. April 1, 2026, STA Board Workshop Agenda Review (*Otterstrom*) (15 minutes)
7. Public Records Index Undue Burden Determinations - Resolution (*Hamud*) (10 minutes)
8. Committee Chair Reports (10 minutes)
 - A. Kitty Klitzke, Planning & Development
 - B. Tim Hattenburg, Performance Monitoring & External Relations
9. Board of Directors Draft March 19, 2026, Meeting Agenda – Corrections/Approval (*Otterstrom*) (5 minutes)
10. Board Operations Committee Draft April 8, 2026, Meeting Agenda – Information (*Otterstrom*) (5 minutes)
11. CEO Report (*Otterstrom*) (5 minutes)
12. New Business
13. Executive Session (*Etter, McMahon*) (15 minutes)

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
14. Adjourn

Next Committee Meeting: Wednesday, April 8, 2026, at 1:30 p.m. in person with virtual public viewing option.

Virtual Link: Join here	
Meeting ID: 213 068 861 809 7	Call-in Number: 1-509-824-1714
Password: RZ66Gk7u	Conference ID: 906 909 811#

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting at the STA’s website: 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. 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 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.



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Approve Agenda
Meeting Date: March 11, 2026
Agenda Item: 2

Presented To: Board Operations Committee
Referral Committee: n/a
Title: APPROVE COMMITTEE AGENDA
Submitted by: Lance Speirs, STA Board Chair

Purpose: For decision.
Recommendation: Approve Board Operations Committee agenda.
Attachments and/or Online Links: MARCH 11, 2026, BOARD OPERATIONS COMMITTEE AGENDA

SUMMARY: At this time, the Board Operations Committee will review and approve the meeting agenda with any revisions provided.



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Chair Report
Meeting Date: March 11, 2026
Agenda Item: 3

Presented To: Board Operations Committee
Referral Committee: n/a
Title: BOARD OPERATIONS COMMITTEE CHAIR’S COMMENTS
Submitted by: Lance Speirs, STA Board Chair

Purpose: For information.
Recommendation: n/a
Attachments and/or Online Links: n/a

SUMMARY: At this time, the Committee Chair will have an opportunity to comment on various topics of interest regarding Spokane Transit.



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Committee Action
Meeting Date: March 11, 2026
Agenda Item: 4A

Presented To: Board Operations Committee
Referral Committee: n/a
Title: MINUTES OF THE FEBRUARY 11, 2026, COMMITTEE MEETING – CORRECTIONS AND/OR APPROVAL
Submitted by: Lance Speirs, STA Board Chair

Purpose: For decision.
Recommendation: Corrections and/or approval.
Attachments and/or Online Links: FEBRUARY 11, 2026, BOARD OPERATIONS COMMITTEE DRAFT MINUTES

SUMMARY: The February 11, 2026, draft meeting minutes are attached for your information and correction and/or approval.

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

BOARD OPERATIONS COMMITTEE MEETING

Draft Minutes of the February 11, 2026, 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*
Kitty Klitzke, City of Spokane
Al French, Spokane County
Tim Hattenburg, City of Spokane Valley
Karl Otterstrom, STA CEO, *Ex Officio*

STAFF PRESENT

Brandon Rapez-Betty, Chief Operations Officer
Carly Cortright, Chief Communications &
Customer Service Officer
Emily Poole, Interim 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
Amie Blain, Executive Assistant to the Chief Financial
Officer and Chief Information Officer

PROVIDING LEGAL COUNSEL

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

1. CALL TO ORDER AND ROLL CALL

Chair Speirs called the meeting to order at 1:30 p.m. Ms. Infalt conducted roll call.

2. APPROVE COMMITTEE AGENDA

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

3. CHAIR'S COMMENTS

There were no questions or comments.

4. COMMITTEE ACTION/DISCUSSION

A. Minutes of the January 14, 2026, Committee Meeting

Mr. Hattenburg moved to approve the January 14, 2026, Committee meeting minutes as submitted. Ms. French seconded, and the motion passed unanimously.

B. 2026 Board Operations Committee Work Program

Mr. Otterstrom presented the 2026 Board Operations Committee Work Program to the Committee. Mr. Otterstrom provided background for the development of the program. Although not required, Committee members have expressed interest in continuing an annual work program. The work program is broken down into four buckets with each of the monthly agenda items falling into one of the four buckets. The Committee discussed a potential review of the Bylaws that is currently anticipated to occur later this year.

Mr. Hattenburg moved to approve the Board Operations Committee Work Program as presented. Mr. French seconded, and the motion passed unanimously.

5. COMMITTEE ACTION/DISCUSSION

A. Consent Agenda

i. Facilities Department Print Shop Relocation Lease

Mr. Rapez-Betty presented the Facilities Department Print Shop Relocation Lease to the Committee. He provided background regarding current print shop responsibilities and the facilities they currently work in. The proposed location of the Print Shop is 230 W Boone Ave, Spokane, WA. Mr. Rapez-Betty reviewed proposed lease terms and benefits. This location is temporary until a permanent location is identified which will be part of STA's Facilities Master Plan. The Committee discussed the usage of the space at the temporary location, and Mr. Rapez-Betty confirmed the space will be adequately filled with staff and equipment. The cost of the new equipment is estimated around \$10,000 and will be funded from the Capital Improvement Program. This cost does not include new printers that will need to be purchased.

Mr. Hattenburg moved to recommend the Board of Directors authorize the CEO negotiate and execute a lease agreement for the Facilities Print Shop Expansion for a five-year term, plus two, three-year extension options, with an initial rate of \$8,000 per month with 3% escalation. Mr. French seconded, and the motion passed unanimously.

ii. BOARD MEMBER TRAVEL – 2026 AMERICAN PUBLIC TRANSPORTATION ASSOCIATION (APTA) CONFERENCES

Mr. Otterstrom presented the Board Member Travel to the 2026 APTA Conferences to the Committee. STA has budgeted \$3,000 per Board Member for 2026 conferences. Conferences include the Legislative Conference in Washington DC, from April 12-14, the Mobility Conference in Salt Lake City, UT, from May 17-20, the Transit Board Member/Transit Board Administrator Seminar in Detroit, MI, from Jul 18-22, and the APTA TRANSform Conference & Expo in Chicago, IL, from October 4-7. Mr. French suggested either traveling a day early or staying a day later for the conference in Salt Lake City, UT, to tour their TOD-related systems. Since the approval for the Board Member Travel doesn't specify dates, it is feasible to add extra days for other STA business.

Mr. French moved to recommend the Board approve, by motion, travel for Board Members to attend APTA conferences in 2026. Mr. Hattenburg seconded, and the motion passed unanimously.

6. COMMITTEE CHAIR REPORTS

A. Kitty Klitzke, Chair, Planning & Development (P&D)

Ms. Klitzke shared the items presented at the Planning & Development Committee meeting on February 4, 2026.

B. Tim Hattenburg, Chair, Performance Monitoring & External Relations (PMER)

Mr. Hattenburg shared the items presented at the Performance Monitoring & External Relations Committee meeting on February 4, 2026. The Committee noted Mr. Otterstrom received a phone call from Senator Patty Murray congratulating STA for being approved to receive funds for Division BRT during the PMER Committee meeting.

7. BOARD OF DIRECTORS DRAFT AGENDA FEBRUARY 19, 2026

The Committee reviewed the Board Draft Agenda for February 19, 2026. Mr. Otterstrom noted that although this is a light agenda, there is a Board Workshop prior to the meeting. He also brought attention to item 6A. Connect Spokane Minor Update: Draft Review and advised the draft is available on STA's website.

Mr. Hattenburg moved to approve the Board of Directors agenda as presented. Mr. French seconded, and the motion passed unanimously.

8. BOARD OPERATIONS COMMITTEE DRAFT AGENDA MARCH 11, 2026

The Committee reviewed the Board Operations Draft Agenda for March 11, 2026, and noted the light agenda.

9. CEO REPORT

Mr. Otterstrom presented the CEO report, noting that sales tax revenue was 2.3% above budget YTD at \$0.2M, 5.4% above the January 2025 actuals at \$0.5M, and 5.4% above 2025 actuals at \$0.5M. Mr. Otterstrom shared information regarding the Pilot Service to Kootenai County, and explained a letter has been sent to the Kootenai County Board of County Commissioners regarding the pilot program. Kootenai County's response will determine whether the pilot project can move forward. Mr. Otterstrom noted Kootenai County's Board Meeting on Tuesday, February 10, did not address this letter or pilot program. He explained the cross-state service concept including the potential route, service days, and span. Mr. Otterstrom presented an update on the federal funding allocated for Division Street BRT. The enacted federal 2026 transportation budget bill allocates \$82M to the project. A Special Board Workshop will be held prior to the Board Meeting next Thursday, February 19, from 11:45 a.m. to 1:15 pm, after which the Board Meeting will be held from 1:30 p.m. to 3:00 p.m.

10. NEW BUSINESS

There was no new business.

11. EXECUTIVE SESSION

Ms. Clark advised the purpose of the executive session was in accordance with 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.”

The Committee entered Executive Session at 2:05 p.m., with a 10-minute projected timeframe. At 2:15 p.m., 5 additional minutes were requested. At 2:20 p.m., 4 additional minutes were requested. At 2:24 p.m., the Executive Session ended, and the meeting reconvened in open session.

12. ADJOURN

With no further business to come before the Committee, Chair Speirs adjourned the meeting at 2:24 p.m.

Respectfully submitted,

Amie Blain

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



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Committee Discussion

Meeting Date: March 11, 2026

Agenda Item: **5**

Presented To: Board Operations Committee
Referral Committee: n/a
Title: BOARD OPERATIONS POLICY REVIEW CYCLE
Submitted by: Karl Otterstrom, Chief Executive Officer

Purpose: For information.
Recommendation: n/a
**Attachments and/or
Online Links:** n/a

SUMMARY: The STA Board of Directors maintains several policy documents that govern the effective operation of the Board and its oversight of the agency. This includes the agency's bylaws, the Board's rules of procedure, and the functional descriptions and guidelines for each standing committee of the Board.

As part of the 2026 Board Operations Committee Work Program, the committee anticipates reviewing the bylaws, their first formal review since 2018.

At this time, staff will discuss the policy review cycle and next steps for scoping the review of the bylaws during 2026.



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Committee Discussion
Meeting Date: March 11, 2026
Agenda Item: 6

Presented To: Board Operations Committee
Referral Committee: n/a
Title: APRIL 1, 2026, STA BOARD WORKSHOP AGENDA REVIEW
Submitted by: Karl Otterstrom, Chief Executive Officer

Purpose: For information.
Recommendation: n/a
Attachments and/or Online Links: n/a

SUMMARY: Staff will review the draft agenda and objectives for the upcoming STA Board Workshop planned for April 1, 2026.



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Committee Action - Recommendation

Meeting Date: March 11, 2026

Agenda Item: **7**

Presented To: Board Operations Committee
Referral Committee: n/a
Title: PUBLIC RECORDS INDEX UNDUE BURDEN DETERMINATION: RESOLUTION
Submitted by: Robert Hamud, Chief Financial Officer

Purpose: For decision.
Recommendation: By Resolution, recommend the STA Board determine the creation and maintenance of a public records index to be unduly burdensome

**Attachments and/or
Online Links:** DRAFT RESOLUTION

SUMMARY: The Revised Code of Washington (RCW 42.56.070(3)) requires local agencies to maintain and make available for public inspection a current index that provides identifying information for certain public records. However, RCW 42.56.070(4) allows an agency to forego maintaining such an index if the Board determines that creating and continuously updating it would be unduly burdensome due to staffing, retention, or administrative resource demands, and that doing so would interfere with STA operations.

STA remains committed to full compliance with the Public Records Act and to providing timely access to public records upon request. Staff request that the Board adopt the proposed resolution determining that maintaining a public records index is unduly burdensome.

RESOLUTION NO. XX

A RESOLUTION FOR ADOPTING A DETERMINATION OF UNDUE BURDEN
CONCERNING A PUBLIC RECORDS INDEX

SPOKANE TRANSIT AUTHORITY
Spokane County, Washington

BE IT RESOLVED BY THE SPOKANE TRANSIT AUTHORITY as follows:

WHEREAS, the Spokane Transit Authority (STA) is a municipal corporation operating and existing under and pursuant to the Constitution and the laws of the state of Washington, pursuant to RCW Title 36, Chapter 57.A, Public Transportation Benefit Area;

WHEREAS, the STA Board is the governing body of STA and is responsible for agency policy decisions; and

WHEREAS, RCW 42.56.070(3) requires: “[e]ach local agency shall maintain and make available for public inspection and copying a current index providing identifying information” for certain public records; and

WHEREAS, RCW 42.56.070(4) provides that an agency is not required to maintain a public records index if doing so would be unduly burdensome; and

WHEREAS, the STA Board finds that, due to the Agency’s staffing for public records and retention and administrative resources dedicated to the same, the creation and continuous maintenance of a public records index would be costly and would interfere with STA operations and is unduly burdensome; and

WHEREAS, STA remains committed to compliance with the Public Records Act and providing prompt access to public records upon request.

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of STA hereby determines the creation and maintenance of a public records index to be unduly burdensome.

Adopted by STA at a regular meeting thereof held on the 19th day of March 2026.

Attest:

Dana Infalt
Clerk of the Authority

Lance Speirs
STA Board Chair

Approved as to form:

Megan Clark
Legal Counsel



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Committee Information
Meeting Date: March 11, 2026
Agenda Item: 8A

Presented To: Board Operations Committee
Referral Committee: n/a
Title: PLANNING & DEVELOPMENT COMMITTEE CHAIR REPORT
Submitted by: Kitty Klitzke, Chair, Planning & Development

Purpose: Receive report.
Recommendation: n/a
Attachments and/or Online Links: MARCH 4, 2026, PLANNING & DEVELOPMENT COMMITTEE AGENDA
APRIL 1, 2026, PLANNING & DEVELOPMENT COMMITTEE DRAFT AGENDA

SUMMARY: At this time, the Committee Chair will review the March 4, 2026, committee meeting and draft April 1, 2026, meeting agenda as part of the report. Agendas are attached.

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

PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, March 4, 2026

10:00 a.m. – 11:30 a.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 the February 4, 2026, Committee Meeting – *Corrections/Approval*
4. Committee Action
 - A. Board Consent Agenda *(5 minutes)*
 1. Connect Spokane Minor Update: Final Draft Recommendation *(Poole)*
 - B. Board Discussion Agenda - *none*
5. Report to Committee *(40 minutes)*
 - A. Connect 2035 Strategic Plan: Draft Amendment *(Poole)*
 - B. 2027-2032 Transit Development Plan: Tactical Framework and Stakeholder Outreach *(Poole)*
 - C. Five Mile Mobility Hub Update *(Poole)*
6. CEO Report *(Otterstrom) (15 minutes)*
7. Committee Information *(no discussion/staff available for questions)*
8. Review April 1, 2026, Meeting Draft Agenda *(5 minutes)*
9. New Business
10. Committee Members' Expressions *(5 minutes)*
11. Adjourn

Next Committee Meeting: Wednesday, April 1, 2026, at 10:00 a.m. in person.

Optional Virtual Link: [Join the meeting now](#)

Meeting ID: 240 765 453 499 37

Password: q4bo3f7v

Call-in Number: 1-509-824-1714

Conference ID: 228 756 876#

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

PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, April 1, 2026

10:00 a.m. – 11:30 a.m.

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

DRAFT AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report *(5 minutes)*
3. Committee Action *(15 minutes)*
 - A. Minutes of the March 4, 2026, Committee Meeting – *Corrections/Approval*
4. Committee Action -- Recommendation
 - A. Board Action - Consent Agenda *(5 minutes)*
 1. Connect 2035 Strategic Plan: Amendment Adoption (Resolution) *(Poole)*
 - B. Board Action – Other/Committee Recommendation
5. Report to Committee *(40 minutes)*
 - A. Division Street Bus Rapid Transit: Design and Public Outreach Update *(Poole)*
 - B. 2027-2032 Transit Development Plan: Review Preliminary Revenue & Expenditure Forecast Assumptions *(Poole)*
 - C. 2027-2032 Transit Development Plan: Tactical Framework *(Poole)*
 - D. Facilities Master Plan Update *(Rapez-Betty)*
 - E. Wellesley Corridor Development Plan: Engagement Round 1 Report *(Poole)*
6. CEO Report *(Otterstrom) (15 minutes)*
7. Committee Information *(no discussion/staff available for questions)*
8. Review May 6, 2026, Meeting Draft Agenda *(5 minutes)*
9. New Business
10. Committee Members' Expressions *(5 minutes)*
11. Adjourn

Next Committee Meeting: Wednesday, May 6, 2026, at 10:00 a.m. in person.

Optional Virtual Link: [Join the meeting now](#)

Meeting ID: XXX XXX XXX XXX X

Password: XXXXXXXX

Call-in Number: 1-509-824-1714

Conference ID: XXX XXX XXX

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Committee Information
Meeting Date: March 11, 2026
Agenda Item: 8B

Presented To: Board Operations Committee
Referral Committee: n/a
Title: PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE CHAIR REPORT
Submitted by: Tim Hattenburg, Chair, Performance Monitoring & External Relations

Purpose: Receive report.
Recommendation: n/a
Attachments and/or Online Links: MARCH 4, 2026, PLANNING & DEVELOPMENT COMMITTEE AGENDA
APRIL 1, 2026, PLANNING & DEVELOPMENT COMMITTEE DRAFT AGENDA

SUMMARY: At this time, the Committee Chair will review the March 4, 2026, committee meeting and draft April 1, 2026, meeting agenda as part of the report. Agendas are attached.



1230 W. Boone Avenue, Spokane, WA 99201
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PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE MEETING

Wednesday, March 4, 2026
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

DRAFT AGENDA

1. Call to Order and Roll Call (*Chair*)
2. Committee Chair Report
3. Committee Action (*10 minutes*)
 - A. Minutes of February 4, 2026, Committee Meeting - *Corrections/Approval*
 - B. Demand Response Transit Software: Scope of Work Approval (*Poole*)
4. Committee Action – Recommendation (*10 minutes*)
 - A. Board Action - Consent Agenda
 1. Paratransit Operating Strategy (*Rapez-Betty*)
 - B. Board Action – Other/Committee Recommendation (*none*)
5. Reports to Committee (*45 minutes*)
 - A. 2025 Preliminary Year-End Financial Report (*Hamud*)
 - B. 2025 Year-End Performance Measures (*Rapez-Betty*)
 - C. Legislative Update (*Cortright/Poole*)
6. CEO Report (Otterstrom) (*10 minutes*)
7. Committee Information (*no discussion/staff available for questions*)
 - A. January 2026 Operating Indicators (*Rapez-Betty*)
 - B. January 2026 Financial Results Summary (*Hamud*)
 - C. February 2026 Sales Tax Revenue (*Hamud*)
 - D. Meadowglen Layover Project Order Update (*Poole*)
 - E. Opportunity Fare Program Update (*Cortright*)
 - F. Connect 2035 Funding Requirements Public Outreach Plan Update (*Cortright*)
 - G. 2026 Service Revision Final Report Review (*Poole*)
8. Review April 1, 2026, Meeting Draft Agenda (*5 minutes*)
9. New Business (*5 minutes*)
10. Committee Members’ Expressions (*5 minutes*)
11. Adjourn

Next PMER Committee Meeting: Wednesday, April 1, 2026, at 1:30 p.m.

Virtual Link: [March 2026 PMER Committee Meeting Link](#)

Meeting ID: 261 057 756 795 96

Password: yY7rk3Rr |

Call-in Number: 1-509-824-1714

Conference ID: 220 371 401#

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PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE MEETING

Wednesday, April 1, 2026

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

DRAFT AGENDA

1. Call to Order and Roll Call (*Chair*)
2. Committee Chair Report
3. Committee Action (*5 minutes*)
 - A. Minutes of February 4, 2026, Committee Meeting - *Corrections/Approval*
 - B. Mobility on Demand Pilot Service Operations: Scope of Work Approval (*Poole*)
4. Committee Action – Recommendation (*20 minutes*)
 - A. Board Action - Consent Agenda
 1. Public Transportation Agency Safety Plan (PTASP) (*Williams*)
 2. Enterprise Asset Management Solution: Award of Contract (*Rapez-Betty*)
 3. Community Van Program Guidelines (*Rapez-Betty*)
 - B. Board Action – Other/Committee Recommendation (*none*)
5. Reports to Committee (*40 minutes*)
 - A. 2025 State Audit Timeline (*Hamud*)
 - B. Customer ELERTS Safety and Security Reporting App Update (*Williams*)
 - C. 2026 Community Engagement Event Update (*Cortright*)
 - D. 2026-2027 Workforce Development Plan (*Williams*)
 - E. Legislative Update (*Cortright/Poole*)
 - F. Smoking Section Update (*Rapez-Betty*)
 - G. Safety & Security Update (*Williams*)
6. CEO Report (Otterstrom) (*10 minutes*)
7. Committee Information (*no discussion/staff available for questions*)
 - A. February 2026 Operating Indicators (*Rapez-Betty*)
 - B. February 2026 Financial Results Summary (*Hamud*)
 - C. March Sale Tax Revenue (*Hamud*)
 - D. May 2026 Service Change (*Poole*)
8. Review April 1, 2026, Meeting Draft Agenda (*5 minutes*)
9. New Business (*5 minutes*)
10. Committee Members’ Expressions (*5 minutes*)
11. Adjourn

Next PMER Committee Meeting: Wednesday, May 6, 2026, at 1:30 p.m.

Virtual Link: [INSERT LINK HERE](#)

Meeting ID: 261 057 756 795 96

Password: yY7rk3Rr |

Call-in Number: 1-509-824-1714

Conference ID: 220 371 401#

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Committee Action
Meeting Date: March 11, 2026
Agenda Item: 9

Presented To: Board Operations Committee
Referral Committee: n/a
Title: BOARD OF DIRECTORS DRAFT MARCH 19, 2026, MEETING AGENDA
Submitted by: Karl Otterstrom, Chief Executive Officer

Purpose: For decision.
Recommendation: Corrections and/or approval.
Attachments and/or Online Links: MARCH 19, 2026, BOARD DRAFT AGENDA

SUMMARY: The Board of Directors draft meeting agenda for March 19, 2026, is attached for the Committee's information, correction and/or approval.



1230 W. Boone Avenue, Spokane, WA 99201
(509) 328-RIDE | www.spokanetransit.com

BOARD MEETING

Thursday, March 19, 2026
1:30 – 3:00 p.m.

STA Boardroom
1230 West Boone Avenue, Spokane, WA
w/Virtual Public Viewing Option Link on Page 2

DRAFT AGENDA

1. Call to Order and Roll Call (*Chair*)
2. Pledge of Allegiance
3. Excused Absences
4. Approve Board Agenda (*Chair*)
5. Public Expressions
6. Public Hearing: *10 minutes*
 - A. Connect 2035 Strategic Plan: Draft Amendment (*Emily Poole*)
7. Board Action - Consent Agenda: *5 minutes*
 - A. Minutes of February 19, 2026, STA Board Meeting– Corrections/Approval
 - B. Minutes of February 19, 2026, Special STA Board Workshop – Corrections/Approval
 - C. Approval of February 2026 Vouchers (*Robert Hamud*)
 - D. Public Works Contracts under \$35,000: Final Acceptance (*Jordan Hayes-Horton*)
 - E. Mirabeau Transit Center: Final Acceptance (*Emily Poole*)
 - F. Route 25 Downtown Layover: Final Acceptance (*Emily Poole*)
 - G. Connect Spokane Minor Update: Final Draft Recommendation: Resolution 852-26 (*Emily Poole*)
 - H. Public Records Index Undue Burden Determination: Resolution 853-26 (*Robert Hamud*)
8. Board Action/Discussion - Other: *15 minutes*
 - A. Paratransit Operating Strategy (*Brandon Rapez-Betty*)
9. Board Operations Committee: *5 minutes*
 - A. Chair Report (*Chair Speirs*)
10. Planning & Development Committee: *5 minutes*
 - A. Chair Report (*Kitty Klitzke*)
11. Performance Monitoring & External Relations Committee: *20 minutes*
 - A. Chair Report (*Tim Hattenburg*)
 - i) 2025 Preliminary Year-End Financial Report (*Robert Hamud*)
 - ii) Connect 2035 Funding Requirements Public Outreach Plan Update (*Carly Cortright*)
12. CEO Report: *10 minutes*
13. Board Information – *no action or discussion*
 - A. Committee Minutes
 - B. February 2026 Sales Tax Revenue (*Robert Hamud*)
 - C. January 2026 Financial Results Summary (*Robert Hamud*)

- 13. Board Information – *Continued*
 - D. January 2026 Operating Indicators (*Brandon Rapez-Betty*)
 - E. 2027-2032 Transit Development Plan: Tactical Framework and Stakeholder Outreach (*Emily Poole*)
 - F. Five Mile Mobility Hub Update (*Emily Poole*)
 - G. Meadowglenn Layover Project Order Update (*Emily Poole*)
 - H. Opportunity Fare Program Update (*Carly Cortright*)
 - I. Legislative Update (*Emily Poole*)
 - J. 2026 Service Revision Final Report Review (*Emily Poole*)
 - K. 2025 Year-End Performance Measures (*Brandon Rapez-Betty*)

13. Executive Session: *10 minutes*

Pursuant to 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

14. New Business

15. Board Member Expressions

16. Adjourn (*Chair*)

Virtual Joining link:	Click this link to join meeting virtually	
Password:	Board Members: 2026	Guests: Guest
Call-in Number:	1-408-418-9388	Event #: 2488 694 6834

Cable 5 Broadcast Dates and Times of 3/19/2026, Board Meeting:

Saturday, March 21, 2026	4:00 p.m.
Monday, March 23, 2026	10:00 a.m.
Tuesday, March 24, 2026	8:00 p.m.

April Committee Meetings, Wednesday:

Planning & Development, April 1, 2026	10:00 a.m.
Performance Monitoring & External Relations, April 1, 2026	10:00 a.m.
Board Operations, April 8, 2026	1:30 p.m.

April Board Meeting:

Thursday, April 16, 2026, 1:30 p.m. STA Boardroom, 1230 West Boone Avenue, Spokane, Washington
(A virtual joining option will be available for all Committee and Board meetings)

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting on STA’s website: www.spokanetransit.com. A video of the Board meeting may be viewed on the website the week after the meeting. Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend and participate. Anyone wishing to address the Board of Directors on a specific subject at a Board meeting may do so by submitting written comments to the STA Chair of the Board (1230 West Boone Avenue, Spokane, WA 99201-2686) 24 hours prior to the Board meeting. Mail addressed to the Board of Directors will be distributed by STA at its next meeting. Mail addressed to a named Board Member will be forwarded to the Board Member, unopened. Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964. For more information, see 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 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.



1230 W. Boone Avenue, Spokane, WA 99201
(509) 328-RIDE | www.spokanetransit.com

Committee Information
Meeting Date: March 11, 2026
Agenda Item: 10

Presented To: Board Operations Committee
Referral Committee: n/a
Title: BOARD OPERATIONS COMMITTEE DRAFT APRIL 8, 2026, MEETING AGENDA
Submitted by: Karl Otterstrom, Chief Executive Officer

Purpose: For decision.
Recommendation: n/a
Attachments and/or Online Links: APRIL 8, 2026, BOARD OPERATIONS COMMITTEE DRAFT AGENDA

SUMMARY: The Board Operations Committee draft meeting agenda for April 8, 2026, is attached for your information.



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BOARD OPERATIONS COMMITTEE MEETING

Wednesday, April 8, 2026
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

DRAFT AGENDA

1. Call to Order and Roll Call
2. Approve Committee Agenda (*Speirs*)
3. Chair's Comments (*Speirs*) (5 minutes)
4. Committee Action/Discussion (5 minutes)
 - A. Minutes of the March 11, 2026, Committee Meeting – Corrections/Approval
5. Sales Tax Renewal Ballot Proposition - Resolution (*Otterstrom*) (15 minutes)
6. Committee Chair Reports (10 minutes)
 - A. Kitty Klitzke, Planning & Development
 - B. Tim Hattenburg, Performance Monitoring & External Relations
7. Board of Directors Draft April 16, 2026, Meeting Agenda – Corrections/Approval (*Otterstrom*) (5 minutes)
8. Board Operations Committee Draft May 13, 2026, Meeting Agenda – Information (*Otterstrom*) (5 minutes)
9. CEO Report (*Otterstrom*) (5 minutes)
10. New Business
11. Executive Session (*Etter, McMahon*) (15 minutes)
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;
12. Adjourn

Next Committee Meeting: Wednesday, May 13, 2026, at 1:30 p.m. in person with virtual public viewing option.

Virtual Link: [Join here](#)

Meeting ID: 213 068 861 809 7

Password: RZ66Gk7u

Call-in Number: 1-509-824-1714

Conference ID: 906 909 811#

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CEO Report
Meeting Date: March 11, 2026
Agenda Item: 11

Presented To: Board Operations Committee
Referral Committee: n/a
Title: CEO REPORT
Submitted by: Karl Otterstrom, Chief Executive Officer

Purpose: For information.
Recommendation: n/a
**Attachments and/or
Online Links:** n/a

SUMMARY: At this time, the CEO will have an opportunity to comment on various topics of interest regarding Spokane Transit.



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New Business
Meeting Date: March 11, 2026
Agenda Item: 12

Presented To: Board Operations Committee
Referral Committee: n/a
Title: NEW BUSINESS
Submitted by: Karl Otterstrom, Chief Executive Officer

Purpose: For information.
Recommendation: n/a
**Attachments and/or
Online Links:** n/a

SUMMARY: At this time, the Committee will have the opportunity to discuss new business relating to Board Operations.



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Executive Session
Meeting Date: March 11, 2026
Agenda Item: 13

Presented To: Board Operations Committee
Referral Committee: n/a
Title: EXECUTIVE SESSION
Submitted by: Karl Otterstrom, Chief Executive Officer

Purpose: For information.
Recommendation: n/a
Attachments and/or Online Links: n/a

SUMMARY: At this time, in accordance with RCW 42.30.110(1)(b) the Board Operations Committee will adjourn to Executive Session for the purpose of:

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.

The STA Board of Directors will reconvene in open session at approximately _____ p.m. If it becomes necessary to extend the executive session, a member of the staff will return to announce the time at which the STA Board will reconvene.

If any action is to be taken as a result of discussions in the executive session, that action will occur at the open public meeting.