



1230 W. Boone Avenue, Spokane, WA 99201  
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Approve Agenda
Meeting Date: May 13, 2026
Agenda Item: <b>2</b>

**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:** MAY 13, 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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## BOARD OPERATIONS COMMITTEE MEETING

Wednesday, May 13, 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 April 8, 2026, Board Operations Committee – Corrections/Approval
5. Committee Action/Discussion (15 minutes)
  - A. Consent Agenda
    - i. Bus Stop Site Improvements Property Acquisition (Resolution) (*Poole*)
6. Board Composition – Preliminary Guidance (*Otterstrom*) (10 minutes)
7. Board Member Orientation Status Update (*Otterstrom*) (10 minutes)
8. Public Records Index Undue Burden Determination (Resolution) (*Hamud*) (5 minutes)
9. Committee Chair Reports (10 minutes)
  - A. Kitty Klitzke, Planning & Development
  - B. Tim Hattenburg, Performance Monitoring & External Relations
10. Board of Directors Draft May 21, 2026, Meeting Agenda – Corrections/Approval (*Otterstrom*) (5 minutes)
11. Board Operations Committee Draft June 10, 2026, Meeting Agenda – Information (*Otterstrom*) (5 minutes)
12. CEO Report (*Otterstrom*) (5 minutes)
13. New Business
14. 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*
15. Adjourn

Next Committee Meeting: Wednesday, June 10, 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#

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 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.



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Chair Report
Meeting Date: May 13, 2026
Agenda Item: <b>3</b>

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

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

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**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: May 13, 2026
Agenda Item: <b>4A</b>

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**Presented To:** Board Operations Committee  
**Referral Committee:** n/a  
**Title:** MINUTES OF THE APRIL 8, 2026, BOARD OPERATIONS COMMITTEE – CORRECTIONS/APPROVAL  
**Submitted by:** Lance Speirs, STA Board Chair

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**Purpose:** For decision.  
**Recommendation:** Approve committee minutes as presented.  
**Attachments and/or Online Links:** APRIL 8, 2026, BOARD OPERATIONS COMMITTEE DRAFT MINUTES

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**SUMMARY:** The April 8, 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 April 8, 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  
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

### **STAFF ABSENT**

Emily Poole, Chief Planning & Development Officer

### **PROVIDING LEGAL COUNSEL**

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

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#### 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**

The Executive Session was cancelled and removed from the agenda.

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

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

There were no questions or comments.

4. COMMITTEE ACTION/DISCUSSION

A. Minutes of the March 11, 2026, Committee Meeting

**Ms. Klitzke moved to approve the March 11, 2026, Committee meeting minutes as submitted. Mr. Hattenburg seconded, and the motion passed unanimously.**

5. APTA LEGISLATIVE CONFERENCE OVERVIEW

Mr. Otterstrom presented the APTA Legislative Conference Overview to the Committee, which is taking place in Washington, D.C., from April 12 – 14. Board and Executive attendance for the conference will be as follows: Chair Lance Speirs, Commissioner Al French, Deputy Mayor Tim Hattenburg, Council Member Kitty Klitzke, Karl Otterstrom, CEO, Robert Hamud, CFO, Emily Poole, CPDO, and Brandon Rapez-Betty, COO. The conference itinerary was presented covering the dates of Sunday, April 12 through Tuesday, April 14. Mr. French confirmed his attendance. Mr. Hamud added that the Legislative Committee meeting is at 3:15 pm Eastern on Sunday, April 12. Ms. Sherry Little and Mr. Jamie Harrell from Cardinal Infrastructure joined the meeting to share insights ahead of the Legislative Conference. Ms. Little shared her experience on Capitol Hill and work history supporting STA projects. Ms. Little briefed the Committee on a scheduled meeting with FTA staff and noted the recent departure of Mark Molinaro as FTA Administrator. Mr. Harrell briefed the Committee on anticipated meetings with members of congress and their staff and spoke of current and relevant legislative matters. Ms. Little encouraged STA to prepare information in advance related to local funding as those discussions arise, since project success greatly depends upon local funding. She shared that STA has a good reputation in D.C. as a transit agency that was able to deliver a CIG project that was on time and under budget.

6. SALES TAX RENEWAL AUTHORIZATION: RESOLUTION

Mr. Otterstrom presented a draft sales tax renewal authorization resolution to the Committee. The Committee discussed whether to move forward with a sales tax holiday, effectively phasing in one-tenth of a cent sales tax for up to two years, and the timing of the ballot proposition. Ms. Klitzke expressed concern that the option of a tax holiday has created confusion, and that it's not clear that this is simply a renewal instead of a new tax. She opined the Safe and Healthy Task Force's initiative may not be ready by November 2026. Ms. Klitzke shared that as Ms. Little stated, maintaining local funding is vital to STA's success with obtaining state and federal funding. Mr. Hattenburg stated that while he supported a sales tax holiday, he understands it is creating confusion with the community. Mr. French stated he does not support the current pursuit for a ballot measure for the sales tax renewal authorization because of his concerns with the Board. He confirmed his concern was not with staff or the agency's performance. He added that his concerns are primarily with the lack of accountability demonstrated by members of the Board. Mr. French noted the Safe and Healthy ballot measure does not yet have a definite scope, and he believes they will not be ready to make it to the ballot in November 2026. He thinks STA's ballot measure for the sales tax renewal will fail initially with voters, and a second ballot measure will be required, replicating what happened with STA's last sales tax ballot measure in 2015. Chair Speirs explained a recommendation is not required from the Board Operations Committee to the Board. He agreed the tax holiday idea is adding to confusion, and he believes much of the concern with the idea is that it would seemingly link STA's ballot measure with the Safe and Healthy Task Force's ballot measure. The Committee discussed the timing of the ballot measure and removing the tax holiday language. Chair Speirs shared he believes STA is ready to move forward with the ballot measure. He explained that if STA moves ahead with an August

ballot proposition, STA won't be in competition with the Safe and Healthy Task Force. In response to Committee member feedback, Mr. Otterstrom offered to work with Legal Counsel to remove section three of the draft language, which speaks to the tax phase-in ("sales tax holiday") language and edit the draft ballot title to reflect the removal of that provision. He further noted that fare increases were included within the STA Moving Forward plan, and fare collection remains an important policy, with fare increases incorporated into financial projections. Mr. Otterstrom suggested including language in the resolution to recognize the relationship of fares as part of STA's funding strategy as well as its alignment with adopted plans. While that would not prevent a future Board from making future changes to policy or fare structures, it could introduce added accountability. The Committee discussed how the subject of fares is impacting this ballot measure and potential draft language to address STA's fare commitments in the future. Ms. Clark confirmed with the Committee that the resolution language regarding the phase-in provisions and the related "Whereas" statements would be removed, and language would be added to address STA's commitment to the community through *Connect 2035* including STA's fare strategies.

## 7. COMMITTEE CHAIR REPORTS

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

Ms. Klitzke and Mr. Otterstrom shared the items presented at the Special Planning & Development Committee meeting on April 2, 2026. Ms. Klitzke expanded on that Committee's recommendation to adopt new fund designations that will help the community understand how STA's money is being spent.

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

Mr. Hattenburg shared the items presented at the Performance Monitoring & External Relations Committee meeting on April 1, 2026.

## 8. BOARD OF DIRECTORS DRAFT AGENDA APRIL 16, 2026

The Committee reviewed the Board Draft Agenda for April 16, 2026. Chair Speirs noted the following additions: 6B. Henry Hanke, Preventive Maintenance Vehicle Technician, Retirement, 7B. Minutes of March 24, 2026, Special STA Board Meeting, and 7F. S. Union Roofing Repair & Replacement: Final Acceptance. Mr. Speirs also noted the removal of item 13L. 2027-2032 Transit Development Plan Tactical Framework. Ms. Clark noted item 14. Executive Session will change from RCW 42.30.110 (1)(b) to RCW 42.30.110(1)(i). Mr. Otterstrom explained the S. Union Roofing Repair & Replacement agenda item is in regards to the roof for the building on a recently acquired piece of property east of the Fleck Center in Spokane Valley. The approximate cost to repair the roof is around \$60,000, and the repair is required for the building to remain in operation for the near-term. The Committee discussed whether 20 minutes would be enough time to discuss item 8A. Sales Tax Renewal Authorization – Resolution. Mr. Otterstrom explained if additional information is needed after the discussion during the Board meeting on April 16, 2026, a Special Board meeting could be scheduled on April 28 or 29, 2026, to meet the May 1, 2026, deadline for submission of the ballot measure.

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

9. BOARD OPERATIONS COMMITTEE DRAFT AGENDA MAY 13, 2026

The Committee reviewed the Board Operations Draft Agenda for May 13, 2026. Mr. Otterstrom noted this will be the first review of STA's Bylaws since 2018.

10. CEO REPORT

Mr. Otterstrom presented the CEO report, noting that sales tax revenue was 1.4% above budget YTD at \$0.4M, 2.1% above the March 2025 actuals at \$0.2M, and 4.5% above 2025 actuals at \$1.3M. He noted the potential impact of fuel costs and high vehicle purchase costs and interest rates on STA's sales tax amounts. Mr. Otterstrom explained employment rates and layoffs impact ridership in addition to the rising fuel and vehicle costs. Mr. French inquired about the Transit Oriented Development (TOD) pilot program, and Mr. Otterstrom confirmed that item is being brought before the Planning and Development Committee on May 6, 2026. The Committee discussed the upcoming APTA conference in Salt Lake City in May 2026 and the potential opportunity for attendees from STA to visit with Utah Transit Authority to learn more about their TOD program.

11. NEW BUSINESS

There was no new business.

12. EXECUTIVE SESSION

The Executive Session was cancelled.

13. ADJOURN

With no further business to come before the Committee, Chair Speirs adjourned the meeting at 2:38 p.m.

Respectfully submitted,

*Amie Blain*

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



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Board Action-Consent Agenda
Meeting Date: May 13, 2026
Agenda Item: <b>5Ai</b>

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**Presented To:** Board Operations Committee  
**Referral Committee:** n/a  
**Title:** BUS STOP SITE IMPROVEMENTS PROPERTY ACQUISITION (RESOLUTION)  
**Submitted by:** Emily S. Poole, Chief Planning & Development Officer  
Dan Wells, Director of Capital Development  
Brian Jennings, Director of Community Development

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**Purpose:** For decision.  
**Recommendation:** Recommend the Board approve, by resolution, the Chief Executive Officer negotiate and execute all documents necessary to purchase any necessary property interests in connection with bus stop site improvements for the projects identified therein for parcels where the purchase price does not exceed \$25,000 per parcel.  
**Attachments and/or Online Links:** STAFF REPORT: BUS STOP SITE IMPROVEMENTS PROPERTY ACQUISITION  
BUS STOP SITE IMPROVEMENTS PROPERTY ACQUISITION RESOLUTION

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**SUMMARY:** Improvements and adjustments to bus stops are an essential aspect of improving the customer experience and improving accessibility to transit service. Several projects currently in design include improvements and other construction at bus stops that in some instances will require activity outside the public right-of-way and on private property. Staff are seeking board authorization to proceed with necessary property agreements, purchases, and acquisitions up to \$25,000 per parcel.

**SPOKANE TRANSIT AUTHORITY**

**Staff Report:** Agenda Item 5Ai

**Presented to:** Board Operations Committee

**SUBJECT:** BUS STOP SITE IMPROVEMENTS PROPERTY ACQUISITION

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**BACKGROUND:** Spokane Transit has approximately 1,700 bus stops throughout the Public Transportation Benefit Area (PTBA) to provide access to Fixed Route service. While bus stops are generally placed within the public right-of-way, in some locations construction activities for required stops and improvements necessarily extend beyond the public rights-of-way. These locations require site license agreements, temporary construction easements, the purchase of property interests, or in some cases, the authorization by the Board to apply STA’s power of eminent domain to acquire property from the adjacent owner.

On July 24, 2024, and on May 15, 2025, the Board approved Resolution 821-24 and 837-25 respectively, and directed the CEO to negotiate in good faith for the acquisition of property interests necessary for site improvements not to exceed \$25,000.00 per parcel. The execution of these resolutions provided staff with clear direction and afforded an efficient process for the execution of property acquisitions as needed for successful improvements to bus stops.

To allow for the purchase of necessary property rights from property owners, staff are seeking Board authorization by resolution for the Chief Executive Officer to negotiate and execute all documents necessary to purchase any necessary property interests for parcels where the purchase price does not exceed \$25,000 per parcel. Purchases above \$25,000 will continue to come to the Board for approval. The draft resolution also signals the Board’s intent to pursue condemnation proceedings for purchases where a purchase price cannot be agreed upon. In these instances, additional Board authorization will be required prior to any formal condemnation actions.

Multiple capital projects are in place to improve bus stop amenities. The following active projects have stops that may require right of access to adjacent property for one or more bus stops:

Project ID#	Approved Projects in the Capital Improvement Program (CIP 2026-2031)	Project/Activity Description
753	2035: Transit Shelter Lighting	Upgrades to existing or replacement of end-of-life shelters and shelter lighting
822	Bus Stop Improvements - 2026	Accessibility improvements to existing bus stops
823	Operational Improvements - 2026	Bus stop improvements in support of improved operations
888	Bus Stop Accessibility Improvement Project	Accessibility improvements to existing bus stops
950	East Fifth Avenue Bus Stop Accessibility & Improvements	Bus stop accessibility improvements and other improvements along East Fifth Ave

<b>1015</b>	North Spokane Bus Stops (2027-2029)	Bus stop accessibility improvements and other improvements in North Spokane
<b>1016</b>	South Spokane Bus Stops (2027-2029)	Bus stop accessibility improvements and other improvements in South Spokane
<b>1017</b>	Spokane Valley Bus Stops (2027-2029)	Bus stop accessibility improvements and other improvements in Spokane Valley
<b>1018</b>	West Plains Bus Stops (2027-2029)	Bus stop accessibility improvements and other improvements in West Plains
<b>1057</b>	Annual Service Change-2026	Annual service change
<b>1069</b>	Stand-Alone Bench Program	Standalone bench installation

**RESOLUTION NO. XXX-26**

A RESOLUTION OF THE SPOKANE TRANSIT AUTHORITY, PROVIDING FOR THE PURCHASE OR ACQUISITION OF REAL PROPERTY NECESSARY FOR THE PUBLIC PURPOSE OF BUS STOP SITE IMPROVEMENTS, AND PROVIDING FOR OTHER MATTERS PROPERLY RELATED THERETO

WHEREAS, the Spokane Transit Authority (“STA”) is a municipal corporation operating and existing under and pursuant to the Constitution and Laws of the State of Washington, including Chapter 36.57A RCW, Public Transportation Benefit Areas (PTBA); and

WHEREAS, pursuant to Chapter 36.57A RCW, STA has all powers necessary to carry out the purposes of the public benefit transportation area; and

WHEREAS, under RCW 36.57A.090(2), STA has the power “[to] acquire by purchase, condemnation, ... gift, or grant, and to... construct, add to, improve, replace, repair, ... the use of transportation facilities within or without the public transportation benefit area, including ... all lands, rights-of-way, property, equipment, and accessories necessary for such systems.”; and

WHEREAS, Article I, § 16 of the Washington Constitution, RCW 36.57A.090-.100, Chapter 8.12 RCW and other applicable law, allow a public benefit transportation area to acquire private property for public use upon making just compensation to the owners; and

WHEREAS, STA’s planned projects addressing site improvements of former, current and future bus stops at various locations, are included within the programs of the 2026-2031 Capital Improvement Program, a component of the 2026-2031 Transit Development Plan, adopted by STA’s Board of Directors in Resolution No. 841-25; and,

WHEREAS, said projects are funded with the approved 2026 Capital Budget, Resolution No. 851-25; and,

WHEREAS, it will be necessary to purchase or acquire certain real property at certain bus stop locations to complete the necessary improvements for the Projects referenced in Section 1 (“Project Improvements”, defined below); and

WHEREAS, STA’s Chief Executive Officer is directed to negotiate in good faith for the acquisition of property interests necessary for the site improvements for said bus stops, but where the parties are unable to agree upon the purchase price, or the owner of the property expresses a desire for STA to acquire the property interest(s) via STA’s eminent domain authority, it will be necessary for STA to exercise such authority; and

WHEREAS, if the parties agree as to the purchase price of any such property interest(s) necessary for the Project Improvements, STA’s Chief Executive Officer may enter into an agreement to purchase any necessary property interest(s), not to exceed \$25,000.00 per parcel, and execute all necessary documents to effectuate such purchases.

NOW, THEREFORE, be it resolved by the Board of Directors of STA as follows:

Section 1. Determination of Public Use and Necessity. STA has a need to acquire land and property in order to carry out site improvements for existing and future bus stops across the PTBA, together with such other permanent or temporary easements or other property interest deemed necessary by STA staff, including any additions, deletions, or changes to the character of the acquisition which may be found necessary for the completion of the following capital projects, or are negotiated with the property owner, for public purposes in order to complete said site improvements, including utilities and related improvements, all as set forth in the Capital Improvement Program and limited to the following capital projects (“Project Improvements”), which are deemed necessary for such public use and in the public interest for STA to acquire such property and/or land by eminent domain, if necessary:

<b>Project ID#</b>	<b>Approved Projects in the Capital Improvement Program (CIP 2026-2031)</b>	<b>Project/Activity Description</b>
<b>753</b>	2035: Transit Shelter Lighting	Upgrades to existing or replacement of end-of-life shelters and shelter lighting
<b>822</b>	Bus Stop Improvements - 2026	Accessibility improvements to new and existing bus stops
<b>823</b>	Operational Improvements - 2026	Improvements that are needed for enhancements to operations
<b>888</b>	Bus Stop Accessibility Improvement Project	Accessibility improvements to new and existing bus stops
<b>950</b>	East Fifth Avenue Bus Stop Accessibility & Improvements	Bus stop accessibility improvements and other improvements along East Fifth Ave
<b>1015</b>	North Spokane Bus Stops (2027-2029)	Bus stop accessibility improvements and other improvements in North Spokane
<b>1016</b>	South Spokane Bus Stops (2027-2029)	Bus stop accessibility improvements and other improvements in South Spokane
<b>1017</b>	Spokane Valley Bus Stops (2027-2029)	Bus stop accessibility improvements and other improvements in Spokane Valley
<b>1018</b>	West Plains Bus Stops (2027-2029)	Bus stop accessibility improvements and other improvements in West Plains
<b>1057</b>	Annual Service Change-2026	Annual service change improvements
<b>1069</b>	Stand-Alone Bench Program	Standalone bench installation

Section 2. Statement of Intent to Exercise Eminent Domain Powers if Necessary. The STA Board of Directors hereby states its intent to exercise its powers of eminent domain, when and if necessary, to acquire all real property interests necessary for the Project improvements.

Section 3. Authorization of the Chief Executive Officer. The STA Board of Directors hereby authorizes the Chief Executive Officer to negotiate and execute all necessary documents for the purchase of real property interest(s) for the Project improvements, as may be necessary to complete the projects, where the parties agree as to the purchase price of such property interest(s), in an amount not to exceed \$25,000.00 per parcel.

Section 4. Severability. Should any section, paragraph, sentence, clause or phrase of this

ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions or sections of this ordinance or its application to persons or circumstances.

Section 5. \_\_\_\_\_ Effective Date. This resolution shall be effective as of the date of its adoption.

DRAFT

ADOPTED by STA at a regular meeting thereof held on the 13<sup>th</sup> day of May 2065.

Attest:

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Dana Infalt  
Clerk of the Authority

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Council Member Lance Speirs  
STA Board Chair

Approved as to form:

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Megan Clark  
Legal Counsel

DRAFT



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Committee Discussion
Meeting Date: May 13, 2026
Agenda Item: <b>6</b>

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**Presented To:** Board Operations Committee  
**Referral Committee:** n/a  
**Title:** BOARD COMPOSITION – PRELIMINARY GUIDANCE  
**Submitted by:** Karl Otterstrom, Chief Executive Officer

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

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**SUMMARY:** At this time, staff will ask for preliminary guidance from Board Operations Committee related to board composition in anticipation of the upcoming STA Bylaws update.



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Committee Discussion
Meeting Date: May 13, 2026
Agenda Item: <b>7</b>

**Presented To:** Board Operations Committee  
**Referral Committee:** n/a  
**Title:** BOARD MEMBER ORIENTATION STATUS UPDATE  
**Submitted by:** Karl Otterstrom, Chief Executive Officer

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

**SUMMARY:** To assist new Board members at STA, staff hold a series of Board Member Orientation meetings.

For the 2026 calendar year, the first meeting was held on January 15, with Council Member Sarah Dixit, Mayor Elsa Martin and Council Member Vince Bartels attending. Council Member Campbell received the same orientation on February 4, 2026.

This initial orientation provided introductions to STA Chiefs and Clerk of the Authority and allowed new members to introduce themselves. Topics discussed included STA agency overview, STA timeline from 1888-2023, STA Mission & Vision, organizational priorities, planning framework, funding and financial standing, ridership philosophy, operating revenue and expenses, capital budget and an organizational chart. Additionally, staff discussed the committee and board structure, board member roles & responsibilities, and provided copies of governing documents (Committee Functional Descriptions (RES. 832-24), Committee Guidelines (RES. 771-19), Bylaws, and Rules of Procedure).

A second orientation tour was scheduled but canceled due to conflicts.

At this time, staff would like to revisit the idea of a tour of the Boone Campus, a bus ride and tour of the STA Plaza, lunch and a trip back to Boone Avenue at a future date, to be held between the Planning & Development and Performance Monitoring and External Relations Committee meetings – perhaps in June or July.

A third follow-up virtual meeting was proposed on an as-needed basis. This is open for discussion at this time to consider another meeting or meetings to provide the new members to ask questions and of staff to offer any additional information requested.



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Committee Action - Recommendation
Meeting Date: May 13, 2026
Agenda Item: 8

**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:** PUBLIC RECORDS INDEX UNDUE BURDEN DETERMINATION 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.

In March 2026, the Board passed resolution 853-026 that expires on June 19, 2026 to allow time for additional information on this topic that staff will provide at the Committee meeting. This proposed resolution would supersede 853-026 and would become permanent.

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.

WHEREAS, the STA Board passed temporary resolution 853-026 on this topic on March 19, 2026, with the intent on approving this permanent resolution on or before the expiration of 853-026 on June 19, 2026.

WHEREAS, this resolution will supersede 853-036 and take place immediately with no expiration.

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 21<sup>st</sup> day of May, 2026.

Attest:

---

Dana Infalt  
Clerk of the Authority

---

Lance Speirs  
STA Board Chair

Approved as to form:

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Megan Clark  
Legal Counsel

DRAFT



1230 W. Boone Avenue, Spokane, WA 99201  
(509) 328-RIDE | [www.spokanetransit.com](http://www.spokanetransit.com)

Committee Information
Meeting Date: May 13, 2026
Agenda Item: <b>9A</b>

---

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

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**Purpose:** Receive report.  
**Recommendation:** n/a  
**Attachments and/or Online Links:** MAY 6, 2026, PLANNING & DEVELOPMENT COMMITTEE AGENDA  
JUNE 3, 2026, PLANNING & DEVELOPMENT COMMITTEE DRAFT AGENDA

---

**SUMMARY:** At this time, the Committee Chair will review the May 6, 2026, committee meeting and draft June 3, 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, May 6, 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 *(5 minutes)*
  - A. Minutes of the April 2, 2026, Committee Meeting – *Corrections/Approval*
4. Committee Action -- Recommendation
  - A. Board Action - Consent Agenda
  - B. Board Action – Other/Committee Recommendation
5. Report to Committee *(55 minutes)*
  - A. 2027-2032 Transit Development Plan
    - i. Proposed 2027-2029 Service Improvements *(Poole)*
    - ii. Proposed 2027-2032 Capital Improvements Program *(Hamud)*
    - iii. Review Financial Forecast *(Hamud)*
  - B. Transit Oriented Development: Pilot Project Update *(Poole)*
6. CEO Report *(Otterstrom) (15 minutes)*
7. Committee Information *(no discussion/staff available for questions)*
8. Review June 3, 2026, Meeting Draft Agenda *(5 minutes)*
9. New Business
10. Committee Members' Expressions *(5 minutes)*
11. Adjourn

Next Committee Meeting: Wednesday, June 3, 2026, at 10:00 a.m. in person.

Optional Virtual Link: [Click this link to join the Planning & Development Committee Meeting via Teams](#)

Meeting ID: 240 765 453 499 37

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

Password: q4bo3f7v

Conference ID: 228 756 876#

*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.*

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

## PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, June 3, 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 *(5 minutes)*
  - A. Minutes of the May 6, 2026, Committee Meeting – *Corrections/Approval*
4. Committee Action -- Recommendation
  - A. Board Action - Consent Agenda
  - B. Board Action – Other/Committee Recommendation
5. Report to Committee *(55 minutes)*
  - A. 2027-2032 Transit Development Plan: Complete Draft *(Poole)*  
*(Public Hearing at the June 18, 2026, Board meeting)*
  - B. Facilities Master Plan Phase 2: Capital Program Update *(Poole)*
  - C. Five Mile Mobility Hub Study Project: Update *(Poole)*
6. CEO Report *(Otterstrom) (15 minutes)*
7. Committee Information *(no discussion/staff available for questions)*
8. Review July 1, 2026, Meeting Draft Agenda *(5 minutes)*
9. New Business
10. Committee Members' Expressions *(5 minutes)*
11. Adjourn

Next Committee Meeting: Wednesday, July 1, 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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1230 W. Boone Avenue, Spokane, WA 99201  
(509) 328-RIDE | [www.spokanetransit.com](http://www.spokanetransit.com)

Committee Information
Meeting Date: May 13, 2026
Agenda Item: <b>9B</b>

---

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

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**Purpose:** Receive report.  
**Recommendation:** n/a  
**Attachments and/or Online Links:** MAY 6, 2026, PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE AGENDA  
JUNE 3, PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE DRAFT AGENDA

---

**SUMMARY:** At this time, the Committee Chair will review the May 6, 2026, committee meeting and draft June 3, 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, May 6, 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*

### AGENDA

1. Call to Order and Roll Call (*Chair*)
2. Committee Chair Report
3. Committee Action (*10 minutes*)
  - A. Minutes of April 1, 2026, Committee Meeting - *Corrections/Approval*
  - B. Battery Electric Bus On-Route Charging: Scope of Work Approval (*Poole*)
4. Committee Action – Recommendation (*20 minutes*)
  - A. Board Action - Consent Agenda
    1. Public Transportation Agency Safety Plan - Approval of 2026 Update (Resolution) (*Williams*)
    2. Battery Electric Bus On-Route Charging: Equipment Purchase (*Poole*)
  - B. Board Action – Other/Committee Recommendation (*none*)
5. Reports to Committee (*35 minutes*)
  - A. 2026-2027 Workforce Development Plan (*Williams*)
  - B. FIFA Planning (*Cortright/Poole*)
  - C. 2025 Fixed Route System Performance Report (*Poole*)
  - D. Citizen Advisory Committee Update (*Cortright*)
6. CEO Report (Otterstrom) (*10 minutes*)
7. Committee Information (*no discussion/staff available for questions*)
  - A. March 2026 Operating Indicators (*Rapez-Betty*)
  - B. March 2026 Financial Results Summary (*Hamud*)
  - C. April 2026 Sales Tax Revenue (*Hamud*)
  - D. 1st Quarter 2026 Service Planning Input Report (*Poole*)
8. Review June 3, 2026, Meeting Draft Agenda (*5 minutes*)
9. New Business (*5 minutes*)
10. Committee Members’ Expressions (*5 minutes*)
11. Adjourn
12. Next PMER Committee Meeting: Wednesday, June 3, 2026, at 1:30 p.m.

Optional Virtual Link: [Click Here to Join the PMER Committee Meeting](#)

Meeting ID: 261 057 756 795 96

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

Password: yY7rk3Rr |

Conference ID: 220 371 401#

*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.*



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## PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE MEETING

Wednesday, June 3, 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*

### AGENDA

1. Call to Order and Roll Call (*Chair*)
2. Committee Chair Report
3. Committee Action (*5 minutes*)
  - A. Minutes of May 6, 2026, Committee Meeting - *Corrections/Approval*
  - B. Downtown Charging & Layover Facility: Scope of Work Approval (*Poole*)
4. Committee Action – Recommendation (*30 minutes*)
  - A. Board Action - Consent Agenda
    1. Community Van Program Pilot
    2. Enterprise Asset Management Solution: Award of Contract (*Rapez-Betty*)
    3. Demand Response Transit Software: Award of Contract (*Poole*)
    4. Mobility on Demand Pilot Service Operations: Award of Contract (*Poole*)
  - B. Board Action – Other/Committee Recommendation (*none*)
5. Reports to Committee (*30 minutes*)
  - A. 2026 First Quarter Year-to-Date Performance Measures (*Rapez-Betty*)
  - B. 2026 Community Perception Survey Results Summary (*Cortright*)
  - C. Opportunity Fare Program Update (*Cortright*)
  - D. 2025 National Transit Database Ridership Adjustments (*Poole*)
6. CEO Report (Otterstrom) (*10 minutes*)
7. Committee Information (*no discussion/staff available for questions*)
  - A. April 2026 Operating Indicators (*Rapez-Betty*)
  - B. April 2026 Financial Results Summary (*Hamud*)
  - C. May 2026 Sales Tax Revenue (*Hamud*)
8. Review July 1, 2026, Meeting Draft Agenda (*5 minutes*)
9. New Business (*5 minutes*)
10. Committee Members’ Expressions (*5 minutes*)
11. Adjourn
12. Next PMER Committee Meeting: Wednesday, July 1, 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#

*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.*



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Committee Action
Meeting Date: May 13, 2026
Agenda Item: <b>10</b>

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**Presented To:** Board Operations Committee  
**Referral Committee:** n/a  
**Title:** BOARD OF DIRECTORS DRAFT MAY 21, 2026, MEETING AGENDA  
**Submitted by:** Karl Otterstrom, Chief Executive Officer

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**Purpose:** For decision.  
**Recommendation:** Corrections and/or approval.  
**Attachments and/or Online Links:** MAY 21, 2026, BOARD DRAFT AGENDA

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**SUMMARY:** The Board of Directors draft meeting agenda for May 21, 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](http://www.spokanetransit.com)

## BOARD MEETING

Thursday, May 21, 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. Recognitions and Presentations: *5 minutes*
  - A. John Ehnes, Electrician, Retirement (*Brandon Rapez-Betty*)
  - B. Linda Hansen, Next Day Scheduler, Retirement (*Brandon Rapez-Betty*)
7. Board Action - Consent Agenda: *5 minutes*
  - A. Minutes of April 16, 2026, STA Board Meeting – Corrections/Approval
  - B. Minutes of April 1, 2026, STA Special Board Workshop – Corrections/Approval
  - C. Minutes of April 29, 2026, STA Special Board Meeting – Corrections/Approval
  - D. Approval of April 2026 Vouchers (*Robert Hamud*)
  - E. Public Works Contracts Under \$35,000: Final Acceptance (*Jordan Hayes-Horton*)
  - F. Public Transportation Agency Safety Plan-Approval of 2026 Update (Resolution) (*Nancy Williams*)
  - G. Battery Electric Bus On-Route Charging: Equipment Purchase (*Emily Poole*)
  - H. Bus Stop Site Improvements Property Acquisition (Resolution) (*Emily Poole*)
  - I. Public Records Index Undue Burden Determination (Resolution) (*Robert Hamud*)
8. Board Operations Committee: *5 minutes*
  - A. Chair Report (*Chair Speirs*)
9. Planning & Development Committee: *15 minutes*
  - A. Chair Report (*Kitty Klitzke*)
    - i. 2027-2032 Transit Development Plan:
      - a) Proposed 2027-2029 Service Improvements (*Emily Poole*)
      - b) Proposed 2027-2032 Capital Improvements (*Robert Hamud*)
      - c) Review Financial Forecast (*Robert Hamud*)
10. Performance Monitoring & External Relations Committee: *5 minutes*
  - A. Chair Report (*Tim Hattenburg*)
11. CEO Report: *15 minutes*

12. Board Information – no action or discussion
  - A. Committee Minutes
  - B. April 2026 Sales Tax Revenue (*Robert Hamud*)
  - C. March 2026 Financial Results Summary (*Robert Hamud*)
  - D. March 2026 Operating Indicators (*Brandon Rapez-Betty*)
  - E. Transit Oriented Development: Pilot Project Update (*Emily Poole*)
  - F. 2026-2027 Workforce Development Plan (*Nancy Williams*)
  - G. 2025 Fixed Route System Performance Report (*Emily Poole*)
  - H. FIFA Planning (*Carly Cortright*)
  - I. 1<sup>st</sup> Quarter 2026 Service Planning Input Report (*Emily Poole*)
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:	<a href="#">Use this link to virtually join meeting via Webex</a>	
Password:	<b>Board Members: 2026</b>	<b>Guests: Guest</b>
Call-in Number:	1-408-418-9388	Event #: 2482 100 8964

Cable 5 Broadcast Dates and Times of May 21, 2026, Board Meeting:

Saturday, May 23, 2026	4:00 p.m.
Monday, May 25, 2026	10:00 a.m.
Tuesday, May 26, 2026	8:00 p.m.

June Committee Meetings, Wednesday:

Planning & Development, June 3, 2026	10:00 a.m.
Performance Monitoring & External Relations, June 3, 2026	10:00 a.m.
Board Operations, June 10, 2026	1:30 p.m.

June Board Meeting:

Thursday, June 18, 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](http://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](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 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.



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Committee Information
Meeting Date: May 13, 2026
Agenda Item: <b>11</b>

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**Presented To:** Board Operations Committee  
**Referral Committee:** n/a  
**Title:** BOARD OPERATIONS COMMITTEE DRAFT JUNE 10, 2026, MEETING AGENDA  
**Submitted by:** Karl Otterstrom, Chief Executive Officer

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**Purpose:** For decision.  
**Recommendation:** n/a  
**Attachments and/or Online Links:** JUNE 10, 2026, BOARD OPERATIONS COMMITTEE DRAFT AGENDA

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**SUMMARY:** The Board Operations Committee draft meeting agenda for June 10, 2026, is attached for your information.



1230 W. Boone Avenue, Spokane, WA 99201  
(509) 328-RIDE | [www.spokanetransit.com](http://www.spokanetransit.com)

**BOARD OPERATIONS COMMITTEE MEETING**

Wednesday, June 10, 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 May 13, 2026, Board Operations Committee – Corrections/Approval
5. Bylaws Initial Review/Update (*Otterstrom*) (*10 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 June 10, 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(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee*
12. Adjourn

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

Virtual Link: <a href="#">Join here</a>		
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](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 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.



1230 W. Boone Avenue, Spokane, WA 99201  
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CEO Report
Meeting Date: May 13, 2026
Agenda Item: <b>12</b>

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**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

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



1230 W. Boone Avenue, Spokane, WA 99201  
(509) 328-RIDE | [www.spokanetransit.com](http://www.spokanetransit.com)

New Business
Meeting Date: May 13, 2026
Agenda Item: <b>13</b>

---

**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

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



1230 W. Boone Avenue, Spokane, WA 99201  
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Executive Session
Meeting Date: May 13, 2026
Agenda Item: <b>14</b>

**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.