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

STA BOARD MEETING

APPROVED Minutes of July 16, 2026, Meeting
STA Boardroom with Virtual Joining Option

MEMBERS PRESENT

Lance Speirs, Small Cities Medical Lake, *Chair*
Josh Kerns, Spokane County
Kitty Klitzke, City of Spokane
Michael Cathcart, City of Spokane
Pam Haley, City of Spokane Valley
Sarah Dixit, City of Spokane
Tim Hattenburg, City of Spokane Valley
Zack Zappone, 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

Ron Van Wert, Etter, McMahon, Lamberson, Van Wert and Oreskovich, P.C.

Megan Clark, Etter, McMahon, Lamberson, Van Wert and Oreskovich, P.C. *(Virtual)*

---

1. Call to Order and Roll Call - Chair Speirs call the meeting to order at 1:33 PM and the Clerk conducted roll call.
2. Pledge of Allegiance – Board members, staff, and guests stood for the pledge of allegiance.
3. Excused Absences – None
4. Approve Board Agenda – **Council Member Pam Haley moved to approve the Board Agenda as updated. Deputy Mayor Tim Hattenburg seconded, and the motion passed unanimously.**
5. Public Expressions - Chair Speirs reminded everyone that pursuant to RCW 29B.45.010, speakers may not use the public comment period to support or oppose any candidate or ballot measure. The Chair may interrupt comments that do not comply with this requirement.

   Mr. Dan Harmon mentioned he's not here to speak for or against it but would like to make some comments about the sales tax. Chair Speirs said he could make comments about the ballot measure, but to not endorse or oppose. Mr. Harmon asked about the sunset clause timeline of 22 years. He expressed his frustration with the process and left the meeting. Chair Speirs thanked him for coming down to speak.

   Mr. Erik Lowe, representing Spokane Reimagined, expressed support for the facilities plan. He stated that Spokane Reimagined supports investments in transit stops and infrastructure that improve rider access, as well as the proposed improvements at STA Plaza. He noted that a centrally located meeting space at STA Plaza would enhance public access to Board meetings and encourage greater public participation because the facility is served by multiple transit routes.

Chair Speirs called three times for others wishing to speak, either in person or virtually. There were none.

6. Recognitions and Presentations

   A. Employee Recognition Awards 2Q 2026 – Ms. Williams stated that Neighborliness, Service, Innovation, and Trained are among the values employees must demonstrate to be nominated for an Employee Recognition Committee (ERC) award. She noted that nominations include specific examples of how employees exemplify these values through their daily interactions with colleagues and customers, as well as through their contributions to STA's success. Ms. Williams then announced the second quarter Employee Recognition Committee award recipients. Board members and staff applauded the winners.

   B. Years of Service – 2Q 2026 – Ms. Williams advised that STA recognizes employees who have reached significant years-of-service milestones in their careers. She read the names of employees who achieved milestones of 5, 10, 15, 20, and 30 years of service. The Board and staff expressed their appreciation for these employees' contributions and congratulated them on their years-of-service achievements.

7. Board Action - Consent Agenda

Council Member Pam Haley moved to approve the Board Consent Agenda items 7A through 7I. Council Member Kitty Klitzke seconded and the motion passed unanimously

   A. Minutes of June 18, 2026, STA Board Meeting – Corrections/Approval
   B. Approval of June 2026 Vouchers – Approved claims as listed

DESCRIPTION	VOUCHER/ACH NUMBERS	AMOUNT	
Accounts Payable Vouchers (June)	Nos. 638153 – 638546	$	6,383,127.57
Worker's Comp Vouchers (June)	ACH – 2286	$	126,420.07
Wire Payments (June)	ACH – 2286		50,000
Payroll 06/12/2026	ACH – 06/12/2026	$	3,432,677.28
Payroll 06/26/2026	ACH – 06/26/2026	$	2,687,769.90
WA State – DOR (Excise Tax)	ACH – 1767	$	6,697.97
JUNE TOTAL		**$**	**12,686,692.79**

   C. Public Works Contracts Under $35,000: Final Acceptance – Approved, by motion, 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.

Purchase Order/ Contract Number	Project Description	Contractor	Purchase Order/ Contract Value	Substantial Completion Date of the Work
20260145	Plaza Concrete Striping	Specialized Pavement Marking, LLC	$6,183.96	6/5/2026
20260151	Plaza Plumbing Repair	Bulldog Rooter, Inc.	$478.95	6/29/2026

D. 2027-2032 Transit Development Plan: Finalize and Approve (Resolution 861-26) - Adopted, by Resolution 861-26, the 2027-2032 Transit Development Plan.
E. Federal Transit Administration Section 5310: Call for Projects and Local Funding Match Approval - Approved the allocation of $252,188 in STA local funds to partially offset local match requirements for subrecipients in the 2026 Section 5310 Call for Projects
F. Community Van Pilot Program Adoption (Resolution 863-26) - Approved, by Resolution 863-26, to adopt and implement the Community Van Pilot Program and authorize STA staff to administer, evaluate, and refine the program.
G. Battery Electric Bus on-Route Charging; Award of Contract - Approved, by motion, the award of contract for the Battery Electric Bus On-Route Charging Infrastructure project to Colvico, Inc. for $1,536,686 and authorize the CEO to apply contingency funds, as necessary
H. STA Moving Forward Conclusion (Resolution 864-26) - Adopted, by Resolution 864-26, an acknowledgement of the successful completion of STA Moving Forward: A plan for more and better transit services.
I. Minor Fare Table Update (Resolution 865-26) - Adopted, by Resolution 865-26, the minor updates to the Spokane Transit Authority fare structure for Fixed Route, Paratransit, STA Link, Vanpool, and Special Events.

8. Board Action – Committee Recommendation

A. Facilities Master Plan Phase 2: Final Acceptance (Resolution) – Mr. Rapez-Betty provided background on the Facilities Master Plan (FMP) and he offered status updates on near term actions that included Leases, property acquisition, capital project updates, the training course (CIP 1150), Plaza Tenant Improvement (CIP 1152), Fixed Route Operations Center (CIP 1207), and the Paratransit & Rideshare Operations Base (CIP 1207). He reviewed longer term actions. Anticipated longer term actions included the Clean Energy Base, the Boone Campus and the Facilities Base.

Mr. Rapez-Betty provided budget and timing on near-term projects and long-term capital improvements timing & funding expectations.

Discussion ensued concerning the Clean Energy Base and the scope included in the FMP relative to Connect 2035. Council Member Cathcart suggested Connect 2035 be updated to reflect that STA intends to complete site design work in conjunction with acquisition of a future site.

Deputy Mayor Tim Hattenburg moved to accept, by Resolution 862-26, the Facilities Master Plan and authorize staff to advance near term projects and property acquisitions, work toward long term projects and perform updates of the plan every 5-years. Council Member Kitty Klitzke seconded and the motion passed unanimously.

9. Board Operations Committee

A. Chair Report - Chair Speirs provided an overview of the items discussed at the meeting.

i. STA Bylaws Review: Updated Draft – The Clerk provided redlined copies to all board members, along with a table of proposed Bylaws modifications.

Ms. Clark reviewed the redlined STA Bylaws and proposed revisions to the STA Bylaws as developed by the Board Operations Committee. Discussion ensued and additional recommendations for updates were presented. Ms. Clark will incorporate recommendations into the red-lined version of the Bylaws and return to the Board Operations Committee in September. Following their recommendation and providing the Board with two weeks to review, the Bylaws will be brought back to the Board in October for review and potential approval.

10. Planning & Development Committee

    A. Chair Report – Council Member Klitzke reviewed the items discussed and recommended by the Planning and Development Committee at their meeting July 1.

11. Performance Monitoring & External Relations Committee

    A. Chair Report – Deputy Mayor Hattenburg noted the items that PMER committee recommended the Board approve, as well as the reports received.

12. CEO Report – Mr. Otterstrom reported on the following:

    Ridership increased in Fixed Route 6.8% in June 2026 versus June 2025 and 2.1% year-to-date. Zero-Fare Youth continues to increase at a faster pace than overall ridership. Paratransit ridership increased 1.9% in June 2026 and is down 0.2% year-to-date. Rideshare saw a 10.9% increase in June 2026 over 2025 and 6.8% year-to-date. There were 21 weekdays in June 2026 and 20 weekdays in June 2025, contributing to some of the ridership growth relative to June 2025.

    June 2026 voter approved Sales tax revenue on April sales came in 5.4% above budget ($10.1M vs. $9.6M – or $520K). Sales tax is 3.0% above budget year-to-date ($1.7M)

    Monthly Fare Revenue by Service Type was up 17.9% year-to-date. Total revenue for June was $688,764 compared to June 2025 of $584.336.

    A review of the new funds discussed at the July 8 Board Workshop was provided, including the categories to be funded through the Capital Projects Fund (Fund 03): Passenger and Operational Facilities, Maintenance and Administration Facilities, and High-Performance Transit, including Bus Rapid Transit (BRT).

    Ridership for Hoopfest (34,021) and 4th of July (17,822) was shared and it was noted that the Summer of Soccer temporary service adds saw a 40% gain on Route 7 over the preceding 6 weeks. STA will make permanent the 30-minute service for a large span of Saturday service beginning in September.

    Other Fall Service improvements were shared for Route 36 North Central, Route 63 Gieger/Airport, and other schedule adjustments for on-time performance, connection and interline efficiencies.

    Outreach groups that STA presented to on for Connect 2035 and STA Proposition 1 were reviewed, as well as all the tabling events attended.

    Mr. Otterstrom concluded his report sharing STA Moving Forward Progress in Action and a highlight of what the 10-year plan accomplished: 35% bus service increase, 62% more weekend service, 50% increase in new bus routes, 85,598,492 Bus, Paratransit, & Rideshare rides, 88% increase in new bus stop shelters, and 3,399 more scheduled bus trips each week. He invited Board members to stay after the meeting to enjoy cake provided by staff to celebrate the accomplishments of STA Moving Forward.

13. Board Information

    A. Committee Minutes
    B. June 2026 Sales Tax Revenue
    C. May 2026 Financial Results Summary
    D. May 2026 Operating Indicators
    E. Division Street Bus Rapid Transit: Design and Public Outreach Update
    F. Wellesley Corridor Development Plan: Analysis and Engagement Update
    G. Green Transportation Grant: Project Information

14. Executive Session

    The Board adjourned to Executive Session at 3:05 pm, pursuant to RCW 42.30.110(1)(i) - to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. The Board indicated their return would be at 3:15 pm.

    At 3:15 pm, the Board reconvened in open session. There was no action as a result of the executive session.

15. New Business – There was no new business

16. Board Member Expressions – Council Member Sarah Dixit reminded that ballots are coming out and reminded everyone to vote. Council Member Dan Sander thanked staff for the details that go into the Board meetings and the comprehensive planning of all the pieces.

17. Adjourn - With there being no further business to come before the board, the chair adjourned the meeting at 3:16 pm with a reminder that there would be no Board meeting in August and the Board will reconvene in September.

Respectfully submitted,

Dana Infalt

Dana Infalt
Clerk of the Authority